

Annexure-I

OIL INDIA LIMITED
(A Government of India Enterprise)
P.O. Duliagan-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
SDI0208P16 DT:09.02.2016 (SINGLE STAGE TWO BID SYSTEM)	07.04.2016	UPGRADATION OF EXISTING GIS SOFTWARE & HARDWARE
SDI0213P16 DT:10.02.2016 (SINGLE STAGE COMPOSITE BID SYSTEM)	07.04.2016	VOICE & SMS BROADCASTING SYSTEM FOR EMERGENCY MANAGEMENT
SDI0154P16 dtd. 04.02.2016 (SINGLE STAGE COMPOSITE BID SYSTEM)	07.04.2016	WAITING AREA CHAIR
SDI0224P16 dtd. 12.02.2016 (SINGLE STAGE COMPOSITE BID SYSTEM)	07.04.2016	500 KVA TRANSFORMER
SSI0152P16 dtd. 04.02.2016 (SINGLE STAGE COMPOSITE BID SYSTEM)	31.03.2016	CGI SHEET
SSI0153P16 dtd. 04.02.2016 (SINGLE STAGE COMPOSITE BID SYSTEM)	31.03.2016	M.S.PLATE

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. : SDI0224P16 Dtd. 12.02.2016

Tender Fee : Rs 1,000.00

Bid Security Amount : Rs. 39,000.00

Bidding Type : SINGLE STAGE COMPOSITE BID SYSTEM

Bid Closing on : As mentioned in the e-portal

Bid Opening on : -do-

Performance Security : Applicable

Integrity Pact : Not Applicable

OIL invites Bids for **Supply, Installation & Commissioning of 500 KVA Transformer for OIL, Moran** through its e-Procurement site under **SINGLE STAGE COMPOSITE 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 11.65 Lakhs during last 3 years.	
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 38.85 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 Received 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 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 triplicate.

4.0 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.

5.0 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.

- 6.0 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.
- 7.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
- 8.0 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.
- 9.0 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.
- 10.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.
- 11.0 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: SDI0224P16 Dtd. 12.02.2016**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>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>A) 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 39,000.00 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 07.02.2017).</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> <p>For exemption for submission of Bid Security, please refer Clause No. 8.8 of</p>	

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) Performance Security:

The successful Bidder will have to provide Performance Security @ 10% of order value. The Performance Security 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

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.

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

v) 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.

vi) 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.

vii) 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.

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

ix). 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) 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:

- i) The bids will be evaluated as per NIT specifications.

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 on bid closing date. Bidders may check this with the appropriate authority while submitting their offer.
- ii). 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.

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: SDI0224P16 Dtd. 12.02.2016**

	Complied / Not Complied. (Remarks if any)
<p>ITEM NO. 10, DRY TYPE TRANSFORMER 500KVA, (QNTY. – 03 NOS.)</p> <p>TECHNICAL SPECIFICATIONS OF TRANSFORMER</p> <p>500kVA, 11/0.4 KV, 3 Phase, 50 Hz, double winding, copper conductor, Dry type, natural air cooled distribution transformer for indoor installation & as per following specifications:</p> <p>A. GENERAL:</p> <ol style="list-style-type: none"> 1. Applicable Indian Standard: IS: 11171, with latest amendments. 2. Service duty : Continuous. 3. Installation : Indoor. 4. Auxiliary power supply : 24V DC \pm 10 % 5. Control Voltage : 24V DC \pm 10 % 6. Make : NGEF, Cromton greaves, Alsthom(areva), Bharat Bijlee. <p>B. SITE CONDITION:</p> <ol style="list-style-type: none"> 1. a) Maximum Ambient air temperature : 40°C b) Minimum Ambient air temperature : 6.0°C 2. Maximum humidity at site (at 40 ° C) : 98 % 3. Surrounding atmospheric condition : Humid 4. Site altitude : 120 mtrs. 5. Seismic design co-efficient : As per IS: 1893. 6. Rainfall : 200 cm (annually.) <p>C. RATING AND GENERAL DATA:</p> <ol style="list-style-type: none"> 1. Rating : 500kVA 2. No. of phases : 3. 3. Frequency : 50 \pm 3 % 4. Type of Insulation: Class-F. Temp. rise-90 ° C 5. Partial discharge: As per IS-11171, IS-6209. 6. Type of cooling : AN 7. Installation : Indoor 8. Vector group : Dyn 11 9. Percentage impedance: 4.5%. Tolerance as per IS-2026. 10. Nominal system voltage: 11kV/ 433 Volts 11. Type of neutral earthing :NGR asseby & NGR Monitoring including enclosure. 12. Symmetrical short circuit withstands capacity: As per IS-11171. 13. Rated short duration power frequency withstands voltage: As per IS 11171. 14. Rated lightning impulses withstand voltage: As per IS 11171 (List-2). As Vacuum circuit breaker will be used as incomer to the transformer, BIL voltage shall be 95KV. 15. Transformer sound level should not exceed 60 db. 16 Water absorption (24hrs @25C): less than 0.05% (superior insulation, longer life) 	

