



ऑयल इंडिया लिमिटेड
(भारत सरकार का उद्यम)
Oil India Limited
(A Government of India Enterprise)

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INVITATION TO e-BID UNDER SINGLE STAGE TWO BID SYSTEM

Tender No. & Date : SGI6606L18 dated 05.12.2017

Tender Fee : Not Applicable

Bid Security : Not applicable

Bidding Type : SINGLE STAGE TWO BID SYSTEM

Bid Closing on : 21.12.2017 at 11:00 (IST)

Bid Opening on : 21.12.2017 at 14:00 (IST)

Bid Validity : Bid should be valid for 120 days from bid closing date.

Bid Bond Validity : Not applicable

Performance Guarantee : Applicable @ 10% of order value.

Integrity Pact : Applicable

OIL INDIA LIMITED invites electronic bids from Indian bidders under SINGLE STAGE TWO BID SYSTEM through its e-procurement site for the item detailed below –

ITEM NO. MATERIAL CODE	MATERIALS DESCRIPTION	QTY	UNIT
10 85074201	SAE40 Lube Oil for Heavy Fuel Oil Engine	49,980	L
20 85074202	SAE40 Lube Oil for Natural Gas Engine	10,500	L

The general details of tender can be viewed by opening the eRFx [Tender] under RFx and Auctions in the e-portal through Guest Login. The details of tendered items can be found in the Item Data and details uploaded under Technical RFX. The bidding document is available in the Technical RFx -> External Area - > Tender Documents.

STANDARD NOTES:

- 1.0 The tender will be governed by “General Terms & Conditions for National Tenders (National Competitive Bidding)” as per Booklet No. MM/LOCAL/E-01/2005 (For E-tenders).
- 2.0 This Bidding document consists of:
 - (i) Annexure AA : Technical Specification
 - (ii) Annexure BB : Bid Rejection Criteria (Commercial)
 - (iii) Annexure CC : Commercial Check List
 - (iv) Annexure DD : Price Schedule
 - (v) Annexure XII : Integrity Pact

General Terms & Conditions for National Tenders (National Competitive Bidding), Booklet No. MM/LOCAL/E-01/2005 (For E-tenders) have been uploaded separately in the Technical RFx -> External Area -> Tender Documents.

- 3.0 Being Limited tender, the tender documents have already been issued to you. You are requested to quote against the e-tender using the USER_ID and PASSWORD already available with you. No physical tender documents shall be issued. Details of the tender 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.
- 4.0 Bidder seeking benefits of MSME and Purchase Preference Policy (Linked with Local Content) shall clearly indicate the same in the tender with proper documents as stipulated in the tender.
- 5.0 Bidders to note that 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. A new Clause on applicability of Public Procurement Policy for procurement of goods from Micro and Small Enterprises (MSE) in the tender is furnished vide Amendment to General Terms and Conditions for National Tender (NCB) - E-Procurement (MM/LOCAL/E-01/2005). Bidders are requested to take note of the same and to submit their offers accordingly.
- 6.0 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 **The Deputy General Manager - Materials (PL), Oil India Limited (Pipeline Headquarter), P.O. Udayan Vihar, Guwahati -781171** before 14.00 Hrs. IST on the Bid Closing Date 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.

- 7.0 **Deemed export/Custom Duty benefits are not applicable against this tender and bidders should furnish prices without considering these benefits.**
- 8.0 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. As part of the new system, the intending bidder must have Encryption Certificate along with Digital Signature Certificate (DSC) of Class III [Organization]. **All the Bids must be Digitally Signed using “Class III” digital certificate (e-commerce application) with ‘Certificate Type: Organisation Certificate’ as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (CAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than “Class 3 with Organisation’s Name” digital certificate, will be rejected.**

- 9.0 Bidders are requested to go through the '**New Vendor Manual**', '**Guidelines to Bidders for participating in OIL e-tenders**', '**New Instruction to bidders for submission of bid**' and '**Vendor User Manual for e-tendering**' available in the e-portal home page before submitting offer in system.
- 10.0 The tender is invited under **SINGLE STAGE-TWO BID SYSTEM**. The bidder has to submit both the "TECHNO-COMMERCIAL UNPRICED BID" and "PRICED BID" through electronic form in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender. The "Techno-commercial Unpriced Bid" shall contain all technical and commercial details except the prices which shall be kept blank. Details of prices as per Price Schedule to be uploaded as attachment in the Attachment Tab "Notes and Attachments". Any offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in the tender.
- 11.0 In Technical Bid opening, only Technical Rfx will be opened. Therefore, the bidder should ensure that "TECHNO-COMMERCIAL UNPRICED BID" should contain details as mentioned in the technical specifications as well as BEC/BRC and upload the same in the Technical RFX Response-> User -> Technical Bid. No price should be given in above Technical Rfx otherwise the offer will be rejected. Please go through the help document in details before uploading the document and ensure uploading of technical bid in the Technical RFX Response-> User -> Technical Bid only. The "PRICE BID" must contain the price schedule and the bidder's commercial terms and conditions. Details of prices as per Price Schedule can be uploaded as Attachment under the attachment option under "Notes & Attachments".

