



OIL INDIA LIMITED
(A Government of India Enterprises)
PO : Duliajan – 786602
Assam (India)

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FORWARDING LETTER

Tender No. : SDI7105L22/L6 dated 28.05.2021.
Tender Fee : NIL
Bid Security : Not Applicable
Bidding Type : LIMITED TENDER COMPOSITE BID
Bid Closing on : 24.06.2021 (08.00 HRS IST)
Bid Opening on : 24.06.2021 (09.00 HRS IST)
Performance Security : Applicable
Integrity Pact : Not Applicable.

The complete bid documents and details for purchasing bid documents, participation in e-tenders are available on OIL's e-procurement portal <https://etender.srm.oilindia.in/irj/portal> as well as OIL's website <https://www.oil-india.com>

NOTE: All addenda, Corrigenda, time extension etc. to the tenders will be hosted on above website and e-portal only. Bidders should regularly visit above website and e-portal to keep themselves updated.

OIL invites Bids for **Procurement of BRAND NEW DIESEL ENGINE HYDRAULIC, DUAL DRIVE FORKLIFT (ALONG WITH ITS COMMISSIONING) (QTY. – 1 NO.)** through its e-Procurement site under **LIMITED TENDER COMPOSITE BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of `Indigenous Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents

The general details of tender can be viewed by opening the RFx [Tender] under RFx and Auctions. The details of items tendered can be found in the Item Data and details uploaded under **Technical RFx**.

The tender will be governed by:

a) For technical support on various matters viz. Online registration of vendors, Resetting of Passwords, submission of online bids etc, vendors should contact OIL's ERP MM Deptt at following: Tel Nos = **0374-2807178/ 7171/ 7192/ 4903** , Email id = erp_mm@oilindia.in, esupport@oilindia.in.

b) OIL's office timings are as below:

	Time (in IST)
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Monday – Friday	07.00 AM to 11.00 AM; 12.30 PM to 03.30 PM
Saturday	07.00 AM to 11.00 AM
Sunday and Holidays	Closed

Vendors should contact OIL officials at above timings only.

c) **OIL Bank Details :**

	Bank Details of Beneficiary	
a	Bank Name	STATE BANK OF INDIA
b	Branch Name	Duliajan
c	Branch Address	Duliajan, Dist-Dibrugarh
d	Banker Account No.	10494832599
e	Type of Account	Current Account
f	IFSC Code	SBIN0002053
g	MICR Code	786002302
h	SWIFT Code	SBININBB479
i	Contact No.	9435554859
j	Contact Person Name	Mr.K.L.K.Banik, AGM
k	Fax No.	0374-2802729
l	Email Id	sbi.02053@sbi.co.in

- d) “General Terms & Conditions” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.
- e) Technical specifications and Quantity as per **Annexure – I**.
- f) The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents.
- g) All corrigenda, addenda, amendments, time extension, clarifications etc. To the tender will be hoisted on OIL’s website (www.oil-india.com) and in the e-portal (<https://etenders.srm.oilindia.in/irj/portal>) only and no separate notification shall be issued in the press. Prospective bidders are requested to regularly visit the website and e-portal to keep themselves updated.
- h) Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).
- i) Bidder are advised to fill up the Technical bid check list (**Annexure EEE**) and Response sheet (**Annexure FFF**) given in MS excel format in Technical RFx -> External Area -> Tender Documents. The above filled up document to be uploaded in the **Technical Attachment**. For details please refer “Vendor User Manual” / “NEW INSTRUCTIONS”.

Special Note:

1.0 Being Limited tender the tender documents have already been issued to you. You are requested to quote for the tender using the USER ID and PASSWORD already available with you. No physical tender documents will be provided. Details of NIT can be viewed using “Guest Login” provided in the e-Procurement portal. The link to e-Procurement portal has been also provided through OIL’s web site www.oil-india.com.

2.0

- a) Bidders who do not have E-tender Login ID and Password should complete their online registration **at least seven (7) days prior to the scheduled bid closing date** and time of the tender. For online registration, Bidder may visit the OIL’s E-tender site <https://etender.srm.oilindia.in/irj/portal>
- b) Necessary Login ID & Password will be issued by OIL only after submitting the complete online registration by the Bidder. In the event of late registration/incomplete registration by Bidder, OIL INDIA LIMITED shall not be responsible for late allotment of User ID & Password and request for bid closing date extension on that plea shall not be entertained by Company.
- c) The bidder claiming as MSE status (MSE-General, MSE-SC/ST, MSE - Woman) against this tender has to submit valid “Udyam Registration No” (URN) as per Gazette notification no CG-DL-E-26062020-220191 dated 26.06.2020 issued by MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES. The existing enterprises registered under EM- Part-II or UAM till 30th June, 2020, shall continue to be valid only for a period up to the 31st day of March, 2021.
- d) **MSE Units** (Manufacturers/Service Providers only and not their dealers/distributors) registered with District Industry Centers or Khadi & Village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts & 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/Woman Entrepreneurs should also be enclosed.
The turnover related figures of the bidders claiming as MSE bidders as mentioned above shall be considered based on Bidders self-declarations to be submitted with their bid as per new gazette notification no. CG-DL-E-26062020-220191 dated 26.06.2020. However, in case of any intentional misrepresentations or attempts to suppress facts in the self-declaration, the bidder shall be liable to penalty as specified under section 27 of the Act.
- e) For availing benefits under Public Procurement Policy (**Purchase preference**), the interested MSE Bidders must ensure that they are the **manufacturers of the tendered item(s) and registered with the appropriate authority for the said item(s).**