17. Chemical Resistance: Painting must have excellent performance rating.
18. Dielectric Strength: Minimum of 3200 volts/mil dry (for superior stress, Over voltage tolerance)
19. Dissipation Factor: Max. 0.02 @25 degree C to reduce aging of insulation.
20. TAP CHANGER:
- Type : Off-load (manual)
- Total tapping range : $\pm 5.0\%$
- Tapping steps : In steps of 2.5 %.
- Markings shall be clear enough to indicate the tap position.
21. TERMINAL ARRANGEMENT:
- HV winding line end : Cable box
- LV winding line end : Cable box
- One neutral bushing outside the cable box shall be provided for grounding.
22. BUSHING:
- Made from non hygroscopic epoxy resin cast material suitable for site condition mention in Para- B & conforming to IS-2099.
23. CABLE BOX:
- a) HV cable box should be suitable for termination of 1 no. 3 C, 120 sq. mm XLPE armoured, aluminium conductor cable with heat shrink type cable termination. The bottom plate shall be detachable type and one no. heavy duty single compression cable gland suitable for 3x120 sqmm XLPE armoured cable shall be fitted. Cable Box standard should be as per IP-54.
- b) LV cable box should have brought out electro-tinned copper bus bars of suitable rating & size for termination of 3 nos. of 3½x 240 sq. mm Aluminium cable. The cable box should have detachable cable gland plate fitted with suitable heavy duty single compression cable glands for the cables mentioned above. Support bar in LV cable box should be made up of fiber glass. Cable Box standard should be as per IP-54.
- c) Terminals should be marked as per IS: 2026 -1977.
24. TRANSFORMER CORE:
- a) Material : High grade cold rolled grain oriented silicon steel.
- b) Structure : Grounded and sharp corners avoided.
- c) Lamination : Treated and coated with suitable insulations. The core limbs & yokes are banded by means of resin glass tape to reduce vibration & noise.
25. TRANSFORMER WINDING:
- The winding material should be high conductivity electrolytic grade copper. The insulation should be Cast Resin type, Class-F. Conductor should have thermally upgraded paper (Nomex) insulation reinforced with fiber glass. The coil assembly is to be impregnated & cast under vacuum with epoxy resin for achieving non-hygroscopic, acid & alkali resistant insulation. The complete winding should have smooth cylindrical finish after impregnation to ensure high mechanical strength. The thickness of resin should be uniform. The insulation should be self-extinguishing type. Mounting of the winding to the transformer case shall be of vibration resistance pad placed uniformly in all direction.
- The jointings should be as under:
- a) Permanent joints : Welded/ brazed.
- b) Bolted connection : Provided with locking devices.
26. ENCLOSURE:

Enclosure for transformer shall be fabricated of minimum 14 SWG gauge properly cleaned degreased and painted as per manufacturer's standard practice. The core & winding assembly should be housed inside a sheet steel enclosure with removable inspection & tap changer covers. The enclosure should offer IP-23 protection as per IS-2147 and should have suitably designed louvers for circulation of cooling air. All the gaskets should be of neoprene rubber. All non energized metallic parts of the transformer shall be grounded.

27. Name plate:

Transformer shall be furnished with a non-corrosive diagrammatic name plate permanently attached with non corrosive hardware with following informations:

- (i) KVA rating
- (ii) Primary and secondary voltage.
- (iii) Primary and secondary current.
- (iv) Frequency.
- (v) Nos. of phases.
- (vi) Percentage of impedance.
- (vii) Types of cooling.
- (viii) Connection & symbol.
- (ix) Tape configuration.
- (x) Insulation system and rated maximum temperature rise.
- (xi) Sound level.
- (xii) K- factor rating (if available)
- (xiii) Year of manufacture.
- (xiv) Design impedance.
- (xv) Manufacturer's name.
- (xvi) Net weight.
- (xvii) IS standard.

28. Lifting hook.

Suitable Lifting hook shall be provided on the top of the transformer for transportation/installation of transformer.

