

Annexure-II

OIL INDIA LIMITED
(A Government of India Enterprise)
P.O. Duliajan-786602, Assam, India
E-mail: material@oilindia.in

INVITATION FOR BID
LOCAL COMPETITIVE BID

OIL INDIA LIMITED invites Local Competitive Bid (LCB) through its e-procurement portal <https://etender.srm.oilindia.in/irj/portal> for the following items:

Tender No	Bid Closing/ Opening Date	Item & Qty
SDI0045P16 DT: 27.01.2016 (SINGLE STAGE TWO BID SYSTEM)	24.03.2016	EMERGENCY LIGHTING SYSTEM
SDI0164P16 DT: 04.02.2016 (SINGLE STAGE TWO BID SYSTEM)	24.03.2016	DESKTOP COMPUTERS – 253 NOS
SDI0170P16 DT: 06.02.2016 (SINGLE STAGE TWO BID SYSTEM)	24.03.2016	FEEDER PILLAR - 06 NOS

Tender fee (Non-refundable): Rs 1,000.00; Bid Closing/Opening Time: **(11 Hrs.) IST/(14 Hrs.) IST**; Period of sale of documents **till One week prior to bid closing date..** 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 www.oil-india.com.

NOTE: All addenda, Corrigenda, time extension etc. to the tenders will be hosted on above website and e- portal only and no separate notification shall be issued in the press. Bidders should regularly visit above website and e-portal to keep themselves updated.



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

TELEPHONE NO. (91-374) 2808719

FAX NO: (91-374) 2800533

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

FORWARDING LETTER

Tender No. : SDI0045P16 DT: 27.01.2016

Tender Fee : Rs 1,000.00

Bid Security Amount : Applicable

Bidding Type : SINGLE STAGE TWO BID SYSTEM

Bid Closing on : As mentioned in the e-portal

Bid Opening on : -do-

Performance Security : Applicable

Integrity Pact : Applicable

OIL invites Bids for **EMERGENCY LIGHTING SYSTEM IN GCS/FGS – QTY = 18 NOS** through its e-Procurement site under **SINGLE STAGE TWO BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement LCB 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 = 0374-2807171 , 0374-2807192. Email id = erp_mm@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) “General Terms & Conditions” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement LCB Tenders.

- d) Technical specifications and Quantity as per **Annexure – 1A**.
- e) The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents.
- f) In the event of receipt of only a single offer against the tender within B.C. date, OIL reserves the right to extend the B.C. date as deemed fit by the Company. During the extended period, the bidders who have already submitted the bids on or before the original B.C. date, shall not be permitted to revise their quotation.
- 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 RFX Response**.

Special Note:

1.0 General Qualification Criteria:

In addition to the general BRC/BEC, following criteria on Bidders' Experience and their financial capabilities shall be considered (**documentary evidence to be provided along with the bid in Technical RFx -> External Area -> Tender Documents**) as on the Bid Closing Date:

Criteria	Complied / Not Complied. Documentary evidence submitted / not submitted
a) Bidder should have experience of successfully executing similar order of Rs 55.85 Lakhs during last 3 years. " Similar order " for the subject tender denotes any electrical wiring job/installation of electrical items in Hazardous areas of oil and gas mines."	
b) Annual financial turnover of the firm in any of the last 3 financial years or current financial year should not be less than Rs 186.16 Lakhs .	

Note: Documentary evidence in respect of the above should be submitted in the form of copies of relevant Purchase Orders along with copies of any of the documents in respect of satisfactory execution of each of those Purchase Orders, such as – (i) Satisfactory Inspection Report (OR) (ii) Satisfactory Supply Completion / Installation Report (OR) (iii) Consignee Receipted Delivery Challans (OR) (iv) Central Excise Gate Pass / Tax , Invoices issued under relevant rules of

Central Excise / VAT (OR) (v) any other documentary evidence that can substantiate the satisfactory execution of each of the purchase orders cited above. For Annual financial turnover enclose the audited Annual Reports or balance sheet certified by a chartered accountant.

2.0 Vendors having OIL's User ID & password shall purchase bid documents on-line through OIL's electronic Payment Gateway upto one week prior to the Bid closing date (or as amended in e-portal).

Vendors who do not have OIL's User ID & password shall obtain User ID & password through online vendor registration system in e-portal and can subsequently purchase bid documents through OIL's electronic Payment Gateway upto one week prior to the Bid closing date (or as amended in e-portal).

Alternatively application showing full address/email address with Tender Fee (Non-refundable) of Rs. 1,000.00 in favour of M/s Oil India Limited and payable at Duliajan is to be sent to Head-Materials, Oil India Limited, P.O. Duliajan, Assam-786602. Application shall be accepted only upto one week prior to the Bid closing date (or as amended in e-portal). The envelope containing the application for participation should clearly indicate "REQUEST FOR ISSUE OF USER ID AND PASSWORD FOR E TENDER NO ...". for easy identification and timely issue of user ID and password. On receipt of requisite tender fee, USER_ID and initial PASSWORD will be communicated to the bidder (through e-mail) and will be allowed to participate in the tender through OIL's e- Procurement portal. 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.

NOTE:

PSUs and MSE units are provided tender documents Free of Cost (as per govt guidelines), however they have to apply to OIL's designated office to issue the tender documents one week prior to the Bid closing date (or as amended in e-portal).

3.0 The tender is invited under SINGLE STAGE-TWO 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.

3.1 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical RFx Response-> User - > Technical Bid only. The "TECHNO-COMMERCIAL UNPRICED BID" shall contain all techno-commercial details except the prices. Please note that no price details should be uploaded in Technical RFx Response.

3.2 The "PRICE BID" must contain the price schedule and the bidder's commercial terms and conditions. The prices of the items should be quoted in "Conditions Tab". Details of prices as per Bid format / Commercial bid can be uploaded as Attachment under the attachment option under "Notes & Attachments".

3.3 A screen shot in this regard is given below. Offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in [Annexure-CCC](#).

Display RFX Response:

Edit | Print Preview | **Technical RFX Response** | Close | Withdraw | Verify

RFX Response Number 60006452 RFX Number TEST2 Status Submitted
 RFX Owner WIPRO_TEST1 Total Value 0.00 INR RFX Response Version 1

RFX Information | Items | Notes and Attachments | Conditions

Basic Data | Questions

Event Parameters

Currency: Indian Rupee

Detailed Price Information: Price with Conditions

Terms of Payment: 9010 90% against despatch+10% after receipt

Service and Delivery Information

Incoterms
 and Statistics
 Created On
 Created By
 Last Processed On
 Last Processed By

▼ **Partners and Delivery Information**

Details | Send E-Mail | Call | Clear

Function	Number	Name	Valid from
The table does not contain any data			

Go to this Tab “Technical RFX Response” for Uploading “Techno-commercial Unpriced Bid”.

Go to this Tab “Notes and Attachments” for Uploading “Priced Bid” files.

On “EDIT” Mode- The following screen will appear. Bidders are advised to Upload “Techno-Commercial Unpriced Bid” and “Priced Bid” in the places as indicated above:

Edit RFX Response:

Submit | Read Only | Print Preview | Check | **Technical RFX Response** | Close | Save | Verify signature

RFX Response Number 60006452 RFX Number TEST2 Status Withdrawn Submission Deadline 13.04.2013 11:00:00 INDIA
 RFX Owner WIPRO_TEST1 Total Value 0.00 INR RFX Response Version Number 2 RFX Version Number 5

RFX Information | Items | **Notes and Attachments** | Conditions | Summary

▼ **Notes**

Add | Clear

Assigned To	Category	Text Preview
The table does not contain any data		

▼ **Attachments**

Sign Attachment | Add Attachment | Edit Description | Versioning | Delete | Create Qualification Profile

Assigned To	Category	Description	File Name	Version	Processor	Checked
The table does not contain any data						

Bid on “EDIT” Mode

Area for uploading Techno-Commercial Unpriced Bid*

Area for uploading Priced Bid**

Note :

* The “Techno-Commercial Unpriced Bid” shall contain all techno-commercial details **except the prices.**

** The “Price bid” must contain the price schedule and the bidder’s commercial terms and conditions. For uploading Price Bid, first click on Sign Attachment, a browser window will open, select the file from the PC and click on Sign to sign the Sign. On Signing a new file with extension .SSIG will be created. Close that window. Next click on Add Attachment, a browser window will open, select the .SSIG signed file from the PC and name the file under Description, Assigned to General Data and click on OK to save the File.

4.0 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 **Head**

Materials, Materials Department, Oil India Limited, Duliajan - 786602, Assam on or before the Bid Closing Date and Time mentioned in the Tender.

- a) Original Bid Security
- b) Detailed Catalogue (if any)
- c) 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 Duplicate.

5.0 Benefits to Micro & Small Enterprises (MSEs) as per OIL's Public Procurement Policy for Micro and Small Enterprises (MSEs) shall be given. Bidders are requested to go through ANNEXURE – I of General Terms and Conditions for E- PROCUREMENT LCB TENDERS (MM/LOCAL/E-01/2005) for more details. MSE bidders are exempted from submission of Tender Fees and Bid Security/Earnest Money provided they are registered for the items they intend to quote.

6.0 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.

7.0 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.

8.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.

9.0 **SINGLE STAGE TWO BID SYSTEM** shall be followed for this tender and only the PRICED-BIDS of the bidders whose offers are commercially and technically acceptable shall be opened for further evaluation.