2.0 The tender is invited under SINGLE STAGE-COMPOSITE BID SYSTEM. The bidders are required to submit both the “TECHNO-COMMERCIAL UNPRICED BID” and “PRICED BID” through electronic format in the OIL’s e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender. The Techno-commercial Unpriced bid is to be submitted

as per scope of works and Technical specification of the tender and the priced bid as per the online Commercial bid format. For details of submission procedure, please refer relevant para of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. Any offer not complying with the above shall be rejected straightway

- 3.0 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical RFx Response-> Technical Attachment only. **For details please refer “NEW INSTRUCTIONS”.**
- 3.1 Please note that all tender forms and supporting documents are to be submitted through OIL’s e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with **Tender no.** and **Due date** to **GM Materials (HOD), Materials Department, Oil India Limited, Duliajan - 786602, Assam** on or before the Bid Closing Date and Time mentioned in the Tender.
- a) **Detailed Catalogue (if any)**
- b) **Any other document required to be submitted in original as per tender requirement.**

All documents submitted in physical form should be signed on all pages by the authorised signatory of the bidder and to be submitted in triplicate.

- 4.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the NIT or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in rejection of its offer without seeking any clarifications.
- 5.0 Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that above documents which are to be submitted in a sealed envelope are also submitted at the above mentioned address before the bid closing date and time failing which the offer shall be rejected.
- 6.0 Bid must be submitted electronically only through OIL’s e-procurement portal. Bid submitted in any other form will be rejected.
- 7.0 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification.
- 8.0 Please do refer the User Manual provided on the portal on the procedure “How to create Response” for submitting offer.
- 9.0 Bidders are requested to refer to the enclosed **Annexure – BBB** for the Taxes and Duties clauses under GST regime.
- 10.0 While submitting the offers bidders are requested to refer to the enclosed **Annexure – BB (Price Bid Format and Evaluation Criteria).**
- 11.0 **The applicable GST on the Liquidated Damage if any, shall have to be borne by the seller. Accordingly, the Liquidated Damage shall be recovered from the seller along with applicable GST.**
- 12.0 **Delivery/collection Instructions in cases where transportation is in OIL's scope:**

- (i) The suppliers shall be required to deliver the Sundry consignments of weight less than 03 (Three) Tons at the godown/office/collection point of OIL's authorized transporter in various cities.
- (ii) Consignments weighing more than 03 (Three) Tons shall be collected from the supplier's premises/loading points by OIL's authorized transporter.
- (iii) The name of OIL's current authorized transporter is M/s Western Carriers (India) Ltd.

Bidder's are requested to note the above delivery/collection instructions while submitting their offers.

13.0 Bidders should fill-up and submit alongwith their bid an UNDERTAKING towards authenticity of information/documents furnished by them, as per enclosed ANNEXURE-K.

14.0 ONLINE VIEWING OF PRICE BY BIDERS: For convenience of the qualified Bidders and to improve transparency, the rates/costs quoted by bidders against OIL's e-tenders shall be available for online viewing by such Bidders whose price bids are opened by Company. A Bidder can view item-wise rates/ costs of all other such peer bidders against the tender immediately after price bid opening, if the e-tender is floated by Company with PRICE CONDITION. In case the Price-Bid is invited by Company through attachment form under "Notes & Attachment" (i.e., NO PRICE Condition), Bidders must upload their detailed Price-Bid as per the prescribed format under "Notes & Attachment", in addition to filling up the "Total Bid Value" Tab taking into account the cost of all individual line items and other applicable charges like freight, tax, duties, levies etc. Under NO PRICE Condition (i.e., Price Bid in attachment form), the "Total Bid Value" as calculated & quoted by the Bidder shall only be shared amongst the eligible bidders and Company will not assume any responsibility whatsoever towards calculation errors/ omissions therein, if any. Notwithstanding to sharing the "Total Bid Value" or the same is whether filled up by the Bidder or not, Company will evaluate the cost details to ascertain the inter-se-ranking of bidders strictly as per the uploaded attachment and Bid Evaluation Criteria only. Online view of prices as above shall be available to the Bidders only upto seven days from the date of Price-Bid opening of the tender.

