



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

TELEPHONE NO: (91-374) 2808735

FAX NO: (91-374) 2800533

Email: manish_chowdhury@oilindia.in ; erp_mm@oilindia.in

FORWARDING LETTER

Tender No. : SSI8904L22/L1 dated 26.11.2021.
Tender Fee : NIL
Bid Security : Not Applicable
Bidding Type : LIMITED TENDER COMPOSITE BID
Bid Closing on : 05.01.2022 (11.00 HRS IST)
Bid Opening on : 05.01.2022 (14.00 HRS IST)
Performance Security : Applicable if P.O value exceeds Rs. 5(five) lakh.
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.

The items covered by this enquiry shall be used by Oil India Limited in the PEL/ML areas which are issued/renewed after 01/04/99 and hence concessional rate of GST @5% against Essentiality Certificate for invoice value Rs 1 Lakh and above will be applicable as per Notification No. 3/2017- Integrated/ Central Tax (Rate) dated 28th June, 2017.

In the event of order, OIL will issue Essentiality Certificate (EC), where concessional rate of GST @5% will be applicable. Supplier shall affect dispatch only on receipt of this certificate from OIL, failing which all related liabilities shall be to Supplier's account.

OIL invites Bids for **Procurement of BEARINGS (QTY- 101 NOS)** 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)
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 3 (Three) Tons at the godown/office/collection point of OIL's authorized transporter in various cities.
 - (ii) Consignments weighing more than 3(Three) Tons shall be collected from the supplier's premises/loading points by OIL's authorized transporter.
 - (iii) The names of OIL's current authorized transporters are:
 - a) 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 thee-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-seranking 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 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).

17.0 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.

18.0 TAX COLLECTED AT SOURCE(TCS):

Addendum dated 04.12.2020 to the General Terms & Conditions of tender:

New Provisions -

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 slating 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](#)

© 2012 Oil India Limited. All rights reserved.

[Click for Terms of use, Privacy Policy, Refund Policy Docs](#)

Click here for the New Manual & Instruction

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)**

ANNEXURE-I

Tender No. : SSI8904L22/L6
Tender Date : 26.11.2021

Item No./ Mat. Code	Material Description	Quantity	UOM
30 80061005	BALL AND ROLLER BEARINGS Single Row Cylindrical Roller Bearing, Type : NU 322M (SKF designation), Size : 110 mm (ID) x 240 mm (OD) x 50 mm (Width), Clearance : Normal, Make : SKF/FAG/NTN	6	NO
10 80050803	BEARING, BALL, JOURNAL, SINGLE ROW, '00' FIT, LIGHT SERIES, METRIC SIZES, TO B.S. 292-1958, TABLE 17, BRL SERIES. <u>Maker's Designation :-</u> SKF - 6217 <u>Dimensions :-</u> I/Dia - 85 mm, O/Dia - 150 mm, Width - 28 mm	10	NO
20 80056211	BEARING, BALL, JOURNAL, SINGLE ROW, '00' FIT BOTH SIDE SHIELDED, LIGHT SERIES, METRIC SIZES. <u>Maker's Designation :-</u> SKF - 6201 ZZ <u>Dimensions :-</u> I/Dia - 12 mm, O/Dia - 32 mm, Width - 10 mm	20	NO
40 80068289	BEARING, BALL, JOURNAL, SINGLE ROW, '00' FIT, BOTH SIDE SHIELDED, MEDIUM SERIES, METRIC SIZES. <u>Maker's Designation :-</u> SKF - 6308ZZ or equivalent <u>Dimensions :-</u> I/Dia - 40 mm, O/Dia - 90 mm, Width 23 mm Part No. SKF 6308ZZ	40	NO
50 80068303	<u>Maker's Designation :-</u> SKF - 6310ZZ <u>Dimensions :-</u> I/Dia - 50 mm, O/Dia - 110 mm, Width - 27 mm	15	NO
60 80610251	SUB-GROUP : TAPERED ROLLER BEARING, TIMKEN SERIES, INCH SIZES Timken Series : 935 1 No. Cone No. 938, I.D. - 4.5000" Cone width - 2.6250" 1 No. Cup No. 932, O.D. - 8.3750" Cup width - 2.1250" Total Bearing width - 2.6250"	10	SET

Note description for item no./nos. : 10, 20, 30, 40, 50, 60

NOTE :

1. Make of the item should be mentioned in the quotation precisely. OIL's standard acceptable makes are SKF/FAG/TIMKEN/NTN only. In case the make of bearing in NIT is specifically mentioned other than these (i.e. SKF/FAG/TIMKEN/NTN) makes, then only that specific make of bearing will also be acceptable in addition to the above mentioned makes (SKF/FAG/TIMKEN/NTN).

ANNEXURE-I**Tender No. : SSI8904L22/L6****Tender Date : 26.11.2021**

2. If only one/two specific brand/brands of make of bearing is mentioned in the item description of NIT, then the technical specification of that make of bearing will be considered as the technical requirement of the bearing. Equivalent bearing (of SKF/FAG/TIMKEN/NTN only), other than the specific make (mentioned in Item Description), should conform to those technical specifications.

3. Bidder are to indicate Bearing Nos. against the individual items with complete specification. Each individual Bearing must be supported with technical literature along with bearing numbers and dimensional details, giving comparison of their offer with item description mentioned in NIT (including prefix/suffix) and justifying that their offered bearing is the exact equivalent of the individual Bearing. Otherwise, the offer will be liable for rejection.

4. Bidders other than manufacturer must submit a copy of valid authorized dealership certificate and principal's price list along with the offer, otherwise offer may not be considered.

5. Dealers/Stockists are to quote only for that make for which they have been authorized/nominated. Offers with multiple brands & for the makes for which they are not authorized, will be liable for rejection.

6. Bidders are to confirm in their offer that they will submit Manufacturer's Inspection, Test and Guarantee Certificate along with the supply of materials.

7. In case of imported bearing, the bidder should indicate the country of origin of the offered bearing and they should confirm that they will submit copies of import documents (bill of lading, bill of entry and OEM's proforma invoice) along with the OEM's inspection and test certificate. To this effect, bidder would make a declaration at the time of supply that, bearings supplied are imported and they take sole responsibility for all the documents submitted for their authenticity and genuineness of the bearings supplied and would make good discrepancy, if any reported, on free of cost door delivery basis immediately.

Standard Notes: 1) Validity of the bid must be minimum 75 days from the Bid Closing Date. Offer with inadequate validity will be rejected.

2) Performance Security:

The successful bidder shall submit Performance Security @ 3% 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 / MT 760 COV for issuance of Bank Guarantee
- (ii) MT 760 / MT 767 COV for amendment of Bank Guarantee

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 - HDFCINBBAL.

Branch Address: HDFC Bank Limited, Duliajan Branch, Utopia Complex, BOC Gate, Jayanagar,

ANNEXURE-I

Tender No. : SSI8904L22/L6
Tender Date : 26.11.2021

Duliajan, Dibrugarh, PIN - 786602."

3)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)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.

5)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.

6)Price should be maintained in the "online price schedule" only. The price submitted other than the "online price schedule" shall not be considered.

7)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.

8)The bids will be evaluated strictly as per NIT specifications, terms & conditions.

9) 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.

(10) Request for placement of purchase order to an entity, other than the bidder, shall not be considered.