Annexure-I

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
SDI0418P16 DT: 01.03.2015 (SINGLE STAGE TWO BID SYSTEM)	**21.04.2016**	**PRE FABRICATED SUBSTATION – 01 NO**
SDI0389P16 DT: 29.02.2016 (SINGLE STAGE TWO BID SYSTEM)	**21.04.2016**	**30 KVA GENERATING SET-12NOS**
SDI0241P16 DT: 12.02.2016 (SINGLE STAGE COMPOSITE BID SYSTEM)	**21.04.2016**	**CABINET & DENTAL CHAIR**
SDI0289P16 DT: 19.02.2016 (SINGLE STAGE COMPOSITE BID SYSTEM)	**21.04.2016**	**05 NOS VEHICLE**
SDI0467P16 DT: 04.03.2016 (SINGLE STAGE COMPOSITE BID SYSTEM)	**28.04.2016**	**UTP CAT6 CABLE**
SDI9994P16 DT: 22.01.2016 (SINGLE STAGE COMPOSITE BID SYSTEM)	**28.04.2016**	**HOB CUTTER TOOLS**
SDI0375P16 DT: 27.02.2016 (SINGLE STAGE COMPOSITE BID SYSTEM)	**28.04.2016**	**ELECTRO SURGICAL UNIT**
SDI0471P16 DT. 04.03.2016 (SINGLE STAGE TWO BID SYSTEM)	**28.04.2016**	**NEUTRAL GROUNDING RESISTOR**
SDI0470P16 DT: 04.03.2016 (SINGLE STAGE COMPOSITE BID SYSTEM)	**28.04.2016**	**POLYCARBONATE PANEL**

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. : **SDI0471P16 Dt. 04.03.2016**

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 **Supply, Installation & Commissioning of 13 nos. of NGR for Transformer** for **OIL, Moran** 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 single similar order of Rs **16.99 Lakhs** during last 3 years from Bid Closing Date. "Similar Order" means supply or construction of NGR panel of rating415/√3 Volts & 3.3/√3 KV.	
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 56.63 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.

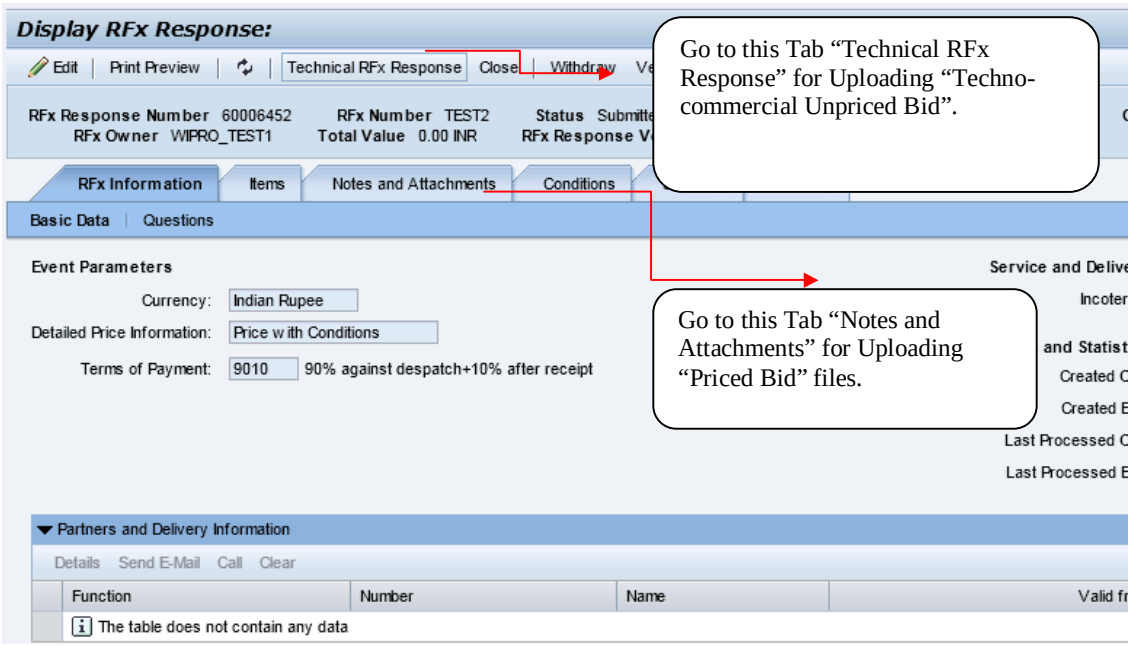
NOTE:
PSUs and MSE units are provided tender documents Free of Cost (as per govt guidelines), however they have to apply to OIL's designated office to issue the tender documents one week prior to the Bid closing date (or as amended in e-portal).

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.

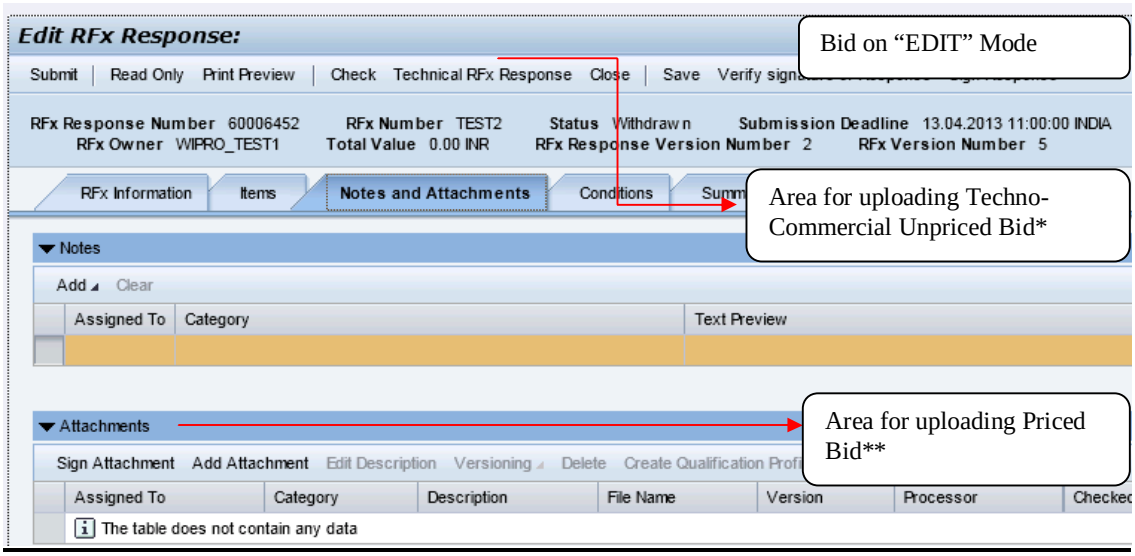
3.1 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical RFx Response-> User - > Technical Bid only**.** The "**TECHNO-COMMERCIAL UNPRICED BID**" shall contain all techno-commercial details **except the prices**. **Please note that no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