15.0 DISCLAIMER: Rates/Costs shown above are as calculated/ quoted by the respective Bidder. Company does not assume any responsibility and shall not be liable for any calculation error or omissions. However, for placement of order/award of contract, Company shall evaluate the cost details to determine the inter-se ranking of Bidders strictly as per their Price-Bids and Bid Evaluation Criteria of the Tender. OIL INDIA LTD accepts no liability of any nature resulting from mismatch of "Total Bid Value" & price submitted under "Notes & Attachment" by any bidder and no claim whatsoever shall be entertained thereof.

16.0 BID SECURITY CLAUSE:

No Bid Security /Earnest Money Deposit (EMD) is required to be submitted against the tender. Instead of EMD /Bid Security, all the bidders shall be required to sign a "Bid securing declaration" accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the NIT/ Purchase

order, they shall be suspended for the period of two (2) years. This suspension of two years shall be automatic without conducting any enquiry.

Bidders shall submit “Bid Securing Declaration” as per enclosed ANNEXURE-O along-with their Technical bids.

17.0 PBG UNDERTAKING FORM:

In the event of award of purchase order against this tender, the successful bidder **must comply with the stipulations** of the enclosed “**PBG UNDERTAKING FORM - ANNEXURE-M**” and **submit it duly filled-in along-with their PBG (Performance Bank Guarantee).**

18.0 RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES A LAND BORDER WITH INDIA:

It is for information of all Bidders that Office Memorandum No. F.No.6/18/2019-PPD dated 23.07.2020 issued by Public Procurement Division under Department of Expenditure of Ministry of Finance will also be applicable against the tender. Therefore, all bidders are requested to be guided by the **Clauses** stipulated in the enclosed **Annexure-N** of this tender. In this respect, the format of **Undertaking** to be submitted by the bidders is given vide **Annexure-XX** of this tender.

19.0 TAX COLLECTED AT SOURCE (TCS):


Tax Collectible at Source (TCS) applicable under the Income-tax Law and charged by the SUPPLIER shall also be payable by OIL along with consideration for procurement of goods/materials/equipment. If TCS is collected by the SUPPLIER, a TCS certificate in prescribed Form shall be issued by the SUPPLIER to OIL within the statutory time limit. Payment towards applicable TCS u/s 206C (1 H) of Income Tax Act, 1961 will be made to the supplier provided they are claiming it in their invoice and on submission of following undertaking along with the invoice stating that:

- a. TCS is applicable on supply of goods invoiced to OIL as turnover of the supplier in previous year was more than Rs. 10 Cr. and
- b. Total supply of goods to OIL in FY ... exceeds Rs. 50 Lakh and
- c. TCS as charged in the invoice has already been deposited (duly indicating the details such as challan No. and date) or would be deposited with Exchequer on or before the due date and
- d. TCS certificate as provided in the Income Tax Act will be issued to OIL in time.

However, Performance Security deposit will be released only after the TCS certificate for the amount of tax collected, is provided to OIL. Supplier will extend the performance bank guarantee (PBG), wherever required, till the receipt of TCS certificate or else the same will be forfeited to the extent of amount of TCS, if all other conditions of Purchase order are fulfilled.

The above payment condition is applicable only for release of TCS amount charged by supplier u/s 206C (1 H) of Income tax Act, 1961.

Please do refer “**NEW INSTRUCTION TO BIDDER FOR SUBMISSION**” for points 14.0 and 15.0 and also please refer “**New Vendor Manual (effective 01.03.2019)**” available in the login Page of the OIL’s E-tender Portal.

**Oil India Limited e-Procurement**



User ID *
Password *

Logon Problems? [Get Support](#)

[Supplier Enlistment for E-Tender](#)
[Important Note for New Portal Users:](#)
[Click here to View Competability Settings](#)
[General Guidelines to bidders](#)
[Click for User Manuals](#)

Click here for
the New
Manual &
Instruction

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NOTE:

Bidders should submit their bids (preferably in tabular form) explicitly mentioning compliance / non compliance to all the NIT terms and conditions of NIT.

