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

INVITATION FOR 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:

E-Tender No	Bid Closing/Opening Date	Item Description
SDI1899P17 Dt. 27.07.2016 Single Stage Two Bid System	01.09.2016	Microsoft License

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.

E-Tender No	Bid Closing/Opening Date	Item Description
SDI1910P17 Dt. 28.07.2016 Single Stage Two Bid System	15.09.2016	Hospital Management and Information System for OIL Hospital, Duliajan

Tender fee (Non-refundable): Rs 1,000.00 shall be accepted till 16.08.2016 only. All the vendors who purchase the Tender Document within 16.08.16 will only be eligible to attend the Pre-Bid Conference at Kolkata.

NOTE:

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.

 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: tuhin_roy@oilindia.in ; erp_mm@oilindia.in

FORWARDING LETTER

Tender No.   : **SDI1910P17 Dtd 28.07.16**

Tender Fee   : **Rs 1,000.00**

Bid Security   : **Applicable**

Bidding Type   : **SINGLE STAGE TWO BID SYSTEM**

Tender Type   : **Open Tender**

Bid Closing / Opening on : **As mentioned in the e-portal**

Performance Security : **Applicable**

Integrity Pact   : **Applicable**

Date of pre-bid conference : 17.08.16 & 18.08.16

Time of pre-bid conference : 09.00 AM onwards.

Venue of pre-bid conference : Kolkata

OIL invites Bids for **Hospital Management and Information System (HMIS) for Oil India Hospital, Duliajan**   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 of Indigenous Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area - > Tender Documents

The general details of tender can be viewed by opening the RFx [Tender] under RFx and Auctions. The details of items tendered can be found in the Item Data and details uploaded under Technical RFX.

NOTES:

(1) A Pre-Bid Conference with the vendors will be held at Kolkata to discuss on the technical specifications and other terms and conditions of the tender. All the vendors who purchase the Tender Document within the Last date of issue of user id and password i.e. 16.08.16 (or amended otherwise) will only be eligible to attend the Pre-Bid Conference. The exact venue and time of the Pre-Bid conference will be intimated to the vendors at a later date.

(2) Clarification on the technical specifications and other terms & conditions of the tender shall be provided to the vendors during the Pre-bid Conference. Vendors should come fully prepared to the Pre-bid Conference and submit their queries to OIL in the Pre-bid

Conference for clarification. The set of queries shall be sent to OIL at least 5 days before the Pre-bid Conference for study by OIL.

(3) Any changes in the technical specifications and other terms & conditions of the tender arising out of discussion in the Pre-bid Conference shall also form part of the tender document. In the Pre-bid Conference specifications, terms and conditions of the NIT will be frozen and no request for amendment to NIT shall be entertained after the pre bid conference.

(4) Vendors shall depute representatives who are competent enough and authorized to take on the spot decision. At the most 2 (Two) representatives from each vendor shall be allowed to participate in the pre-bid conference. All costs for attending the pre-bid conference shall be to the vendors account.

(5) Vendors, immediately after the purchase of the Tender documents, shall inform OIL at the following address about their participation in the Pre-Bid Conference with details of the persons to enable OIL to make arrangement for the Pre-Bid Conference.

DGM – MATERIALS, OIL INDIA LIMITED
P.O DULIAJAN, PIN – 786 602, DIST. DIBRUGARH (ASSAM) INDIA
FAX NO. : +91 - 374 – 2800533, E-Mail : tuhin_roy@oilindia.in

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 of Indigenous 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)   Amendments to the NIT after its issue will be published on OIL's website only. Revision, clarification, addendum, corrigendum, time extension etc. to the tender will be hosted on OIL website only. No separate notification shall be issued in the press. Prospective bidders are requested to visit website regularly to keep themselves updated.

g)   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).

h) 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 <mark>Technical RFX</mark> Response.

