

OIL INDIA LIMITED

(A Govt. of India Enterprise)

Rajasthan Project,

02-A, SARASWATI NAGAR,

DISTRICT SHOPPING CENTRE, BASNI

JODHPUR- 342005,

RAJASTHAN, INDIA

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Email: mat_rp@oilindia.in

Tender No. & Date : JID4989L18**12.06.2017**

Bid Security Amount : INR 0.00 OR USD 0.00
(or equivalent Amount in any currency)

Bidding Type : Single Bid (Composite Bid)

Bid Closing On : 18.07.2017 at 15:00 hrs. (IST)

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Performance Guarantee : Applicable

OIL INDIA LIMITED invites Limited tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
10 0C000242	Supply of 30 KVA Diesel Generating set with Acoustic Enclosure & Integrated Power Distribution Board Mounted on a Heavy Duty Skid For Ranao Water Point near Tanot in Jaisalmer District of Rajasthan. Description, Specification, instruction and scope of work as per Annexure-A-1 enclosed .	1	NO
	Installation & Commissioning		
10	Installation & Commissioning of 30kva DG	1	AU

Standard Notes: As per Annexure A-1

Daya Shankar
Manager (M&C)

DAYA SHANKAR
MANAGER (M&C)
OIL INDIA LIMITED (R.P)
JODHPUR

Scope of works, Specification, Note to bidder, BEC/BRC Criteria & Standard Notes**Scope of works**

Supply, Transportation, Loading, Unloading, Testing, Installation and Commissioning of One number 30 KVA Diesel Engine driven Generating Set with Acoustic Enclosure & Skid at Ranao Water point near Tanot in Jaisalmer, Rajasthan.

Specification:-

Water cooled D.G. Set capable of developing minimum 30 KVA (24 KW) at 3 phase, 0.8 power factor, 415 volt, 50 Hz and running at 1500 rpm under NTP conditions as per IS: 10,002 or ISO: 3046 or latest. The generating set should have acoustic enclosure & mounted on a heavy duty skid. The DG set shall have to meet the following specifications:

1.0 DIESEL ENGINE:

Water cooled, direct injection, four stroke, diesel engine having in line fuel pump, governing class-A1 capable of developing sufficient horsepower to drive the alternator when running at 1500 rpm at altitude not exceeding 300 meter above mean sea level. The engine should be suitable for continuous duty at temperatures varying from 10 degree Celsius in winter to up to 52 degree Celsius in summer & capable of developing minimum BHP of 40 at 1500 rpm at its rated speed without undue heating or any other mechanical trouble. The engine should rotate anti clockwise while looking from the flywheel end and should conform to IS: 10,002 or ISO: 3046 or latest.

The engine should comprise the following standard accessories such as

- 1.01 Flywheel
- 1.02 Fuel and lubricating oil filter
- 1.03 Heavy duty air intake filters.
- 1.04 Lubricating oil pressure gauge
- 1.05 Tachometer
- 1.06 Standard set of tools with tool-box
- 1.07 12 volt of electric starting equipment (preferably LUCAS TVS make or equivalent) fitted to the engine and comprising of battery (12 V, 120 AH), starter, charging alternator and starting ring gear fitted to the flywheel.
- 1.08 Heavy Duty Radiator capable of keeping the engine in good running condition at atmospheric temperatures mentioned earlier.
- 1.09 Fuel tank of capacity to run the gen-set continuously for 24 hours.



1.10 Guard for all moving parts of the engine such as W/pump belt, charging alternator belt, radiator fan etc.

1.11 Residential type Exhaust Silencer with spark arrestor (muffler)

1.12 ENGINE CONTROL PANEL: The engine control panel shall be installed on the body of the enclosure, operable from outside. It shall comprise of the following but not limited to:

- a) Engine control switch for START, RUN, OFF.
- b) Engine START switch / push button.
- c) Emergency SHUT OFF / STOP switch / push button.

1.13 ENGINE MONITORING PANEL: It shall be installed at the body of the acoustic enclosure, covered by a suitable transparent toughened glass. The engine control panel shall comprise of the following but not limited to:

- a) Digital/Analog tachometer (for rpm), running hour's counter & start counter
- b) Digital/Analog Engine oil pressure & temperature gauges, Water temperature gauge
- c) 1 No. Hour meter to indicate engine run hours (AEL / L&T make)

1.14 Any items/points not included in the specifications but necessary for operation shall be stated by the bidder.

1.15 Engine safety controls (High water temp, low lube oil pressure and over speed) to be provided to prevent any damage to the engine.

1.16 Fire extinguisher, suitable lighting arrangement are to be provided inside the canopy.

2.0 ELECTRICAL :

Brushless type alternator of 30 KVA rating (minimum) when coupled to water cooled engine will develop 30 KVA (minimum) at 3 phase, 0.8 power factor, 415 Volt when running at 1500 rpm under NTP conditions.

The alternator makes: Stamford, Kirloskar, NGEF, Crompton Greaves.

A. TECHNICAL SPECIFICATIONS OF ALTERNATOR:

- i) Rated Output : 30 kVA (minimum) continuous rating at 0.8 PF at specified ambient conditions
- ii) Rated Voltage / frequency : 415 Volts / 50 Hz
- iii) Phase : 3-phase, 4 wire, neutral point shall be brought out to terminal box
- iv) Type : Brush less
- v) Rated power factor : 0.8 lagging
- vi) No. of Poles / rpm : 4 / 1500
- vii) Class of insulation : Class F/H
- viii) Phase sequence : UVW
- ix) Conform to IS : 4722, 13364 part 2 with latest amendments.

- x) Rating : Continuous
- xi) Connection : Y (Star)
- xii) Ambient : 52 °C max, RH 50% (max)
- xiii) Alternator Enclosure Protection : IP 23
- xiv) Alternator Terminal Box Protection : IP 54
- xv) Amplitude of vibration : Should be as per IS-12075: 2008.
- xvi) Excitation system : Brush less, self excited and self Regulated with solid state AVR.
- xvii) Mounting : Foot mounted on skid
- xviii) Permissible voltage variation : +/-5 % at rated speed, load and power factor
- xix) Permissible frequency variation: +/- 3 % at rated load and power factor
- xx) Frame size : Bidder to confirm
- xxi) Unbalanced current carrying capacity : 20 % of FLC
- xxii) Short circuit current withstand capacity : 4 to 5 times FLC for 5 sec.
- xxiii) Exciter: The brushless alternator shall be composed of 3 phase AC exciter with rotating diodes, surge suppressor, static voltage regulator with voltage adjuster potentiometer, main field windings and stator windings. PIV of exciter diodes must be minimum 6 times the maximum exciter armature operating voltage or 1200 V whichever is higher. All windings should be made from electrolytic grade copper of high purity.
- xxiv) The alternator should be capable of sustaining a 10 % over load for one hour in any 12 hours operation.
- xxv) When the speed of engine is 1.2 times for two minutes, the alternator should be capable of withstanding it without any damage.
- xxvi) Automatic voltage regulation ± 0.5 % to ± 1.0 % from no load to full load.
- xxvii) Total harmonic distortion factor should be less than 3 % between phases at no load.
- xxviii) Alternator stator winding terminals are to be connected to 4 nos. of suitably rated terminals supported with insulators.
- xxix) The alternator terminal box shall be suitable for terminating suitably rated 4 core, 1100V grade, 25 sq. mm. Copper cable. Cable glands of suitable size shall be fitted in the terminal box. Power cable from Alternator terminal to 63 Amp MCCB & Changeover switch shall be supplied by the bidder.
- xxx) 2 nos. of earth studs are to be provided on both sides of the alternator for earthing.
- xxxi) Lifting hooks are to be provided for lifting the alternator.
- xxxii) Alternator windings and AVR should be suitable for ambient conditions mentioned in the enquiry.
- xxxiii) Alternator frame should be made from MS or Cast steel.

B. SPECIFICATION FOR POWER DISTRIBUTION BOARD/PANEL:

Powder coated panel manufactured with 14 gauge CRCA sheet with following provisions:

- > 1 no. 4 pole 100 Amps onload change over switch
- > 100 Amps MCCB with 25 kA with overload and short circuit protection. (Make: Legrand/ Merlin-Gerin/ABB)
- > Combined meter for KW, V, A
- > KWh meter
- > Current transformers
- > 1 no. 20 HP star-delta starter with motor protection MCCB & O/L relay.
- > 2 nos. 10 Amps MCBs as spare
- > Indicating lamps for "DG On" and "Load On"
- > Instrument fuses/ MCB duly wired and ferruled
- > Any other electrical item necessary for starting 20 HP motor

At the bottom of the panel detachable gland plates with cable glands for power & control cables' entry & exit shall be provided.

The control panel should have following indication lamps mounted on panel front door.

- Trip on earth fault.
- Trip on overload / short circuit.
- Set running.

1No. CBCT along with Earth leakage relay for protection against earth leakage should be provided. Relay adjustable settings: 0.1 # 0.3- 1.0-3.0-10.0 Amp & 0.06-0.1-0.3-1.0# 5.0 Sec in steps. In case of earth leakage fault the relay should trip the MCCB through shunt trip coil. The CBCT shall be such that relay should not trip during short-circuit due to saturation. (Make GEPC /Legrand/ Merlin Gerin).

C. WIRING SCHEME:

i) Control system will work on 230 VAC. Control panel inside wiring shall be done with 2.5 sqmm, flexible copper, 1100 V grade PVC insulated wires conforming to relevant BIS. All wiring will have copper lugs & terminal blocks as required. Wiring for lighting circuit MCB, power outlet and wiring for CT will be done with 2.5 sqmm, flexible copper, 1100 V grade PVC insulated wires as per BIS & have ring type lugs. Colour code for wires shall be followed. Make: Finolex / Havells.

ii) Heavy duty Single Compression Cable Glands shall be provided at all cable entries for power and control cables. Cable Glands shall also be provided for the outgoing power cable. All cable glands to be supplied by the party. Make: Baliga/ GMI/Dowells.

iii) All power and control cable terminal ends will have suitable heavy duty crimping lugs. All lugs shall be supplied by the party. Make: Dowells.

iv) Suitable provision shall be made for safe routing of output cable from panel to outside of the unit.

v) Two nos. earth points with welded studs of 10 mm dia for connecting 25x6 mm GI straps and complete with suitably sized zinc passivated hardware with heavy plain and spring washers shall be provided outside the enclosure for earthing.

D. EARTHING:

- i) The earthing scheme for the unit should be as per IS-3043.
- ii) Earth terminals shall be provided for the Alternator body (2 nos.) & also for the DG set enclosure (2 nos).
- iii) Two nos. 25X3 mm GI straps shall be suitably fixed inside the unit near the floor. Strap galvanisation thickness should be min. 85 micron and as per IS. Alternator earth terminals, DG set enclosure earth terminals, control panel earth terminals shall each be connected with two nos. separate cables to both the straps with independent connections at separate points.
- iv) The neutral of the alternator will be earthed by connecting two nos. of earthing cables from neutral terminal inside the alternator terminal box. Suitable provision is required to run the neutral earthing cables to the earth pits. Heavy duty PVC insulated, PVC sheathed, flexible, single core, IS approved copper cables of 16 sqmm size shall have supplied & fixed at site as per site requirements.

NOTES TO BIDDERS:

- i) Diesel engine, Alternator and control panel are to be guaranteed for a period of 12 months from the date of commissioning against any manufacturing defects.
- ii) The bidder shall submit all indicative power and control wiring diagram for offered alternator.
- iii) Offered alternator should be of proven design / model.
- iv) Bidder shall submit the following information regarding alternator along with the offer failing which offer is liable for rejection:
 - a) Frame size
 - b) Dimensional drawing
 - c) Technical datasheet
 - d) Catalogue
- v) Guaranty Certificate shall be submitted at the time of delivery of alternator and control panel.
- vi) Test certificate of alternators shall be furnished at the time of delivery of alternator.
- vii) Bidder shall submit the drawings (Dimensional, schematic, GA, component layout and wiring layout) of control panel to OIL on placement of order and shall proceed for manufacturing of the panel only after getting due approval from OIL.
- viii) Packing should be adequate to avoid transit damage.
- ix) Two sets of control circuit diagram of control panel and commissioning cum maintenance manual for alternator should be provided with soft copy along with the material.



x) Any items/ points not included in the specifications but necessary for efficient control and operation of the alternator shall be provided & cost be included in the bid.