Yours Faithfully

**Sd/-
(MANISH KUMAR CHOWDHURY)
MANAGER MATERIALS (IP)
FOR GM-MATERIALS (HoD)
FOR RESIDENT CHIEF EXECUTIVE**

OIL INDIA LIMITED
(A Govt. of India Enterprise)
P.O. Duliajan-786602, Assam
Fax No. 91-374-2800533, E-mail:material@oilindia.in

ANNEXURE-I

Tender No. : SDI7105L22/L6
Tender Date : 28.05.2021

Item No./ Mat. Code	Material Description	Quantity	UOM
10 0C000172	Supply of brand new Diesel Engine Hydraulic, Dual Drive Forklift of Make: Godrej & Boyce Mfg. Co. Ltd. / KION India Private Limited / Action Construction Equipment (ACE) Ltd. with all standard fittings, accessories etc. and meeting the specifications of the tender.	1	NO
	COMMISSIONING		
10	COMMISSIONING OF ITEM NO. 10	1	AU

Standard Notes: 1) Validity of the bid must be minimum 90 days from the Bid Closing Date. Offer with inadequate validity will be rejected.

2) BID SECURITY: No Bid Security /Earnest Money Deposit (EMD) is required to be submitted against the tender. Instead of EMD /Bid Security, all the bidders shall be required to sign a "Bid securing declaration" accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline defined in the NIT/ Purchase order, they shall be suspended for the period of two (2) years. This suspension of two years shall be automatic without conducting any enquiry. Bidders shall submit "Bid Securing Declaration" as per enclosed ANNEXURE-O along-with their Technical bids.

3) Performance Security:

The successful bidder shall submit Performance Security @ 03% of PO value within 30 days of receipt of the formal purchase order 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.

The Performance Security shall be in the following form :

A Bank Guarantee in the prescribed OIL's format valid for 90 days beyond delivery period and applicable warranty/guarantee period (if any).

The validity requirement of Performance Security is assuming despatch within stipulated delivery period and confirmation to all terms and conditions of order. In case of any delay in despatch or non-confirmation to all terms and conditions of order, validity of the Performance Security is to be extended suitably as advised by OIL.

However, PBG will be applicable only if value of Purchase Order exceeds Rs 5(five) lakhs.

Note: The Bank Guarantee issuing Bank branch must ensure the following:

The Bank Guarantee issued by the Bank must be routed through SFMS platform as per following details:

- (i) MT 760 I MT 760 COV for issuance of Bank Guarantee**
- (ii) MT 760 / MT 767 COV for amendment of Bank Guarantee**

ANNEXURE-I

Tender No. : SDI7105L22/L6
Tender Date : 28.05.2021

The above message / intimation shall be sent through SFMS by the BG issuing Bank branch to HDFC Bank, Duliajan Branch, IFS Code - HDFC0002118; SWIFT Code - HDFCINBBICAL.

Branch Address: HDFC Bank Limited, Duliajan Branch, Utopia Complex, BOC Gate, Jayanagar, Duliajan, Dibrugarh, PIN - 786602."

- 4) 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.
- 5) 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.
- 6) All the Bids must be Digitally Signed using "Class 3" digital certificate with Organisation's name (e-commerce application) as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than "Class 3 with Organisation's Name" digital certificate, will be rejected.
- 7) Price should be maintained in the "online price schedule" only. The price submitted other than the "online price schedule" shall not be considered.
- 8) To evaluate the inter-se-ranking of the offers, all Taxes / Levies will be considered as per prevailing Govt. guidelines as applicable on the bid opening date. Bidders may check this with the appropriate authority before submitting their offer.
- 9) The bids will be evaluated strictly as per NIT specifications, terms & conditions.
- 10) Request for placement of purchase order to an entity, other than the bidder, shall not be considered.
- 11) Bidder other than Original Equipment Manufacturer (OEM) of the offered Forklift must submit their valid dealership/authorization certificate from the OEM of the offered Forklift along with their bid/offer; otherwise the bid/offer will be rejected

Special Notes : (I) Bidders are required to mandatorily submit along with their technical bid the duly filled up copy of Annexure-IA (REQUIREMENT, SPECIFICATIONS ETC. AND TECHNICAL EVALUATION MATRIX).

(II) Delivery: Notwithstanding any clause(s) on delivery mentioned elsewhere in this tender document, the complete Forklift along with all items, accessories, literatures, documents etc. shall be delivered in Oil India Limited's premises at Duliajan, Assam-786602 (India) within 03 (three) months from the date of receipt of detailed purchase order by the supplier through their own arrangement. Crane services, if required, for offloading the equipment at Duliajan shall be provided by Oil India Limited without any extra cost. The date of reporting of the consignment in Duliajan shall be considered as the actual date of delivery. Cost in this regard shall be borne by the bidder/supplier without any extra cost to Oil India Limited.

(III) Annexure -A
TAXES AND DUTIES CLAUSE - FOR VENDOR/SUPPLIER/CONTRACTOR
(For Supplies/ Services during GST Regime i.e., New Tender)
INDIRECT TAXES/ GST

ANNEXURE-I

Tender No. : SDI7105L22/L6
Tender Date : 28.05.2021

1. For the purposes of levy and imposition of GST, the expressions shall have the following meanings:

(a) GST - means any tax imposed on the supply of goods and/or services under GST Law.

