

**Tender No.** : KID1920L20/05  
**Tender Date** : 10.07.2019  
**Bid Closing On** : 27.08.2019 at 14:00 hrs.(IST)  
**Bid Opening On** : 27.08.2019 at 14:00 hrs.(IST)

**Tender issued to following parties only:**

S/no	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	BENUD 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

**OIL INDIA LIMITED**

(A Govt. Of India Enterprise) Tel :033 2230 1657, 1658  
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 Kolkata-700001 E-mail :oilcalmn@oilindia.in

**ANNEXURE-I****Tender No. : KID1920L20/05****Tender Date : 10.07.2019**

Item No./ Mat. Code	Material Description	Quantity	UOM
<b><u>10</u></b> 99031724	<p>SILVER SALVER WITH STAND ( OVAL SHAPED)</p> <p>SIZE : 14"</p> <p>PURITY : 90 TO 92 %</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 Italies as generally used in Certificates with following inscription.</p> <p>WITH FOND MEMORIES AND BEST WISHES TO SMTI/SHRI..... FOR A VERY HAPPY RETIRED LIFE FROM ALL OIL INDIANS,</p> <p>....., 2019(DATE AS PER LIST)* SMTI / SHRI is to be engraved slightly bigger than the Company's Name.</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> <p>*List of executives, retiring during the year will be furnished at the time of placement of order.</p>	19	NO
<b><u>20</u></b> 99028045	<p>SILVER SALVER WITH STAND</p> <p>DIAMETER : 7"</p> <p>PURITY : 90 TO 92 %</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 Italies as generally used in Certificates. Mrs &amp; Mr. is to be engraved slightly bigger than the Company's Name.</p> <p>WITH FOND MEMORIES AND BEST WISHES</p>	49	NO

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Item No./ Mat. Code	Material Description	Quantity	UOM
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<b>30</b> 99028045	<p>SILVER SALVER WITH STAND</p> <p>DIAMETER : 7"</p> <p>PURITY : 90 TO 92 %</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 Italies as generally used in Certificates. Mrs &amp; Mr. is to be engraved slightly bigger than the Company's Name.</p> <p>WITH FOND MEMORIES AND BEST WISHES TO SMTI / SHRI..... FOR A VERY HAPPY RETIRED LIFE FROM ALL OIL INDIANS,</p> <p>....., 2019 (DATE AS PER LIST)* SMTI / SHRI is to be engraved slightly bigger than the Company's Name.</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> <p>**List of executives, retiring during the year will be furnished at the time of placement of order.</p>	14	NO

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**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.

A. Bidders should note that the bank guarantee issued by the bank must be routed through SFMS platform as per following details:

- (i) MT 760 / MT 760 COV for issuance of bank guarantee.
- (ii) MT 767 / MT 767 COV for amendment of bank guarantee.

The above message / intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Corporate Banking Branch, IFSC Code - UTIB0001164. Branch Address - AXIS Bank Ltd, Corporate Banking Branch, 3rd Floor, AC Market, 1, Shakespeare Sarani, Kolkata 700071."

B. The Bidder shall submit to OIL the copy of SFMS message as sent by the issuing bank branch along with the original bank guarantee.

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

**3. The delivery of items against item no. 10 & 20 should be within 31.12.2019. However, delivery against item 30 should be in every month. 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 must 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 and it should not be older than one month from the date of schedule supply.

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. along with GST rates.

9. Materials are to be delivered at Duliajan on FOR Duliajan basis. Thus all bidders are must quote FOR Duliajan rate. Offer quoted other than F.O.R destination/Duliajan will be rejected.

10. 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.

11. Payment terms: 100% of the payment will be released after receipt and weighment of materials at Duliajan.

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12. 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.

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

14. 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.

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

16. 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.

17. Bids containing incorrect statement will be rejected.

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. The weight of 14" and 7" silver salvers shall be 712g and 205g respectively. However, a maximum tolerance of (+/-)5g may be considered.

22. Bidders are advised to fill up the Undertaking of authenticity of information/documents submitted (Annexure - K) along with their technical bid.

23. Bidders are advised to submit their prices & other relevant details in attached price bid format (Annexure - IIA).

24. General Terms and Conditions (Annexure - II) of this tender is not enclosed separately. Please refer to General Terms and Condition for National Tender under tab "For Vendors" - "Limited Tender" in OIL website <http://www.oil-india.com>. Tender will be governed by the same.