3.0 SKID AND COUPLING:

The engine and alternator are to be coupled and both mounted on a skid fabricated from the M.S. channel as a base frame fitted with special vibration isolators for making the DG set vibration free. The base skid of the generating set along with the acoustic enclosure should be placed and fixed on a skid. Skid should have two studs for earthing, one in each end of the skid. Layout drawing of canopy showing engine, alternator, control panel, change over switch, fuel tank etc and drawing of skid should be forwarded along with the offer.

4.0 ACOUSTIC ENCLOSURE:

i) The engine and alternator are to be covered by acoustic enclosure. Acoustic enclosure shall be factory built and modular in construction with acoustically treated panels comprising of 50 mm thick glass wool, embedded in absorptive acoustic perforated panels/sheets.

ii) Acoustic enclosure shall be designed to facilitate easy maintenance/repair of engine and alternator at site.

iii) The acoustic enclosure should be designed and manufactured to offer attenuation to a maximum of 75 dBA at 1 metre. Sound proofing is to be done with high quality rock wool/mineral wool conforming to IS: 8183 of 50mm thickness and 96 Kg/cubic metre density. The rock wool is to be further covered with fibreglass cloth and perforated powder coated sheet.

iv) The acoustic enclosure shall have the following features:

a) Locking arrangement.

b) Lifting arrangement

c) Draining arrangement for fuel and lube-oil.

d) Air breather.

v) The bidder must produce valid Certificate from agencies authorised by Central Pollution Control Board for acoustic enclosure as per latest amendments under the latest Environment (Protection) Act. The Bidder should ensure in their offer that the Certificate from agencies authorised by Central Pollution Control Board for acoustic enclosure would be produced during inspection and provide the same at the time of delivery of genset.

vi) Specially designed attenuators should be provided to control sound at air entry to and exit from the enclosure. There should be carefully designed inlet and outlet baffles/attenuators with corresponding weather louvres and bird mesh allowing sufficient air flow for the equipment to operate even under harsh operating conditions, whilst maintaining specified noise levels.

vii) The enclosure should be fabricated out of CRCA sheet of 12/14 SWG, corrosion resistant steel sheet, duly surface treated and lined with sound absorbing materials retained by powder coated perforated zinc sheet. The powder coating should be pure

polyster based (both inside and outside) and all nuts and bolts are to be galvanized.

viii) The canopy must be finished with synthetic enamel paint and aluminium sprayed silencers.

ix) Adequate ventilation for air requirement for combustion and cooling is to be ensured.

x) There should be provision for emergency shut-down of engine from outside of engine.

The complete General Assembly (GA) drawing of the gensets inside hut with acoustic enclosure should be forwarded along with the offer for final approval once order is placed.

5.0 PRE-REQUISITES FOR BIDDER:

a) The bidder should be an OEM or authorised dealer of OEM for engine, alternator or reputed assembler authorised by OEM for Generating sets.

b) If the bidder is an OEM of engine/alternator or authorised dealer of engine/alternator, he must purchase the other from OEM or authorised dealer of the other items. In that case bidder must provide the documentary evidence from the OEM or authorised dealer of the other items from whom the purchaser would be made along with the supply.

c) If the bidder is an assembler of gensets, he must produce all equipment from OEMs or authorised dealers. In that case the assembler must provide the documentary evidence from the OEMs or authorised dealers of equivalent from whom the purchase would be made along with the supply.

d) The bidder must assure that after sales service in respect of engine, alternator and other equipment will be provided by their respective OEM or authorised dealers.

e) The bidder must undertake and confirm from OEMs that the equivalent to be supplied are not going to obsolete for next 10 years and provision for supplying spares of the equipment to be continued.

f) The price quoted by the bidder shall be inclusive of the complete DG set with all the accessories & spares as mentioned in the NIT along with transportation, loading, unloading, installation & commissioning at Hamira, Jaisalmer in Rajasthan and applicable taxes/duties.

6.0 OPERATING CONDITIONS AT SITE:

The engine/alternator should be suitable for operation at the following site conditions:

Ambient temperature (max.) : 50 degree Celsius

Ambient temperature (min.) : 5 degree Celsius

Max. Relative humidity at 50 degree Celsius : 50%

Max. Relative humidity at 5 degree Celsius : 05%

Altitude : 300 meters above sea level

Average annual rainfall : 35 centimetres

7.0 SPARE PARTS:

a) The bidder has to supply the following with their offer :

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- Automatic voltage regulator unit: 01 set
- Fuel filters : 02 set
- Lube Oil filters : 02 set
- Belts : 02 sets

b) Spare Parts list for normal operation of the generating set shall be provided along with the offer.

c) Bidder should categorically confirm the availability of spares parts for minimum 10 years from the date of delivery of materials.

8.0 PARTS LIST, INSTRUCTION MANUAL & DRAWINGS:

a) Supplier shall provide

- spare parts list,
- operator's instruction manual and
- workshop maintenance manual

b) Supplier shall provide :

- one set of Technical Literature of Engine,
- GA drawing showing installation details of the generating set.
- Wiring diagram for the control panel and
- wiring drawing between the alternator and control / monitoring panels
- Supplier shall provide all approved electrical drawings along with final drawings implemented during installation and commissioning.

9.0 INSPECTION AND TESTS:

a) The DG set may be subjected for inspection during manufacturing at OIL's discretion but such inspection shall not relieve the supplier of his responsibility to ensure that the equipment supplied is free from all manufacturing and other defects and conforms to correct specifications.

b) Pre-dispatch inspection of the set shall be carried out by OIL's representative at the works of manufacturer. Full load testing of the generator sets for output and performance shall be carried out in presence of OIL's representatives to their satisfaction. Transportation & lodging for OIL's representative shall be on OIL's account. Supplier / manufacturer shall accordingly arrange for inspection and intimate OIL well in advance.

c) Despatch clearance will not be given unless OIL is fully satisfied as regards manufacturing to order specifications and successful testing.

10.0 INSTALLATION & COMMISSIONING

Installation and Commissioning of the 30 KVA DG Sets shall be carried out by the successful bidder in the presence of OIL representatives at its fields at Ranao water point near TANOT in Jaisalmer district of Rajasthan (India). Services of qualified and competent personnel from equipment manufacturer are

essential during installation and commissioning of the generating sets.

Earthing shall be carried out as per IS 3043 with latest amendments.

Bidder shall supply 4 nos. earth electrodes & install the same at site during commissioning of the unit.

Once commissioned at designated sites, the generating sets will be subjected to a trial run on available load for a minimum period of 24 hrs continuously and on satisfactory performance shall be subsequently handed over to OIL.

11.0 TEST CERTIFICATES:

Detailed records and certificates of the foregoing tests should be submitted to us. The certificates / records shall be supplied in quadruplicate and those for electrical equipment shall be endorsed- "suitable for use in the climatic conditions specified".

12.0 PACKING:

The packing shall be sufficiently robust to withstand rough handling/ transit damage. Boxes/ packing cases containing electrical equipment shall be water # proof lined. Control panels in particular should be packed with sufficient care (with shock/ vibration proof lining) to prevent transit damage. Loose components shall be packed separately.

13.0 PERFORMANCE GUARANTEE: 10% of the ordered value shall be given as performance guarantee in the form of bank guarantee for a period of 12 months after commissioning or 18 months from the date of despatch. The bank guarantee will be released after successful completion of guarantee period.

14.0 Any items/ points not included in the specifications but necessary for efficient control and operation of the alternator shall be stated by the bidder & quote accordingly.

15.0 The price quoted by the bidder should be all inclusive of supply, transportation, loading-unloading, installation, testing and commissioning of the complete generating set with accessories at Hamira ,Jaisalmer, Rajasthan.

16.0 BID REJECTION CRITERIA(BRC)

A. TECHNICAL

The bids must conform to the specification and terms and conditions given in the enquiry. Bids shall be rejected or will be considered as non-responsive in case the items offered do not conform to the following requirement.

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i)The offered engine shall be water cooled, vertical in-line, four stroke, diesel engine having in line fuel pump, governing class-A1 capable of developing horsepower not less than 40 BHP to drive an alternator(30 KVA) when running at 1500 rpm at site conditions.

ii)The offered engine must be certified by agencies authorised by CPCB for Type approval and Conformity of Production tests for emission/noise level of engines as per latest amendments under the Environment(Protection)Act, 1986.

iii)The acoustic enclosure for generating set must be designed and manufactured in compliance with Central Pollution Control Board(CPCB) norms and certified by agencies authorised by CPCB.

iv)The alternator must be of brushless type and developing minimum 30 KVA.

B. OTHER THAN TECHNICAL

i)The bidder should be an OEM or authorised dealer of OEM for engine/alternator or reputed assembler for Generating sets authorised by OEM.

ii) The engine should be of reputed make manufactured in India. Documentary evidence or a certificate from OEM(in case of authorised dealer/assembler) of supplying 30 nos of such engines (or of higher capacity) for any application within last 05 years must be forwarded along with the offer.

iii) Bidder should have the experience of supplying and successfully commissioning 10 nos of similar generating set with acoustic enclosure in last three years. Documentary evidence in this regard must be forwarded along with the offer.

17.0 BID EVALUATION CRITERIA (BEC)

1.0 The bids conforming to the terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid rejection Criteria as well as verification of original of any or all documents/documentary evidences pertaining to BRC, will be considered for further evaluation as per the Bid Evaluation Criteria.

2.0 For evaluation of bids, supply, transportation, loading, unloading, installation, testing and commissioning of one(1) no. of DG set will be considered. Comparison of offers will be done on Total F.O.R. Oil India Limited's **Thiyat-Hamira** Stores basis; which is 25 km(approx.) from Jaisalmer Township of Rajasthan as under:

(A)Total Material Cost for 1 No. of Gen Set.

(B)Packaging and Forwarding Charges.

(C)Total Ex-works value, (A+B) above

(D)Excise Duty as applicable on(C) above(Please indicate applicable rate of Tax)

(E) Sales Tax as applicable on (C+D) above (Please indicate applicable rate of Tax)

(F) Total FOR manufacturing station value, (C+D+E) above

(G) Road Transportation charges including loading and unloading of Gen Sets at OIL's **Thiyat-Hamira Stores**.

(H) Insurance charges.

(I) Installation and Commissioning charges including service tax.

(J) Inspection/testing Charges, if any

(K) Total value (F+G+H+I+J)

3.0 To evaluate the inter-se-ranking of the offers, Rajasthan Entry Tax on purchase value will be loaded as per prevailing Govt. of Rajasthan guidelines as applicable on bid closing date. Bidders may check this with the appropriate authority while submitting their offer.

4.0 Installation /Commissioning charges should be quoted separately which shall be considered for evaluation of offers. These charges should include amongst others to and fro fares, boarding /lodging and other expenses of the Commissioning Engineers during their stay in Rajasthan. All personnel, Income and Service Tax etc. towards the service provided by the supplier shall be borne by the supplier and will be deducted at source. Bidder should confirm about installation/commission in their Bid. Inspection/Testing charges, if any, shall be quoted separately which shall be considered for evaluation of offers.

5.0 If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amount in words shall prevail and will be adopted for evaluation.

6.0 To ascertain the substantial responsiveness of the bid, OIL reserve the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in total must be received on or before the deadline given by the Company, failing which the offer will be summarily rejected.

18.0 STANDARD NOTES:

1.0 Items shall be brand new, unused & of prime quality. Bidders shall warrant (in the event of order) that the items will be free from all defects & fault in material, workmanship and manufacture and shall be in full conformity with the ordered specification. This clause shall be valid for 12 months from date of dispatch/shipment. The defective items, if any, rejected by OIL shall be replaced by the supplier on F.O.R. destination basis at their own expenses including payment of all taxes and duties. Bidders must confirm the same in their quotation.