(b) Cess - means any applicable cess, existing or future on the supply of Goods and Services as per Goods and Services Tax (Compensation to States) Act, 2017.

(c) GST Law - means IGST Act 2017, CGST Act 2017, UTGST Act, 2017 and SGST Act, 2017 and all related ancillary Rules and Notifications issued in this regard from time to time.

2. The rates quoted by the bidders shall be inclusive of all taxes, duties and levies. However, bidders are required to provide separately the rate and amount of all types of taxes, duties and levies. In case, the quoted information related to various taxes, duties & levies subsequently proves wrong, incorrect or misleading, OIL will have no liability to reimburse the difference in the duty/ tax, if the finally assessed amount is on the higher side and OIL will have to right to recover the difference in case the rate of duty/ taxes finally assessed is on the lower side. Further, bidders have to clearly show the amount of GST separately in the Tax Invoices. Further, it is the responsibility of the bidders to make all possible efforts to make their accounting / IT system GST compliant in order to ensure availability of Input Tax Credit (ITC) to Oil India Ltd.

3. Offers without giving any of the details of the taxes (Including rates and amounts) as specified above will be considered as inclusive of all taxes including GST. When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes 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, taxes mentioned by OIL on the Purchase Order/ Contracts will be binding on the bidder.

4. Bidders are required to pass on the benefit arising out of introduction of GST, including seamless flow of Input Tax Credit, reduction in Tax Rate on inputs as well as final goods by way of reduction of price as contemplated in the provision relating to Anti-Profiteering Measure vide Section 171 of the CGST Act, 2017. Accordingly, for supplies made under GST, the bidders should confirm that benefit of lower costs has been passed on to OIL by way of lower prices/taxes and also provide details of the same as applicable. OIL reserves the right to examine such details about costs of inputs/input services of the bidders to ensure that the intended benefits of GST have been passed on to OIL.

5. When Input tax credit is available for Set Off.

Evaluation of L-1 prices shall be done based on Quoted price after deduction of Input Tax Credit (ITC) of GST, if available to OIL. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders

When Input tax credit is NOT available for Set Off

Evaluation of L-1 prices shall be done based on Quoted price only. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders.

6. Bidders agree to do all things not limited to providing GST compliant Tax Invoices or other documentation as per GST law relating to the supply of goods and/or services covered in the instant contract like raising of and /or acceptance or rejection of credit notes / debit notes as the case may be, payment of taxes, timely filing of valid statutory Returns for the tax period on the Goods and Service Tax Network (GSTN), submission of

ANNEXURE-I

Tender No. : SDI7105L22/L6

Tender Date : 28.05.2021

general information as and when called for by OIL in the customized format shared by OIL in order to enable OIL to update its database etc. that may be necessary to match the invoices on GSTN common portal and enable OIL to claim input tax credit in relation to any GST payable under this Contract or in respect of any supply under this Contract.

7. In case Input Tax Credit of GST is denied or demand is recovered from OIL by the Central / State Authorities on account of any non-compliance by bidders, including non-payment of GST charged and recovered, the Vendor/Supplier/Contractor shall indemnify OIL in respect of all claims of tax, penalty and/or interest, loss, damages, costs, expenses and liability that may arise due to such non-compliance. OIL, at its discretion, may also withhold/recover such disputed amount from the pending payments of the bidders.

8. GST liability, if any on account of supply of free samples against any tender shall be to bidder's account.

(IV) While submitting the offer bidders should follow the ANNEXURE-BB (Price bid format and Bid Evaluation Criteria) as under:

Annexure-BB**Price Bid Format and Evaluation Criteria for Indigenous Tenders:**

1. Basic material Value Including TPI, if any.
2. Pre Despatch Inspection charges, If any.
3. Packing & Forwarding Charges, if any.
4. Total Ex works Value (1+2+3).
5. GST on Total Ex-works value.
6. Compensatory Cess, If any.
7. Total FOR Despatching Station value (4+5+6).
8. Freight Charges upto Destination inclusive of GST.
9. Insurance Charges in % of (7) inclusive of GST.
10. Training Charges, If any.
11. GST on Training Charges.
12. Installation and commissioning Charges, if any.
13. GST on I&C charges.
14. AMC Charges, if any.
15. GST on AMC Charges.
16. Any other charges, if any with GST.
17. Total Value (7+8+9+10+11+12+13+14+15+16)
18. Buy-Back Price, if any, with GST.
19. Total FOR Duliajan Value (17-18).

Comparison of Offers: Comparison will be done on Total value vide SI no 19.