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:



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 Atachment, a browser window will open, select the .SSIG signed file from the PC and name the file under Description, Assigned to General Data and clock 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 though 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

Annexure - CCC

Tender No & Date: SDI0471P16 Dt. 04.03.2016

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.

Criteria	Complied / Not Complied. (Remarks if any)
1.0 BID REJECTION CRITERIA (BRC): 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. **A) COMMERCIAL:** i) Validity of the bid shall be minimum 120 days from the Bid Closing Date. ii) Bid security: The bid must be accompanied by Bid Security of **Rs 56,700.00** 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 28.02.2017).** **Bid Security may also be paid online on or before the Bid Closing Date and Time mentioned in the Tender.** **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.** 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 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.

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:

i) The Bids will be evaluated as per NIT specification.
ii) All the items will be procured from the same source & evaluation will be done accordingly.

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) 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". 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.	

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: SDI0471P16 Dt. 04.03.2016

	Complied / Not Complied. (Remarks if any)
ITEM NO. 10, NGR FOR 11/.415 KV TRANSFORMER, (QNTY. – 12 NOS.) A. APPLICATION AND DETAILED TECHNICAL SPECIFICATIONS NGRs are used in industrial Power Systems for resistance grounding of star connected generators and transformers. NGR is connected between ground and neutral of transformers, generators, busbars and grounding transformers. NGR limits the faults current to value enough to operate protective relays, thereby preventing unwanted damage to the system. CONSTRUCTION The NGR unit shall consist of two parts: 1) the resistor grid enclosed in a metallic enclosure, and 2) the NGR monitoring system, enclosed in a separate chamber of the same enclosure/panel. 1) Resistor and resistor enclosure a) Resistor assembly The resistive element/grid material shall be low temperature coefficient, resistor grade stainless steel, resistor grade 1JR (or Cu-Ni, Ni-Cr or Fechral) of sufficient mass to withstand the rated current and prescribed duty. The resistive element/ resistor grid shall be made of unbreakable, corrosion proof jointless elements wire wound around a ceramic (or micanite) core supported on a porcelain pad. The resistors shall be mounted in heavy gauge corrosion resistant support frames, using stainless-steel hardware. The entire resistor assembly shall be mounted and supported on glazed insulators rated for the system voltage. All resistor terminals and interconnections between resistor units shall be stainless-steel using stainless steel hardware including lock washers. High current connections shall be spot or TIG welded as appropriate. Connections between resistors and bushings shall be solid copper or stainless steel bars. The unit shall be designed to permit the expansion of supporting rods when submitted to high operating temperatures. With lower quality resistance material (high temperature coefficient), the change in resistance value will be excessive. This may result in insufficient fault current to actuate the earth fault detection relay and the fault will stay on the system and eventually destroy the resistor and whatever distribution equipment it is protecting. Resistor grid assembly mounting structure shall be properly supported to absorb vibration and stress during faults and transit. Neutral cable shall be brought to one terminal of the NGR unit. The other end of the NGR unit shall be suitable for connection to ground through earth electrode. These end connections of the resistor unit will be brought out to terminal box or through top or side mounted high voltage	

bushings. Stand -off / support insulators shall be ceramic or epoxy resin cast.
The resistor grid shall be suitable for
Rated Voltage : 415/#3 Volts
Rated Current : 750 mA
Rated Resistance : 330 Ohms
Time Rating : 10 Sec.
Temperature Rise : 375 Deg. C.
Location : Indoor
Tolerance : + / - 10 %
Degree of Protection: IP -33
Applicable Standard: IEEE -32: 1972

b) Resistor enclosure panel
Resistor grid assembly shall be housed in an enclosure made of heavy gauge sheet steel (= 2mm), self supporting and floor mounted, cubicle type, indoor, dust and vermin protected. Enclosure shall be supported on steel support channels, suitable for fixing with grouting bolts. Sheet steel shall be used on a rigid framework of suitably sized steel angles and channels, welded or bolted together with stainless-steel hardware. Front of the panel shall be hinged on the left side to serve as an inspection and service door, fitted with clamps and special non-deteriorating neoprene gaskets. Enclosure shall be provided with bolt-on louvered covers (fitted with fine wire mesh inside) on sides for circulation of air. The top of the enclosure shall be embossed with stiffening ribs. Lifting lugs shall be provided on the top of panels. Bottom shall be elevated to minimum 6 inches/15 cms above the base of the unit. Bottom shall be screened for maximum cooling of resistors. Suitable earthing studs are to be provided on two sides.
Protection rating of the enclosure shall be IP 42, using roof shaped louvers shielded with wire mesh (inside). A durable corrosion resistant nameplate permanently attached to one side cover shall show the manufacturer and the complete rating. Clear warning labels (danger, high voltage, earthing etc.) shall also be fixed at appropriate places.
Enclosures shall be suitably cleaned, primed and powder coated/ spray painted, colour of paint light gray to shade 631 as per IS: 5.

One strip type panel heater shall be installed in the resistor panel. The heater shall be provided with a adjustable setting thermostat.