10.0 a) **The Integrity Pact is applicable against this tender. Therefore, please submit the Integrity Pact document duly signed along with your quotation as per BRC. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure DDD of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be submitted 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. If any bidder refuses to sign Integrity Pact or declines to submit Integrity Pact with the offer, their bid shall be rejected straightway.**

b) **The name of the OIL's Independent External Monitors at present are as under:**

**SHRI RAJIV MATHUR, IPS (Retd.)
Former Director, IB, Govt. of India,
e-Mail ID : rajivmathur23@gmail.com**

11.0 The tender shall be governed by the Bid Rejection & Bid Evaluation Criteria given in enclosed **Annexure-CCC**. **However, if any of the Clauses of the Bid Rejection Criteria /**

Bid Evaluation Criteria (as per **Annexure-CCC**) contradict the Clauses of the tender and / or “General Terms & Conditions” as per Booklet No. MM/LOCAL/E-01/2005 for E-procurement (LCB Tenders) elsewhere, those in the BEC / BRC shall prevail.

- 12.0 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 will be summarily rejected.
- 13.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.
- 14.0 If Bank Guarantee is submitted towards ‘Bid Security’, then bidders have to ensure that the Bank Guarantee issuing bank indicate the name and detailed address (including e-mail) of their higher office from where confirmation towards genuineness of the Bank Guarantee can be obtained.

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-
(R BARMAN)
SR MANAGER MATERIALS (IP)
FOR : HEAD-MATERIALS**

Tender No & Date: SDI0045P16 DT: 27.01.2016**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)**

The following BRC/BEC will govern the evaluation of the bids received against this tender. Bids that do not comply with stipulated BRC/BEC in full will be treated as non responsive and such bids shall prima-facie be rejected. Bid evaluation will be done only for those bids that pass through the “Bid Rejection Criteria” as stipulated in this document.

Other terms and conditions of the enquiry shall be as per General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement LCB Tenders. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BRC / BEC) contradict the Clauses of the tender or MM/LOCAL/E-01/2005 elsewhere, those in the BRC / BEC shall prevail.

<u>Criteria</u>	Complied / Not Complied. (Remarks if any)
<p>1.0 BID REJECTION CRITERIA (BRC):</p> <p>A) TECHNICAL:</p> <p>The bid shall conform generally to the specifications, terms and conditions given in this document. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected.</p> <p>B) COMMERCIAL:</p> <p>i) Validity of the bid shall be minimum 120 days from the Bid Closing Date.</p> <p>ii) Bid security: The bid must be accompanied by Bid Security of Rs 1,86,200.00 in OIL's prescribed format as Bank Guarantee or a Bank Draft/Cashier cheque in favour of OIL. The Bid Security may be submitted manually in sealed envelope superscribed with Tender no. and Bid Closing date to Head Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam on or before the Bid Closing Date and Time mentioned in the Tender. The Bank Guarantee towards Bid Security shall be valid for 10 months from Bid closing date. (i.e. upto <u>24.01.2017</u>).</p> <p>Bid Security may also be paid online on or before the Bid Closing Date and Time mentioned in the Tender.</p> <p><u>If bid security in ORIGINAL of above mentioned Amount and Validity is not received or paid online within bid closing date and time, the bid submitted through electronic form will be rejected without any further consideration.</u></p>	

For exemption for submission of Bid Security, please refer Clause No. 8.8 of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement LCB Tenders.

The format of Bank Guarantee towards Bid Security (Annexure – VII) has been amended to Annexure – VII (Revised) and bidders should submit Bank Guarantee towards Bid Security as per Annexure – VII (Revised) only.

iii) Bids are invited under “Single Stage Two Bid System”. Bidders have to submit both the “Techno-commercial Unpriced Bids” and “Priced Bids” 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 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 LCB Tenders. Any offer not complying with the above shall be rejected straightway.

iv) Performance Security:

a) The successful Bidder will have to provide 1st Performance Security @ 10% of total cost of Equipment + Installation & Commissioning must be valid for one year from the date of successful commissioning of the equipment or 18 months from the date of despatch whichever is earlier.

b) The successful Bidder will have to provide 2nd Performance Security @ 10% of total cost of AMS for 5 years prior to expiry of the 1st Performance Security. The Performance Security must be valid for 4 years.

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.

v) *The Bank Guarantee should be allowed to be encashed at all branches within India.*

vi) 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.

vii) 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.

viii) 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.

ix) Technical RFx Response folder is meant for Technical bid only. Therefore, No price should be given in Technical RFx Response folder, otherwise the offer will be rejected.

x) Price should be maintained in the “online price schedule” only. The price submitted other than the “online price schedule” shall not be considered.

xi). Integrity Pact :

OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure DDD of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL’s competent signatory. The proforma has to be submitted 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. If any bidder refuses to sign Integrity Pact or declines to submit Integrity Pact with the offer, their bid shall be rejected straightway.

xii). A bid shall be rejected straightway if it does not conform to any one of the following clauses:

(a) Validity of bid shorter than the validity indicated in the Tender.

(b) Original Bid Security not received within the stipulated date & time mentioned in the Tender.

(c) Bid Security with (i) Validity shorter than the validity indicated in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.

(d) In case the Party refuses to sign Integrity Pact.

(e) Average Annual Turnover of a bidder lower than the average Annual turnover mentioned in the Tender.

2.0 BID EVALUATION CRITERIA (BEC)

The bids conforming to the terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria as well as verification of original of any or all documents/ documentary evidences pertaining to BRC, will be considered for further evaluation as per the Bid Evaluation Criteria given below.

A) TECHNICAL:

1. The manufactured product should be strictly as per OIL’s tender specification.

B) COMMERCIAL:

i). To evaluate the inter-se-ranking of the offers, Assam Entry Tax on purchase value will be loaded as per prevailing Govt. of Assam guidelines as applicable

<p>on bid closing date. Bidders may check this with the appropriate authority while submitting their offer.</p> <p>ii) Priced bids of only those bidders will be opened whose offers are found technically acceptable. The technically acceptable bidders will be informed before opening of the "priced bid".</p> <p>iii). 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 will be summarily rejected.</p>	
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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.

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TECHNICAL SPECIFICATIONS WITH QUANTITY

Tender No & Date: SDI0045P16 DT: 27.01.2016

	Complied / Not Complied. (Remarks if any)
<p><u>ITEM NO 10</u></p> <p><u>PROCUREMENT OF EMERGENCY LIGHTING SYSTEM IN GCS/FGS – QTY = 18 NOS</u></p> <p>1.0 SCOPE</p> <p>1.1 The scope covers design, engineering, manufacture, testing before despatch, delivery in well packed condition and commissioning of emergency lighting system (through on-line UPS) in 18 (eighteen) nos. Gas Compressor stations and Field Gas Gathering Stations of Oil India Limited.</p> <p>1.2 Supplier shall design a suitable emergency lighting system, which in the event of failure of normal power supply in the installation, will continue to function so that all emergency and critical operational areas of the installation remain sufficiently illuminated for operating/shutting down the installation. Supplier shall be responsible for design, engineering, manufacture, installation and commissioning of the complete emergency lighting system to fully meet the intent and requirement of this specification. The scope of supply includes an UPS to feed the emergency lighting system ONLINE so that the emergency lighting system shall remain on irrespective of whether the normal supply is available or not.</p> <p>1.3 The scope covers 1 (one) year guarantee period which shall start immediately after installation and commissioning of the emergency lighting systems and handing over of the installations to OIL. During the guarantee period any maintenance in regard of UPS system, battery, light fittings (with bulbs/tubes etc.), lighting auxiliaries (junction box, switches etc.), cables etc. shall be undertaken by the supplier without any cost to OIL. Any repair/replacement of items shall be exclusively taken up by the supplier.</p> <p>1.4 The budget also covers cost of an annual maintenance contract (AMC) of the UPS systems for 5 (five) years once the guarantee period is over. The supplier of the emergency lighting system shall be responsible for the AMC. He shall depute competent manpower for repair/maintenance of the UPS units for all the eighteen installations. Once the installation and commissioning job is over, the supplier of the emergency lighting systems shall immediately enter into a contract with the company for maintenance (and repair, if any) of the UPS systems for 5 (five) years, once the guarantee period is over. The brief requirement of the annual maintenance contract are given in Para 'J'. Detailed terms and conditions of the AMC are not covered in this PR. The contract will be separately processed. The requirement of AMC is only mentioned here so as to enlighten the bidders.</p> <p>1.5 The complete emergency lighting system shall consist of 240V±10% true sine wave Uninterrupted Power Supply system (UPS), battery, flameproof light fittings, flameproof</p>	

junction boxes, flameproof switches, non-flameproof flood lights, cables, poles, accessories and spares as detailed hereinafter in this specification.

Input to the UPS panel shall be from the lighting transformer outgoing feeder (240 V phase-to-phase). The lighting transformer is a 415 V/ 240 V phase-to-phase transformer for supplying all lighting loads of the installation. There will be no neutral available in the installation, as generator/transformer neutral will be grounded through a neutral grounding resistor (high resistance grounding). The UPS system shall be designed accordingly.

1.6 In case an emergency lighting system cannot be installed in the listed GCS/FGSs, the same will be installed in another installation as instructed by OIL. The scope of the AMC shall cover such replacement installation(s) also.

The UPS system shall be designed to operate under the conditions as specified in data sheet.