Note:

Domestic bidders must quote inland freight charges upto Duliajan. In case bidder fails to quote inland freight charges, highest freight quoted by domestic bidder (considering pro-rata distance) against this tender or OIL's estimated freight, whichever is higher, shall be loaded to their offer for comparison purpose.

ANNEXURE-IA
REQUIREMENT, SPECIFICATIONS ETC. AND TECHNICAL EVALUATION MATRIX
TENDER NO. SDI7105L22/L6 DATED 28.05.2021
(TO BE FILLED UP BY THE BIDDER)

Clause No. & Description		Bidder's Response (To be filled by the bidder and to be submitted along with the bid) (Complied / Not Complied / Bidder shall also mention Make, Model & values, applicable data, as applicable) (Reference of Document name / Serial number / Page number of bid for documentary evidence etc., if applicable.)
Name of Bidder		
Nature of Bidder [Original Equipment Manufacturer (OEM) of the offered Forklift or Dealer of the OEM of the offered Forklift]		
1.0 Requirement & Specifications:		
a. Description	Supply & commissioning of brand new Diesel Engine Hydraulic, Dual Drive Forklift of Make: Godrej & Boyce Mfg. Co. Ltd. / KION India Private Limited / Action Construction Equipment (ACE) Ltd. with all standard fittings, accessories etc. and meeting the specifications of the tender.	
	Bidder shall mention the Make & Model of the offered Forklift in the technical bid.	
	Bidder shall submit the technical leaflet of the offered Make & Model Forklift with detailed specifications along with the technical bid. In case the technical leaflet contains equipment/item other than the offered model, the bidder shall highlight the specifications/portions relevant to the offered model in the technical details/leaflet submitted.	
b. Quantity	01 (one) Number.	

ANNEXURE-IA
REQUIREMENT, SPECIFICATIONS ETC. AND TECHNICAL EVALUATION MATRIX
TENDER NO. SDI7105L22/L6 DATED 28.05.2021
(TO BE FILLED UP BY THE BIDDER)

Clause No. & Description		Bidder's Response (To be filled by the bidder and to be submitted along with the bid) (Complied / Not Complied / Bidder shall also mention Make, Model & values, applicable data, as applicable) (Reference of Document name / Serial number / Page number of bid for documentary evidence etc., if applicable.)
c. Capacity	3000 Kg at 500 mm load centre with Clear View Mast.	
d. Engine	04 (four) cylinder water cooled Diesel engine of adequate power & torque.	
e. Engine Make	Mahindra / Simpson / Ashok Leyland / Tata. Bidder shall mention the Make & Model of the offered Engine and submit technical details in the technical bid.	
f. Engine Emission Norms	As applicable as on the period of delivery of the Forklift in the state of Assam in India so that the Forklift can be registered as per The Central Motor Vehicles Rules, 1989 & Motor Vehicle Act, 1988 of India through "VAHAN" portal of Ministry of Road Transport & Highways (MoRTH), Government of India. Bidder shall mention the Emission Norms of offered Engine in the technical bid.	
g. Steering	Power Assisted Steering System shall be provided.	
h. Transmission	Automatic Transmission (with minimum 1 Forward, minimum 1 Reverse speed & neutral) shall be provided. Bidder shall mention the number of Forward speed and number Reverse speed of the offered Forklift in the technical bid.	
i. Brake	Hydraulic power assisted Service Brake with suitable Parking Brake shall be provided.	
j. Wheels & Tyre	Shall meet the following:	

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TENDER NO. SDI7105L22/L6 DATED 28.05.2021
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	i) Pneumatic Tyre with Tube type Wheels shall be provided.	
	ii) Total number of wheels at front: 04 (02+02) Nos. shall be provided.	
	iii) Total number of wheels at rear: 02 (01+01) Nos. shall be provided.	
	iv) Spare wheels: Total 02 numbers (i.e 01 number for front & 01 number for rear) of spare wheels shall be supplied along with the Forklift.	
k. Wheelbase	Not less than 1700 mm. Bidder shall mention the wheel of the offered Forklift in the technical bid.	
l. Ground Clearance (under Mast)	Not less than 100 mm. Bidder shall mention the Ground Clearance (under Mast) of the offered Forklift in the technical bid.	
m. Overall Height Lowered (OAHL)	Not more than 2700 mm. Bidder shall mention the Overall Height Lowered (OAHL) of the offered Forklift in the technical bid.	
n. Maximum Fork Height (MFH)	Not less than 3600 mm with the specified rated load (3000 Kg). Bidder shall mention the Maximum Fork Height (MFH) of the offered Forklift in the technical bid.	
o. Fork Dimensions	i) Adjustable provision for changing gap between the two Fork blades shall be provided.	