Limiting Dimensions (L X B X H) = 600 mm x 500mm x 600 mm

2) NGR monitoring system

NGR monitoring system shall be placed above the resistor enclosure. Sufficient physical gap (minimum 10 cms) shall be allowed so that air will circulate freely above the resistor enclosure. Dimensions of the panel for NGR monitoring will be same as the resistor enclosure.

Functioning of the NGR MONITORING system is as follows:

Ground-fault protection, coordination, and annunciation systems depend on the integrity of the NGR. If the NGR fails, these systems become inoperative. In addition, an open NGR causes the system to become ungrounded and exposure to transient overvoltages is possible.

Monitoring of the NGR shall include the following considerations:
1) Monitoring the NGR connections to the neutral and to the ground bus- for continuity (as resistors are unlikely to fault on short circuit)

2) Monitoring the neutral/NGR current through a residual current CT provided in the NGR path
3) Monitoring the neutral-to-ground voltage
4) Audio- visual annunciation of ground fault and NGR fault

The NGR monitor shall measure changes in NGR resistance, current in the neutral and neutral-to-ground voltage. The NGR monitor shall coordinate these three measurements and operate output contacts when an NGR fault or a ground fault is detected. NGR monitor shall respond to fundamental-frequency current and voltage, and it is not influenced by harmonics.

The output contacts shall be used to operate alarms (buzzer) and visual annunciation devices. Potential free output contacts (minimum 02 pairs) shall also be provided for future use, such as tripping of main breakers etc.

Main components of the NGR monitoring system shall include, but not limited to, the following:

a) Monitor for Ground Fault & NGR (with band pass filter for frequencies other than 50 Hz)
b) Coupling device/sensing resistor for NGR Monitor
c) Residual current sensing C. T. for NGR Monitor
d) Output relay with sufficient nos. of potential free NO and NC contacts
e) Alarm indicator & operator panel with visual annunciation (with LED lamps) for NGR fault and ground fault and buzzer
f) Incoming 230/240 V, 50 Hz AC supply with sufficiently rated HRC fuse for power supply to monitor panel

NGR monitoring system shall be housed in an enclosure made of heavy gauge sheet steel (= 2mm), self supporting, cubicle type, indoor, dust and vermin protected. The enclosure shall be supported on steel support angles/channels, suitable for fixing (with nuts and bolts) on top of the NGR housing panel. At least 6 (six) inches gap shall be maintained between the top of the NGR housing and bottom plate of the NGR monitoring system panel, for maintaining air flow. Sheet steel shall be used on a rigid framework of suitably sized steel angles and channels, welded or bolted together with stainless-steel hardware.

Front of the monitoring panel shall be hinged on the left side for easy access to the components inside and fitted with clamps and special non-deteriorating neoprene gaskets. The top of the enclosure shall be slightly overhung and sloped. It shall be embossed with stiffening ribs. Lifting lugs shall be provided on the top of panels.
Suitable earthing studs are to be provided on two sides.
Protection rating of the enclosure shall be minimum IP 53. A durable corrosion resistant nameplate permanently attached to one side cover shall show the manufacturer and the complete rating. Clear warning labels (danger, high voltage, earthing etc.) shall also be fixed at appropriate places.
Enclosure shall be suitably cleaned, primed and powder coated/ spray painted, colour of paint light gray to shade 631 as per IS: 5.

The buzzer and LED indication lights/test/reset buttons shall be mounted on the front door. Suitable engraved, corrosion resistant legends shall be used for each component/function. Monitor windows for remote indicator alarm and operator panel will also be mounted on the door.

As the components of NGR monitoring system shall be wired up to the NGR, steel rigid

conduits shall be used to run the signal cables from NGR to monitoring panel. It may be noted that residual current transformer (for sensing NGR current) and coupling device/sensing resistor may be required to be installed in the NGR panel for maximum effectiveness. Conversely, neutral cable shall be first routed through the monitoring panel and then to NGR.
In such a case, the monitoring panel shall be provided with suitable bushings/ terminal box (as given in the description for NGR panel) for termination of the neutral cable.

Elements connected to the NGR are subject to line-to-neutral ground-fault voltages and must be evaluated in all failure modes. Coupling devices must not transfer hazardous voltages to associated monitoring equipment.
Atmospheric electrical conditions, such as the presence of charged clouds, can affect an electrical substation feeding overhead lines. An NGR monitor used in this application must be immune to these conditions.

The measurements made by an NGR monitor can be useful when evaluating system problems. An analog signal can be used to provide local earth-leakage-current metering. An NGR monitor with a communications interface can allow data access with a local PC or with a network.
NGR Monitor panel Limiting Dimensions (L X B X H) = 600 mm x 500mm x 600 mm

Technical data for NGR monitoring panel components:

Components like NGR monitor, coupling device and current transformer shall be of one make only for compatibility, from either of the following manufacturers.

1) Bender, USA, 2) Startco/Littelfuse, Canada (Littelfuse SELCO- India), 3) i-Gard, Canada

a) Monitor:
(Model nos.: Bender- "RC48N" / Startco- "SE-325" / i-gard- "Sigma")

Supply voltage 230-250 VAC, 50 Hz
Response value, voltage measurement adjustable from 20 V to 400 V
Response value, residual current adjustable from 0.1 A to 10 A
Response delay adjustable 0.1 s to 2 s
Switching elements (alarm relay) 2 Form C contacts
Rated contact voltage AC 250 V / DC 300 V
Limited making capacity AC/DC 5 A
Switching elements (GFA, NRA) 1 N/O contact each
Rated contact voltage AC 250 V / DC 300 V
Limited making capacity AC/DC 5 A
Test of the electromagnetic compatibility (EMC)
Immunity according to IEC 62020
Emissions according to EN 50081
Emissions according to EN 55011/CISPR11 Class A

b) Coupling device/sensing resistor for NGR Monitor: As per manufacturer’s design and catalogue

c) Residual current sensing C. T. for NGR Monitor
Internal dia: >= 70 mm
Rated voltage: >800 V
Rated primary residual current: 10 A