2.0 Validity of the offer should be 75 days from the date of bid opening. Bid with lesser validity will be rejected.

3.0 Performance Security: Successful bidder will be required to furnish Performance Security @10% of the order value. For details about performance security submission, please refer Clause No. 10.0 of General Terms and Conditions vide MM/RP/GLOBAL/2011(enclosed. The Performance Security must be valid for a period of 12 months after commissioning or 18 months from the date of dispatch. The bidder should confirm submission of the requisite Performance Security(in the event of order) in their offer itself, failing which the offer will be rejected.

4.0 Quotation should be submitted in duplicate.

5.0 In the event you authorize your dealer/stockist/channel partner to quote on your behalf, the dealer/stockist/channel partner while submitting bid should mention on the body of the envelope that they are submitting bid on your behalf and a copy of Authorisation letter issued by you is also to be submitted along with the bid. In the authorisation letter, it is to be clearly mentioned that you are authorising your dealer/stockist/channel partner to quote on your behalf against the tender (Tender no should be clearly mentioned)

In the event the dealer/stockist/channel partner do not mention the name of their OEM/principal on the body of the envelope and fail to submit Authorisation Letter, the offer shall be treated as unsolicited offer and will not be considered for opening.

The dealer/stockist/channel partner should take note of above while submitting bid on behalf of their OEM/principal.

Further, the authorised dealer should submit a copy of valid dealership certificate from their OEM.

6.0 Bidders are to quote for Unit Material value, Packing/Forwarding Charges (if any), Taxes & Duties as applicable, Transportation charges etc. upto OIL's Thaiyat-Hamira Stores which is 25 KM (approx.) from Jaisalmer Town (Rajasthan), Payment Terms, **Best Delivery Period**, Net Weight, Gross Weight & Volume in their offer.

7.0 In the event of receipt of only a single offer against the tender within B.C. date, OIL reserves the right to extend the B.C. date as deemed fit by the Company. During the extended period, the bidders who have submitted the bids on or before the original B.C. date shall not be permitted to revise their quotation.

8.0 For order with F.O.R. Destination term, 100% payment against dispatch document will not be entertained. In this regards please refer payment terms in ANNEXURE - MM/RP/GLOBAL/2011.

Bidders are advised to take note of this while mentioning payment term.

9.0 Please consider bid closing time as at 15:00 hrs (IST). You are advised to ignore the timing of 13:00 hrs (IST), appearing in the covering page of the tender document.

10.0 The prices offered will have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.

11.0 Bids received after the bid closing date and time will be rejected. Similarly, modifications to bids received after the bid closing date & time will not be considered.

12.0 Original signed offer should be submitted in sealed envelope. No offers should be sent by Telex, Cable, E-mail or Fax. Such offers will not be accepted.

13.0 Bids containing incorrect statement will be rejected.

14.0 Bids shall have no interlineations, erasures or overwriting except as necessary to correct the errors made by the bidder, in which case, such corrections shall be initiated by the person(s) signing the bid. Any bid not meeting this requirement shall be rejected.

15.0 The offer should reach within the Bid Closing Date & Time addressed to:

CHIEF MANAGER (M&C)
OIL INDIA LIMITED
RAJASTHAN PROJECT
M&C DEPARTMENT
02-A SARASWATI NAGAR, BASNI
DISTRICT SHOPPING CENTRE
JODHPUR - 342005,
RAJASTHAN
INDIA

16.0 Contact details of dealing officer:

DAYA SHANKAR
MATERIALS MANAGER
PHONE- 0291-2729-473
EMAIL: daya_shankar@oilindia.in

Other terms and conditions of the tender shall be as per General Terms and Conditions vide booklet MM/RP/GLOBAL/2011(copy enclosed). However, if any of the Clauses of the tender

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stipulated above contradict the Clauses of the booklet
MM/TENDER/LP/01/06 elsewhere, those in this tender document
shall prevail.

A handwritten signature in blue ink, consisting of a stylized 'D' followed by a horizontal line and a small flourish.

ANNEXURE:AA**TECHNICAL CHECK LIST:**

The following check list must be completed and returned with the offer. Please ensure that all these points are covered in your offer. These will ensure that your offer is properly evaluated. Please tick mark Yes or No. to the following question, in the right hand column

1. WHETHER QUOTED AS OEM OF ENGINE AND WHETHER DOCUMENTARY EVIDENCES SUBMITTED? - YES/NO
2. WHETHER QUOTED AS OEM OF ALTERNATOR AND WHETHER DOCUMENTARY EVIDENCES SUBMITTED? - YES/NO
3. WHETHER QUOTED AS AUTHORISED DEALER OF OEM (ENGINE/ALTERNATOR) AND WHETHER DOCUMENTARY EVIDENCES SUBMITTED?- YES/NO
4. WHETHER QUOTED AS OEM APPROVED ASSEMBLER? - YES/NO
5. WHETHER SEPARATELY HIGHLIGHTED ANY DEVIATION FROM THE TECHNICAL SPECIFICATION? - YES/NO
6. WHETHER DETAILED SPECIFICATIONS OF ENGINE, ALTERNATOR WITH MANUFACTURER'S TECHNICAL LITERATURE / CATALOGUE ENCLOSED WITH THE OFFER? - YES/NO
7. WHETHER TYPE APPROVAL AND CONFORMITY OF PRODUCTION TESTS CERTIFICATE OF ENGINE PROVIDED ALONG WITH THE OFFER?- YES/NO
8. WHETHER TEST CERTIFICATE OF ALTERNATOR WILL BE SUBMITTED ALONGWITH THE SUPPLY? -YES/NO
9. WHETHER SPARE PARTS FOR 10 YEARS SHALL BE AVAILABLE?- YES/NO
10. WHETHER INDICATIVE POWER AND WIRING DIAGRAM OF ALTERNATOR, CONTROL PANEL SUBMITTED? - YES/NO
11. WHETHER GENERAL ASSEMBLY DRAWING OF CONTROL PANEL SUBMITTED? YES/NO
12. WHETHER CONFIRMED THAT CONTROL PANEL DRAWING SHALL BE APPROVED BY OIL BEFORE MANUFACTURING IN THE EVENT OF PLACEMENT OF ORDER? - YES/NO
13. WHETHER OFFERED ENGINE IS RATED FOR CONTINUOUS DUTY? - YES/ NO



14. WHETHER THE ENGINE IS WATER COOLED, VERTICAL IN-LINE FOUR STROKE, DIESEL ENGINE HAVING IN LINE FUEL PUMP AND GOVERNOR CLASS -A1. - YES/NO

15. WHETHER THE NOISE ATTENUATION SHALL BE MAXIMUM OF 75dBA ONE METER FROM ACOUSTIC ENCLOSURE WHEN THE GENERATING SET IN THE OPERATION?- YES/NO

16. WHETHER THE OFFERED ENGINE CONFORM EITHER TO ISO3046 /IS 10002 SPECIFICATION.- YES/NO

17. WHETHER THE ENGINE IS OF REPUTED MAKE MANUFACTURED IN INDIA. YES/NO

18. WHETHER THE DOCUMENTARY EVIDENCE SUBMITTED BY THE BIDDER OF SUPPLYING AT LEAST 10 NOS OF DG SETS WITHIN LAST THREE YEARS. YES/NO

19. WHETHER THE BIDDER CONFIRM THAT MANDATORY SPARES FOR BOTH ENGINE AND ALTERNATOR WILL BE SUPPLIED ALONGWITH THE ITEM- YES/NO

20. WHETHER GENERAL ASSEMBLY DRAWING OF GENERATING SET SUBMITTED? -YES/NO

*****X*****



Tender No. : JID4989L18
Tender Date : 12.06.2017
Bid Closing On : 18.07.2017 at 13:00 hrs.(IST)
Bid Opening On : 18.07.2017 at 13:00 hrs.(IST)

Tender issued to following parties only:

S/no	V_Code	Vendor Name	City/Country
1	200014	CUMMINS (INDIA) LIMITED	PUNE
2	200211	STEEL & INDUSTRIAL STORES	ASSAM
3	200392	RAVI BROTHERS	GUWAHATI
4	200590	BERRY ELECTRICALS PVT LTD	JALANDHAR
5	200854	JAKSON ENGINEERS LTD	NOIDA
6	200856	JEEVAN DIESELS	KOLKATA
7	202335	GREAVES LIMITED	NEW DELHI
8	202941	SACHIN SALES & SERVICE PVT LTD,	GUWAHATI
9	203027	KIRLOSKAR ELECTRIC CO LTD	GUWAHATI
10	203168	GREAVES COTTON LIMITED	KOLKATA
11	203799	CROMPTON GREAVES LTD	GUWAHATI
12	204448	CATERPILLAR INDIA PVT LTD	TAMILNADU
13	205016	SUDHIR GENSETS LIMITED	NEW DELHI 110 019
14	205335	INDUSTRIAL TRADE & AGENCIES	TINSUKIA
15	205934	CROMPTON GREAVES LTD	NEW DELHI
16	206274	Black Stone Terry Engineering Co.	Jodhpur
17	206609	SUPERNOVA ENGINEERS	JODHPUR
18	207923	KIRLOSKAR BROTHERS	JAIPUR
19	207924	MEERA & COMPANY LTD	JAIPUR

OIL INDIA LIMITED

(A Government of India Enterprise)
RAJASTHAN PROJECT
2A, SARASWATI NAGAR, DISTRICT SHOPPING CENTRE, BASNI
JODHPUR – 342005, RAJASTHAN (INDIA)
FAX NO. : 0291-2727050
E-Mail: mat_rp@oilindia.in
erp_mm@oilindia.in

GENERAL TERMS AND CONDITIONS **FOR INDIGENOUS TENDER**

(Revised on May 2016)

APPLICABLE TO BOTH **PRESS AND LIMITED INDIGENOUS TENDERS**

Bidders are requested to note the Amendment to General Terms and Conditions for Indigenous Tender (MM/TENDER/LP/01/06) included vide ANNEXURE - I.

1.0 TRANSFERABILITY OF BID DOCUMENTS:

- 1.1 The Bid documents are non-transferable. The bid can only be submitted in the name of the bidder in whose name the bid document has been issued.
- 1.2 Unsolicited offers will not be considered and will be straightway rejected.
- 1.3 Employees of Oil India Limited are prohibited from quoting and also from getting others to quote on their behalf.
- 1.4 **SALE OF TENDER DOCUMENTS TO FIRMS WITH WHOM BUSINESS HAS BEEN BANNED / SUSPENDED:**

Firm(s) to whom no further business is to be given or dealings with whom have been banned / suspended are not eligible to participate in the tender and any bid received from such firm(s) shall not be considered and will be returned un-opened to the concerned firm(s). (Amendment)

2.0 COST OF BIDDING:

- 2.1 The Bidder shall bear all costs associated with the preparation and submission of its bid and OIL will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

3.0 AMENDMENT TO BIDDING DOCUMENTS:

At any time prior to the bid closing date, OIL may for any reason, whether at its own initiative or in response to clarifications requested by the prospective bidder(s), modify the bidding document by amendment(s).

Amendments to the NIT after its issue will be published on OIL's website only. Revision, clarification, addendum, corrigendum, time extension etc. to the tender will be hosted on OIL website only. No separate notification shall be issued in the press. Prospective bidders are requested to visit website regularly to keep themselves updated. (Amendment)

- 3.1 OIL may at its discretion if considered necessary, extend the deadline for the submission of bids.

4.0 CONTENTS OF OFFERS:

- 4.1 Offer should be in English and the bidders are required to indicate both Ex-works as well as FOR Destination price by road. The Price Schedule shall be furnished by the bidder as per proforma vide Annexure - II. The prescribed proforma duly filled in and signed should be returned intact whether quoting for any item or not. When any item is not being quoted by the Bidder, the corresponding space should be filled up by the words "Not Quoting". The Price Schedule shall be complete and free from ambiguity, change or interlineations.