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	ii) Individual Fork Width: Not less than 80 mm. Bidder shall mention the Individual Fork Width of the offered Forklift in the technical bid.	
	iii) Length: Not less than 1000 mm. Bidder shall mention the Fork Length of the offered Forklift in the technical bid.	
p. Load Back Rest	Shall be provided.	
q. Mast tilt (forward)	Not less than 5 degrees. Bidder shall mention the Mast tilt (forward) of the offered Forklift in the technical bid.	
r. Mast tilt (backward)	Not less 10 degrees. Bidder shall mention the Mast tilt (backward) of the offered Forklift in the technical bid.	
s. Colour & Painting	Body: To provide as per the available colour shade. Undercarriage: Rust proof painting shall be provided.	
t. Safety & Operational Features	Amongst other Safety & Operational Features as per manufacturer's standard for the specified Make & Model, the Forklift shall preferably have the following features:	
	i) All hydraulic actuators are to operate at fail safe mode. Actuators shall have lock valves.	
	ii) Neutral start switch to start with direction control lever in neutral position only.	
	iii) Tilting of the mast is to be controlled by counter	

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	balance valve.	
	iv) Sturdy overhead guard shall be provided.	
	v) Load backrest support shall be provided to prevent accidental falling of the load on the Operator.	
u. Type Approval Certificate from ARAI (Automotive Research Association of India) or other agency as approved by Government of India for offered Make & Model Forklift.	The offered Make & Model Forklift shall have the Type Approval Certificate from ARAI or other agency as approved by Government of India as per The Central Motor Vehicles Rules, 1989 & Motor Vehicle Act, 1988 of India. The Type Approval Certificate of the offered Make & Model Forklift shall be submitted along with the technical bid.	
2.0 Tools: Amongst other tools as per manufacturer's standard, if any, the following tools shall be supplied along with the Forklift. Cost in this regard shall be borne by the bidder/supplier. a) Heavy Duty Spanner for Wheels (Front & Rear) - 01 Set.		
3.0 Other fitments & accessories: Amongst other standard fittings, accessories as per manufacturer's standard, the following fittings, accessories shall be provided in the Forklift.		

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Cost in this regard shall be borne by the bidder/supplier.	
a) Suitable Battery.	
b) Fuel Tank.	
c) Fuel Gauge.	
d) Battery Charge Indicator.	
e) Engine Hour Meter.	
f) Engine Water Temperature Gauge.	
g) Engine Oil Pressure Gauge.	
h) Hydraulic Oil Level Gauge.	
i) High visibility Canopy with metal covered top.	
j) Vertical Engine Exhaust.	
k) Head Lights.	
l) Traffic Indicator Lights.	
m) Reversing Spot Light.	
n) Reversing Buzzer.	
o) Electric Horn.	
p) Rear View Mirrors.	
q) Towing Pin.	
r) Seat Belt for Operator's seat.	
s) Cushioned Operator Seat.	
t) Spark Arrestor.	
u) Hydraulic Oil Tank.	
4.0 Inspection:	

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<p>The Forklift shall be inspected by Oil India Limited (OIL) at supplier's work/showroom prior to dispatch. Due to pandemic situation for Covid-19, OIL may review the inspection terms in the nearer time which have to be complied by the supplier with due diligence. To & fro fares and boarding/lodging expenses etc. of OIL's inspection team will be borne by OIL. However, supplier's expenses etc., if any, in this regard, shall be borne by the supplier.</p>	
<p>5.0 Delivery: Notwithstanding any clause(s) on delivery mentioned elsewhere, the complete Forklift along with all items, accessories, literatures, documents etc. shall be delivered in Oil India Limited's premises at Duliajan, Assam-786602 (India) within 03 (three) months from the date of receipt of detailed purchase order by the supplier through their own arrangement. Crane services, if required, for offloading the equipment at Duliajan shall be provided by Oil India Limited without any extra cost. The date of reporting of the consignment in Duliajan shall be considered as the actual date of delivery. Cost in this regard shall be borne by the bidder/supplier without any extra cost to Oil India Limited.</p>	
<p>6.0 Packing, Transportation & Transit Insurance: Packing, Transportation & Transit Insurance shall be the responsibility of the bidder/supplier. Cost in this regard shall be borne by the bidder/supplier without any extra cost to Oil India Limited.</p>	
<p>7.0 Commissioning:</p>	
<p>a) The Forklift shall be commissioned at Logistics Department, Oil India</p>	