Rated secondary residual current: 0.01 A

d) Output relay with sufficient nos. of potential free NO and NC contacts
The relay shall be used for initiating audio-visual alarm (or shutdown of the main breaker of generator or transformer). Relay shall be contactor type. No plug-in type relay shall be used.
The make of the relay shall be Telemecanique (model TeSys, D or K model)/ GE / Siemens/Legrand/L & T/ABB/Indo-Asian

e) Alarm indicator & operator panel with visual annunciation for NGR fault and Ground fault and buzzer
Suitable alarm indicator and operator panel with LED indication lamps for Ground fault and NGR fault annunciation and push buttons for test and reset functions along with buzzer shall be installed in the monitor panel.
Visual annunciation for NGR fault and ground fault will be through LEDs (labeled "NGR Fault" and "Ground Fault").
LEDs shall be of suitable voltage, size 22.5 mm. Make-Siemens/ L&T/ BCH/ Binay/ Telemecanique.
Audio annunciation will be through a buzzer mounted inside the monitor panel. Buzzer shall be suitably rated for continuous duty. Buzzer supply shall be of suitable AC voltage. Make-Siemens/Schneider/BCH/L & T.
LEDs and Buzzer shall be mounted on the front door of the monitor panel. Test and reset buttons on the front door of monitor panel shall be provided for testing of the NGR and GFA test circuits from the NGR monitor.
Test and reset buttons make-Siemens/Schneider/BCH/L & T.

Reset button will silence the buzzer, but the LEDs will remain on till the time fault is detected and cleared.

The indication LEDs and test and reset push buttons on the front door shall be in addition and external to the G/F & NGR monitor (which may have these functions built-in).

f) Incoming 230/240 V, 50 Hz AC supply with HRC fuse base and link for power supply to monitor panel
Power supply to the monitor panel shall be through suitably rated HRC fuse link, MCB and transformers (if required to step down to the voltage level of monitor panel components supply). Separate circuits through fuses shall be used for the monitor and audio-visual annunciation panel.
Moulded HRC fuse holders with suitably rated fuse links; make- GE/Telemecanique. MCB make: Legrand, Telemecanique, Havells. Control transformer make: AE/L&T/Kappa.

Separate isolation fuse link and an MCB shall be provided for switching power supply to NGR space heater. Space heater shall be controlled through an adjustable thermostat.

3) General:

a) Control wiring shall be done with 1.5 sq mm, flexible copper, 1100 V grade PVC insulated wires approved by ISI, TAC, FIA. All wiring will have tinned copper lugs & terminal blocks as required. Wiring for the residual current CT shall be done with 2.5 sq mm, flexible copper, 1100 V grade PVC insulated wires approved by ISI, TAC, FIA & have copper lugs. Colour code for wires shall be followed as per IS. Ferrules shall be provided for identification of cables. Make of cables: Finolex, Havells, L&T or other reputed make.

b) All components shall be labeled for easy identification with metallic embossed identification tags.

c) Panels shall be duly tested as per IS: 8623 at manufacturer's works and routine test certificate shall be submitted at the time of final inspection.

B. DOCUMENTS

1. The following Documents / drawings shall be submitted with the offer:

a) GA drawing of the NGR with enclosure and NGR monitoring panel
b) Technical literature of NGR and NGR monitoring system
c) Confirmation that the party agrees to all the points mentioned under electrical specification of the NGR system. Any deviation from the electrical specifications of the tender will be specifically mentioned by the party with proper justification. Acceptance of deviations shall be at discretion of OIL. Type and make of components shall be as per tender. Equivalent makes shall not be acceptable.
d) Documents/credentials as per Special Notes Clauses (i), (iii), (iv) & (v)

Party shall also specifically confirm even if there is no deviation in their offer from technical specifications.

2. The successful bidder shall obtain approval for the following drawings / documents prior to manufacturing of panels within 30 days of placement of order:
a) Documentary evidence from the manufacturer/s of NGR and NGR monitoring system (if separately procured) confirming that the system supplied will meet all specifications as mentioned in the order.
b) Detailed GA drawings for NGR, NGR enclosure and monitoring panel
c) Detailed power & control wiring diagram
d) Component layout drawing showing all components
e) Bill of materials of all components.

3. Three sets per NGR system of following documents shall be submitted in bound form:
a) As built final GA drawings
b) As built detailed power & control wiring diagram
c) Scheme and component layout plan of the unit showing all parts/components
d) Bill of materials of all components
e) Technical literature/catalogues of NGR and components of NGR monitoring panel
f) O&M manual for NGR and Monitoring panel.
g) All test certificates from manufacturers of the NGR as well as NGR monitoring system for tests carried out to establish compliance with the declared parameters.
h) Guarantee certificate for alternator and control panel. Guarantee shall be for 12 months after commissioning of Gen set or 18 months after supply, whichever is earlier.

C. GENERAL NOTES FOR ELECTRICAL ITEMS AND WORKS:

1. In case of an order the complete electrical specification as mentioned in the tender shall be mentioned in the order. However, deviations from tender specifications, if mentioned by bidder in their offer and if accepted by OIL in writing, shall also be mentioned in the order.
2. In the event of an order the bidder will submit all documents as per Para B.1 under "B.

DOCUMENTS" for OIL's approval.
3. The manufacture of the unit shall start only after written approval of the drawings/ documents (as per Para B.1) by OIL.
4. In case party cannot submit documents complying with all points mentioned in the order the order will be cancelled without any obligation on part of OIL.
5. The NGR units will be treated as installed and commissioned successfully after successful testing of the unit at OIL's field sites with available load and submission of all documents as per Para B.2 under "B. DOCUMENTS" of electrical specifications and supply of all spares as mentioned under Para "D. SPARES" of electrical specifications.

D. SPARES

Following spares shall be supplied by the party along with the NGR units. The costs of these spares shall be included with main item. However, their individual price should be shown separately as “Notes & Attachment” of price bid.