- 4.2 OIL reserves the right to place order on FOR (dispatching station) or FOR (destination) terms. Offered rates should be kept firm through delivery/dispatch. Offer should be submitted in Indian Currency only.

4.3 EXCISE DUTY:

- 4.3.1 Excise Duty, if any, should be quoted either as "extra" or as inclusive as the case may be. The Seller, if happens to be a Supply House, should not quote "Excise Duty" as extra.
- 4.3.2 SSI Unit availing slabs rate of turnover for duty structure should specify the maximum Excise Duty levies against the order at the time of delivery, if order is placed on them.
- 4.3.3 Bidders, who are manufacturers, should indicate the rate of Excise Duty, if any, separately for all quoted items.
- 4.3.4 Any benefit/concession/exemption involved should be spelt out clearly by the bidders. In case such information is not furnished in the Bid, the offer will be loaded with the maximum amount of Excise duty applicable for the item for evaluation purpose. However, OIL reserves the right to place the order based on the excise duty indicated in the Bid which will be binding on the Bidder.
- 4.3.5 Bidder should indicate the following in their offer:
- a) Address of the factory from where the goods will be dispatched.
 - b) Chapter, Heading and Sub-heading of the Excise tariff for the material offered.

4.4 SALES TAX:

- 4.4.1 In case of concessional Central Sales Tax(CST) @ 2 % (or any other rate as per the Act), necessary 'C' form shall be issued by OIL wherever applicable at the time of settlement of invoice. Wherever State Sales Tax is payable by OIL, same shall be deducted at source for which Tax Deduction Certificate shall be issued.
- 4.4.2 Any other benefit/concession/exemption available at the time of delivery should be spelt out clearly by the bidders. In case such information is not furnished in the Bid, the offer will be loaded with the normal amount of tax applicable for the item for evaluation purpose. However,

OIL reserves the right to place the order based on the tax indicated in the Bid which will be binding on the Bidder.

- 4.5 Taxes, Excise duty, if any, should be shown separately as indicated in the Annexure-II. IF TAXES ETC. ARE NOT SHOWN SEPARATELY THE OFFER WILL BE CONSIDERED TO BE INCLUSIVE OF ALL TAXES, DUTIES ETC. AND WILL BE BINDING ON THE BIDDER.

4.6 OTHER TAXES & LEVIES:

- (i) All taxes, stamp duties and other levies for the services including installation/commissioning, Training etc. shall be to the Bidder/Seller's account.
- (ii) Income Tax /Service Tax on the value of the Services rendered by the Bidder/Seller in connection with installation/commissioning, training etc. shall be deducted at source from the invoices at the appropriate rate under the I.T. Act & Rules from time to time.

4.7 STATUTORY VARIATION:

Any statutory variation (increase/decrease) in the rate of excise duty/sales tax/Customs Duty or any statutory levy after the closing date of tenders/revised priced bid, as the case may be, but within the contractual delivery/completion period will be to the account of OIL subject to documentary evidence. However, any increase in excise duty/sales tax/Customs Duty or any statutory levy after the expiry of the scheduled date of delivery shall be to the supplier's account.

4.8 THIRD PARTY INSPECTION (When specifically called for in the tender):

- 4.8.1 All inclusive charges for Third Party Inspection must be indicated separately as shown in the Price schedule vide Annexure – II.
- 4.8.2 Offers without any mention about Third Party Inspection charges as specified above will be considered as inclusive of Third Party Inspection charges. When a bidder mentions Third Party Inspection charges as extra without specifying the amount, the offer will be loaded with maximum value towards Third Party Inspection charges received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, Third Party Inspection charges mentioned by OIL on the Purchase Order will be binding on the bidder.

4.9 SAMPLES (When specifically called for in the tender):

- 4.9.1 Bidder shall submit Samples of requisite quantity whenever called for. Each sample shall be sealed and have a card affixed indicating
- a) Bidder's name, address, contacts Telephone No. & Email address
 - b) Tender No. and Bid Closing Date
 - c) Product Name
 - d) Item No. of the tender
- 4.9.2 Sample must be received on or before the Bid closing date failing which the offer will be rejected. The unsuccessful bidder should take back the sample submitted within 90 days from the bid closing date, failing which OIL will not have any responsibility towards safe custody of the same and OIL may dispose off the sample by any means deemed suitable.

4.9.3 Bidders who have been exempted from submission of tender sample through specific communication from OIL, need not submit any sample. However, they will be required to enclose a photocopy of the exemption letter along with their bid failing which their offers will be rejected.

4.10 **TRAINING** (When specifically called for in the tender):

4.10.1 Bidders shall indicate cost for training OIL's personnel separately whenever called for.

4.10.2 For training at Bidder's premises, only the training fee should be indicated by the Bidder. All charges towards to & fro fare, boarding/lodging and daily expenses etc. for OIL's personnel shall be borne by OIL.

4.10.3 For training at OIL's premises, the Bidder should quote training charges which should be inclusive of all charges of their personnel viz. to and fro air fares, boarding/lodging expenses and daily expenses etc. for the entire period. Local transport for commuting to the site at the place of training will be provided by OIL.

4.11 **INSTALLATION AND COMMISSIONING** (When specifically called for in the tender):

4.11.1 In the event installation and commissioning of the item by the technical experts of the bidders is involved, the charges thereof should be quoted separately which should be inclusive of to and fro air fares, boarding/lodging & daily expenses of the bidder's technical personnel amongst others. OIL will provide local transport for commuting to the installation site. Bidders shall also indicate in their offer the total expected time required for installation/commissioning of the items.

4.11.2 Offers without any mention about installation/commissioning and Training charges will be loaded with maximum value towards installation/commissioning and Training charges received against the tender for comparison purposes.

4.12 **DISCOUNT**

Conditional and unsolicited discount will not be considered in evaluation. However, if such bidder happens to be the lowest recommended bidder, unsolicited discount without any condition will be considered for computing the contract price. (Amendment)

4.13 Any interlineations, erasures or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

4.14 **Bidders should offer firm prices.** Offered prices shall be both in figures and words and in case of any discrepancy between these two, the prices indicated in words will only be considered.

4.15 **VARIATION IN QUANTITY AFTER INVITATION OF TENDER:**

In case of supply tenders, the tender can have a provision for variation of quantity at the time of placement of order up to +/- 20%. The bids, however, shall be evaluated based on the tendered quantity to decide the inter se ranking of the bidder. (Amendment)

4.16 **TECHNICAL LITERATURE**: Relevant technical literature must be submitted along with the offer whenever called for without which the offer shall be rejected.

4.17 **DELIVERY**:

Offers should be FOR delivery at site as indicated, with firm delivery date. If delivery is not specifically indicated by the bidders, it will be construed that the delivery quoted is as per delivery indicated in our TENDER and will be binding on the bidder. The delivery will be counted from the date of receipt of the letter of intent/order by the successful bidder.

4.18 **VALIDITY**:

Validity of the bid shall be at least up to the validity mentioned in the tender document. If nothing is mentioned by the bidder in their offer, it will be presumed that the offer is valid as asked for in the tender document. Bids with lesser validity shall be rejected straightway. (Amendment)

4.19 **VAGUE AND INDEFINITE EXPRESSIONS**:

Any vague and indefinite expressions such as “Subject to prior sale”, “Prices ruling at the time of dispatch”, “Subject to availability of materials” etc. will not be considered.

4.20 TENDER FEE

4.20.1 For Limited tenders, no tender fee will be required.

4.20.2 In case of press tenders, prospective bidders can purchase tender documents from the offices of the of Oil India Limited (hereinafter referred to as ‘OIL’) mentioned in the notice inviting tenders (NIT) against an application along with requisite non-refundable tender fee. The offers of the bidders who have paid tender fee shall only be considered for evaluation. OIL will not take any responsibility for any delay/late in receipt of Tender Fee.

The tender fee will be acceptable in the form of crossed "Payee Account only "Bank Draft/Bankers' Cheque drawn by Bank and valid for 90 days from the date of issue of the same or in the form of Indian Postal Orders payable to the OIL. The IPOs/Bank Drafts/Banker's Cheques will be deposited and accounted for at the designated station provided in the tender document. The vendor will have to pay the requisite tender fees till the tender sale end date and time mentioned in the NIT. (Amendment)

4.20.3 EXEMPTION OF TENDER FEE :

4.20.4 Micro and Small Enterprises (MSEs) registered with District Industry Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME will be exempted from payment of tender fee irrespective of the monetary limit mentioned in their registration certificate provided they furnish evidence that they are registered for the items they intend to quote against OIL tenders. Such bidders should provide documentary evidence along with the bid submitted in case of physical tenders. Their bid will be considered provided the correct and valid documentary evidence is provided. The Central Govt. Departments and Central Public Sector Undertakings will also be exempted from the payment of tender fee. Parties registered with DGS&D, having valid certificates will be exempted from payment of tender fee. (Amendment)

4.20.5 Bidders who intend to claim exemption from payment of the Tender Fee, should submit their request to the Tender Inviting Officer with documentary evidence atleast 7 (seven) days prior to the last date of submission of bids, so that the exemption from payment of the Tender Fee is provided to that particular Bidder. (Amendment)

4.20.6 CANCELLATION OF TENDER - REFUND OF TENDER FEE

The tender fee shall be refunded to the concerned bidder in the event, a particular tender is cancelled. (Amendment)

4.21 WITHDRAWAL OF OFFER BY BIDDER:

The bidder, after submission of bid may withdraw their bid prior to bid closing date & time. In case the due date of submission is extended even after receipt of some bids due to some special circumstances, the bidder who has already submitted bid has right either to withdraw or revise his bids, without forfeiting the EMD. (Amendment)

After bid closing date in case any bidder withdraws their bid within the bid validity period, Bid Security will be forfeited and the party will be debarred for a period of 2 (two) years.

4.22 FURNISHING FRAUDULENT INFORMATION/ DOCUMENT:

If it is found that a Bidder has furnished fraudulent document/information, the Bid Security/Performance Security (wherever applicable) shall be forfeited and the party will be debarred for a period of 3(three) years from date of detection of such fraudulent act, besides the legal action. In case of major and serious fraud, period of debarment may be enhanced.

4.23 BACKING OUT BY BIDDER AFTER ISSUE OF LETTER OF AWARD (LOA):

In case the Bidder does not accept the LOA/Purchase Order issued within validity of their offer, the Bid Security (wherever applicable) shall be forfeited and the firm shall be debarred for 2(two) years.

5.0 CLARIFICATION IN RESPECT OF INCOMPLETE OFFERS

Prospective bidders are advised to ensure that their bids are complete in all respects and conform to OIL's terms, conditions and bid evaluation criteria of the tender. Bids not complying with OIL's requirement may be rejected without seeking any clarification.

6.0 BID SECURITY:

(NOTE : This clause is applicable only in case of tenders wherever specifically mentioned.)

6.1 The Bid Security is required to protect the Company against the risk of Bidder's conduct, which would warrant forfeiture of the Bid Security, pursuant to sub clause 8.8.

6.2 All the bids must be accompanied by Bid Security in ORIGINAL for the amount as mentioned in the bid document and shall be in any one of the following forms:

(a) A Bank Guarantee in the prescribed format issued from any scheduled Indian Bank or Any Branch of an International bank situated in India and registered with Reserve Bank of India as scheduled foreign bank only will be accepted.

Bank Guarantees issued by Banks in India should be on non-judicial stamp paper/Frinking receipt of requisite value, as per Indian Stamp Act, purchased in the name of the Banker or the bidder.

The Bank Guarantee shall be valid for 90 days beyond the validity of the bids specified in the Bid Document.

Bank Guarantee with any condition other than those mentioned in OIL's prescribed format shall not be accepted and bids submitted by bidders with such Bank Guarantee will be liable for rejection.

(b) A Cashier's cheque or Demand Draft with validity of minimum 90 days or as per RBI's guidelines, drawn on "Oil India Limited" and payable at Jodhpur, Rajasthan.

(Note : In case of submission of Demand Draft/Cashier Cheque towards Bid Security by bidder, OIL shall encash the Demand Draft/Cashier Cheque. However, the return of Bid Security will be governed by the terms and conditions of the Bid Document.)