29.. LIST OF FITTINGS AND ACCESSORIES:

- a. HV bushings inside HV cable box: 3 nos. rated for 11kV.
- b. LV bushings in side LV cable box : 4 nos. rated 433 Volts
- c. Outside LV cable box : 1 no. for grounding.
- d. Digital Winding temperature scanner connected with three nos. RTDs, one each for each LV winding, should be provided in a metallic enclosure that is mounted on the main enclosure. The scanner should provide indication, alarm & trip contacts. Winding temperature indicator should show maximum temperature attained. The RTDs should be properly wired up to the scanner terminals. .
- e. Earthing terminals - 2 nos for body earthing.
- f. Jacking lugs.
- g. Inspection cover - 2 nos placed in opposite site
- h. Base channels with bi-directional rollers - 2 nos.
- i. Any other accessories which bidders think essential may also be included as optional.

30. Earthing: Earthing shall be as per IS-3043.

31. Wiring:

All internal wiring shall be done with 1.1kv grade fire retardant PVC insulated tinned copper

<p>multi stranded cable with proper lugs. Ring lugs shall be used at all connections such as CTs connection etc. All terminal strips shall have minimum 2 nos. spare terminals to accommodate any modification required during commissioning /operation. All terminals shall be accessible for testing and trouble shooting/ maintenance. All cable shall have ferules.</p> <p>32. INSPECTION.</p> <p>(i) All the routine tests and specified special tests as per IS:11171 are to be carried out in presence of OIL's Engineer at manufacturers works. The supplier will give intimation to OIL 15 days advance prior to commencement of tests so that OIL can depute representative for witnessing tests in time.</p> <p>(ii) The dispatch will be effected only if the test results comply with the specifications and testing results.</p> <p>(iii) Materials / equipments failed to conform to the specifications/during testing, OIL's representative shall have the right to reject the materials and in that case, the supplier will either replace the rejected materials or make alterations necessary to meet specifications requirements free of costs.</p>	
<p>ITEM NO. 20, INSTALLATION & COMMISSIONING, (QNTY. – 1 AU)</p> <p>GENERAL NOTES ON INSTALLATION & COMMISSIONING</p> <ol style="list-style-type: none"> 1. The installation and commissioning works shall be done by the manufacturer or by the manufacturer's authorized party. 2. The contractor or any other third party on behalf of the contractor who shall execute the installation & commissioning jobs should possess valid electrical contractor license issued or recognized by the state government of Assam. In this regard, documentary evidence (Copy of contractor license) shall be submitted along with the offer. 3. The jobs shall be carried out under the direct supervision of a person holding a certificate of competency and by a person holding a permit. In this regard, related documentary evidence (Copy of certificate of competency and of permit) should be produced prior to commencement of the installation & commissioning jobs. 4. The vendor shall obtain permit to work from OIL's Engr.-in-charge before taking up installation and commissioning works. 5. All tools for installation and instruments for testing and commissioning shall be arranged / provided by the vendor. 6. The party who executes the order of item Sl. No.10 shall be responsible for installation and commissioning of the transformer. 7. The installation & commissioning of the transformer shall be considered as complete with the submission of the commissioning test records, operating & maintenance manuals, spares list of the transformer etc to OIL. 8. Transformer earthing system should be of NGR system. Supply and commissioning of NGR system is the scope of vendor. Catalogues/literature for NGR system should be submitted with the offer for our evaluation. <p>TECHNICAL NOTES ON INSTALLATION AND COMMISSIONING:</p> <p>Installation and Commissioning of 500kVA, 11Kv/433 Volts 3 Phase & neutral, 50 Hz, double winding, copper conductor, Dry type, natural air cooled distribution transformer as per item Sl No. 10.</p>	