Special Note:

1.0 Technical and Financial Criteria:

In addition to the general BRC/BEC, following Technical and Financial criteria shall be considered as on the original Bid Closing Date. (<mark>Documentary evidence to be provided along with the bid in Technical RFx -> External Area - > Tender Documents failing which the offer shall be rejected</mark>).

Criteria	Complied / Not Complied. Documentary evidence submitted / not submitted
a) Annual financial turnover of the firm in any of the preceding 3 financial years should not be less than Rs 3.79 Crores.	
b) Net Worth of the firm should be Positive for preceding financial / accounting year.	

Note: Documentary evidence in respect of the above should be submitted in the form of copies of audited Annual Report , Balance Sheet and Profit and Loss Account certified by a chartered accountant.

2.0 Vendors having OIL's User ID & password may pay Tender Fee on-line through OIL's electronic Payment Gateway upto <mark>16.08.16</mark> (or as amended in e-portal).

Vendors who do not have OIL's User ID & password, may generate User ID & password online by the Vendor by using the link for supplier enlistment given in OIL's e-tender portal and then pay Tender Fee on-line through OIL's electronic Payment Gateway upto <mark>16.08.16</mark> (or as amended in e-portal).
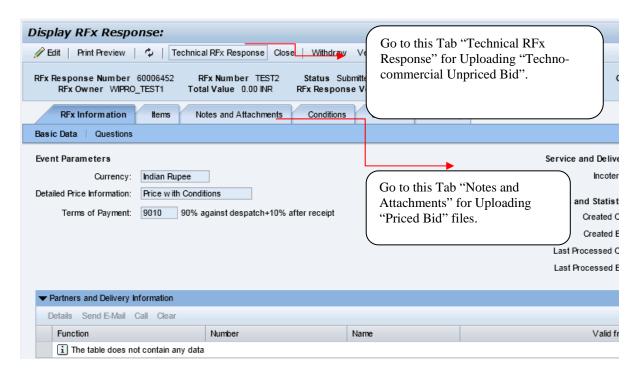
Alternatively application showing full address/email address with Tender Fee (Non-refundable) of Rs. 1,000.00 in the form of crossed "Payee Account only "Bank Draft/Bankers' Cheque drawn by Bank and valid for 90 days from the date of issue of the same or in the form of Indian Postal Orders payable to the OIL is to be sent to <u>DGM-Materials, Oil India Limited, P.O. Duliajan, Assam-786602. Application shall be accepted only upto</u> <mark>16.08.16</mark> <u>(or as amended in e-portal)</u>. 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.
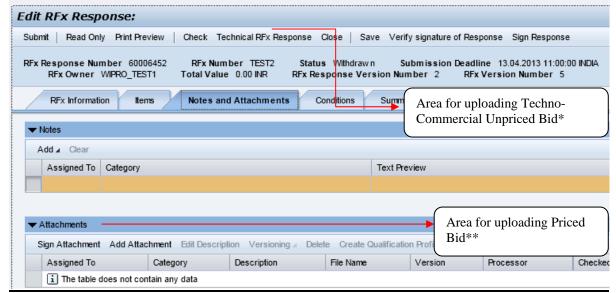
NOTE:
In case of MSE/PSUs/ Govt. Bodies / eligible institutions etc., they shall apply to DGM-Materials, Oil India Limited, P.O. Duliajan, Assam-786602 for waiver of Tender Fee upto **16.08.16** (or as amended in e-portal).

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:

Bid on "EDIT" Mode

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 **DGM-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 MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders 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 of Indigenous 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-
(T. ROY)
DEPUTY MANAGER MATERIALS (IP)
FOR : DGM-MATERIALS