2.0 SERVICE CONDITIONS

The equipment (lighting system/UPS) shall be suitable for satisfactory operation under the ambient conditions as follows:

- a. Operating Environment: 0 to 50 Deg. C
- b. Operating Relative Humidity: 0 to 98%
- c. Storage temp.: 15 to 45 Deg. C
- d. Elevation: 100 m above MSL

SYSTEM DETAILS:

Rated Input Voltage with variation 230V +15%, - 20%

Rated Frequency with variation: 50Hz \pm 5%

Combined V & F variation: \pm 10%

No. of Phases and Wires: Single Phase 2 Wire

Earthing system: Source neutral (Gas genset) earthed through Neutral grounding resistor (NGR)

3.0 DETAILS OF DESIGN

A. UPS system:

a) The UPS system shall be an integrated system comprising input transformer, static rectifier, battery, battery charger, static inverter, static switches, manual bypass switch, voltage stabilizer in bypass, isolating and protecting devices and all other equipment/accessories for completeness of the system whether specifically mentioned herein or not but necessary for completeness and satisfactory operation/performance of the system.

b) Capacity of the system: Minimum 3 KVA with single phase input at 230 V +15%/-20%, 50 Hz \pm 5% and single phase output at 230 V, 50 Hz. Battery backup shall be minimum 1 hour for full emergency lighting load. The UPS system shall be suitable to feed all emergency lighting loads connected to the output.

c) The UPS system shall be based on latest generation technology having proven performance of satisfactory operation for similar applications. The inverter shall be static PWM, IGBT type. All components shall be capable of withstanding the thermal and dynamic stresses resulting from internal and external short circuits and circuit switching operations.

d) The UPS shall have provision for protection for input and output side, electronic cutout for overload, shutdown for short circuit, surge suppressors etc.

- e) LED indicators for mains on, battery on, low battery and overload etc. shall be provided.
- f) The design of the UPS shall be such as to minimize the risk of short circuits and ensure personal and operational safety.

INVERTER DETAILS

- Type: Single
- Rated Capacity: 3.0 kVA
- Output Voltage: 230V \pm 2%
- Output frequency: 50 \pm 0.5Hz
- No. of Phases and wires: 1 Phase 2 Wire
- Service for which required: Emergency lighting and Instrumentation
- Load details: Emergency light and Instrument Load
- Load power factor range: 0.7 to Unity
- Earthing mode: Source neutral (Gas genset) earthed through Neutral grounding resistor (NGR)

Make: Emerson/Tata Liebert/Siemens/Aplab/Sab-nife/Gutor/Hi-Rel/Su-Kam

Technical Requirement:

- a) The UPS System shall be based on latest generation of IGBT transistor based PWM design with proven performance.
- b) The system shall conform to latest issue of IS: 3314 (Solid State Inverters run from Storage Batteries) / and other relevant IS / IEC.
- c) The inverter steady state output voltage and frequency (free running) variation shall not exceed \pm 1% for specified input power supply condition and no load to full load condition.
- d) Voltage dip / rise on application / throw of 100% load shall not exceed 15% and shall be recovered within 100 m sec. to rated value.
- e) The total harmonic content of voltage at inverter output shall not exceed 3% RMS.
- f) UPS shall be designed for overload of 150% for 10 sec. after which drooping characteristics shall come into operation.
- g) Inverter unit shall be suitable for 0.7 to unity p.f. However, average p.f. shall be taken as 0.8.
- h) Output frequency of inverter should remain synchronized to bypass power supply provided the latter does not vary by \pm 3%. Outside these limits, inverter should de-synchronize with bypass and run at its own frequency. Re-synchronization to bypass supply should take place automatically when normal power supply frequency comes back to \pm 2% range.
- i) UPS System shall be provided with necessary control, protection, metering, indication, alarm and annunciation for reliable and safe operation of the system. List of the same shall be supplied along with the offer.
- j) Charger shall simultaneously supply entire power necessary to inverter and keep the battery of required capacity in fully charged condition. Provision for automatic charging in both float and boost shall be made.
- k) The IGBTs and diodes shall be protected by fast acting semi conductor fuses.
- l) UPS shall be provided with external isolation transformer of 4KVA rating at the input side.

Constructional Features

- a) The equipment shall be supplied in enclosed, dust & vermin proof, floor mounted (on fabricated MS frame/stand), cold rolled sheet enclosure of minimum thickness 2mm in case, it is, necessary to provide opening for ventilation, this should be closed by fine wire mesh. The ventilation fan, if provided, shall be fully redundant.

- b) Panel shall be liberally designed. All components shall be so mounted that they are easily accessible for inspection and maintenance.
- c) UPS unit shall preferably have separate panels of UPS shall be mounted side-by-side & bolted together to form compact assembly.
- d) A removable bolted gland plate shall be provided at the bottom with heavy duty compression type rolled aluminium cable glands fitted to it for external cable connections.
- e) The enclosure after suitable pre-treatment shall be painted with powder coated paint.

B. Battery:

- a) The battery shall be SEALED MAINTENANCE FREE LEAD ACID type capable of supplying rated load for one hour in case of power failure and shall be rated for required voltage.
- b) The battery shall be complete with good quality metallic stand, insulators, inter-cell and inter-tier connectors and one set of accessories for maintenance.
- c) Battery sizing calculation shall be furnished. Battery capacity shall be decided considering load power factor as 0.8, de rating factor for aging as 0.8 and de rating for minimum ambient.

C. LIGHTING DISTRIBUTION BOARD

The output of the UPS shall be connected to a single phase lighting distribution board (SPN MCB DB) having a double pole RCBO as incomer and 4 (four) double pole MCBs as outgoing feeders.

TECHNICAL SPECIFICATIONS:

Sheet steel MCB distribution board, 240 V, double pole RCBO as incomer and double pole MCBs as outgoing (4 way outgoing), with double door, on surface , complete with 100 A tinned 8 way double copper busbar, 4 way earth busbar, DIN channel, detachable gland plate, interconnections, phosphatized and powder painted including earthing etc.

The DB shall be mounted on a metal frame sufficiently strong and made of minimum 50 x 50 x 6mm MS angle iron with intermediate members of suitable section & size. The frame shall be mounted on a bottom structure made from 75 x 40 mm MS channel. The frame shall be suitable for carrying weight of PVCA cables for the lighting loads.

Components:

DB shall have following:

- 1) Incomer: 63 A DP RCBO, sensitivity 100 mA -1 no.
- 2) Outgoing feeders: DP 10 A MCB, C curve-4 nos. Distribution board, RCBO and MCBs shall be of same make. Makes shall be Schneider/ Siemens/Indo Asian/Legrand/ABB. DB shall be similar to Legrand cat no- 4025 07.

D. FLAMEPROOF/NON-FLAMEPROOF LIGHT FITTINGS/JUNCTION BOXES/SWITCHES/ ACCESSORIES

- i) Flameproof well-glass fitting:

Explosion protected (Flame-proof type), weather proof, well glass fitting suitable for

installation in Hazardous area Zone-I & 2 of Oil Mines, Gas groups IIA & IIB, having the following specifications :

- a) Type: Ex-d as per IS-2148
- b) Protection: IP 65 (minimum) as per IS-2147
- c) Material of construction: Aluminium alloy LM6
- d) Finish: Light grey epoxy powder coated, shade 631 as per IS-5
- e) Glass cover: Heat and impact resistant clear glass dome as per IS-6381 & IS-8224
- f) Wire guard: MS hot dip galvanized, with J-hook
- g) Lamp holder: Porcelain, enclosed break, Edison screw type with built-in terminals, size: ES-27
- h) Gasket: Endless moulded neoprene
- i) Reflector: Anodized aluminium
- j) Rating: Suitable for
 - 125 W HPMV (Temp. class T3), 240 VAC, 50 Hz
 - 200 W GLS (Temp. class T3), 240 VAC, 50 Hz
 - 160 W MLL (Temp. class T3), 240 VAC, 50 Hz
 - CFL lamp may also be used of sufficient wattage to match the lumen output of other types of bulbs. To match the lumen output well glass fittings with CFL lamp may be fitted with double holders for two lamps.
- k) Cable entry: 3/4" E.T. x 2 nos.
- l) Earthing: 1 No. inside, 1 No. outside
- m) Weight: Less than 7 kgs. for easy handling
- n) Terminals: Vibration proof anti-loosening type
- o) Cable gland: One no. FLP-WP double compression type cable gland shall be provided at one entry hole, suitable for cable size of 4 x 1.5 mm² EPR insulated screened copper cable with O.D. 14mm
- p) Sealing plug: One no. FLP sealing plug shall be provided at the other entry hole.
- q) Suspension: A metallic eye bolt with an ID of 25 mm shall be provided for easy mounting of the fitting.
- r) A metal safety chain shall be provided, one end of which shall be fixed on the wire guard and the other end on the body of the fitting.
- s) Approval: Light fitting along with FLP-WP cable gland and sealing plug shall be certified by CIMFR, Dhanbad (or any govt. approved NABL accredited test laboratory) and approved by DGMS, Dhanbad for use in Hazardous area Zone-2, gas groups IIA & IIB of Oil Mines. DGMS approval no., date and DGMS logo shall be embossed on a plate riveted on the body of the light fitting.

Similar to model no. FLPW 1245 of Baliga.

ii) Flameproof junction box:

Junction box, flame-proof, 3/ 4 way, 25 mm E.T. hole suitable for Zone 1 & 2 with gas groups I, IIA & IIB, conforming to IS:2148/66 with latest amendments, cast iron/LM-6 construction with flanged cover complete with 4 way bakelite terminal block rated 15/30 amps, and duly certified by CIMFR, Dhanbad (or any govt. approved NABL accredited test laboratory) and approved by DGMS, Dhanbad. DGMS approval no., date and DGMS logo must be displayed on the junction box body.

iii) Flameproof and weatherproof Double pole rotary switch;

Flame proof Switch, Double pole flame proof ON-OFF Rotary switch, suitable for use in

hazardous area of Zone - 1 & 2 gas group IIA & IIB of oil mines as per following specifications and as per IS-2148.

a) Rating: 16 Amps, 250V, 50Hz AC

b) Material: LM-6, cable entry 2 Nos. with ET suitable for 3 x 4 sq.mm PVCA (al/cu) cable. Each switch to be fitted with two nos. of Double compression type FLP glands at both cable entry holes. Cable OD: 20 mm.

c) IP protection: IP-55

d) Earthing terminal: 2 nos. outside and one no. inside.