- 6.3 Any bid not accompanied by a proper Bid Security in Original secured in accordance with sub-clause 6.2 above shall be rejected outright by the Company as non-responsive without any further reference.
- 6.4 The Bank Guarantee issued by a Bank amongst others shall contain the complete address of the Bank including Phone Nos., Fax Nos., E-mail address and Branch Code.
- 6.5 The bidders shall extend the validity of the Bid Security suitably, if and when specifically advised by OIL, at the bidder's cost.
- 6.6 Bid Security shall not accrue any interest during its period of validity or extended validity. OIL shall not be liable to pay any bank charges, commission or interest on the amount of Bid Security.
- 6.7 The Bank Guarantee should be enforceable at all branches of the issuing Bank within India and preferably at Jodhpur, Rajasthan the place of issue of tender.
- 6.8 The Bid Security shall be forfeited:
 - i) If a bidder withdraws their Bid during the period of bid validity specified by the bidder or any extension thereof agreed to by the bidder, and/or
 - ii) If the bidder having been notified of the acceptance of their bid by Company during the validity period of the bid including extension agreed to by the bidder:
 - a) Fails or refuses to accept the LOI/LOA/Order/Contract and/or
 - b) Fails or refuses to furnish Performance Security.and/or
 - iii) If a bidder furnishes fraudulent document/information in their bid and subsequent clarification against the tender/Purchase order/Contract.
- 6.9 The original Bid Security shall be submitted by bidder to the office of Chief Manager(M&C), Oil India Ltd., Rajasthan Project, Jodhpur-342005(Rajasthan), India in a sealed envelope which must reach Chief Manager(M&C) on or before 11.00 Hrs(IST) on the Bid Closing date or any other date and time specifically mentioned in the tender failing which the bid shall be rejected outright.
- 6.10 Unsuccessful Bidder's Bid Security will be returned within 30 days after finalization of the tender. However, in case of Two Bid tenders, Bid Security of the technically rejected bidders shall be returned after the priced bid opening of the acceptable bids.

- 6.11 Successful Bidder's Bid Security will be returned upon Bidder's furnishing the valid and proper Performance Security to OIL. Successful bidder will however, ensure validity of the Bid Security till such time the Performance Security in conformity with Clause 7.3 & 7.4 below is furnished.
- 6.12 In case, any such Bid Security in the form of a Bank Guarantee is found to be not genuine or issued by a fake banker or issued under the fake signatures, the bid submitted by the concerned bidder shall be rejected forthwith and the bidder shall be debarred from participating in future tenders for the period to be decided by Company.
- 6.13 In case any bidder withdraws their bid during the period of bid validity, Bid Security will be forfeited and the party shall be debarred for a period of 2 (two) years.
- 6.14 If it is found that a bidder has furnished fraudulent document/ information, the Bid Security shall be forfeited and the party shall be debarred for a period of 3(three) years from the date of detection of such fraudulent act, besides the legal action. In case of major and serious fraud, the period of debarment may be enhanced.
- 6.15 In case a bidder does not accept the LOI/Purchase Order/LOA issued within the validity of their offer, the Bid Security(if applicable) shall be forfeited and the party shall be debarred for a period of 2 (two) years. (Amendment)

6.16 EXEMPTION OF BID SECURITY:

Central Govt. departments, Central Public Sector undertakings are exempted from submitting Bid Security. Bidders registered with DGS&D and MSE units(and not their dealers/distributors) which are themselves registered with District Industry Center or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation(NSIC) or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME are also exempted from submitting Bid Security irrespective of monetary limit mentioned in their registration certificate provided they are registered for the same item(s)/services for which tender has been invited and provided they submit offer for their own products/services. However, the valid registration certificate issued by the authorities as above and indicating the category of item/services and the monetary limit for which they are registered must be submitted by the bidders along with their bids(Technical) without which the bidders will not be entitled for the exemption.” (Amendment)

7.0 PERFORMANCE SECURITY :

(NOTE) : This clause is applicable only in case of tenders wherever specifically mentioned.)

- 7.1 The successful bidder shall furnish to Company the Performance Security in the prescribed format enclosed (Annexure V) herewith within 30 days of receipt of the formal purchase order by the successful bidder failing which OIL reserves the right to cancel the order and forfeit the Bid Security. Bidders should undertake in their bids to submit Performance Security as stated above.
- 7.2 The amount of Performance Security and the date of expiry of the Performance Security shall be as indicated in the Purchase Order. The amount of Performance Security in case of Procurement of Goods shall be 10% of order value (unless specified otherwise).
- 7.3 The Performance Security shall be denominated in Rupees and shall be in any one of the following forms :

(a) A Bank Guarantee in the prescribed format issued from any scheduled Indian Bank or Any Branch of an International bank situated in India and registered with Reserve Bank of India as scheduled foreign bank only will be accepted.

Bank Guarantees issued by Banks in India should be on non-judicial stamp paper/Franking receipt of requisite value, as per Indian Stamp Act, purchased in the name of the Banker or the Seller.

Bank Guarantee with any condition other than those mentioned in OIL's prescribed format shall not be accepted and bids submitted by bidders with such Bank Guarantee will be liable for rejection.

(b) A Cashier's cheque or Demand Draft with validity of minimum 90 days or as per RBI's guidelines, drawn on "Oil India Limited" and payable at Jodhpur, Rajasthan.

(Note : In case of submission of Demand Draft/Cashier Cheque towards Performance Security by seller, OIL shall encash the Demand Draft/Cashier Cheque. However, the return of Performance Security will be governed by the terms and conditions of the Bid Document / Purchase order.)

- 7.4 The Performance Security specified above must be valid for 3(three) months beyond the Warranty period indicated in the Purchase Order /contract agreement. The Performance Security will be discharged by Company not later than 30 days following its expiry after completion of obligations under the order/contract. In the event of any extension of the Warranty period of the Purchase Order/Contract, Bank Guarantee should be extended by the Seller/Contractor by the equivalent period.
- 7.5 The Performance Security shall be payable to Company as compensation for any loss resulting from Supplier's/Contractor's failure to fulfil its obligations under the order/Contract.
- 7.6 The Performance Security will not accrue any interest during its period of validity or extended validity. OIL shall not be liable to pay any bank charges, commission or interest on the amount of Performance Security.
- 7.7 The Bank Guarantee issued by a Bank amongst others shall contain the complete address of the Bank including Phone Nos., Fax Nos., E-mail address and Branch Code.
- 7.8 Failure of the successful Bidder to comply with the requirements of clause 7.0 shall constitute sufficient grounds for annulment of the award and forfeiture of the Bid Security or Performance Security. In such an eventuality, the party shall be debarred for a period of 2(two) years from the date of default.
- 7.9 In the event of Seller's/Bidder's failure to discharge their obligations under the order/Contract, the Performance Security shall be encashed and the proceeds thereof shall be forfeited without any further reference to the Seller/Bidder.
- 7.10 In case, the Performance Security in the form of a Bank Guarantee is found to be not genuine or issued by a fake banker or issued under the fake signatures, the LOI/Purchase Order issued/placed on the bidder shall be treated as cancelled forthwith and the bidder shall be debarred from participating in future tenders. Further, the Bid Security submitted by such bidder shall be invoked without any further reference.
- 7.11 The Performance Security for capital nature items like plant and machinery etc. shall be valid for 12 months from the date of commissioning plus 3(three) months or 18 months from the date of shipment/despatch plus 3(three) months whichever concludes earlier. However, for

consumables like chemicals, cement, tubular etc. the Performance Security shall be valid for 12 months from the date of shipment/despatch plus 3(three) months.

- 7.12 The supplier/contractor will extend the validity of the Performance Security, if and whenever specifically advised by OIL, at the Bidder/Seller/contractor's cost.
- 7.13 If it is found that a bidder/Seller/Contractor has furnished fraudulent document/information, the Performance Security shall be forfeited and the party shall be debarred for a period of 3(three) years from the date of detection of such fraudulent act, besides the legal action. In case of major and serious fraud, the period of debarment may be enhanced."

8.0 DOCUMENTS COMPRISING THE BID

- 8.1 The bid prepared by the bidder shall comprise the following components, duly completed:
- a) Price schedule (Refer Annexure-II)
 - b) Bid must accompany necessary literature/catalogue of the equipment as well as of the spare parts catalogue thereof, wherever required.
 - c) Exceptions/Deviations Statement, if any
 - d) Authorization letter for attending Tender Opening (Refer Annexure III)
 - e) Bid Security, wherever required.
 - f) Confirmation about the Performance Security, wherever required
- 8.2 In case of Press Tenders, Bidders should enclose the proof of purchase of tender document.

9.0 SUBMISSION OF OFFER:

9.1 SEALING AND MARKING OF BIDS:

- 9.1.1 Offers should be sent in triplicate in double sealed envelope.
- 9.1.2 The original offer in bidders own original letterhead duly signed by authorized signatory and stamped should be marked as ORIGINAL and the two copies as DUPLICATE & TRIPLICATE. All the three copies of offer should be put in a sealed envelope bearing the following details on the left hand top corner:
- i) Oil India Ltd.'s Tender No.
 - ii) Bid closing date
 - iii) Brief Description of materials
 - iv) Bidder's Name, official address with Phone Nos. & Email address.

NOTE: Bidder's Name, Address, Phone Nos., and Email address as described above should be indicated on the inner envelope to enable OIL INDIA LTD to return the late bid to the bidder, if necessary.

- 9.1.3 The sealed inner envelope containing the offers should then be put in another envelope bearing the following address:

CHIEF MANAGER(M&C)
OIL INDIA LIMITED, RAJASTHAN PROJECT
2A, SARASWATI NAGAR, DISTRICT SHOPPING CENTRE, BASNI
JODHPUR – 342005, RAJASTHAN

9.2 Special methods of marking & sealing where tender is called under “TWO BID SYSTEM” & “TWO STAGE BIDDING SYSTEM” :

- 9.2.1 In case of **TWO BID SYSTEM**, bidders shall prepare the technical and commercial bids in triplicate separately and shall put these in two separate envelopes marked as “Techno-commercial “Unpriced Bid” and “Priced Bid”. Both the envelopes containing the “Unpriced Bid” and “Priced Bid” should be super scribed with Bid Closing Date., TENDER no, bidder’s name and brief description of materials, and sealed and then put inside another envelope super scribing the TENDER no., Bid Closing Date, bidder’s name and brief description of materials. The “Unpriced Bid” shall contain all techno-commercial details except the prices which shall be kept blank. The “Priced Bid” must contain the price schedule and the bidder’s commercial terms and conditions. The bid bond in original should be submitted along with the technical bid.
- 9.2.2 Under **TWO STAGE BIDDING SYSTEM**, bidders are required to submit only the Techno-commercial “Unpriced Bids” in the first stage. The “Priced Bids” will be submitted at a later date when called for by OIL.
- 9.3 Any offer not complying with the above submission procedure will be rejected.
- 9.4 Bidders, in their own interest, are advised to drop their offers personally in “TENDER BOX” at the office of CM(M&C), OIL, RP, Jodhpur. Alternatively they may send the same through Registered Post/courier. Oil India Limited will not be responsible for any delay, wrong delivery or non-delivery of the offers. No offer will be accepted after the bid closing date and time.
- 9.5 **Bids must be submitted in original.** No offer should be sent by Telex / Cable / Fax / E-mail/ telephone unless specifically asked for in writing. Bids not complying with above will be rejected.

10.0 DEADLINE FOR SUBMISSION OF BIDS:

- 10.1 Offers must be received at the office of CM(M&C), Oil India Limited, Rajasthan Project at Jodhpur, Rajasthan (India) by the Bid Closing Date & time mentioned in the Notice Inviting Tender (NIT).
- 10.2 Timely delivery of the offer at the above address is the responsibility of the bidder.