<p>(A) Installation:</p> <ol style="list-style-type: none"> 1. The supplier shall dispatch the materials to site under OIL's operational Area, Moran. The bidder shall install the Transformer in the specified site of OIL. The installation work shall be as per the installation manual supplied by the manufacturer and in compliance with latest BIS, IE rules, Indian Electricity Act and the National Electric Codes. 2. OIL will supply & terminate H.T & LT power cable with termination kit. 3. All other materials required for installation of the Transformer including the earthing materials shall be supplied and done by the authorised person of the bidder. <p>(B) Pre-Commissioning Checks and Tests:</p> <p>After completion of installation of the transformer at site, prior to commissioning the following checks and tests shall be carried out on transformer. These shall be carried out in accordance with relevant standards, codes of practices published by the Bureau of Indian Standards and manufacturers recommendations.</p> <p>The following checks shall be made on the transformer prior to commissioning:</p> <ol style="list-style-type: none"> i) Assembly, check as per manufacturer's drawings and instructions. ii) Physical inspection for damages and external defects. iii) Check for proper fixing on foundation and tightness of foundation bolts. iv) Check for proper tightness of transformer & its control devices, cables and earth connections. v) Check and calibrate meters, if any. vi) Cleanliness at works area shall be maintained at the time of commissioning. Vii). Confirming the healthiness of NGR system. <p>(C) TESTING:</p> <ol style="list-style-type: none"> 1) Services of a specialist engineer from the manufacturer of the transformer shall be made available at site for testing. <p>The specialist engineer shall also explain the operating / maintenance procedure of the transformer to OIL's operating / maintenance personnel.</p> <ol style="list-style-type: none"> 2) All tests shall be carried out in presence of engineers of OIL and the test results shall be approved by OIL. 3) Following routine tests should be carried out at the site during commissioning: <ol style="list-style-type: none"> i) Measurement of winding resistance as per IS-2026. ii) Measurement of voltage ratio and check voltage vector relationship as per IS-2026 iii) Measurement of impedance of voltage (principle tapping) short circuit impedance and load loss as per IS-2026. iv) Measurement of no load loss and current as per IS-2026. v) Insulation test on main HT/LT winding vi) Insulation check of control circuits vii) Any other test recommended by the manufacturer. 4) All test results shall be recorded in a proper manner. 2 sets of test results shall be submitted to OIL. The results shall be typed and properly documented. 	
<p>GENERAL TERMS AND CONDITIONS:</p> <ol style="list-style-type: none"> 1. Party should furnish all relevant technical particulars along with the quotation. 2. The transformer will be housed inside a room with brick walls on three sides & XPM sheet wall on one side. Bidder should mention in the quotation the minimum size of the room and the size of openings required for ventilation. 	

<p>3. Bidder must indicate the storage procedure for the transformer in case the transformer is left un-energized.</p> <p>4. List of installation & commissioning checks required for the transformer must be enclosed with the offer.</p> <p>5. Transformer winding shall be specially braced to withstand to thermal and mechanical stresses of harmony current and voltage.</p> <p>6. Type test certificate on similar transformer should be furnished along with the quotation. These type test certificates should not be more than 5 (five) years old on the date of bid opening. Offers without these type certificates may not be considered for evaluation.</p> <p>7. Manufacture's test certificates for all the components & assemblies as required by IS-11171 with latest amendments should be submitted to us along with dispatch of the materials.</p> <p>8. The transformer should be offered for pre-dispatch inspection and all routine tests as per IS: 11171 should be carried out in presence of OIL's engineer.</p> <p>9. Party should get the detail transformer drawings approved from OIL prior to manufacturing of the transformer.</p> <p>10. Bidder should submit with quotation the list of customers to whom the bidder has supplied transformers of similar rating & type (as per NIT) during last five years.</p> <p>11. Bidder shall separately quote for installation and commissioning of the transformer as per terms & conditions specified under Installation & commissioning.</p> <p>12. Bidder should also consider the cost of NGR assembly & NGR monitoring including suitable enclosure while quoting the value of transformer as this is one of vital part of transformer for earthing.</p>	
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SPECIAL NOTE:

1. Offer shall be complete in all respect to meet the technical specifications and general notes of the NIT.
2. Bid shall be complete with supply, installation, Testing & commissioning of the Transformers. Bids only for supply of the Transformers will not be considered for evaluation.
3. Bidder shall be either reputed manufacturer or authorised dealer of Dry Type Transformer having past experience of supplying to any State Govt. / Central Govt. / PSU. Bidder offering as an authorised dealer for supply of materials(transformer) shall submit copy of valid dealership certificate from the OEM along with the offer.
4. Bidder shall fill the data sheet as per Annexure-I and the same shall be supported by suitable documents / literatures / technical leaflet etc. of various components.
5. Bidder must submit detailed dimensional drawings of the transformers along with the bid.
6. Transformer manufacturer shall have the adequate manufacturing and testing facilities to carry out the routine tests of the Transformers as per BIS in their manufacturing works in India and should confirm the availability of the testing facility in the offer. Documentary evidence to this effect also shall be enclosed with the offer.
7. Copy of Electrical Supervising License of the electrical supervisor to be deputed for commissioning works at site shall be submitted along with the bid.
8. The copy of the type test certificates carried out on a 11/ 0.4 KV, 500KVA dry type Transformer shall be furnished along with the offer.
9. Quotations should be forwarded to Chief Electrical Engineer, Moran for technical evaluation.
10. Transformers should be procured from the reputed manufacturers or their authorised dealers having experience of executing similar works. Similar works means manufacturing, testing, supplying, installation and commissioning of 11 KV/433V, 500KVA or higher rated Transformers for more than 3 years. In case of authorised dealer for supply of transformer, valid dealership certificate should be enclosed along with the offer.