Notes and Attachments

→ Only price details should be uploaded

Technical attachments

→ All technical bid documents except price details

Bidders are requested to go through the 'New Vendor Manual', 'Guidelines to Bidders for participating in OIL e-tenders', 'New Instruction to bidders for submission of bid' and 'Vendor User Manual for e-tendering' available in the e-portal home page before submitting offer in system



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 Compatibility Settings](#)

[General Guidelines to bidders](#)

[Click for User Manuals](#)

Click here for the New Manual & Instruction

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- 12.0 Priced bids of only those bidders will be opened whose offers are found to be techno-commercially acceptable.

- 13.0 Bidders are requested to examine all instructions, forms, terms and specifications in the tender. Failure to furnish all information required as per the tender or submission of offers not substantially responsive to the bid in every respect will be at the bidder's risk and may result in rejection of its offer without seeking any clarifications.
- 14.0 Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that all documents which are to be submitted in a sealed envelope are also submitted at the address mentioned in note 6.0 above before **14:00 Hrs (IST)** on the bid closing date failing which the offer shall be rejected.
- 15.0 **The Integrity Pact is applicable against this tender.** OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide **Annexure XII** of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be returned by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid. **The name of the OIL's Independent External Monitors at present are as under:**
- SHRI RAGHAW SHARAN PANDEY, IAS (Retd.),
Former Secretary, MOP & NG,
e-Mail ID: rspandey_99@yahoo.com
- SHRI RAJIV MATHUR, IPS (Retd.)
Former Director, IB, Govt. of India,
e-Mail ID: rajivmathur23@gmail.com
- SHRI JAGMOHAN GARG,
Ex-Vigilance Commissioner, CVC
e-Mail ID : jagmohan.garg@gmail.com
- 16.0 Other terms and conditions of the tender shall be as per General Terms & Conditions for National Tenders (National Competitive Bidding), Booklet No. MM/LOCAL/E-01/2005 (For E-tenders). However, if any of the clause of the Bid Rejection Criteria /Bid Evaluation Criteria (BEC / BRC) contradicts the clauses in the General Terms & Conditions of the tender and/or elsewhere, those mentioned in the BEC/BRC shall prevail.
- 17.0 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer may be summarily rejected.

Sd-
(M.B. SINGHA)
SR. MANAGER MATERIALS (PL)
FOR GM - MATERIALS (PL)
FOR: CHIEF GENERAL MANAGER (PLS)

ANNEXURE - AA**TECHNICAL SPECIFICATIONS**

<u>ITEM NO.</u> <u>MATERIAL CODE</u>	<u>TECHNICAL SPECIFICATIONS</u>																
10 85074201	<p>SAE 40 grade Lube Oil for Engines run with Heavy Fuel Oil of any of the following approved make and brands in approximately 210 Litres barrel.</p> <p>Make: HPCL Brand: Aurelia TI 4030 or its equivalent.</p> <p>Other equivalent lube oil is acceptable if they are already OEM approved (HFO) for CAT6CM25C Engines and MAN L27/38 Engines (specification 010.000.023-11). Necessary documents of approval must be submitted.</p> <p><u>Certification/Documentation</u>: As per standard practice for POL items.</p> <p><u>Packing</u>: Approx. 210 Ltrs./Drum.</p>																
10 85074202	<p>SAE 40 grade Lube Oil for Low Ash Stationary Gas Engine of any of the following approved make and brands in approximately 210Litres barrel.</p> <p>Make: HPCL Brand: Nateria MP40 or its equivalent.</p> <p>Other equivalent lube oil is acceptable if they are already OEM approved for MWM TCG 2020/TCG 2032 Engines (Circular 2105/12EN). Necessary documents of approval must be submitted.</p> <p><u>Typical Physical properties</u>:</p> <table> <tr> <td>SAE viscosity grade</td><td>: 40</td></tr> <tr> <td>Kinematic Viscosity@40°C</td><td>: 135mm²/s</td></tr> <tr> <td>Kinematic Viscosity @100°C</td><td>: 13.5mm²/s</td></tr> <tr> <td>Flash Point (closed cup)</td><td>: 230°C</td></tr> <tr> <td>Pour Point</td><td>: 18°C</td></tr> <tr> <td>BN</td><td>:4.5mg KOH/g</td></tr> <tr> <td>Sulphate Ash</td><td>:0.48% wt</td></tr> <tr> <td>Phosphorus</td><td>:300ppm</td></tr> </table> <p><u>Certification/ Documentation</u>: As per standard practice for POL items.</p> <p><u>Packing</u>: Approx. 210 Ltrs/Drum.</p>	SAE viscosity grade	: 40	Kinematic Viscosity@40°C	: 135mm ² /s	Kinematic Viscosity @100°C	: 13.5mm ² /s	Flash Point (closed cup)	: 230°C	Pour Point	: 18°C	BN	:4.5mg KOH/g	Sulphate Ash	:0.48% wt	Phosphorus	:300ppm
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Pour Point	: 18°C																
BN	:4.5mg KOH/g																
Sulphate Ash	:0.48% wt																
Phosphorus	:300ppm																