Make of the above FLP light fittings/junction box/rotary switch: (i) Baliga (ii)FCG (iii)Sudhir switch gear(iv) FEPL (v) Flexpro or equivalent, to be approved by company engineer.

All these items shall be duly certified by CIMFR, Dhanbad (or any govt. approved NABL accredited test laboratory) and approved by DGMS, Dhanbad. DGMS approval no., date and DGMS logo must be displayed on the item body.

iv) 400 W Non-integral flood light fitting:

General purpose floodlight luminaire with non-integral control gearbox suitable for use with single High Pressure Sodium Vapour SON-T 400 W lamp or single High Pressure Metal Halide HPI-T 400W lamp.

a) Voltage: 230 +/- 6% VAC, 1-Phase, 50 cycles

b) Enclosure: Made from corrosion resistant die cast aluminium alloy (LM6), complete with toughened and heat resistant glass, Glasskote reflector, (electrochemically brightened and anodized) and EPDM rubber gasket, Protection level: IP-65.

c) Mounting bracket shall be provided for wall or surface mounting with facility for adjustment of luminaire focus. Stainless steel hardware.

d) Termination arrangement: Cable termination box with porcelain TB suitable for terminating aluminium / copper cables of 2.5 / 4.0sq mm size.

e) Cable entry: One no. 19 mm ET size cable entry shall be provided. The cable entry shall be fitted with one no. of single compression heavy duty cable gland of Nickel plated brass and suitable for 3 x 2.5 sq mm PVCA copper cable with cable OD of approx. 12-16 mm.

f) Lamp Holder: ES 40

g) Earthing: One no. of earthing stud to be provided inside the terminal chamber.

Standard to be followed: IS: 10322

Cat. No. : Similar to SNF 14/400, MNF 14/400 of Philips make.

Make: Philips/Bajaj/Crompton Greaves/GE

Control Gear Box:

Non-integral control gear box suitable for above light fitting

a) Voltage: 230V +/- 6% volts, 1-Phase, 50 cycles, AC supply

b) Enclosure: Made from LM6 Alloy, complete with neoprene gasket.

c) Mounting: Suitable for wall mounting

d) Protection level: IP-65

e) Components: The control gear box shall be complete with copper ballast, ignitor, power factor improvement condenser, HRC fuse assemblies for lamp protection and porcelain TB for loop in/loop out connection. CG box will be pre-wired up to the TB with proper sized copper cable.

f) Termination arrangement: Cable termination arrangement with porcelain TBs suitable for terminating aluminium/copper cable of 2.5 / 4.0 sq. mm size for loop In /loop out connection.

g) Cable entry: Three nos. 19 mm ET size cable entries shall be provided. Each entry shall be fitted with one no. of single Compression Cable Gland of Nickel Plated Brass and suitable for 3x2.5 sq mm PVCA copper cable with cable OD of approx. 12-16mm.

h) Earthing: One no. of earthing stud to be provided on outside of the enclosure and one no. inside the enclosure.

Standard to be followed: IS: 10322

Fitting and control gear box shall be of same make.

Make: Philips/Bajaj/Crompton Greaves/GE

v) Light Poles:

Nine meter long MS/steel pole (swaged type), each pole is to be provided with two nos. of bracket (nut and bolt fitted) made of 100mm size MS angle/channel and 1m length to fix 1 no. of 400w HPSV/HPMV flood light fitting (similar to Phillips make SNF – 14) at the top and control gear for the same at bottom. Pole is to be provided with 300mm x 300mm x 6mm size MS base plate at the bottom. Earthing provision for the pole shall be made at 2.5 m from the bottom of the pole, with one ½” nut welded to the pole at side, for fixing of GI flat strap for pole earthing. Pole to be painted inside and outside as per IS – 2731 and to be guaranteed for one year. Make of pole: Nezone/Jindal/Valmont/JK/reputed brand.

vi) Earth electrode:

Earth electrodes shall be fabricated out of heavy duty steel tubular pipes (make: Tata/Jindal) of 3.0 metre length, 100 mm OD as per IS: 3043. Shall have provision for earthing strap connections at one end with welded “L” pieces (4 nos.). Each “L” piece shall be seam welded and have 2 holes (dia ½”). One end of the electrode shall be with sharp elongation for driving into prepared ground and have provision for watering to keep the earthing pit moist; the other end should be suitably reinforced for repeated hammering essential for insertion. All welds shall be class “B” 3 thick. The complete electrode shall be galvanized after welds and drilling of holes. Galvanization shall be able to offer protection against moist and corrosive environment. Zinc plating to be as per primary spec. 7608 A (thickness 85 microns) and passivated to spec. 7606 A. Each electrode to be supplied with 8 nos. each of bolts, nuts, flat washers and spring washers of suitable size, all galvanized.

vii) Earth straps:

Strap, Galvanized Iron, Zinc coated, min. 85 Micron thick, Galvanization must offer protection against corrosion in moist and, environment and against Oilfield chemicals. Various sizes may be needed. Sizes of straps shall be approved by the electrical engineer.

viii) Cables: Armoured copper cable for lighting system wiring in hazardous area and other industrial Installations- Cable specifications as follows:

3x2.5 sq mm, 1100 V grade, Heavy duty, PVC insulated, PVC sheathed, galvanised steel wire armoured cable with stranded, untinned copper conductor. All core insulations shall be colour coded with red, black and green colours. All insulated cores laid up together, covered with inner sheath of extruded black PVC compound, galvanised steel wire armour and black PVC outer sheath. Sufficient filler shall be used to give overall circular shape to the cable.

The cable shall be approved as per IS: 1554 with latest amendments. PVC insulation should be as per IS: 5831. Armour should be as per IS: 3975. Conductor should be as per IS: 8130.

Manufacturer's name, cable size, voltage grade, ISI mark etc. should be marked on the cable outer sheath in permanent manner at regular interval. Sequential marking should be provided on

the cable outer sheath at every one meter length for measurement during use.

Make: NICCO/ASIAN/CRYSTAL/UNIVERSAL/CCI/RPG/INCAB/POLYCAB/NECAB or equivalent make approved by departmental engineer.

ix) Cable trench:

Cable trench will be prepared by the supplier wherever required as per the description given below.

The job involves cutting of trench (45 cm width and 75 cm depth) in ground, spreading a layer of sand at the bottom of the trench, laying the main cable and earth wire/cable (earth wire shall be single core 4/6 mm² PVC cable) on the layer of the sand, then covering the cables with another layer of sand 7.5 cm thick, then covering the top sand layer with first class local bricks (bricks are to be placed crosswise over the cables without any gap) and finally refilling the trench with the excavated earth and putting cable trench markers 20 metres apart or as directed by company engineer (cable trench markers shall be supplied by OIL).

x) Fixing of cables on roof/structures/wall as follows:

Supply of all materials including cables for wiring with copper armoured cables in Hazardous area lighting/equipment/accessories: Job involves supply of PVCA copper cables, fixing of cable on pipe structure/wall/CI sheet/other support and roof with saddles up to light fittings, switches, push button stations, junction boxes, control gear boxes etc.

E. DESCRIPTION OF JOBS TO BE CARRIED OUT IN THE INSTALLATION:

1. Assessment of lighting requirement in the critical areas for each installation
2. Selection of a suitable and safe place for installation of the UPS, battery bank and Lighting distribution board (in consultation with installation manager)
3. Selection of the source of supply and cable routes (in consultation with the electrical engineer/Junior engineer in charge of the installation)
4. Installation of the UPS unit, battery bank and lighting DB and earthing of these as per IS: 3043
5. Installation of earth electrodes and connection of earth strips from UPS, lighting DB etc. to earth electrodes as per IS: 3043
6. Installation of light fittings (well glass fittings) at suitable places
7. Installation of junction boxes and switches at suitable places
8. Erection of area light poles (where required) and installation of flood light fittings
9. Preparation of cable trench (where required)
10. Laying and/or fixing of cables either in cable trench or along roof/structures [from lighting DB to junction boxes and switches and from the JB's and switches to the light fittings (including flood light fittings)]
11. Earthing of all light fittings and poles (existing earth electrodes/strips may be used)
12. Charging of battery as per OEM guidelines
13. Testing and commissioning of the UPS on-line and off-line as per OEM guidelines/commissioning procedure
14. Testing of all light fittings, rotary switches, lighting DB switches etc. for proper operation
15. Demonstration of proper working of all items to installation manager and electrical engineer/supervisor
16. Handing over the system to the installation manager/electrical engineer-in-charge

SAFETY PRECAUTIONS:

Supplier/contractor shall take every precaution while working on the installation of the items. The following shall have to be strictly followed by the contractor:

- 1) A supervisor having valid Electrical Supervisor's Certificate of Competency (issued or recognized by the Licensing Board, Govt. of Assam) for the installation work shall be employed by the contractor. The supervisor shall oversee all installation works and liaise with the installation manager and OIL officials. Cold work/Hot work permits essential for the jobs shall be arranged by the supervisor as instructed by the installation manager/electrical engineer in charge of the company.
- 2) The contractor shall employ work persons with valid electrician/wireman permits/license issued/recognized by Licensing Board, Govt. of Assam to carry out all electrical jobs.
- 3) All workpersons employed by the contractor shall use personal protective equipment such as safety shoes, helmet, gloves, safety belt (while working at heights above 1.6 metres including area light poles), safety goggles etc. Any workperson of contractor without these safety items at worksite will immediately be relieved of his duty and job shall not be resumed till the person is equipped with the safety items.
- 4) Company engineer/Junior engineer/supervisor shall immediately stop all installation work if safety measures/precautions are not found to be taken or not adequate. Such work shall not be allowed to resume till such anomalies are cleared.
- 5) All certificates/workman permits etc. shall be submitted to OIL for scrutiny after award of PO/contract but before initiation of installation and commissioning work.