11.0 MODIFICATIONS AND CLARIFICATIONS OF BIDS:

- 11.1 Offers or modifications to offers received after the Bid Closing Date and time will not be considered. No unsolicited correspondence after submission of the offer will be taken cognizance of or responded to.
- 11.2 After the opening of the bid, OIL may at its discretion ask the bidder for clarification of its bids. The request for clarification and response shall be in writing and no change in the price or substance of the Bid shall be accepted. The reply of the bidder should be restricted to the clarifications sought.

12.0 EXTENSION OF BID SUBMISSION DATE:

Normally no request for extension of Bid Closing Date will be entertained. However, in case of any changes in the specifications, inadequate response or for any other reasons, OIL may at its discretion, extend the bid closing date and/or time.

13.0 RETURN OF LATE BIDS:

- 13.1 Bids received after Bid Closing Date & time will be treated as “Late Bids”. In case of tenders where Bid Security has been called for, the late bids shall be returned to the bidders on request. In all other cases, the late bids will be destroyed by OIL.

14.0 OPENING OF TENDERS:

- 14.1 Bidder or their authorized representative (only one person per bidder) will be allowed to be present at the time of opening of the Bids. However, a letter (in the form as per Annexure III enclosed) must be produced to the Tender Opening Officer at the time of opening of tenders. Unless this letter is presented, the representative will not be allowed to attend the tender opening.
- 14.2 In case of any unscheduled holiday/Bandh on the bid opening date, the Bids will be opened on the next working day. Accordingly, Bid Closing Date /time will get extended up to the next working day.

15.0 COMPLIANCE WITH TENDER :

- 15.1 Bidder's offer must conform in all respects with the applicable specifications, drawings and terms and conditions of the tender. Any deviation from the tender specifications or terms and conditions must be clearly and explicitly stated. In order to be considered responsive, bidder's offer must specifically include the following statement:

We certify that our offer complies with all NIT requirements and Specifications except for the following:

List exception

If none, state "None"

- 15.2 OIL reserves the right to accept / reject any deviation in bidder's offer pertaining to the materials specifications or to the terms and conditions stipulated in this tender without assigning any reason other than Bid Rejection Criteria specified in the Bid document.

16.0 PURCHASER'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS.

- 16.1 OIL reserves the right to accept / reject or prefer any offer either in full or in part or annul the bidding process and reject all bids at any time prior to award of contract without thereby incurring any liability to the affected bidder (s) or any obligation to inform the affected bidder(s) of the ground for OIL's action. OIL also reserves the right to split the order between two or more parties.

17.0 INSPECTION AND TEST:

- 17.1 All materials to be supplied shall be subject to inspection and test by OIL at its discretion at any stage of manufacture and before despatch by mutual arrangement. Inspection and tests shall be carried out either by OIL's personnel or through a third party nominated by OIL. Seller has to arrange for the inspection through the nominated third party (whenever applicable) and obtain the necessary inspection certificates.
- 17.2 OIL reserves the right to inspect the material through any of the Third Party Inspection Agencies. While appointing the Third party Inspection Agency (from OIL's approved agencies), the bidder shall pass instruction to the appointed Third Party Inspection Agency to comply and respond to the advice/queries made by OIL directly with the inspection agency in connection with the inspection.
- 17.3 Bidder must extend the required facility for inspection by Third Party Inspection Agency. The bidder will be responsible for arranging the third party inspection and must submit the inspection

certificate in Original to OIL along with the despatch documents. The certificate issued by the Third Party Inspection Agency must specify that the inspection has been carried out for the material to be supplied to OIL INDIA LIMITED and inspection has been carried out as per the scope of inspection stipulated in OIL's Purchase Order. The certificate should also specify OIL's Purchase Order Number.

18.0 PACKING:

- 18.1 Packing of goods must be sufficiently robust to withstand multiple handling during transit for delivery to their final destination so that contents do not get damaged. Protection of the plant and equipment against corrosion or deterioration must be given special attention.
- 18.2 Machined steel and iron parts are to be heavily greased / varnished as prevention against rust.
- 18.3 In the case of internal combustion engines, compressors and similar equipment, internal parts are to be sprayed with an inhibitor or water splitting preservative and all openings covered with tape to prevent ingress of water.
- 18.4 Boxes / Packing cases containing electrical / electronic equipment are to be waterproof lined.
- 18.5 All items must have their respective identification marks painted / embossed on them.
- 18.6 Crates or boxes should have a list of items contained therein secured to the exterior by means of an enveloping piece of tin sheet nailed to the wood. A duplicate list should also be included inside the crate with the contents.
- 18.7 The Seller shall be responsible for damage of goods either in full or in part and for corrosion and/or deterioration of the plant and equipment during transit due to inadequate/insufficient packing or due to non-compliance with the above Para Nos. 18.1 to 18.4 depending upon the nature of items and as such shall be obligated to repair or replace the damaged goods or plant or equipment in full or in parts thereof, at free of cost to OIL within a reasonable period of time.
- 18.8 **WEIGHT AND SIZE LIMITATION OF PACKAGES:**

Normal limiting dimensions and weights are as under:

<u>Category</u>	<u>Length</u>	<u>Width</u>	<u>Height</u>	<u>Capacity</u>
Truck	5.185 Mtrs.	1.98 Mtrs.	1.98 Mtrs.	9 MT
Normal Trailer	10.98 Mtrs.	2.44 Mtrs.	2.44 Mtrs.	18 MT
Semi Low Bed Trailer	10.98 Mtrs.	3.05 Mtrs.	3.05 Mtrs.	20 MT
Low Bed Trailer	6.71 Mtrs.	3.05 Mtrs.	3.81 Mtrs.	18 MT

This dimensional restriction must not be violated without prior approval from OIL. The finished packing should be in the form of a Box under the limited dimensions.

19.0 DESPATCH:

- 19.1 **Road Despatch :**

- 19.1.1 In the event of an order other than FOR Destination terms, the material will be required to dispatch through OIL's approved transporter (which will be specified in the order) on "Door Delivery" basis.
- 19.1.2 For orders placed on FOR Destination basis, the material will be required to dispatch through reputed Bank approved transporters only on Door Delivery basis. In case OIL is required to collect the material from transporters godown, extra expenditure incurred thereof will be recovered from the Bidder/seller.
- 19.1.3 *Bidders to note that OIL is presently having a road transportation contract for transportation of its goods from various places in India to the destination of OIL's various spheres in India. Under the terms of the Contract, the transporter is required to lift the materials against any orders from the works of the suppliers if the gross weight of the consignment is more than 3 MT. However, if the gross weight of the consignment is less than 3 MT, it will be the responsibility of the supplier to deliver the goods to the office of the transporter located nearer to the supplier's works.*

Bidders also to note that for small and sundry consignment having total gross weight less than 3 MT, the gross weight of each individual box should not exceed 300 KG for ease of handling.

Bidders to take note of the above while quoting their prices. Bidders however, to quote their own prices towards transportation of the goods from the point of despatch to the destination of OIL's various spheres in India as asked for in tender for the purpose of evaluation of their bids. Bidders may contact OIL to know about the name of the contractor as well as its offices in the place of the bidder(s). Presently, M/s Western Carriers have been engaged by OIL as it's transporter for carrying it's goods to various destinations.

OIL, however, reserves the right to transport the goods through its transporter. In the event OIL decides to transport the goods through its transporter, supplier must comply with the above instructions, wherever applicable and it will be obligatory on the part of the supplier to supply the goods complying to the norms specified. Any extra expenditure due to non-compliance of the above shall be to the account of the supplier.

19.2 **Rail Despatch :**

In case of Rail dispatch, the Bidder will be fully responsible for arranging required railway wagons/rake. Tubular consignment will be dispatched on open type wagons only. Height of the wagons should not exceed 4.6 metres.

- 19.2.1 For supplies to Fields Head Quarter at Duliajan the successful suppliers will be given necessary permission to enter into the Industrial Area or Company's other operating areas to deliver the materials as per the timings given below:

a) Monday to Friday: Morning : 08.00 AM to 10.00 AM

Afternoon : 12.30 PM to 02.00 PM

b) Saturday : Morning : 08.00 AM to 10.00 AM

20.0 **INSURANCE:**

- 20.1 Transit insurance will be arranged and paid for by OIL for all orders other than FOR Destination orders. The Bidder/seller will be required to intimate the insurance agency (which will be specified in the Purchase Order) regarding the dispatch details immediately after dispatch. The Sellers have to arrange the transit insurance at their cost in case of orders placed on FOR Destination basis.

21.0 **PAYMENT TERMS :**

- 21.1 **Payment terms where installation /commissioning and Training are not involved:**

21.1.1 Payment will generally be made against completed supply. Where phased delivery is indicated in the order, payment will be made against each lot as per phasing.

21.1.2 In certain cases, payment to the extent of 90% maximum of the value of the supply will be made against proof of dispatch presented through Bank or to OIL directly. Balance 10% of the value will be released not later than 30 days of receipt of goods at OIL's site. Adjustments, if any, towards liquidated damage shall be made from the balance 10% payment. OIL may consider releasing 100% payment against dispatch documents for suppliers having good track record with OIL and where 10% Performance Security is submitted in time and no installation/commissioning is involved.

21.2 Payment terms where installation /commissioning and Training are involved:

Wherever installation / commissioning and Training are involved, 70% payment will be made against supply of materials and balance 30% after satisfactory commissioning at site along with the installation & commissioning charges after adjusting liquidated damages, if any. Payment towards training will be released after successful completion of training.

21.3 Payment against Trial Orders:

In the event of placement of trial orders, payment will be made only on acceptance of goods after successful field trial of the materials.

21.4 PAYMENT TO THIRD PARTY:

Request for payment/part payment to third party (i.e. other than the party on whom the order has been placed) will not be entertained by OIL under any circumstances. The offers stipulating payment/part payment to such third party will be considered as non-responsive and such offers will be rejected.

21.5 BANKING CHARGES:

All banking charges will be to the bidder's account.

21.6 ADVANCE PAYMENT:

21.7 Request for advance payment shall not be normally considered. Depending on merit and at the discretion of OIL, advance payment may be agreed at an interest rate of 1% above the prevailing Bank rate (CC rate) of State Bank of India compounding on quarterly basis from the date of payment of the advance till recovery /refund.

21.8 Advance payment if agreed to by the Company shall be paid only against submission of an acceptable Bank Guarantee whose value should be equivalent to the amount of advance plus the amount of interest estimated by OIL on the basis of contractual delivery period.

21.9 Bank Guarantee shall be valid for 3 months beyond the delivery period incorporated in the order and same shall be invoked in the event of Seller's failure to execute the order within the stipulated delivery period.

21.10 In the event of any extension to the delivery date, seller shall enhance the value of the bank guarantee to cover the interest for the extended period and also shall extend the validity of bank guarantee accordingly.

22.0 CONFIDENTIAL INFORMATION:

22.1 The Bidder / Seller shall treat as confidential all designs, drawings, data or information written or verbal, supplied by OIL and shall use its best endeavors to ensure that such design, drawings, data or information is not divulged to any third party except with the consent of OIL where

necessary for the purpose of performance of its obligation hereunder and subject to similar undertakings being obtained from such third parties to treat such design, drawings, data or information in like confidence other than designs, drawings, data or information which at the time of proposed disclosure are within the public knowledge or in the Bidder's/Seller's possession.

23.0 PATENT AND OTHER RIGHTS:

- 23.1 The Bidder/Seller shall fully indemnify OIL against any action, claim or demand, costs and expenses arising from or incurred by reason of any infringement or alleged infringement of any letter, patent, design, trademark or name, copy right or other legally protected rights in respect of any plant, work, materials to be supplied or any arrangement, system or method of using, fixing or working to be employed by the Bidder/Seller.
- 23.2 In the event of any claim or demand being made or action brought against OIL in respect of any of the aforesaid matters, OIL shall notify the Bidder/Seller thereof as soon as possible and Bidder/Seller shall conduct with the assistance of OIL if necessary, but at his own expense, all negotiation for the settlement of such matter and any legal proceeding, litigation/ arbitration involved or which may arise there from.