1. Monitor for Ground Fault & NGR- 06 (six) nos./Unit.
2. Coupling device/sensing resistor for NGR Monitor- 06 (six) nos./Unit.
3. Residual current sensing C. T. for NGR Monitor - 06 (six) nos./Unit.
4. Output relay with NO and NC contacts- 06 (six) nos./Unit.
5. Colour LEDs (complete) set for "NGR Fault" and "Ground Fault" indication- 12 (twelve) nos. each/Unit.

E. INSPECTION AND TESTING

All the routine tests of the NGR monitor and NGR monitoring panel shall be witnessed by OIL engineers at manufacturer's works. The routine test will include the following minimum tests/measurements: -
1. Physical checks & Operation check of all components
2. HV test of monitoring panel
3. Insulation tests (before and after HV tests).

Intimation for inspection for each item must be sent to OIL at least 30 days in advance.
Any modification suggested during inspection, to comply with order specs, shall be carried out by supplier at no additional cost. Supplier shall affect dispatch of the unit to OIL,

Moran only on receipt of OIL's dispatch advice.

F. COMMISSIONING

1. Installation and Commissioning of the NGR units shall be carried out by the supplier as per NEC, ISI, IE Rules (now superseded by CEA Rules) at OIL's field area around Moran, Assam (India). Services of qualified and competent personnel of supplier are essential during commissioning of the sets. All tools, instruments, test kits, drill machine, vice, hardware, clamps etc. required for the job shall be provided by the supplier. Operational tests of all devices including their settings shall also be carried out during commissioning job by the supplier. Accommodation and travel to site for supplier's all persons shall be arranged by supplier.

2. Party shall carry out all installation jobs which encompass all activities including placing and cement grouting of the NGR unit at the site, all cabling jobs including terminations at

generator/transformer/busbar neutral, at the incoming end of NGR and outgoing end to earth electrode from the NGR, all earthing jobs installing earth electrode, earthing of the NGR panels, making of earth pits (as per OIL design) and earth pit enclosure (either pre-cast RCC or brick-laid with cement/mortar with cover) etc.

Chemical earth electrodes shall be used for obtaining as minimum earth resistance as possible. PVC insulated aluminium cables shall be used for connection of the neutral point at the NGR unit to the earth electrode. All cables, lugs, glands and other cabling accessories required for earthing shall be supplied by the party.

OIL shall make road crossings with pipes, cable trenches as and when required for the installation and commissioning work.
Any other item required for the job but not specified shall be supplied by party without any cost to OIL.

3. All working persons of the commissioning party shall possess valid electrical licenses/permits issued/vetted by the Licensing board, Assam.

4. The NGR units will be treated as installed and commissioned successfully after successful testing of the unit at OIL's field sites with available load and submission of all documents as per Para B.2 under "B. DOCUMENTS" of electrical specifications and supply of all spares as mentioned under Para "D. SPARES" of electrical specifications.

E. GUARANTEE

NGRs and monitoring panels shall be guaranteed for 12 months after commissioning or 18 months after supply, whichever is earlier.

ITEM NO. 20 , NGR FOR 11/3.3 KV TRANSFORMER, (QNTY.- 1 NO.)

NGR shall be suitable for connecting with 11/3.3 KV transformer.

A. APPLICATION AND DETAILED TECHNICAL SPECIFICATIONS

NGRs are used in industrial Power Systems for resistance grounding of star connected generators and transformers. NGR is connected between ground and neutral of transformers, generators, busbars and grounding transformers. NGR limits the faults current to value enough to operate protective relays, thereby preventing unwanted damage to the system.

CONSTRUCTION

The NGR unit shall consist of two parts: 1) the resistor grid enclosed in a metallic enclosure, and 2) the NGR monitoring system, enclosed in a separate chamber of the same enclosure/panel.

1) Resistor and resistor enclosure

a) Resistor assembly
The resistive element/grid material shall be low temperature coefficient, resistor grade stainless

steel, resistor grade 1JR (or Cu-Ni, Ni-Cr or Fechral) of sufficient mass to withstand the rated current and prescribed duty.
The resistive element/ resistor grid shall be made of unbreakable, corrosion proof jointless elements wire wound around a ceramic (or micanite) core supported on a porcelain pad.
The resistors shall be mounted in heavy gauge corrosion resistant support frames, using stainless-steel hardware. The entire resistor assembly shall be mounted and supported on glazed insulators rated for the system voltage. All resistor terminals and interconnections between resistor units shall be stainless-steel using stainless steel hardware including lock washers. High current connections shall be spot or TIG welded as appropriate. Connections between resistors and bushings shall be solid copper or stainless steel bars. The unit shall be designed to permit the expansion of supporting rods when submitted to high operating temperatures.

With lower quality resistance material (high temperature coefficient), the change in resistance value will be excessive. This may result in insufficient fault current to actuate the earth fault detection relay and the fault will stay on the system and eventually destroy the resistor and whatever distribution equipment it is protecting.

Resistor grid assembly mounting structure shall be properly supported to absorb vibration and stress during faults and transit.
Neutral cable shall be brought to one terminal of the NGR unit. The other end of the NGR unit shall be suitable for connection to ground through earth electrode. These end connections of the resistor unit will be brought out to terminal box or through top or side mounted high voltage bushings. Stand -off / support insulators shall be ceramic or epoxy resin cast.
The resistor grid shall be suitable for connection with a 11/3.3 KV transformer.

The resistor grid shall be suitable for
Rated Voltage : 3.3 KV /sqrt of 3 Volts
Rated Current : shall not be more than 50 A
Rated Resistance : As required for above
Time Rating : 30 Sec.
Tolerance : + / - 10 %
Degree of Protection: IP -33

Applicable Standard: IEEE -32: 1972

b) Resistor enclosure panel
Resistor grid assembly shall be housed in an enclosure made of heavy gauge sheet steel (= 2mm), self supporting and floor mounted, cubicle type, indoor, dust and vermin protected. Enclosure shall be supported on steel support channels, suitable for fixing with grouting bolts. Sheet steel shall be used on a rigid framework of suitably sized steel angles and channels, welded or bolted together with stainless-steel hardware. Front of the panel shall be hinged on the left side to serve as an inspection and service door, fitted with clamps and special non-deteriorating neoprene gaskets. Enclosure shall be provided with bolt-on louvered covers (fitted with fine wire mesh inside) on sides for circulation of air. The top of the enclosure shall be embossed with stiffening ribs. Lifting lugs shall be provided on the top of panels. Bottom shall be elevated to minimum 6 inches/15 cms above the base of the unit. Bottom shall be screened for maximum cooling of resistors. Suitable earthing studs are to be provided on two sides.
Protection rating of the enclosure shall be IP 42, using roof shaped louvers shielded with wire mesh (inside). A durable corrosion resistant nameplate permanently attached to one side cover shall show the manufacturer and the complete rating. Clear warning labels (danger, high voltage, earthing etc.) shall also be fixed at appropriate places.