STATUTORY REQUIREMENT FOR WORK

1. The contractor shall execute the jobs as per specifications in the OEM guidelines.
2. The contractor shall employ work persons with valid workman permits issued or recognised by Electrical Licensing Board, Govt. of Assam, to carry out all electrical jobs. Such permits shall be submitted to OIL for scrutiny after issue of LOA.
3. Contractor shall employ one electrical supervisor to supervise the jobs performed by the teams during installation and commissioning to the satisfaction of the company. The supervisor shall possess valid Electrical Supervisor's Certificate of competency issued or recognized by Electrical Licensing Board, Govt. of Assam, for supervision of electrical jobs. Such license shall be submitted to OIL for scrutiny after issue of LOA.
4. Contractor shall issue his/her work persons with all the personal safety gadgets such as safety boots, gloves etc.
5. Contractor shall also provide his/her work persons with all standard tools and tackles of good quality for carrying out installation and commissioning jobs.
6. Quality of jobs carried out by the Contractor shall be of high standard and should be as per the norms of Central Electricity Authority Regulations, 2010, NEC or other electrical standards recognized by the company.

Items and Quantities to be supplied:

Sl. No.	Item	Unit	Qty. per instn.	Total Qty. for 18 instn.
1	3 kVA UPS with battery bank	No.	1	18
2	Well glass light fitting with lamps	No.	15	270
3	Flameproof junction box	No.	4	72
4	Flameproof rotary switch	No.	4	72
5	400 W SON-T/HPI-T light fittings (non-integral type)	No.	4	72
6	SPN MCB DB	No.	1	18
7	Stepped (swaged) pole, 9 m	No.	4	72

8 Bracket for fixing light fittings (2 nos. per pole) No. 8 144

9 Cables Lot 1 1

10 Earth electrodes No. 2 36

F. DOCUMENTS:

Drawings and Documents [For all the items]:

1. The following documents are to be submitted with the offer.

i) Confirmation that the offered items shall conform to all the points of the tender. Bidder shall mention any deviations or other items/ points not indicated /included in the specifications but deemed necessary for design, Installation and commissioning, efficient control and operation of the items. However, proper justification for deviation must be given. Acceptance of deviation/s shall be entirely at OIL's discretion.

In case of an order on the bidder complete tender specs and the deviations accepted by OIL in writing shall only be mentioned in the order.

ii) Copy of type test certificate of lighting distribution board (MCB DB) panel from OEM from CPRI or any govt. approved NABL accredited test laboratory

iii) Copies of test certificate of the UPS system from OEM from CPRI or any govt. approved NABL accredited test laboratory (details of tests are given later in Para G).

iv) Battery sizing calculations for 1 hour rating at full load of 3 kVA

v) Indicative GA and layout drawings of the offered emergency lighting system, single line diagram, indicative wiring diagram, Bill of Materials and datasheets/catalogues of all the components to be used in the system, viz., UPS system, battery, SPN MCB DB, light poles, light fittings (flameproof and normal lights)

vi) Data sheets (filled up) as given in Para H.

vii) Credentials of bidder having minimum 05 (five) years (till the bid closing date) experience in design, manufacture/ supply, installation, commissioning and maintenance of UPS systems in any Govt./semi-govt./PSUs/public limited companies. During this period the bidder must have executed/completed at least 1 (one) no. of such work. Copies of Purchase order(s) with excise invoice copy, completion/ performance certificate, commissioning report etc. shall be submitted as credentials.

viii) Indicative bill of materials with spares list and prices of spares for all the quoted items separately.

ix) General Quality Assurance Plan of the manufacturing process of the OEM

x) Electrical supervisor's certificate of competency for the person who will be supervising the job of installation and commissioning of the emergency lighting system.

2. The successful bidder shall obtain approval for the following drawings / documents:

a) Single line Power circuit/schematic diagrams of the lighting system

b) GA and wiring drawing of the LDB (MCB DB) panel

c) Drawing of Cable routes

c) Technical specification of all components used

d) Bill of materials with catalogues of various components

3. Four sets of the following documents shall be submitted with the supply:

a) Approved Single line Power circuit/schematic diagrams of the lighting system

b) Approved GA and wiring drawing of the MCB DB panel

- c) Approved Drawing of Cable routes
- d) Approved Technical specifications of all components used
- e) Approved Bill of materials, spares list with catalogues of various components
- f) Operation and Maintenance manuals of items
- g) Test certificates
- h) Guarantee Certificate

G. General Terms and Conditions for Lighting System:

1. Bidder shall furnish all relevant technical particulars of the emergency lighting system (and components) designed by them as per the technical specifications stated in the NIT. Offer should also cover all points mentioned above under headings A to E of the detailed descriptions of the items.
2. Offer must be complete with technical catalogue/ literature and drawings giving details as required by NIT.
3. In their offer the party must mention their detailed comments point-wise against each point of tender specifications and general notes. Any deviation from the tender specification shall be specifically mentioned. Specific type and make of equipment shall be clearly mentioned. All the information required as per tender specifications must be submitted. In case of no deviation, bidder shall categorically mention in the offer as "NO DEVIATION".
4. In the event of an order the complete tender specification shall be mentioned in the order. However, deviations from tender specifications, as mentioned by party in their offer and subject to acceptance by OIL shall be mentioned in the order. Acceptance of deviations will be at OIL's discretion only.
5. In the event of an order the party shall obtain approval for all drawings of the emergency lighting system from OIL within one month of placement of order. The approval time may increase depending upon clarifications required from the bidder.
6. The emergency lighting system shall be guaranteed for trouble free operation for a period of 12 months after commissioning. Guarantee documents shall be duly signed and stamped by the supplier and shall be provided along with the supply.
7. Materials should be properly packed to avoid ingress of rain water/moisture and damage during the transit.

H. TESTS & INSPECTION OF THE UPS

H.1 The UPS System shall be tested for the following:

- H.1.1 Routine Test
- H.1.2 Performance Test
- H.1.3 Operational Test
- H.1.4 Heat Run Test
- H.1.5 Sound Level Measurement

H.2 Test certificates for all tests shall be submitted to OIL along with the offer.
Packing must be adequate to avoid any transit damage.

I. Data Sheet (to be filled and submitted by bidder):

BATTERY DETAILS:

Type: Lead Acid, SMF

Nominal Voltage *
No of cells *
Amp Hr. capacity at 10 Hrs. rate *
Float charging current in Amps *
Float Charging Voltage *
Boost Charging Current Starting/Finishing *
Charging Final Voltage *
Discharge Final Voltage *

CABLE DATA *

BATTERY: 1.1kV grade PVC Strand copper, size *
LOAD: 1.1kV grade PVC Strand copper, size *
Control: 1.1V grade PVC Strand copper, size *
Location: Outdoor

"*" - to be provided by the bidder

J. BRIEF POINTS REGARDING ANNUAL MAINTENANCE CONTRACT

(AMC to be carried out by the supplier once the guarantee period is over)

- a) The supplier must agree for the annual maintenance of the UPS and battery supplied by them once the guarantee period is over. Bidder must agree to this condition when submitting their bids.
- b) The duration of the AMC will be 5 (five) years starting from the day the guarantee period has expired.
- c) The supplier/contractor shall make three periodical visits per year to each of the 18 (eighteen) installations during the entire contract period. During the visits, the equipment (UPS and battery) will be thoroughly checked for proper operation, cleaned and serviced.
- d) The supplier/contractor shall also make any additional visits during the contract period, as and when required, in the event of breakdown/malfunctioning of the equipment, on intimation by the customer (OIL).
- e) The supplier/contractor shall also undertake replacement/repair of any defective part of the UPS systems. However replacement/repair of battery is not in contractor's scope.
- f) Contractor shall submit a certificate/health report/maintenance report stating the health/condition of the UPS systems and/or any repair/maintenance job done during their four monthly visits to the installations. The reports shall bear the signature of the installation manager or their representative so as to verify their authenticity. Bills shall be submitted along with the reports.
- g) Bills shall be submitted once all 18 (eighteen) installations have been covered in each four monthly visits. Bills without the accompanying health reports will not be entertained.
- h) Contractor shall arrange their own boarding/lodging during the period of their visits to the installations. They shall also arrange their own transportation to and from the installations.

SPECIAL TERMS AND CONDITIONS

1. Bidder must be an OEM or Dealer/Authorized Distributor/Channel Partner of OEM of solid state UPS/inverter system. Authorized agent/ dealer shall submit valid authorization/ dealership certificate along with the bid. Bids unaccompanied with the relevant credentials are liable to be rejected.

2. Emergency lighting systems shall be installed and commissioned by the supplier at OIL's designated installations as detailed in the Header Note. Supplier will be intimated two weeks in advance for commissioning. Board, lodging and transportation of items/commissioning personnel to worksites will be in the scope of the supplier. Bidder shall quote commissioning charges separately.

All necessary manpower, tools and tackles, instruments etc. shall be in the scope of the supplier.

3. Detailed drawings, certificates and documents/catalogues etc. as given in Para F. 1 shall be submitted by the bidder along with the technical quotation for scrutiny. In the event of an order, successful bidder shall submit fresh sets of drawings, which shall be approved by OIL before procurement/assembling of the lighting system.