Tender No & Date: SDI1910P17 Dtd 28.07.16

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 of Indigenous 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)
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) TECHNICAL:** 1) The bidder has to be OEM or Authorized representative of the OEM. Authorized representative of the OEM must submit Authorisation certificate (in original) from OEM, as per Annexure-A1 (For Hardware Items viz. Server, Storage, SAN Switch, Tape Library, Online UPS) and Annexure-A2(For Hospital Information System Software), attached herewith. Bid(s) not accompanied with Authorization certificate (in original) from OEM will be rejected. 2) The Bidders other than OEM should submit an undertaking to enter into a back to back agreement with the OEM for providing AMC services for Software during the AMC period as per Annexure A3,attached herewith, failing which, their offer will be rejected. The successful bidder must provide documentary proof of the back to back agreement with the OEM for providing AMC services for software before commencement of the AMC. 3) The bidder should have the experience of successfully implementing the HMIS at minimum one Govt./Corporate/Private Hospital with bed capacity of minimum 150 beds within the last five years from the bid closing date with following details: Successful execution of similar order amounting to atleast Rs. 2.96 Crores in last	

five years. Definition of "similar order" in this context of this clause:
Implementation of HMIS with minimum following major software modules:
(i) Out Patient Department
(ii) Investigation Procedure (Radiology and Laboratory)
(iii) IPD section
(iv) Central Drug Store and Pharmacy Management
(v) OT
(vi) Cash and Billing

Documentary evidence in respect of the above must be submitted in the form of copies of relevant Purchase Orders failing which the offer shall be rejected. Any documentary evidence that can substantiate the satisfactory completion of each of the purchase orders cited above clearly mentioning the quantum of work satisfying the requirement of the clauses above must be submitted.

4) Bid(s) not complying technical specifications, delivery, installation & commissioning, integration, training, warranty and AMC clauses of NIT will be rejected.

5) The bidder should quote for all the items mentioned in the tender, failing which their bid will be rejected.

6) Delivery, installation, integration, training and commissioning of the HMIS shall be completed within 9 months of placement of purchase order. Offers not complying with this requirement shall be rejected.

B) 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 14.26 Lakhs** in OIL's prescribed format as Bank Guarantee or a Cashier's cheque or Demand Draft 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 7 months from Bid closing date. (i.e. upto 15.04.2017). Cashier's cheque or Demand Draft shall be valid for minimum 90 days or as per RBI's guidelines, drawn on "Oil India Limited" and payable at Duliajan, Assam**

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. 8.16 of

General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous 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 of Indigenous Tenders. Any offer not complying with the above shall be rejected straightway.

iv) The successful bidder shall submit Performance Security as below:

a) 1st Performance Security @ 10% of total cost of Hardware & Software + Installation & Commissioning + Training charges + Integration charges. The Performance Security must be valid for 12 months from the date of commissioning plus 3(three) months or 18 months from the date of shipment/despatch plus 3(three) months whichever concludes earlier.

b) 2nd Performance Security @ 10% of total cost of AMC for 4 years prior to expiry of the 1st Performance Security. The Performance Security must be valid for 4 years plus 3(three) months.

<u>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.</u>

Bidders should undertake in their bids to submit Performance Security as stated above.

The Performance Security shall be in any one of the following forms :

(a) A Bank Guarantee in the prescribed OIL's format valid for 3(three) months beyond the Warranty period indicated in the Purchase Order /contract agreement.

(b) A Cashier's cheque or Demand Draft with validity of minimum 90 days or as per RBI's guidelines, drawn on "Oil India Limited" and payable at Duliajan, Assam.

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) 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.

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

x). 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.

xi). 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) Annual Turnover of a bidder lower than the Annual turnover mentioned in the Tender.

2.0 **BID EVALUATION CRITERIA (BEC)**

The bids conforming to the specifications, 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:

The total of all the items quoted including warranty and 4 years AMS charges will be considered together i.e. Purchase Order shall be placed on the bidder who is lowest (L1) after considering cost of all items together.