11. Technical catalogues, dimensional drawing and if any other related documents should be submitted along with the offer, otherwise the offer will be rejected.
12. Bidder should also consider the cost of NGR assembly & NGR monitoring including suitable enclosure while quoting the value of transformer as this is one of vital part of transformer for earthing.
13. Manufacturer's Test certificate of transformer as per IS-13364:1992.IS-4722:1992 should be submitted along with the supply of material. These type test certificates should not be more than 5 (five) years old on the date of bid opening.
14. The bidder should quote separately for the Installation & Commissioning of supplied materials at site.
15. Packing should be adequate to avoid transit damage and ingress of water.
16. Transformers and its accessories like NGR system should be guaranteed for minimum one year period from the date of commissioning. Duly stamped Guarantee certificate should be supplied along with the Transformers. If Transformers fails during this guarantee period, the supplier should replace the same at the shortest possible time at his own cost including cost of transportation etc.
17. **Materials are for FOR-Moran.**
18. Payment Terms: 70% cost of the Transformer's cost after delivery of the Transformers, balance 30% cost of the Transformers and installation & commissioning charges after successful installation & commissioning of the Transformer.
19. The supplier of the Transformers shall be responsible for installation & commissioning of the same. 30% costs of the Transformers should be retained by OIL till successful completion of installation and commissioning works. Installation & commissioning means putting the Transformers in service at site.
20. 3(Three) sets of maintenance and operating manual shall be supplied along with the materials.
21. The guidelines, terms & conditions of the installation & commissioning works shall be as per the clauses mentioned under "INSTALLATION & COMMISSIONING".
22. Bids complete with testing, supply and installation & commissioning of the Transformers will only be considered for technical evaluation.
23. All the routine tests and specified special tests as per IS:11171 are to be carried out in presence of OIL's Engineer at manufacturers works. The supplier will give intimation to OIL 15 days advance prior to commencement of tests so that OIL can depute representative for witnessing tests in time. The dispatch will be effected only if the test results comply with the specifications and testing results.
24. After receipt of Transformers at site, OIL will intimate the supplier to depute one of their engineers for the following.
 - i) Inspection of the supplied materials for any transit damage.
 - ii) Inspection of the site.
 - iii) Planning of the installation and commissioning works at site.
 - iv) Listing out various items/tools that will be required during installation & commissioning works.

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

ANNEXURE-1**TECHNICAL DATA SHEET FOR 500KVA, DRY TYPE TRANSFORMER,****11KV/433V****(To be filled in by the Bidder)**

Sr. No.	TECHNICAL PARTICULARS	SPECIFICATIONS
1	Make & Model of Transformer	
2	Service	
3	KVA Rating (continuously rated)	
4	Duty	
5	Rated Voltage	
	(a) HV (Volts)	
	(b) LV(VOLTS)	
6	Rated Frequency	
7	No. of Phases	
8	Type of Cooling	
9	Winding Connection	
10	Tappings	
	(a) Range	
	(b) No. of steps	
	(c) In steps of	
	(d) Tapping provided on HV side	
11	Tap changer type	
12	Vector Group	
13	Reference ambient temperature	
14	Temperature rise winding	
15	Class of Insulation	
16	% Impedance	
17	Physical Dimensions	
	(a) Length (in mm)	
	(b) Width (in mm)	
	(c) Height (in mm)	

18	Approximate weight	
	(a) Core and Windings (Kgs)	
	(b) Total Weight (Kgs)	
19	Iron losses at normal voltage ratio	
20	Copper losses at normal voltage ratio at full load	
21	Efficiency at unity power factor	
	(a) Full load	
	(b) 75% load	
	(c) 50% load	
22	Regulation	
	(a) at unity power	
	(b) at 0.8 power factor	
23	Reference standards	
24	Method of Earthing for neutral	
25	Method of earthing for body.	
26	Fittings and Accessories	
	(a) Off circuit tap links	
	(b) Earthing terminals	
	(c) Rating and Diagram Plate	
	(d) Lifting Lugs for Complete Transformer	
	(e) Cover Lifting Lugs	
	(f) Bidirectional Rollers	
	(g) Digital Temperature Scanner	
27	Transformer Type Tested	
28	NGR system for transformer neutral earthing.	
29	Other information if any	
30.	Whether literature/catalogue/leaflet enclosed in supporting for all above?	

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 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.

ANNEXURE - GGG

**(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.