24.0 INDEMNITY AND INSURANCE:

- 24.1 The Bidder/Seller shall defend or hold OIL harmless from all actions, claims, suits and demands made, against either or both of them in respect of injuries to or death of any person including employees of the Bidder/Seller or non-compliance of any statutory/safety requirement.
- 24.2 The Bidder/Seller shall also defend and hold OIL harmless for loss of and damage to property arising from the supply of any goods or materials or the erection, installation repair or operation for a period, of any plant hereunder.

25.0 ASSIGNMENT:

- 25.1 The Bidder/Seller shall not transfer, assign or sublet the consequent Contract or any part thereof without the prior consent in writing from OIL. Any permitted transfer/assignment or subletting shall not relieve the Bidder/Seller of any of his obligations which might have arisen before such permission was given.

26.0 WARRANTY / GUARANTEE:

- 26.1 Goods, materials or plant(s) to be supplied hereunder shall be new, of recent make, of the best quality & workmanship and shall be guaranteed by the Seller for a period of 18 (eighteen) months from the date of dispatch or 12 (twelve) months from the date of commissioning/receipt (where commissioning is not involved) whichever is earlier against defects arising from faulty materials, workmanship or design. Defective goods / materials or parts notified by OIL to the Seller shall be replaced immediately by the Seller on F.O.R destination basis including payment of all taxes and duties at Seller's expense. This guarantee shall survive and hold good notwithstanding inspection, payment for and acceptance of the goods. However, for consumables like chemicals, cement, tubular etc. the guarantee shall be valid for 12 months from the date of dispatch.

27.0 DEFAULT IN DELIVERY / LIQUIDATED DAMAGES:

- 27.1 Time will be of the essence of the contract.
- 27.2 In the event of the Seller's default in maintaining the agreed delivery schedule set out in the order, OIL shall have the right to cancel the order at any time after expiry of scheduled delivery date without any reference to the Seller and make alternative arrangement at the discretion of OIL in which case extra expenditure involved, will be recoverable from the Seller and OIL shall not be responsible towards such cancellation or any damage that may be incurred by the Seller. The decision of OIL shall be final and binding on the Seller.

- 27.3 As an alternative to Clause No. 27.2 above, OIL reserve the right to accept the materials but, the Seller shall be liable to pay liquidated damages @ 0.5% per week or part thereof of the value of the goods in respect of which default in delivery takes place subject to a maximum of 7.5 %. Should there be default on the part of the Seller for more than 15 Weeks from the scheduled date to complete the delivery or to complete the installation/commissioning & Training (wherever applicable) successfully, OIL shall have the right, in addition to the provisions under Clause 27.2 to invoke the Performance Security without causing any notice to the Seller to this effect.

The amount of liquidated damage as stipulated above is a pre-estimated genuine loss as agreed by both the parties and shall be payable without any demur and shall not be open for any dispute whatsoever.

- 27.4 The liquidated damage as agreed by both the parties as a genuine pre-estimated loss shall be payable on Landed Cost of the materials at destination inclusive of all cost to the extent of default (undelivered portion only in cases where part delivery is acceptable) and commissioning at site is not involved.

28.0 FORCE MAJEURE:

- 28.1 In the event of either of the parties being rendered unable, wholly or in part by force majeure to carry out its obligations under the agreement when entered into, it is agreed that on such party giving notice and full particulars of such force majeure in writing or by telegram / telex / fax to other party as soon as possible (within maximum one week), after the occurrence of the cause relied on then the obligations of the party giving such notice with proper documentary evidence so far as they are affected by such force majeure, shall be suspended during the continuance of any inability so caused but for no longer period, and such cause as far as possible be remedied with all reasonable effort.

- 28.2 The term "Force Majeure" as used herein shall mean 'Acts of God' including Landslides, Lightning, Earthquake, Fires, Storms, Floods, declared Wars, Blockades, insurrection, riots, Government regulations etc., which are not within the control of the party claiming suspension of its obligations within the meaning of the above Clause 29.1 and which renders performance of the contract by the said party completely impossible.

29.0 DEFAULT :

- 29.1 In the event of an Contract with the Bidder, if the Bidder/Seller contravenes any of the provisions of the Contract or neglects to carry out his obligations of the Contract, OIL may give notice in writing thereof requiring the Bidder/Seller to remedy the breach within seven days, or within such period as OIL may agree to be reasonable and in the event of Bidder's/Seller's failing to do so, OIL will be at liberty to purchase the goods elsewhere or have the work which the Bidder/Seller has neglected to do, carried out by some other person at the Bidder's/Seller's expense. In such an event OIL shall have the right to terminate the Contract.

30.0 TERMINATION :

- 30.1 In the event of an Contract with the Bidder, OIL shall have the right to terminate the Contract giving 7 days notice or such reasonable time and in this event shall pay to the Bidder/Seller such sum as shall fully compensate the Bidder/Seller for work carried out by him in performance of the Contract prior to such termination.

31.0 APPLICABLE LAW:

The contract arising out of this tender shall be interpreted in accordance with and governed by the laws of India.

32.0 ARBITRATION :

- 32.1 All disputes and differences whatsoever arising between the parties out of or relating to the construction, meaning and operation or effect of this Tender and consequent Contract or the breach thereof shall be mutually settled. However, in case no such mutual settlement is arrived at, the matter shall be settled by arbitration in accordance with the provision of arbitration of the Indian Arbitration & Conciliation Act, 1996 and any statutory modification or re-enactment thereof and the Rules made there under and for the time being in force. The venue of arbitration shall be at Jodhpur, Rajasthan unless otherwise agreed by OIL
- 32.2 In case of dispute with the Seller who happens to be a Public Sector Undertaking, the same shall be resolved as per Department of Public Enterprises (DPE) guidelines.

33.0 BID REJECTION CRITERIA :

The bids must conform to the specifications, terms, and conditions given in the NIT. Bids shall be rejected in case the items offered do not conform to the required minimum / maximum parameters stipulated in the technical specifications and to the respective international /national standards wherever stipulated. Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected:

- 33.1 Bidders shall offer firm price through delivery and not subject to variation on any account. Bids with adjustable price shall be treated as non responsive and rejected.
- 33.2 Offers with inadequate validity will be rejected.
- 33.3 Bids received after Bid Closing Date and time shall be rejected. Also, modification of Bids received after Bid Closing Date/time shall not be considered.
- 33.4 Offers received from unsolicited parties shall not be considered and rejected.
- 33.5 Bids shall be typed or written in indelible ink and Original bid shall be signed by the bidder or his authorized representative on all pages failing which the bid shall be rejected.
- 33.6 Offers received through Telex / Cable / Fax / E-mail/telephone shall be rejected unless specifically asked for in writing. Similarly offers received as xerox/ photocopy which is not on original letterhead of the Bidder & not duly signed & stamped will be rejected.**
- 33.7 Bids shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by bidder, in which case such corrections shall be initialed by the person (s) signing the bid. Any bid not meeting this requirement shall be rejected.
- 33.8 Any offer containing incorrect statement will be rejected
- 33.9 Bids without original Bid Security as per Para 6.0 (wherever called for) and confirmation regarding submission of requisite Performance Security as per Para 7.0 (wherever called for) shall be rejected.
- 33.10 Bids not submitted in compliance with Special methods of marking & sealing under Two Bid / Two Stage Bidding system mentioned in Para 9.2 (whenever applicable) will be rejected.

- 33.11 Bids not submitted in compliance with Para 4.9.2 regarding submission of samples (whenever applicable) will be rejected.
- 33.12 Any mention of price details in the technical bid in case of single stage two bid system.
- 33.13** To ascertain the substantial responsiveness of the bid, clarification in respect of clauses covered under BRC can be asked from the bidder and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the bid will be summarily rejected.
- 33.14 Offer shall be rejected straightaway without seeking clarification in case the party refuses to sign Integrity Pact. (Amendment)
- 33.15 Bidder must accept and comply with the following clauses as given in the Bid Document in toto failing which bid will be liable for rejection:
- i. Guarantee of Material clause
 - ii. Force Majeure Clause
 - iii. Arbitration Clause
 - iv. Acceptance of Jurisdiction and Applicable Law clause
 - v. Liquidated damage and penalty clause
 - vi. Integrity Pact clause
 - vii. Delivery Period clause (Amendment)

34.0 BID EVALUATION CRITERIA :

- 34.1 Bids which are found to be responsive and meeting the requirement both specification wise and terms and conditions in the TENDER will be considered for final evaluation.
- 34.2 Each item shall be normally evaluated independently unless otherwise stated.
- 34.3 In the event of computational error between unit price and total price, unit price shall prevail and adopted for evaluation.
- 34.4 Similarly, in the event of discrepancy between words and quoted figure, words will prevail.
- 34.5 Preference to Public Sector Undertaking and Small Scale Industries etc. will be given as per prevailing Government Guidelines as applicable on bid closing date.
- 34.6 At the time of evaluation of the offers, past performance of similar equipment supplied by the bidder as well as after-sales service, supply of spares, etc. in respect of such equipment by the concerned bidder will be considered / evaluated. If the same are not found to be satisfactory as already communicated to the bidder, the offer may be considered as unacceptable offer and rejected.
- 34.7 Considering the nature of the item, if the product offered by the lowest acceptable bidder is not field proven in OIL, purchaser at its discretion may place a trial order to the extent of 25% (maximum) only and balance quantity will be procured from other competitive bidders whose product has been field proven in OIL.**

35.0 COMPARISON OF OFFERS :

- 35.1 Comparison of the bids will be done on total F.O.R. destination cost basis to ascertain the lowest bid. Railway freight in case of bulky consignments (forming rake loads) and road freight for others will be considered for arriving at the FOR destination cost.
- 35.2 In case of any conflict between the Rejection/Evaluation criteria stipulated here with that given in the Invitation for Bid, those mentioned in the Invitation for Bid will prevail.

Amendment to General Terms and Conditions for Indigenous Tender(MM/TENDER/LP/01/06).

The following New Clause in General Terms and Conditions for Indigenous Tender (MM/TENDER/LP/01/06) has been added:

Public Procurement Policy for Micro and Small Enterprises (MSEs)

Govt. of India under Micro, Small and Medium Enterprises Development (MSMED) Act 2006, has proclaimed the Public Procurement Policy, 2012 with effect from 1st April, 2012 in respect of procurement of goods and services, produced and provided by micro and small enterprises, by its Ministries, Departments and Public Sector Undertakings for promotion and development of Micro and Small Enterprises.

The Public Procurement Policy shall apply to Micro and Small Enterprises registered with:

- (i) District Industries Centers or
- (ii) Khadi and Village Industries Commission or
- (iii) Khadi and Village Industries Board or
- (iv) Coir Board or
- (v) National Small Industries Corporation or
- (vi) Directorate of Handicrafts and Handloom or
- (vii) Any other body specified by Ministry of Micro, Small and Medium Enterprises

2.0 Classification of Micro, Small and Medium Enterprises(MSME) for supply of Goods :

In the case of the enterprises engaged in the manufacture or production of goods pertaining to any industry specified in the First Schedule to the Industries (Development and Regulation) Act, 1951, as:

- (a) A Micro enterprise, where the investment in plant and machinery does not exceed twenty five lakh rupees.
- (b) A Small enterprise, where the investment in plant and machinery is more than twenty five lakh rupees but does not exceed five crore rupees.
- (c) A Medium enterprise, where the investment in plant and machinery is more than five crore rupees but does not exceed ten crore rupees.

2.1 The MSEs owned by SC/ST entrepreneurs shall mean:

- a) In case of Proprietary MSE, proprietor(s) shall be SC/ST.
- b) In case of Partnership MSE, the SC/ST partners shall be holding at least 51% share in the unit.
- c) In case of Private Limited Companies, at least 51% share is held by SC/ST. If the MSE is owned by SC/ST entrepreneurs, the bidder shall furnish appropriate documentary evidence in this regard.

3.0 Benefits to Micro and Small Enterprises :**i) Exemption from payment of Tender Fee :**

MSEs (and not their dealers/distributors) registered with District Industry Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME are exempted from payment of tender fee irrespective of the monetary limit mentioned in their registration certificate provided they furnish documentary evidence that they are registered for the items they intend to quote against OIL tenders.

ii) Exemption from submission of Earnest Money/Bid Security :

MSEs (and not their dealers/distributors) registered with District Industry Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME are exempted from submission of Bid Security/Earnest Money provided they are registered for the items they intend to quote.

