

**OIL INDIA LIMITED**

(A Govt. Of India Enterprise) Tel :033 2230 1657, 1658  
 4, India Exchange Place, Fax :91 33 2230 2596  
 Kolkata-700001 E-mail :oilcalmn@oilindia.in

**Tender No. & Date : KID1337L17/02 06.06.2016**

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 : 23.08.2016 at 14:00 hrs. (IST)  
 Bid Opening On : 23.08.2016 at 14:00 hrs. (IST)

Performance Guarantee : Applicable

OIL INDIA LIMITED invites Limited tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
<b>10</b> 99031724	<p>SILVER SALVER WITH STAND ( OVAL SHAPED)</p> <p>SIZE : 14"</p> <p>PURITY : 90 TO 92 %, HALLMARKED.</p> <p>WEIGHT : 712 GMS</p> <p>WEIGHT : 712 GMS</p> <p>ENGRAVING : Company's Name (OIL INDIA LIMITED)in bold letters and OIL LOGO CENTRALLY ENGRAVED on Top, the name of the Executive to be followed by Caligraphic Style inscription in Italics as generally used in Certificates with following inscription.</p> <p>WITH FOND MEMORIES AND BEST WISHES TO SMTI/SHRI..... (AS PER ANNEXURE I- ATTACHED) FOR A VERY HAPPY RETIRED LIFE FROM ALL OIL INDIANS,</p> <p>....., 2017 (DATE AS PER LIST) SMTI / SHRI is to be engraved slightly bigger than the Company's Name. The List of Name of Executive is enclosed.</p> <p>PACKING : Each and every Silver Salver must be packed in silk or velvet padded Jewellery type presentation box with fastening clips and names marked on it. VELVET / LEATHERITE BOX - WRITTEN WITH OIL INDIA LIMITED.</p>	16	NO
<b>20</b> 99028045	SILVER SALVER WITH STAND	57	NO

Tender No. &amp; Date : KID1337L17/02 06.06.2016

Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>DIAMETER : 7" (ROUND SHAPED)</p> <p>PURITY : 90 TO 92 % (HALLMARKED)</p> <p>WEIGHT : 205 GMS</p> <p>ENGRAVING : Company's Name (OIL INDIA LIMITED)in bold letters and OIL LOGO CENTRALLY ENGRAVED on Top, the name of the Executive to be followed by Caligraphic Style inscription in Italics as generally used in Certificates with following inscription.</p> <p>WITH FOND MEMORIES AND BEST WISHES TO SMTI / SHRI..... (AS PER ANNEXURE-II ATTACHED) FOR A VERY HAPPY RETIRED LIFE FROM ALL OIL INDIANS,</p> <p>....., 2017 (DATE AS PER LIST) SMTI / SHRI is to be engraved slightly bigger than the Company's Name. The List of Name of Executive is enclosed.</p> <p>PACKING : Each and every Silver Salver must be packed in silk or velvet padded Jewellery type presentation box with fastening clips and names marked on it. VELVET / LEATHERITE BOX - WRITTEN WITH OIL INDIA LIMITED.</p>		
<b>30</b> 99031724	<p>SILVER SALVER WITH STAND ( OVAL SHAPED)</p> <p>SIZE : 14"</p> <p>PURITY : 90 TO 92 % (HALLMARKED)</p> <p>WEIGHT : 712 GMS</p> <p>ENGRAVING : Company's Name (OIL INDIA LIMITED)in bold letters and OIL LOGO CENTRALLY ENGRAVED on Top, the name of the Executive to be followed by Caligraphic Style inscription in Italics as generally used in Certificates with following inscription.</p> <p>WITH FOND MEMORIES AND BEST WISHES TO SMTI/SHRI..... (LIST WILL BE SUBMITTED) FOR A VERY HAPPY RETIRED LIFE FROM ALL OIL INDIANS,</p> <p>....., 2017 (DATE AS PER LIST)</p>	18	NO

**Tender No. & Date : KID1337L17/02 06.06.2016**

Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>SMTI / SHRI is to be engraved slightly bigger than the Company's Name. The List of Name of Executive is enclosed.</p> <p>PACKING : Each and every Silver Salver must be packed in silk or velvet padded Jewellery type presentation box with fastening clips and names marked on it.</p> <p>VELVET / LEATHERITE BOX - WRITTEN WITH OIL INDIA LIMITED.</p>		

**Special Notes : 1. PERFORMANCE GUARANTEE:**

Performance Guarantee is applicable against this tender. 10% of the ordered value shall be given as performance guarantee in the form of bank guarantee and shall be valid for 90 days beyond applicable warranty / guarantee / defect liability period (if any). Bidders should undertake in their bid to submit Performance Security as stated above.

2. The items should be labeled on the box with Executive Name, Salary code & Date of Retirement.

**3. The delivery of items should be every monthly. The superannuation date should be taken as the reference and one month prior to the superannuation date, the delivery should be made.**

4. There should be scope for returning / exchanging the salvers if any defect in the salver (e.g. spelling mistake etc.) is found and delivery should be before the superannuating date mentioned in the salver.

5. In the event of an order, certificate of purity of the silver will be required to be submitted along with the bill.

6. In the event of order and supply, OIL reserves the right to check the weight of Silver Salver and the weight found on checking will be binding on the supplier for computing the cost.