ANNEXURE - BB**BID REJECTION CRITERIA & BID EVALUATION CRITERIA****I. BID REJECTION CRITERIA (BRC):**

The bids must conform to the specifications, terms and conditions given in the tender document. 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 offer/offers will be considered as non-responsive and is/are liable to be rejected, if the following conditions are not fulfilled:

(A) COMMERCIAL

- 1.0 Bids are invited under **SINGLE STAGE TWO BID SYSTEM**. Bidders shall quote accordingly. Bidder should ensure that TECHNO-COMMERCIAL UNPRICED BID should contain details as mentioned in the technical specifications as well as BEC/BRC and upload the same in the Technical RFx Response-> User - > Technical Bid. **No price should be given in above Technical Rfx otherwise the offer will be rejected.**
- 2.0 Bidders must confirm that materials to be supplied shall be new of recent make and of the best quality and shall be guaranteed for a period of 18 months from the date of despatch or 12 months from the date of receipt at site. Defective goods/materials rejected by OIL shall be replaced immediately by the supplier at the supplier's expenses at no extra cost to OIL.
- 3.0 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.
- 4.0 **Validity of the bid shall be minimum 120 days. Bids with lesser validity will be rejected.**
- 5.0 The successful bidder shall have to submit Performance Security @10% of PO value within 30 days of receipt of the formal purchase order failing which OIL reserves the right to cancel the order. Clause no. 9.0 of General Terms & Conditions for National Tenders (National Competitive Bidding), Booklet No. MM/LOCAL/E-01/2005 (For E-tenders) may be referred in this regard. Bidder to confirm the same in their bid otherwise their offer will be rejected.
- 6.0 All the Bids must be Digitally Signed using Class III digital certificate (e-commerce application) with '**Certificate Type: Organisation Certificate**' 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" digital certificate, will be rejected.**
- 7.0 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.
- 8.0 Bids containing incorrect statement will be rejected.
- 9.0 No offers should be sent by Telex, Cable, E-mail or Fax. Such offers will not be accepted.
- 10.0 The following point is deemed as "non-negotiable" and offer shall be rejected straightaway without seeking clarification:
 - i. Validity of bid shorter than validity indicated in the tender.
 - ii. In case the party refuses to sign Integrity Pact.

11.0 **DELIVERY:** Delivery shall be at the following address -

Oil India Limited
Pipeline Headquarters, Narangi,
P.O. Udayan Vihar, Guwahati
PIN -781171, Assam

11.1 **Both the items are to be delivered in three equal lots in two months interval.**

12.0 **PRICE SCHEDULE:** Bidder shall submit the Price Break up as per Annexure – DD. Bidders should fill up the annexure, sign and upload under “Notes & Attachments” > “Attachments” only.

13.0 **EVALUATION OF OFFERS:**

Pursuant to implementation of Goods & Service Tax (GST), evaluation criteria of bids under National Competitive Bidding has been amended.

13.1 The bids conforming to the specifications, terms and conditions stipulated in the enquiry and considered to be responsive after subjecting to the Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria given below:

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. Inland Freight Charges upto destination
9. GST on Freight Charges
10. Insurance Charges @0.5% of (7) inclusive of GST
11. Training Charges, if any
12. GST on Training Charges
13. Installation & Commissioning Charges, If any
14. GST on Installation & Commissioning Charges
15. AMC Charges, if any
16. GST on AMC Charges
17. **Total Value (7+8+9+10+11+12+13+14+15+16+17)**

13.2 **Comparison of offers shall be done on Total Value vide Srl. No. 17 (Total FOR Destination Value).**

13.3 Domestic bidders must quote inland freight charges upto Guwahati. 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.

13.4 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 amounts in words shall prevail and will be adopted for evaluation.

13.5 Other terms and conditions of the enquiry shall be as per General Terms & Conditions for National Tenders (National Competitive Bidding), Booklet No. MM/LOCAL/E-01/2005 (For E-tenders). However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BEC/BRC) mentioned here contradict the Clauses in the General Terms & Conditions for National Tenders (National Competitive Bidding), Booklet No. MM/LOCAL/E-01/2005 (For E-tenders) and/or elsewhere, those mentioned in this BEC/BRC shall prevail.