Enclosures shall be suitably cleaned, primed and powder coated/ spray painted, colour of paint light gray to shade 631 as per IS: 5.

One strip type panel heater shall be installed in the resistor panel. The heater shall be provided with a adjustable setting thermostat.

Limiting Dimensions (L X B X H) = 700 mm x 600mm x 700 mm

2) NGR monitoring system

NGR monitoring system shall be placed above the resistor enclosure. Sufficient physical gap (minimum 10 cms) shall be allowed so that air will circulate freely above the resistor enclosure. Dimensions of the panel for NGR monitoring will be same as the resistor enclosure.

Functioning of the NGR MONITORING system is as follows:

Ground-fault protection, coordination, and annunciation systems depend on the integrity of the NGR. If the NGR fails, these systems become inoperative. In addition, an open NGR causes the system to become ungrounded and exposure to transient overvoltages is possible.

Monitoring of the NGR shall include the following considerations:
1) Monitoring the NGR connections to the neutral and to the ground bus- for continuity (as resistors are unlikely to fault on short circuit)
2) Monitoring the neutral/NGR current through a residual current CT provided in the NGR path
3) Monitoring the neutral-to-ground voltage
4) Audio- visual annunciation of ground fault and NGR fault

The NGR monitor shall measure changes in NGR resistance, current in the neutral and neutral-to-ground voltage. The NGR monitor shall coordinate these three measurements and operate output contacts when an NGR fault or a ground fault is detected. NGR monitor shall respond to fundamental-frequency current and voltage, and it is not influenced by harmonics.

The output contacts shall be used to operate alarms (buzzer) and visual annunciation devices. Potential free output contacts (minimum 02 pairs) shall also be provided for future use, such as tripping of main breakers etc.

Main components of the NGR monitoring system shall include, but not limited to, the following:

a) Monitor for Ground Fault & NGR (with band pass filter for frequencies other than 50 Hz)
b) Coupling device/sensing resistor for NGR Monitor
c) Residual current sensing C. T. for NGR Monitor
d) Output relay with sufficient nos. of potential free NO and NC contacts
e) Alarm indicator & operator panel with visual annunciation (with LED lamps) for NGR fault and ground fault and buzzer

NGR monitoring system shall be housed in an enclosure made of heavy gauge sheet steel (= 2mm), self supporting, cubicle type, indoor, dust and vermin protected. The enclosure shall be supported on steel support angles/channels, suitable for fixing (with nuts and bolts) on top of the NGR housing panel. Proper gap shall be maintained between the top of the NGR housing and bottom plate of the NGR monitoring system panel, for maintaining air flow. Sheet steel

shall be used on a rigid framework of suitably sized steel angles and channels, welded or bolted together with stainless-steel hardware.

Front of the monitoring panel shall be hinged on the left side for easy access to the components inside and fitted with clamps and special non-deteriorating neoprene gaskets. The top of the enclosure shall be slightly overhung and sloped. It shall be embossed with stiffening ribs. Lifting lugs shall be provided on the top of panels.
Suitable earthing studs are to be provided on two sides.
Protection rating of the enclosure shall be minimum IP 53. A durable corrosion resistant nameplate permanently attached to one side cover shall show the manufacturer and the complete rating. Clear warning labels (danger, high voltage, earthing etc.) shall also be fixed at appropriate places.
Enclosure shall be suitably cleaned, primed and powder coated/ spray painted, colour of paint light gray to shade 631 as per IS: 5.

The buzzer and LED indication lights/test/reset buttons shall be mounted on the front door. Suitable engraved, corrosion resistant legends shall be used for each component/function. Monitor windows for remote indicator alarm and operator panel will also be mounted on the door.

As the components of NGR monitoring system shall be wired up to the NGR, steel rigid conduits shall be used to run the signal cables from NGR to monitoring panel. It may be noted that residual current transformer (for sensing NGR current) and coupling device/sensing resistor may be required to be installed in the NGR panel for maximum effectiveness. Conversely, neutral cable shall be first routed through the monitoring panel and then to NGR.
In such a case, the monitoring panel shall be provided with suitable bushings/ terminal box (as given in the description for NGR panel) for termination of the neutral cable.

Elements connected to the NGR are subject to line-to-neutral ground-fault voltages and must be evaluated in all failure modes. Coupling devices must not transfer hazardous voltages to associated monitoring equipment.
Atmospheric electrical conditions, such as the presence of charged clouds, can affect an electrical substation feeding overhead lines. An NGR monitor used in this application must be immune to these conditions.

The measurements made by an NGR monitor can be useful when evaluating system problems. An analog signal can be used to provide local earth-leakage-current metering. An NGR monitor with a communications interface can allow data access with a local PC or with a network.
NGR Monitor panel Limiting Dimensions (L X B X H) = 700 mm x 600mm x 600 mm...(for 3.3 KV system)

Technical data for NGR monitoring panel components:

Components like NGR monitor, coupling device and current transformer shall be of one make only for compatibility, from either of the following manufacturers.