7. Payment of silver will be on the basis of actual weight of each silver salver as per the rate at which silver has been purchased from the Bullion Market after placement of order and rate will be considered within the delivery schedule of the order. Documentary evidences in support of price of silver from Bullion Market must be enclosed along with the bill.

8. While quoting the bidder should give cost break up of (a) cost of silver (b) Making charges (c) Engraving charge (d) Cost of box etc.

**9. Materials are to be delivered at Duliajan on FOR Duliajan basis. Thus all bidders are must quote FOR Duliajan rate.** Supplier has to depute his representative to witness the weighment of supplied Silver Salvers at OIL's premises at Duliajan, Assam in presence of OIL's representative.

10. Payment terms: 100% of the payment will be released within 30 days of receipt and weighment of materials at Duliajan.

11. Unused Salvers, if any, should be supplied with only Company Logo and Name. The cost saved on engraving the contents thereon should be deducted from order value.

12.OIL reserves the right to review quantity on the basis of actual requirement at the time of placement of final order.

13. Delivery is the essence of this item and materials are urgently required. Therefore materials should be available at site at the earliest as possible. Hence please quote your best delivery period.

**14. Validity of offer: 75 days from the date of tender opening. Offer with validity less than 75 days will be rejected.**

15. 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.

16. Bids containing incorrect statement will be rejected.

17. Bidders must submit their offer as per price bid format - Annexure A & B. Offer with any other format may be liable for rejection.

18. Bidders must enclosed a certificate or any other documents from Bullion Merchant , dealer or any other Agency dealing in Bullion in support of price of silver for the silver salver quoted against this tender. This supporting certificate  
/ documents should not be older than one month from the schedule bid closing date.

19.In the event of computational error between unit rate and total price, the unit rate as quoted by the bidder shall prevail.

20. Similarly in the event of discrepancy between words and quoted figure, words will prevail.

21. To evaluate the inter-se-ranking of the offers, Assam entry tax on purchase value will be loaded as per prevailing Govt. of Assam guidelines as applicable on bid closing date.

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**Tender Date** : 06.06.2016  
**Bid Closing On** : 23.08.2016 at 14:00 hrs.(IST)  
**Bid Opening On** : 23.08.2016 at 14:00 hrs.(IST)

**Tender issued to following parties only:**

Slno	V_Code	Vendor Name	City/Country
1	201077	SANKAR DUTT & CO.	KOLKATA
2	201184	V. GULAB	KOLKATA
3	203599	S. N .ADHYA & SONS,	KOLKATA
4	204101	BENU D BEHARI DUTT PVT. LTD ,	KOLKATA
5	205983	BELI RAM ABHAI KUMAR JAIN	NEW DELHI
6	207297	LAKHY BABUS PURE GOLD AND SILVER	KOLKATA
7	207298	M.DAS JEWELLERS	KOLKATA
8	207299	LAKSHMI NARAYAN SEN & SONS PVT LTD	KOLKATA
9	210865	SHAILESH SILVER PALACE	MUMBAI
10	212074	BHATTER SILVER ARTS PVT.LTD.,	KOLKATA
11	212075	MOHAN IMPRESSION PVT.LTD.,	KOLKATA

Tender no KID 1337 L17/02
Price bid Format. ANNEXURE B
Bidders are requested to fill up the greyed cells only.

SL NO	PARTICULARS	Rate
1	Cost Of Silver for 205 grams *	
2	Making charges	
3	Engraving charge	
4	Cost of box	
<b>EXCISE DUTY - %, IF ANY</b>		
<b>FREIGHT CHARGE UPTO DULIAJAN</b>		
<b>OTHER CHARGES -IF ANY (SPECIFY IN DETAILS), VALUE</b>		
<b>VAT/SALES TAX - %</b>		
<b>Total cost for one no.silver salver</b>		
<b>Total Cost for 57 nos. 7" Silver Salver (Tendered item no 20)</b>		<b>57 nos.</b>

\*Bidders must enclosed a certificate or any other documents from Bullion Merchant , dealer or any other Agency dealing in Bullion in support of price of silver for the silver salver. This supporting certificate/documents should not be older than one month from the schedule bid closing date.

Cost of Silver as per Bullion Merchant	
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SIGNATURE: -----

DESIGNATION: -----

COMPANY: -----

Tender no KID 1337 L17/02
Price bid Format. ANNEXURE A

Bidders are requested to fill up the greyed cells only.

SL NO	PARTICULARS	Rate	
1	Cost Of Silver for 712 grams *		
2	Making charges		
3	Engraving charge		
4	Cost of box		
<b>EXCISE DUTY - %, IF ANY</b>			
<b>FREIGHT CHARGE UPTO DULIAJAN</b>			
<b>OTHER CHARGES -IF ANY (SPECIFY IN DETAILS), VALUE</b>			
<b>VAT/SALES TAX - %</b>			
<b>Total cost for one no.silver salver</b>			
<b>Total Cost for 34 nos. 14" Silver Salver (Tendered item nos 10 &amp; 30 combined)</b>		<b>34 nos.</b>	

\*Bidders must enclosed a certificate or any other documents from Bullion Merchant , dealer or any other Agency dealing in Bullion in support of price of silver for the silver salver. This supporting certificate/documents should not be older than one month from the schedule bid closing date.

Cost of Silver as per Bullion Merchant	
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<p>SIGNATURE: -----</p> <p>DESIGNATION: -----</p> <p>COMPANY: -----</p>
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