4. Offered items must be new and in unused condition. No reconstructed/ rebuilt items will be acceptable.

5. Components used in the lighting system shall be of reputed make as per the make list and easily available. Bidder shall submit Bill of Materials of all items including lighting panels to OIL engineer for approval before start of installation work (including any additional item to the item list given in the detailed description, if considered essential). If considered necessary, OIL engineer shall also inspect samples of items. Bidder shall also supply all commissioning spares essential for installation and commissioning of the lighting systems at the designated sites of OIL.

6. Bidder shall mention any deviations or other items/ points not indicated /included in the specifications but deemed necessary for design, Installation and commissioning, efficient control and operation of the lighting system. However acceptance of deviation/s shall be entirely at OIL's discretion.

7. Bidder may carry out inspection of OIL's installations at Duliajan beforehand to assess the requirement for the lighting system at his own cost. However they have to intimate OIL earlier so that necessary arrangement for the inspection can be made.

8. The complete lighting system shall be guaranteed for 12 (twelve) months from the date of commissioning of lighting system in the last installation.

All the jobs carried out by the contractor shall be guaranteed for proper workmanship and safety standards for a period of 12 months from date of completion of last installation job. In case of failure of any job during this period, contractor shall arrange to repair the defect to the satisfaction of engineer in-charge and shall supply all the material required for the job without any cost to company. The make, type and quality of such material shall be same as used during initial job.

9. Bidder/supplier must agree to enter into an annual maintenance contract (AMC) with OIL once the guarantee period is over. The AMC shall cover any maintenance/repair of the UPS systems installed. The AMC will be processed separately and finalized once the supply and installation part of the contract is concluded.

10. Supplier shall submit 'As-Built' drawings and other related documents including technical literature (as per Para E.3) for the lighting systems (after final assembly and commissioning at site) before handing over the same to OIL.

<p>11. Packing of items shall be done properly to avoid transit damage and water/ moisture ingress.</p> <p>12. The emergency lighting system will be used in the NELP/PEL/ML areas of OIL.</p>	
<p><u>ITEM NO. 20</u></p> <p><u>INSTALLATION & COMMISSIONING OF LIGHTING SYSTEM– QTY = 01 AU</u></p> <ol style="list-style-type: none"> 1. Assessment of lighting requirement in the critical areas for each installation 2. Selection of a suitable and safe place for installation of the UPS, battery bank and Lighting distribution board (in consultation with installation manager) 3. Selection of the source of supply and cable routes (in consultation with the electrical engineer/Junior engineer in charge of the installation) 4. Installation of the UPS unit, battery bank and lighting DB and earthing of these as per IS: 3043 5. Installation of earth electrodes and connection of earth strips from UPS, lighting DB etc. to earth electrodes as per IS: 3043 6. Installation of light fittings (well glass fittings) at suitable places 7. Installation of junction boxes and switches at suitable places 8. Erection of area light poles (where required) and installation of flood light fittings 9. Preparation of cable trench (where required) 10. Laying and/or fixing of cables either in cable trench or along roof/structures [from lighting DB to junction boxes and switches and from the JB's and switches to the light fittings (including flood light fittings)] 11. Earthing of all light fittings and poles (existing earth electrodes/strips may be used) 12. Charging of battery as per OEM guidelines 13. Testing and commissioning of the UPS on-line and off-line as per OEM guidelines/ commissioning procedure 14. Testing of all light fittings, rotary switches, lighting DB switches etc. for proper operation 15. Demonstration of proper working of all items to installation manager and electrical engineer/supervisor 16. Handing over the system to the installation manager/electrical engineer-in-charge <p>SAFETY PRECAUTIONS:</p> <p>Supplier/contractor shall take every precaution while working on the installation of the items. The following shall have to be strictly followed by the contractor:</p> <ol style="list-style-type: none"> 1) A supervisor having valid Electrical Supervisor's Certificate of Competency (issued or recognized by the Licensing Board, Govt. of Assam) for the installation work shall be employed by the contractor. The supervisor shall oversee all installation works and liaise with the installation manager and OIL officials. Cold work/Hot work permits essential for the jobs shall be arranged by the supervisor as instructed by the installation manager/electrical engineer in charge of the company. 2) The contractor shall employ work persons with valid electrician/wireman permits/license issued/recognized by Licensing Board, Govt. of Assam to carry out all electrical jobs. 3) All workpersons employed by the contractor shall use personal protective equipment such as safety shoes, helmet, gloves, safety belt (while working at heights above 1.6 metres including area light poles), safety goggles etc. Any workperson of contractor without these safety items at worksite will immediately be relieved of his duty and job shall not be resumed till the person is equipped with the safety items. 4) Company engineer/Junior engineer/supervisor shall immediately stop all installation work if 	

safety measures/precautions are not found to be taken or not adequate. Such work shall not be allowed to resume till such anomalies are cleared.

5) All certificates/workman permits etc. shall be submitted to OIL for scrutiny after award of PO/contract but before initiation of installation and commissioning work.

STATUTORY REQUIREMENT FOR WORK

1. The contractor shall execute the installation and commissioning jobs as per specifications in the OEM guidelines.

2. The contractor shall employ work persons with valid workman permits issued or recognised by Electrical Licensing Board, Govt. of Assam, to carry out all electrical jobs. Such permits shall be submitted to OIL for scrutiny after issue of LOA.

3. Contractor shall employ one electrical supervisor to supervise the jobs performed by the teams during installation and commissioning to the satisfaction of the company. The supervisor shall possess valid Electrical Supervisor's Certificate of competency issued or recognized by Electrical Licensing Board, Govt. of Assam, for supervision of electrical jobs. Such license shall be submitted to OIL for scrutiny after issue of LOA.

4. Contractor shall issue his/her work persons with all the personal safety gadgets such as safety boots, gloves etc.

5. Contractor shall also provide his/her work persons with all standard tools and tackles of good quality for carrying out installation and commissioning jobs.

6. Quality of jobs carried out by the Contractor shall be of high standard and should be as per the norms of Central Electricity Authority Regulations, 2010, NEC or other electrical standards recognized by the company.

ITEM NO. 30

MAINTENANCE OF UPS FOR 05 YEARS – QTY = 01 AU

Annual Maintenance Services for UPS systems (all components including power supply unit, converter, inverter, all electronic cards, modules, fuses, fans, transformers etc.) installed and commissioned as part of the emergency lighting system (on-line UPS power supply) in 18 nos. of Gas compressor stations/Field (gas) gathering stations of OIL (as per the list given below) for 5 (five) years after expiry of the 1 (one) year guarantee period.

In case an emergency lighting system cannot/is not installed in the listed GCS/FGSs, the same will be installed in another location as deemed fit by OIL. Hence, the scope of this annual maintenance contract shall also cover the replacement installation(s).

List of Installations:

1. GCS-1
2. GCS-Digboi
3. GCS-4
4. GCS-5
5. GCS-6
6. GCS-8
7. GCS- Kathaloni
8. GCS- Hapjan
9. GCS- Moran
10. GCS- Joypur
11. GCS- Langkashi

12. GCS- Nagajan
13. GCS- Kathalguri
14. GCS- Jorajan
15. GCS- Shalmari
16. FGS- Deohal
17. LPG Gas Offtake
18. NEEPCO Gas Offtake

BRIEF POINTS REGARDING THE ANNUAL MAINTENANCE CONTRACT

(AMC to be carried out by the supplier once the guarantee period is over)

- a) The supplier must agree for the annual maintenance of the UPS and battery supplied by them once the guarantee period is over. Bidder must agree to this condition when submitting their bids. Bids which do not meet this condition shall be outright rejected.
- b) The duration of the AMC will be 5 (five) years starting from the day the guarantee period would expire.
- c) The contractor shall ensure trouble free operation of the UPS systems.
- d) The supplier/contractor shall make three periodical visits per year to each of the 18 (eighteen) installations during the entire contract period. During the visits, the equipment (UPS and battery) will be thoroughly checked for proper operation, cleaned and serviced.
- e) The supplier/contractor shall also make any additional visits during the contract period, as and when required, in the event of breakdown/malfunctioning of the equipment, on intimation by the customer (OIL).
- f) The supplier/contractor shall also undertake replacement/repair of any defective part (all components including power supply unit, converter, inverter, all electronic cards, modules, fuses, fans, switches, lamps, transformers etc.) of the UPS systems free of cost during the contract period. However replacement/repair of battery is not in contractor's scope.
- g) Contractor shall submit a certificate/health report/maintenance report stating the health/condition of the UPS systems and/or any repair/maintenance job done during their four monthly visits to the installations. The reports shall bear the signature of the installation manager or their representative so as to verify their authenticity. Bills shall be submitted along with the reports.
- h) Bills shall be submitted once all 18 (eighteen) installations have been covered in each four-monthly visits. Bills without the accompanying health reports will not be entertained.
- i) Contractor shall arrange their own boarding/lodging during the period of their visits to the installations. They shall also arrange their own transportation to and from the installations.
- j) At the end of the contractual period, the UPSs shall be handed over to OIL in good working condition. If any UPS system is found to be defective due to improper maintenance, it shall be replaced by the contractor free of cost.

A. SCOPE OF WORK OF ANNUAL MAINTENANCE SERVICES

1. The supplier/contractor (henceforth termed contractor) shall ensure trouble free operation of the UPS systems.
2. Troubleshooting and repair of the UPS systems shall be done by the contractor. The components of the UPS shall be checked for loose connection/heating and the same shall be rectified.
3. The contractor shall make three periodical visits per year to each of the 18 (eighteen) installations during the entire contract period of 5 (five) years. During the visits, the equipment (UPS and battery) will be thoroughly checked for proper operation, cleaned and serviced.
4. In case of any faults/problems other than UPS, for example, non-functioning of a light fitting

(supplied from the emergency lighting system), the same shall be reported to concerned electrical engineer/Junior Engineer/supervisor.