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Limited, Duliajan, Assam-786602, India by the supplier.	
b) The supplier shall depute their commissioning specialist at site within 30 days of the intimation given by Oil India Limited (OIL) for commissioning of the Forklift.	
c) Commissioning shall be completed within two weeks from date of deployment of the commissioning specialist.	
d) The bidder/supplier shall separately quote for commissioning charges which should include the to and fro charges, food & lodging and daily charges etc. of the commissioning specialist and any other heads as envisaged by the bidder/supplier.	
e) Bidder/supplier shall quote commissioning charges separately which will be considered for evaluation. The charges should be quoted in the Price Bid only. Bidder/supplier to note that, the bidder/supplier shall have to carry out the commissioning irrespective of whether they quotes any charges against commissioning or not.	
8.0 Guarantee / warranty: The bidder/supplier shall offer a period of at least 01 (one) year warranty for the Forklift supplied from the date of successful commissioning of the Forklift at Duliajan (Assam).	
9.0 Literatures to be submitted along with the supply: Following literatures etc. of the offered Forklift shall be submitted along with the supply:	
a) Test Certificate.	
b) Spare Parts Catalogue.	

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c) Workshop & Service Manual.	
d) Operator's Manual.	
e) Guarantee / Warranty Certificate.	
10.0 Documents to be submitted along with the supply: Following documents etc. shall be submitted along with the supply for onward permanent registration (as per The Central Motor Vehicles Rules, 1989 and Motor Vehicle Act, 1988 of India) of the Forklift in the name of Oil India Limited, Duliajan, Assam-786602 (India) with local government District Transport Office (DTO) in the state of Assam (India). Cost in this regard shall be borne by the bidder/supplier.	
a) Sale Certificate, Emission Norms Certificate, Pollution & Roadworthy Certificate etc. in Form 21, 22 in original as per The Central Motor Vehicles Rules, 1989 and Motor Vehicle Act, 1988 of India in the name of Oil India Limited, Duliajan, Assam-786602 (India).	
b) Invoice(s).	
c) Copy of Type Approval Certification of the offered Make & Model Forklift as per The Central Motor Vehicles Rules, 1989 and Motor Vehicle Act, 1988 of India.	
d) Any other document(s) required for registration of the vehicle during the period of delivery of the vehicle.	
11.0 Forklift data base in the Portal "VAHAN": The bidder/supplier shall ensure that, the Forklift manufacturer shall maintain the Forklift data base in the portal "VAHAN" of Ministry of Road Transport & Highways (MoRTH), Government of India in accordance with	

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<p>Form- 20, Form-22, Form-22(A) etc. of Motor Vehicle Act, 1988 & Central Motors Vehicles Rules, 1989 of India prior to delivery of the Forklift to Oil India Limited (OIL). Bidder/supplier shall also ensure adherence to any subsequent revisions to the referred requirements that may be issued in future by Ministry of Road Transport & Highways (MoRTH), Government of India. The bidder shall categorically confirm compliance of the same in the technical bid. Bidder to note that, no vehicle shall be registered in India without the vehicle database in "VAHAN" portal as per present practice.</p>	
<p>12.0 Permanent Registration: On receipt of the Forklift and documents required for permanent registration, Oil India Limited (OIL) shall apply for permanent registration of the Forklift at the office of the local Government District Transport Office (DTO). The bidder/supplier shall provide necessary support/assistance to Oil India Limited for acquiring the High Security Registration Plate (HSRP) Kit for the Forklift from the agencies authorized by the Government of India/Assam to issue the High Security Registration Plate (HSRP).</p>	
<p>13.0 Price Schedule: The prices shall be all-inclusive firm price including the following for the Forklift: a) All applicable taxes, GST, TCS, Cess and duties etc. b) Cost of complete brand new Forklift with cost of all fittings, accessories. c) Cost of tools (Ref. Para-2.0). d) Cost of other fitments & accessories (Ref. Para-3.0). e) Cost of literatures (Ref. Para-9.0).</p>	

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f) Cost of documents (Ref. Para-10.0). g) Delivery location: Oil India Limited, Duliajan, Assam-786602 (India). h) Commissioning Charges (Ref. Para-7.0). i) Any other cost / charges as envisaged by the bidder/supplier as per tender terms & conditions etc.	
14.0 Payment Terms: As mentioned elsewhere in the tender.	
15.0 The following documents / information shall be submitted along with the technical bid by the bidder:	
a) Technical leaflet of the offered Make & Model Forklift with detailed specifications. In case the technical leaflet contains equipment/item other than the offered model, the bidder shall highlight the specifications/portions relevant to the offered model in the technical details/leaflet submitted.	
b) Copy of Type Approval Certificate from ARAI or other agency as approved by Government of India as per The Central Motor Vehicles Rules, 1989 & Motor Vehicle Act, 1988 of India for the offered Make & Model Forklift.	
c) Bidder other than Original Equipment Manufacturer (OEM) of the offered Forklift must submit their valid dealership / authorization certificate from the OEM of the offered Forklift along with their bid/offer; otherwise the bid/offer will be rejected.	
d) Duly filled up Annexure-IA with bidder's response.	