4.0 Documents Required to be submitted by MSEs : Micro or Small Enterprises (MSE) registered with District Industry Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME shall submit copy of valid Registration Certificate for the items they intend to quote along with the bid. The Registration Certificate should clearly indicate the monetary limit, if any and the items for which bidder are registered with any of the aforesaid agencies.

In case bidding MSE is owned by Schedule Caste or Schedule Tribe entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST entrepreneur should also be enclosed.

5.0 Performance Security : Micro and Small Enterprises registered with District Industry Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME however, should note that Performance Security shall be required to be submitted by them for orders/contracts placed by OIL on them.

6.0 Purchase Preference to Micro and Small Enterprises:
Purchase preference to Micro and Small Enterprises registered with District Industry Centres or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME :

In case participating MSEs quote price within price band of L1+15%, such MSE shall be allowed to supply bringing down their price to L1 price in a situation where L1 price is from someone other than a MSE and such MSE shall be allowed to supply 100% of tendered value at the L1 price.

A target of 4% out of 100% has been earmarked for procurement from MSEs owned by the SC or ST entrepreneurs. Provided that, in event of failure of such MSEs to participate in tender process or meet tender requirement and L-1 price, 4% earmarked for MSEs owned by SC or ST entrepreneurs shall be met from other MSEs.

In case of more than one such MSE qualifying for 15% purchase preference, the 100% supply shall be shared equally amongst such MSEs. However, in the opinion of OIL if tendered items are non-splitable or non-dividable, OIL reserves the right to place order for supply of 100% quantity to lowest eligible MSE amongst the MSEs qualifying for 15% Purchase preference.

7.0 In case a supplier (other than Micro/Small Enterprise) against an order placed by OIL procures materials from their sub-vendor who is a Micro or Small Enterprise registered with District Industry Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or any other body specified by Ministry of MSME, with prior consent in writing from OIL, the complete details (i.e. name of the subcontractor, value of sub-contacted work, copy of valid MSE registration certificate etc.) of the sub-contractor(s) shall be furnished by the supplier to OIL.

PRICE SCHEDULE

To
CHIEF MANAGER(M&C), OIL INDIA LIMITED,
RAJASTHAN PROJECT, JODHPUR-342005, RAJASTHAN

Tender No.

With reference to your above tender we quote our best prices as under :

Tender Item No.	Brief Description	Quantity (A)	Unit	Unit Price (In figure) (B)	Unit Price (in words)	Extended Price (C) (AxB=C)

- Total Ex-works price :
- Packing & Forwarding charges :
- Third Party Inspection charges if any :
- Excise Duty :
- Sales Tax :
- Other charges (Please specify) :
- Total FOR Despatching Station :
- Name of Despatching station :
- Erection and Commissioning Charges if any :
- Firm freight upto Destination by Road / Rail / air / Courier :
- Transit Insurance if any :
- FOR Destination value :
- Delivery Period :
- Validity :
- Payment term :
- Bid Security if any :
- Whether performance security (if applicable) would be submitted in the event of order placement : Yes / No
- Name of original manufacturer :
- Other terms if any :

We agree to all the terms and conditions given in Annexure MM/TENDER/LP/01/06 of the Tender Document. We confirm that material will conform to OIL's specification.

**SIGNATURE OF WITNESS
TENDER**

Full Name :
Address :
Date :

SIGNATURE & SEAL OF

Full Name :
Address :
Date :

To
CHIEF MANAGER(M&C),
OIL INDIA LIMITED,
RAJASTHAN PROJECT,
JODHPUR-342005,
RAJASTHAN

Dear Sir,

Sub : Your Tender No.....

For

Mr. /Mrs. has been authorized to be present at the
time of opening of the above TENDER due on
At Jodhpur on my/our behalf.

Yours faithfully,

PERFORMA OF BID SECURITY

Ref. No

Bank Guarantee No

Dated

TO,
OIL INDIA LIMITED
RAJASTHAN PROJECT,
JODHPUR-342005,
RAJASTHAN, INDIA

Whereas (herein after called 'the Bidder') has submitted their Bid No.dated.....against OIL INDIA LIMITED, RAJASTHAN PROJECT, JODHPUR, RAJASTHAN, INDIA (hereinafter called the purchaser)'s tender No.for the supply of (hereinafter called 'the Bid') KNOW ALL MEN by these presents that we..... Of having our registered office at..... (hereinafter called 'the Bank') are bound unto the Purchaser, in the sum of for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the said Bank thisday of.....

THE CONDITIONS of this obligation are :

1. If the Bidder withdraws their Bid during the period of Bid validity specified by the Bidder, or
2. If the Bidder, having been notified of the acceptance of their bid by the Purchaser during the period of bid validity :
 - a) fails or refuses to accept the order ; or
 - b) fails or refuses to furnish the performance security
3. If the Bidder furnished fraudulent document/information in their bid.

We undertake to pay to the Purchaser up to the above amount upon receipt of their first written demand (by way of letter /fax/cable) without the Purchaser having to substantiate their demand, provided that in their demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of any of the conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including _____(*Bidder to indicate specific date as mentioned in the tender*), and any demand in respect thereof should reach the Bank not later than the above date.

The details of the issuing bank and controlling bank are as under:

A.Issuing Bank

1. Full address of the bank:
2. Email address of the bankers:
3. Mobile nos. of the contact persons:

B.Controlling Office

1. Address of the controlling office of the BG issuing banks:
2. Name of the contact persons at the controlling office with their mobile nos. and email address:

Signature& Seal of the Bank

PERFORMA OF PERFORMANCE SECURITY FORM

Ref. No

Bank Guarantee No

Dated

TO,

OIL INDIA LIMITED
 RAJASTHAN PROJECT,
 JODHPUR-342005,
 RAJASTHAN, INDIA

Whereas (herein after called 'the Seller') has undertaken, in pursuance of Order No. dated.to supply(description of Goods and Services) hereinafter called 'the Contract'.

AND WHEREAS it has been stipulated by you in the said Contract that the seller shall furnish you a Bank guarantee by a recognized Bank for the sum specified therein as security for compliance with the Seller's performance obligation in accordance with the contract.

AND WHEREAS we have agreed to give the seller a Guarantee :

THEREFORE we hereby affirm that we are Guarantors on responsibility to you, on behalf of the seller, up to a total of(amount of the Guarantee in words and figures) and we undertake to pay you upon first written demand declaring the Seller to be in default under the contract and without cavil or argument and sum or sums within the limits of.(Amount of Guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

The Guarantee is valid until theday of

The details of the issuing bank and controlling bank are as under:

A.Issuing Bank

- 1. Full address of the bank:**
- 2. Email address of the bankers:**
- 3. Mobile nos. of the contact persons:**

B.Controlling Office

- 1. Address of the controlling office of the BG issuing banks:**
- 2. Name of the contact persons at the controlling office with their mobile nos. and email address:**

Signature & Seal of the gurantors

Date

Witness

CHECK LIST

THE CHECK LIST MUST BE DULY FILLED UP COMPLETELY AND TO BE SUBMITTED ALONG WITH YOUR OFFER. PLEASE ENSURE THAT ALL THESE POINTS ARE COVERED IN YOUR OFFER. THESE WILL ENSURE THAT YOUR OFFER IS PROPERLY EVALUATED. PLEASE CROSS THE BOX WHICHEVER IS APPLICABLE.

TECHNICAL

1.0 Whether necessary literature/catalogue of the equipment as well as spare parts thereof has been attached with the offer?

☐ Yes ☐ No ☐

2.0 Whether the product quoted is IS / BIS approved and bears IS / BIS monogram ? (if applicable)

☐ Yes ☐ No ☐ Not applicable ☐

3.0 Whether required sample asked in bidding document has been submitted along with the offer ?

☐ Yes ☐ No ☐ Not applicable ☐

4.0 If the sample has been asked for and the bidder is exempted from submission of sample, then whether exemption letter has been enclosed with the offer ?

☐ Yes ☐ No ☐ Not applicable ☐

5.0 Whether the materials being offered fully conform to the required technical specifications ?

Yes ☐ No ☐

6.0 If not, whether you have separately highlighted the deviation?

☐ Yes ☐ No ☐

COMMERCIAL

1.1 Whether requisite tender fee has been paid ?

☐ Yes ☐ No ☐ Not applicable ☐

1.2 If so, furnish the following :-

(i) Value

(ii) Mode of payment ☐ Cheque/ Draft ☐ Cash ☐

2.1 Whether Original Bid Security has been forwarded (if called for) ?

☐ Yes ☐ No ☐ Not applicable ☐

2.2 If so furnish the following:-

(i) Name of the Bank

(ii) Value

(iii) Number

(iv) Date of issue

(v) Period of validity of the Bank Draft/Bank Guarantee/Letter of Credit.

(The validity of Bank Draft should not be less than 180 days).

3.0 In case the Bidder is a supply house, whether authorisation from the manufacturer, authorising him to bid, has been enclosed with the offer ?

☐ Yes ☐ No ☐ Not applicable ☐

4.0 Have you offered firm price?

☐ Yes ☐ No ☐

5.0 Have you specified currency of the quoted price?

☐ Yes ☐ No ☐

6.0 Whether the period of validity of the offer is as required in bidding document?

☐ Yes ☐ No ☐

7.0 Have you indicate firm delivery ?

☐ Yes ☐ No ☐

8.0 Whether Original Bid Security has been forwarded in original (if called for) ?

☐ Yes ☐ No ☐ Not applicable ☐

9.0 Whether confirmation regarding submission of performance Security has been furnished (if called for) ?

☐ Yes ☐ No ☐ Not applicable ☐

10.0 Whether confirmation regarding Guarantee/ warranty has been furnished ?

☐ Yes ☐ No ☐

11.0 Whether Gross Weight / Volume of consignment has been furnished ?

☐ Yes ☐ No ☐

12.0 Whether the cost of Third party Inspection charges included in the quoted prices? If not, whether these have been quoted separately. (if called for)

☐ Yes ☐ No ☐ Not applicable ☐

13.0 Whether the cost of Installation/ erection / Commissioning at Site charges included in the quoted prices? If not, whether these have been quoted separately. (if called for)

☐ Yes ☐ No ☐ Not applicable ☐

14.0. Whether the cost of training of OIL personnel included in the prices? If not, whether these have been quoted separately. (if called for)

☐ Yes ☐ No ☐ Not applicable ☐

15.0 Has the statement incorporating the exceptions/deviations as per the proforma at Annexure – III, been prepared and enclosed with the offer?

☐ Yes ☐ No ☐

16.0 Has the bidder's past supplies proforma (Annexure – V) been carefully filled and enclosed with the offer ?

☐ Yes ☐ No ☐

17.0. In case Antidumping Duty is applicable, whether confirmation to bear the Antidumping duty by the Bidder has been made in the Bid.

☐ Yes ☐ No ☐ Not applicable ☐

18.0. If the Bidder is seeking business with OIL for the first time, has he given the details of the parties to whom the offered items/services have been provided in past alongwith their performance report ?

☐ Yes ☐ No ☐

19.0 Whether required sample asked in bidding document has been submitted alongwith the offer ?

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

20.0. Confirm that all documents required in unpriced techno-commercial bid without prices are placed in unpriced folder.

☐ Yes ☐ ☐ No ☐

21.0 Whether firm Ex-works and FOR destination prices have been quoted by indigenous bidders

☐ Yes ☐ ☐ No ☐

22.0 Whether a copy of latest income tax clearance certificate has been enclosed ?

☐ Yes ☐ ☐ No ☐ ☐ Not applicable ☐

23.0 Whether details of your registration under Sale Tax/Central Sales Tax have been indicated in the offer?

☐ Yes ☐ ☐ No ☐

Offer Ref Dated

OIL's Tender No. ... Signed

For & on behalf of ... Designation