5. The contractor shall also make any additional visits during the contract period, as and when required, in the event of breakdown/malfunctioning of the equipment, on intimation by the customer (OIL).

6. The contractor shall also undertake replacement/repair of any defective part (all components including power supply unit, converter, inverter, all electronic cards, modules, fuses, fans, switches, lamps, transformers etc.) of the UPS systems free of cost during the contract period. However replacement/repair of battery is not in contractor's scope.

7. Contractor shall submit a certificate/health report/maintenance report stating the health/condition of the UPS systems and/or any repair/maintenance job done during their four monthly visits to the installations to Production-Gas department. The reports shall bear the signature of the installation manager or their representative so as to verify their authenticity. Bills shall be submitted along with the reports.

8. Bills shall be submitted once all 18 (eighteen) installations have been covered in each four-monthly visits. Bills without the accompanying health reports will not be entertained.

9. If new UPSs are to be installed in one of the listed installations, OIL will provide the UPS system and battery. However, the installation of the same shall be carried out by the contractor. The material required for installation shall be supplied by the contractor. The installation and commissioning charges shall be same as per Purchase Order.

10. The contractor shall check the UPSs for any damage and ingress of water.

11. Following reports shall be submitted by the contractor in hard copy during the four-monthly visits (for each of the 18 installations separately):

- a) Healthiness/problems of UPS (as per UPS OEM guidelines) and battery
- b) Operation checked status (of all components of the emergency lighting system including UPS, battery, emergency lighting fittings etc.)
- c) Report attended and action taken (in details) for malfunctioning UPS
- d) Any other relevant point

12. The starting date for annual maintenance service shall be the date on which guarantee period of the UPS systems is over.

13. Any points specifically not mentioned in the supply, installation and commissioning and annual maintenance services, but required for successful operation shall be in the scope of the contractor.

B. STATUTORY REQUIREMENT FOR WORK

1. The contractor shall execute the jobs as per specifications in the Annual Maintenance Services contract.

2. The contractor shall employ work persons with valid workman permits issued or recognised by Electrical Licensing Board, Govt. of Assam, to carry out all electrical jobs. Such permits shall be submitted to OIL for scrutiny after issue of LOA.

3. Contractor shall employ one electrical supervisor to supervise the jobs performed by the teams during installation, commissioning and annual maintenance service to the satisfaction of the company. The supervisor shall possess valid Electrical Supervisor's Certificate of competency issued or recognized by Electrical Licensing Board, Govt. of Assam, for supervision of electrical jobs. Such license shall be submitted to OIL for scrutiny after issue of LOA.

4. Contractor shall issue his/her work persons with all the safety gadgets.

5. Quality of jobs carried out by the Contractor shall be of high standard and should be as per the norms of Central Electricity Authority Regulations, 2010, NEC or other electrical standards recognized by the company.

C. MANPOWER

1. All personnel deputed by the contractor shall be competent for the job.
2. All workers shall be medically fit and able to carry out the various jobs assigned to them.
3. Contractor shall obtain OIL's approval for technical personnel.
4. Bio-data of technical personnel must be submitted before 15 (fifteen) days from the date of deployment for OIL's approval.
5. Personnel deployed by the contractor shall be changed/replaced by the contractor if it is desired by OIL to do so. OIL shall not be required to give any reason for such request/instruction.
6. Qualification of technical personnel:
 - a) Supervisor: Should have valid Electrical Supervisor's Certificate of Competency, issued or recognised by Electrical Licensing Board, Government of Assam. The supervisor shall be Graduate Engineer or diploma holder with experience of minimum two years or ITI certificate holder with experience of minimum five years.
 - b) Technician: Should have valid Electrical workman permit issued or recognised by State Licensing Board, Government of Assam.
7. Minimum no. of personnel to be deployed by Contractor: Graduate Engineer/Diploma Holder/ ITI certificate holder - 1 no., Technician- 2 nos.

D. OFFICE SET UP

The contractor should have an office set up at Duliajan. He should furnish the address of the office, telephone/mobile number & email ID within 15 days of LOA for the O & M Service contract.

E. TRANSPORTATION, TOOLS AND TACKLES

1. The contractor shall have his own arrangement for transportation of man and materials to the various installations.
2. The contractor shall arrange tools, tackles and various instruments required for maintenance of UPS system such as digital multimeter/Tong tester/power quality analyzer etc.

F. GENERAL POINTS RELATED TO HSE

F.1. Safety measures to be taken by the Contractor:

- a) While carrying out a job, contractor personnel must isolate live parts by switching off incoming power supply or by removing fuses. Testing tools like test lamps etc. must be used before start of work for ascertaining non-availability of power.
- b) When a ladder is used, one person shall be engaged at all times for holding the ladder and if the ladder is used for carrying materials as well, suitable footholds and handholds shall be provided on the ladder and the ladder shall be used at an inclination not steeper than 45° from horizontal.
- c) The contractor shall submit one undertaking on safety measures to be adopted at site that he himself and his designated supervisor are aware of all electrical/safety and other hazards associated with the execution of the contract and has understood the necessary safety requirements to be adopted and that he/she shall not violate:
 - a. Stated safety procedures
 - b. Statutory rules and regulation
 - c. Shutdown procedure
 - d. Company (OIL) and departmental procedure while execution of the contract and carrying out any job that he/she shall be responsible and accountable for violation.

- d) The contractor personnel must use the PPE's and other safety gadgets during work/working hours. Any workperson found without proper safety gadgets will not be allowed to work in the fields or in operational areas and no mandays will be considered for the same even though the contractor's personnel is present.
- e) The contractor must ensure that the tools & tackles used by his/her worker are perfectly safe to operate.
- f) The contractor shall hold full responsibility for safety of his employed personnel while on duty and will follow safe operating procedures while carrying out at any job. Company shall not be held responsible for any work accident due to negligence towards the work/due to non - obeying of company supervisor's instructions by the contractor's personnel.
- g) No worker under the contract shall operate any electrical machine/feeder.
- h) The Contractor/ Supervisor shall be familiar about the guidelines of Central Electricity Authority Regulations, 2010.
- i) The contractor personnel shall take every possible care to keep the environment clean and free from pollution.
- j) While providing the services, the contractor personnel shall follow the procedures and systems taking all control measures in all the stages of works to avoid any untoward incidents/accidents.

F.2 General HSE points to be adopted by the Contractor:

- a) It will be solely the Contractor's responsibility to fulfill all the legal formalities with respect to the Health, Safety and Environmental aspects of the entire job (namely, the person employed by him, the equipment used, the environment etc.) under the jurisdiction of the district of that state where it is operating. The contractor has to ensure that all sub-contractors hired by him/her comply with the same requirement as the contractor himself/herself and shall be liable for ensuring compliance all HSE laws by the sub- contractors.
- b) Contractor must employ a competent person as his/her own supervisor for supervising the jobs under the contract. The supervisor should possess valid electrical supervisor's license of competency which shall be valid for operating in Assam.
- c) Contractor should have an office setup at Duliajan for easy and fast movement/processing of manpower, materials and related matters.
- d) The number of work persons hired/engaged by the contractor shall depend on the quantum and/or exigency of jobs. Company engineer/ company supervisor may direct the contractor/contractor's supervisor to hire more persons if considered essential.
- e) Every person deployed by the contractor must wear safety gadgets to be provided by the contractor. The Contractor shall provide proper Personal Protective Equipment (PPE) as per the hazard identified and risk assessed for the job and conforming to statutory requirement and company PPE schedule. These PPEs shall be approved by the departmental engineer and must be supplied to the workmen before commencement of job.
- f) All the safety gears mentioned in the contract are to be provided to the working personnel before commencement of the work. Also, proper usage of the PPE by the working personnel shall be ensured by the supervisor appointed by the contractor.
- g) The Contractor shall prepare a written Safe Operating Procedure (SOP) for the work to be carried out, including an assessment of risk, wherever possible and safe methods to deal with the same. The SOP should clearly state the risk arising to man, machineries & material from the activities to be carried out by the contractor and how it is to be managed. The SOP should be updated /amended from time to time if required. The contractor shall also provide a copy of the SOP to the person designated by the mine owner who shall be supervising the contractor's work.
- h) Contractor has to ensure that all work is carried out in accordance with the statutory rules and

regulations and SOP and for the purpose they may deploy adequate qualified and competent personnel for the purpose of carrying out the job in a safe manner. For work of a specified scope/nature, they should develop and provide to Engineer in Charge a site specific code of practice.

i) It will be entirely the responsibility of the Contractor or his/her Supervisor/representative to ensure strict adherence to all HSE measures and statutory rules during operation in OIL's installations and safety of workers engaged by him/her. The crew members will not refuse to follow any instruction given by company's Safety Officer / Engineer / Official / Supervisor/Junior Engineer for safe working/ operation.

j) All persons deployed by the contractor for working in a mine must undergo Mines Vocational Training, initial medical examination, PME. They should be issued cards stating the name of the contractor and the work and its validity period, indicating status of MVT, IME & PME.

k) Any issues regarding compensation arising out of the job carried out by the Contractor whether related to pollution, Safety or Health will be settled and payable by the contractor only.

l) Any compensation arising due to accident of the Contractor's personnel while carrying out the job, will be payable by the contractor only.

m) The contractor shall have to report all incidents and accidents including near misses to Engineer in Charge / departmental representative of the concerned department of OIL.

n) The contractor has to keep a register of the persons employed by him/her. The contractor's supervisor shall take and maintain attendance of his/her workpersons every day for the work, punctually.

o) If the company arranges any safety class / training for the working personnel at site (company employee, contractor worker, etc) the contractor will not have any objection to any such training. The workpersons shall be marked present during the period of such training.