1) Bender, USA, 2) Startco/Littelfuse, Canada (Littelfuse SELCO- India), 3) i-Gard, Canada

a) Monitor:
(Model nos.: Bender- "RC48N" / Startco- "SE-325" / i-gard- "Sigma")/ equivalent.

b) Coupling device/sensing resistor for NGR Monitor: As per manufacturer's design and catalogue

c) Residual current sensing C. T. for NGR Monitor

d) Output relay with sufficient nos. of potential free NO and NC contacts
The relay shall be used for initiating audio-visual alarm (or shutdown of the main breaker of generator or transformer). Relay shall be contactor type. No plug-in type relay shall be used.
The make of the relay shall be Telemecanique (model TeSys, D or K model)/ GE / Siemens/Legrand/L & T/ABB/Indo-Asian

e) Alarm indicator & operator panel with visual annunciation for NGR fault and Ground fault and buzzer
Suitable alarm indicator and operator panel with LED indication lamps for Ground fault and NGR fault annunciation and push buttons for test and reset functions along with buzzer shall be installed in the monitor panel.
Visual annunciation for NGR fault and ground fault will be through LEDs (labeled "NGR Fault" and "Ground Fault").
LEDs shall be of suitable voltage, size 22.5 mm. Make-Siemens/ L&T/ BCH/ Binay/ Telemecanique.
Audio annunciation will be through a buzzer mounted inside the monitor panel. Buzzer shall be suitably rated for continuous duty. Buzzer supply shall be of suitable AC voltage. Make-Siemens/Schneider/BCH/L & T.
LEDs and Buzzer shall be mounted on the front door of the monitor panel. Test and reset buttons on the front door of monitor panel shall be provided for testing of the NGR and GFA test circuits from the NGR monitor.
Test and reset buttons make-Siemens/Schneider/BCH/L & T.

Reset button will silence the buzzer, but the LEDs will remain on till the time fault is detected and cleared.

The indication LEDs and test and reset push buttons on the front door shall be in addition and external to the G/F & NGR monitor (which may have these functions built-in).

f)Power supply to the monitor panel shall be through suitably rated HRC fuse link, MCB and transformers (if required to step down to the voltage level of monitor panel components supply). Separate circuits through fuses shall be used for the monitor and audio-visual annunciation panel.
Moulded HRC fuse holders with suitably rated fuse links; make- GE/Telemecanique. MCB make: Legrand, Telemecanique, Havells. Control transformer make: AE/L&T/Kappa.

Separate isolation fuse link and an MCB shall be provided for switching power supply to NGR space heater. Space heater shall be controlled through an adjustable thermostat.

3) General:

a) Control wiring shall be done with flexible copper PVC insulated wires approved by ISI, TAC, FIA. All wiring will have tinned copper lugs & terminal blocks as required. Colour code for wires shall be followed as per IS. Ferrules shall be provided for identification of cables. Make of cables: Finolex, Havells, L&T or other reputed make.

b) All components shall be labeled for easy identification with metallic embossed identification tags.

c) Panels shall be duly tested as per IS: 8623 at manufacturer's works and routine test certificate shall be submitted at the time of final inspection.

B. DOCUMENTS

1. The following Documents / drawings shall be submitted with the offer:

a) GA drawing of the NGR with enclosure and NGR monitoring panel
b) Technical literature of NGR and NGR monitoring system
c) Confirmation that the party agrees to all the points mentioned under electrical specification of the NGR system. Any deviation from the electrical specifications of the tender will be specifically mentioned by the party with proper justification. Acceptance of deviations shall be at discretion of OIL. Type and make of components shall be as per tender. Equivalent makes shall not be acceptable.
d) Documents/credentials as per Special Notes Clauses (i), (iii), (iv) & (v)

Party shall also specifically confirm even if there is no deviation in their offer from technical specifications.

2. The successful bidder shall obtain approval for the following drawings / documents prior to manufacturing of panels within 30 days of placement of order:
a) Documentary evidence from the manufacturer/s of NGR and NGR monitoring system (if separately procured) confirming that the system supplied will meet all specifications as mentioned in the order.
b) Detailed GA drawings for NGR, NGR enclosure and monitoring panel
c) Detailed power & control wiring diagram
d) Component layout drawing showing all components
e) Bill of materials of all components.

3. Three sets per NGR system of following documents shall be submitted in bound form:
a) As built final GA drawings
b) As built detailed power & control wiring diagram
c) Scheme and component layout plan of the unit showing all parts/components
d) Bill of materials of all components
e) Technical literature/catalogues of NGR and components of NGR monitoring panel
f) O&M manual for NGR and Monitoring panel.
g) All test certificates from manufacturers of the NGR as well as NGR monitoring system for tests carried out to establish compliance with the declared parameters.
h) Guarantee certificate for alternator and control panel. Guarantee shall be for 12 months after commissioning of Gen set or 18 months after supply, whichever is earlier.

C. GENERAL NOTES FOR ELECTRICAL ITEMS AND WORKS:

1. In case of an order the complete electrical specification as mentioned in the tender shall be mentioned in the order. However, deviations from tender specifications, if mentioned by bidder in their offer and if accepted by OIL in writing, shall also be mentioned in the order.
2. In the event of an order the bidder will submit all documents as per Para B.1 under "B.

DOCUMENTS" for OIL's approval.
3. The manufacture of the unit shall start only after written approval of the drawings/ documents (as per Para B.1) by OIL.
4. In case party cannot submit documents complying with all points mentioned in the order the order will be cancelled without any obligation on part of OIL.
5. The NGR units will be treated as installed and commissioned successfully after successful testing of the unit at OIL's field sites with available load and submission of all documents as per Para B.2 under "B. DOCUMENTS" of electrical specifications and supply of all spares as mentioned under Para "D. SPARES" of electrical specifications.

D. SPARES

Following spares shall be supplied by the party along with the NGR units. The costs of these spares shall be included with main item. However, their individual price should be shown separately as “Notes & Attachment” of price bid.

1. Monitor for Ground Fault & NGR- 06 (six) nos.
2. Coupling device/sensing resistor for NGR Monitor- 06 (six) nos.
3. Residual current sensing C. T. for NGR Monitor - 06 (six) nos.
4. Output relay with NO and NC contacts- 06 (six) nos.
5. Colour LEDs (complete) set for "NGR Fault" and "Ground Fault" indication- 12 (twelve) nos. each

E. INSPECTION AND TESTING

All the routine tests of the NGR monitor and NGR monitoring panel shall be witnessed by OIL engineers at manufacturer's works. The routine test will include the following minimum tests/measurements: -
1. Physical checks & Operation check of all components
2. HV test of monitoring panel
3. Insulation tests (before and after HV tests).