p) Contractor/supervisor of the contractor shall arrange daily tool box meetings before commencement of work and regular site safety meetings and maintain records of the same.

q) Registers of records/details of workpersons, daily attendance, accident report etc. are to be maintained in Form B, E, J (as per Mines Rules 1955) by the contractor.

r) A contractor employee must, while at work, take reasonable care for the health and safety of people who are also at the employee's place of work and who may be affected by the employee's act or omissions at work. This shall also be ensured by the contractor's supervisor.

s) A contractor employee must, while at work, cooperate with his employer or other persons so far as is necessary to enable compliance with any requirement under the act or the regulations that is imposed in the interest of health, safety and welfare of the employee or any other person.

t) Contractor's arrangements for health and safety management shall be consistent with those for the company.

u) In case Contractor is found non-compliant of HSE laws as required, company will have the right for directing the contractor to take action to comply with the requirements, and for further non-compliance, the contractor will be penalized prevailing relevant Acts/Rules/Regulations.

v) When there is a significant risk to health, environment or safety of a person or place arising because of a non-compliance of HSE measures, company will have the right to direct the contractor to cease work until the non-compliance is corrected.

w) The contractor should prevent the frequent change of his/her contractual employees as far as practicable.

x) The contractor should frame a mutually agreed bridging document between OIL & the contractor with roles and responsibilities clearly defined.

y) For any HSE matters not specified in the contract document, the contractor will abide by the relevant and prevailing Acts/rules/regulations/ pertaining to Health, Safety and Environment.

NOTE:

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

Annexure- DDD

INTEGRITY PACT

Between

Oil India Limited (OIL) hereinafter referred to as "The Principal"

And

(Name of the bidder).....hereinafter referred to as "The Bidder/Contractor" |

Preamble :

The Principal intends to award, under laid down organizational procedures, contract/s for Tender No. **SDI0045P16** The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

In order to achieve these goals, the Principal cooperates with the renowned international Non-Governmental Organisation "Transparency International" (TI). Following TI's national and international experience, the Principal will appoint an external independent Monitor who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 - Commitments of the Principal

- (1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-
 1. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
 2. The Principal will, during the tender process treat all Bidders with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential/additional information through which the Bidder could obtain an advantage in relation to the tender process or the contract execution.
 3. The Principal will exclude from the process all known prejudiced persons.
- (2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a Page 2 of 6 substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder/Contractor

- (1) The Bidder/Contractor commits itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.
1. The Bidder/Contractor will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
 2. The Bidder/Contractor will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, Subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.
 3. The Bidder/Contractor will not commit any offence under the relevant Anticorruption Laws of India; further the Bidder/Contractor will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 4. The Bidder/Contractor will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- (2) The Bidder/Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from tender process and exclusion from future Contracts

If the Bidder, before contract award has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or credibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process or to terminate the contract, if already signed, for such reason.

1. If the Bidder/Contractor has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressions within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 3 years.

2. The Bidder accepts and undertakes to respect and uphold the Principal's Absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.
3. If the Bidder/Contractor can prove that he has restored/recouped the Damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.
1. A transgression is considered to have occurred if in light of available evidence no reasonable doubt is possible.

Section 4 - Compensation for Damages

1. If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to 3 % of the value of the offer or the amount equivalent to Earnest Money Deposit/Bid Security, whichever is higher.
2. If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to 5% of the contract value or the amount equivalent to Security Deposit/Performance Bank Guarantee, whichever is higher.
3. The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder/Contractor can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount or the liquidated damages, the Bidder/Contractor shall compensate the Principal only to the extent of the damage in the amount proved.

Section 5 - Previous transgression

1. The Bidder declares that no previous transgression occurred in the last 3 years with any other Company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.
2. If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

Section 6 - Equal treatment of all Bidders/Contractor/Subcontractors

1. The Bidder/Contractor undertakes to demand from all subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Principal before contract signing.
2. The Principal will enter into agreements with identical conditions as this one with all Bidders, Contractors and Subcontractors.

3. The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 - Criminal charges against violating Bidders/Contractors/ Subcontractors

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor, which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

Section 8 - External Independent Monitor/Monitors (three in number depending on the size of the contract) (to be decided by the Chairperson of the Principal)

1. The Principal appoints competent and credible external independent Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.
3. The Contractor accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder/Contractor/Subcontractor with confidentiality.
4. The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
5. As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
6. The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.
7. If the Monitor has reported to the Chairperson of the Board a substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the Chairperson has not, within reasonable time, taken visible action to proceed

against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.

8. The word 'Monitor' would include both singular and plural.

Section 9 - Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the respective contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made/ lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by Chairperson of the Principal.

Section 10 - Other provisions

1. This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi.
2. Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
3. If the Contractor is a partnership or a consortium, this agreement must be, signed by all partners or consortium members.
4. Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

R BARMAN
SR MANAGER MATERIALS (IP)

For the Principal

For the Bidder/Contractor

Place. Duliajan.

Witness 1 :

Date 28.01.2016 .

Witness 2 :]

Technical Bid Checklist**Annexure-EEE**

Tender No.			
Bidder's Name :			
		Compliance by Bidder	
SL. NO.	BEC / TENDER REQUIREMENTS	Indicate 'Confirmed' / 'Not Confirmed' / Not applicable	Indicate Corresponding page ref. of unpriced bid or Comments
1	Bidder to confirm that he has not taken any exception/deviations to the bid document .		
2	Confirm that the product offered strictly conform to the technical specifications.		
3	Confirm that the Offer has been made with Bid Bond / Bank Guarantee / Earnest Money along with the offer (Wherever Applicable) ?		
4	Confirm unconditional validity of the bid for 120 days from the date of opening of techno-commercial bid.		
5	Confirm that the prices offered are firm and / or without any qualifications?		
6	Confirm that all relevant fields in the on-line bidding format have been filled in by the bidder for the items quoted by them.		
7	Confirm that the the price bid is in conformity with OIL's online bidding format ?		
8	Confirm that the Bid comply with all the terms & conditions ?		
9	Confirm that the offers and all attached documents are digitally signed using digital signatures issued by an acceptable Certifying Authority (CA) as per Indian IT Act 2000.		
10	CONFIRM THAT YOU HAVE SUBMITTED THE DULY SIGNED INTEGRITY PACT DOCUMENT (Wherever Applicable)		
11	CONFIRM THAT YOU SHALL SUBMIT PERFORMANCE BANK GUARANTEE AS PER NIT IN THE EVENT OF PLACEMENT OF ORDER ON YOU (Wherever Applicable)		
12	CONFIRM THAT YOU HAVE SUBMITTED DOCUMENTS AS PER GENERAL QUALIFICATION CRITERIA		
13	Confirm that you have submitted Name and Full Address of Issuing Bank including Telephone, Fax Nos and Email id of branch manager where Bid security has been submitted as Bank Guarantee.		

NOTE: Please fill up the greyed cells only.

Response Sheet**Annexure-FFF**

Tender No.	
Bidders Name	

Bidders Response Sheet

Sl No.	Description	Remarks
1	Name of Bidder	
2	Whether tender document purchased from OIL's offices.	
3	Place of Despatch	
4	Whether Freight charges have been included in your quoted prices	
5	Whether Insurance charges have been included in your quoted prices	
6	Make of quoted Product	
7	Offered Validity of Bid as per NIT	
8	Delivery Period in weeks from placement of order	
9	Complied to Payment terms of NIT (if applicable) otherwise to Standard Payment Terms of OIL or not.	
10	Bid Security Submitted (if applicable)	
11	Details of Bid Security Submitted to OIL (if applicable)	
	a) Bid Security Amount (In Rs):	
	b) Bid Security Valid upto:	
12	If Bid security submitted as Bank Guarantee, Name and Full Address of Issuing Bank including Telephone, Fax Nos and Email id of branch manager	
13	Bid Security if Not submitted reasons thereof	
14	Whether you shall submit Performance Security in the event of placement of order on you (if applicable)	
15	Integrity Pact Submitted (if applicable)	
16	Whether submitted documents in support of General Qualification criteria of NIT	
17	If bidder is Small scale unit whether you have quoted your own product	
18	If bidder is Small scale unit whether you are eligible for purchase preference (as per Govt guidelines)	
19	Whether filled up the bank details for online payment as per Annexure GGG	

NOTE: Please fill up the greyed cells only.

**(TO BE FILLED UP BY ALL THE VENDOR IN THEIR OWN LETTER HEAD)
(ALL FIELDS ARE MANDATORY)**

Tender No. :.....
Name of Beneficiary :M/s.....
Vendor Code :.....
Address :.....
.....
Phone No. (Land Line) :.....
Mobile No. :.....
E-mail address :.....
Bank Account No. (Minimum
Eleven Digit No.) :.....
Bank Name :.....
Branch :.....
Complete Address of your
Bank :.....
IFSC Code of your Bank
a) RTGS :.....
b) NEFT :.....
PAN :.....
VAT Registration No. :.....
CST Registration No. :.....
Service Tax Registration No. :.....
Provident Fund Registration :.....

I/We confirm and agree that all payments due to me/us from Oil India Limited can be remitted to our above mentioned account directly and we shall not hold Oil India Limited responsible if the amount due from Oil India Limited is remitted to wrong account due to incorrect details furnished by us.

Office Seal

.....
Signature of Vendor

Counter Signed by Banker:
Seal of Bank:

Enclosure: Self attested photocopies of the following documents-

- 1) PAN Card
- 2) VAT Registration Certificate
- 3) Service Tax Registration
- 4) CST Registration
- 5) Provident Registration Certificate
- 6) Cancelled cheque of the bank account mentioned above (in original).
- 7) Bank Statement not older than 15 days on the date of submission.