Intimation for inspection for each item must be sent to OIL at least 30 days in advance.
Any modification suggested during inspection, to comply with order specs, shall be carried out by supplier at no additional cost. Supplier shall affect dispatch of the unit to OIL, MORAN only on receipt of OIL's dispatch advice.

F. COMMISSIONING

1. Installation and Commissioning of the NGR units shall be carried out by the supplier as per NEC, ISI, IE Rules (now superseded by CEA Rules) at OIL's field area around Moran, Sivsagar district Assam (India). Services of qualified and competent personnel of supplier are essential during commissioning of the sets. All tools, instruments, test kits, drill machine, vice, hardware, clamps etc. required for the job shall be provided by the supplier. Operational tests of all devices including their settings shall also be carried out during commissioning job by the supplier. Accommodation and travel to site for supplier's all persons shall be arranged by supplier.

2. Party shall carry out all installation jobs which encompass all activities including placing and cement grouting of the NGR unit at the site, all cabling jobs including terminations at generator/transformer/busbar neutral, at the incoming end of NGR and outgoing end to earth

electrode from the NGR, all earthing jobs installing earth electrode, earthing of the NGR panels, making of earth pits (as per OIL design) and earth pit enclosure (either pre-cast RCC or brick-laid with cement/mortar with cover) etc. Chemical earth electrodes shall be used for obtaining as minimum earth resistance as possible. PVC insulated aluminium cables shall be used for connection of the neutral point at the NGR unit to the earth electrode. All cables, lugs, glands and other cabling accessories required for earthing shall be supplied by the party. OIL shall make road crossings with pipes, cable trenches as and when required for the installation and commissioning work. Any other item required for the job but not specified shall be supplied by party without any cost to OIL. 3. All working persons of the commissioning party shall possess valid electrical licenses/permits issued/vetted by the Licensing board, Assam. 4. The NGR units will be treated as installed and commissioned successfully after successful testing of the unit at OIL's field sites with available load and submission of all documents as per Para B.2 under "B. DOCUMENTS" of electrical specifications and supply of all spares as mentioned under Para "D. SPARES" of electrical specifications. G. GUARANTEE NGRs and monitoring panels shall be guaranteed for 12 months after commissioning or 18 months after supply, whichever is earlier.	
ITEM NO. 30, INSTALLATION & COMMISSIONING OF ITEM NO. 10 & 20 , (QNTY. – 1 AU) Installation and Commissioning: 1. Installation and Commissioning of the NGR units shall be carried out by the supplier as per NEC, ISI, IE Rules (now superseded by CEA Rules) at OIL's field area around Moran, Assam (India). Services of qualified and competent personnel of supplier are essential during commissioning of the sets. All tools, instruments, test kits, drill machine, vice, hardware, clamps etc. required for the job shall be provided by the supplier. Operational tests of all devices including their settings shall also be carried out during commissioning job by the supplier. Accommodation and travel to site for supplier's all persons shall be arranged by supplier. 2. Party shall carry out all installation jobs which encompass all activities including placing and grouting of the NGR unit at the site, all cabling jobs including terminations at generator/transformer/busbar neutral, at the incoming end of NGR and outgoing end to earth electrode from the NGR, all earthing jobs installing of earth electrode, earthing of panels, making of earth pits (as per OIL design) and earth pit enclosure etc. OIL shall supply insulated cables, GI Straps, earth electrodes, lugs and glands and make road crossings with pipes, cable trenches as required for the complete installation and commissioning work. Any other item required for the job but not specified shall be supplied by party without any cost to OIL.	

3. All working persons of the commissioning party shall possess valid electrical license issued by licensing board, Assam. 4. The NGR units will be treated as installed and commissioned successfully after successful testing of the unit at OIL's field sites with available load and submission of all documents as per Para B.2 under "B. DOCUMENTS" of electrical specifications and supply of all spares as mentioned under Para "D. SPARES" of electrical specifications	

Special Notes:

a) Bidder must be a panel manufacturer of 415 VAC PCC/PMCC/MCC/NGR panels and also authorized dealer/channel partner of switchgear manufacturer.
b) Bidder must quote for both (a) supply and (b) installation/ commissioning of the NGR units at OIL's designated site/s.
c) The bidder shall have experience of having successfully supplied and commissioned of at least 4 (four) nos. of NGR units (with NGR monitoring panel) to Central Govt./State Govt./ PSU/Public limited companies in the last 5 (five) years as on bid closing date.
d) Bidder shall have type test certificates for the following tests for their designed and supplied switchboard/ PCC/ PMCC/NGR panels as per IS: 8623 (with latest amendments) from a test house/ laboratory accredited by National Accreditation Board for testing and calibration Laboratories (NABL), India.
i) Short time current withstand test (50 kA for 1 second)
e) Bidder shall have designed, engineered, manufactured and supplied at least one no. 415 VAC PCC/PMCC/MCC/NGR panel with short circuit breaking capacity of 50 kA for 1 second in the last 5 (five) years as on bid closing date. The panel must have proven track record of operating satisfactorily for a period of at least 1 (one) year as on bid closing date.
f) Prices of spares shall be considered along with the prices for NGR units for evaluation of the bids.
g) All the items will be procured from the same source and bidder should quote accordingly.

Bidder shall submit documentary evidence such as copy of purchase order, completion of installation and satisfactory operation certificate and other necessary details and documents as credentials along with the offer for items (i), (iii), (iv) & (v) above.

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. SDI0471P16** 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 h e/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 risibility 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 form 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 intensions.

R. BARMAN
SR. MANAGER MATERIALS (IP) ----------

For the Principal For the Bidder/Contractor

Place. Duliajan. Witness 1 : .....

Date ……. . 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 guideliness)	
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 LETER 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.**