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) A job executed by a bidder for its own organization / subsidiary cannot be considered as experience for the purpose of meeting BEC.

iv) 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: SDI1910P17 Dtd 28.07.16

	Complied / Not Complied. (Remarks if any)
Procurement of Hospital Management and Information System (HMIS) for Oil India Hospital, Duliajan on turn-key basis . The solution comprises of one HMIS product, necessary hardware and software components with required licenses and one backup system for taking regular backups.	
A. GENERAL TERMS & CONDITIONS: 1. The successful bidder will be wholly and solely responsible for the required uptime of the overall solution during the warranty/AMC period. Successful bidder shall have to supply and install all upgrades released for the supplied software applications during the warranty/AMC period, at no extra cost to OIL. Supply and upgrading of any HMIS application patches, bug fixes, database-related patches, OS patches or firmware will also be the responsibility of the successful bidder. The bidder will be responsible for the upkeep of the entire hardware, HMIS software as well as any third-party software during the warranty/AMC period. An escalation matrix must also be provided to OIL by the successful bidder within two months of the commissioning of the system. 2. During the warranty/AMC period, bidder must depute 2(two) engineers (one engineer for hardware maintenance and one engineer for HMIS software Support) at Duliajan exclusively against this order. 3. The engineers deputed for warranty/AMC services should report every OIL working day at 07.00 AM at OIL Hospital, Duliajan. In case the engineer is on leave, a replacement engineer should be deputed within 24 hours, for providing the warranty services. If the engineer does not report for duty, penalty as mentioned in penalty clause will be levied. 4. Bidder shall provide the complete bio-data of the deputed personnel during warranty/AMC period. In case of not being satisfied with the performance of any of the persons deputed, OIL reserves the right to ask for change of any or all of the concerned persons. The successful bidder will have to provide suitable replacement personnel within a maximum period of two weeks of such notice from OIL. 5. The vendor will ensure the data integrity by taking all necessary precautions as per standard practices with back-up server facility. 6. The vendor has to carry out necessary development / customization of the solution in line with OIL's requirement as and when required during warranty and AMC period. 7. The data migration to be done from the current Oracle database systems to the new systems followed by testing.	

8. Integration of HMIS with existing Radiology and Lab equipment. 9. The HMIS shall be integrated with SAP ERP system. 10. Acceptance testing as per criteria defined during project kick-off will be prime responsibility of the bidder for successful completion of the project. 11. All the services (hardware & software) should be available as per SLA. 12. There must be a single point of contact for any eventuality. The escalation matrix must be provided with the bid.	
B. SERVICE LEVEL AGREEMENT (SLAs) Definitions: 1. Incidents : Any hardware or software related failure/malfunctioning in the solution. 2. Service Request: Any operational/administrative job assigned to the Service Engineer by OIL as per the scope of the managed services for the solution. 3. Non-Availability: The service(s) is not available. 4. Severity Level -1 i) Software Failure: Is defined as, any of the service is not available or the Service is available but the critical redundant software components have failed and there is urgent need to fix the problem to restore the service to the high availability Status. ii) Hardware Failure: Is defined as, the Service is available but the critical redundant hardware/software components have failed and there is urgent need to fix the problem to restore the service to the high availability Status. The list of critical redundant hardware/software components are: a) Any of the physical servers b) Any of the SAN switches c) SAN storage 5. Severity Level -2 Is defined as, the service is available but there is compromise on the features available in the system due to failure of any other hardware/software component of the solution and are required to fix the problem to bring the service to Normal Level. 6. Severity Level -3 (Any Other) Is defined as, the service is available but there is compromise on the features available which does not affect the normal operation of the system but needs to be fixed to make the system error free. 7. Response Time: Represents the period of time from the problem occurrence to the time when the problem is first attended by your engineer.	

8. Resolution Time:

Represents the period of time from the problem occurrence to the time in which the root cause of the problem is removed and a permanent fix has been applied to avoid problem reoccurrence.

9. Planned/Scheduled Downtime:

Planned/Scheduled downtime shall be mutually decided by the vendor for preventive maintenance, scheduled maintenance, infrastructure problems or any other situation which is not attributable to vendor's (or Service Provider's) failure to exercise due care in performing vendor's responsibilities.

10. The SLA schedule

CONDITION	RESPONSE TIME	MAXIMUM RESOLUTION TIME ALLOWED
Severity Level -1		
Software Failure:	15 minutes	3 hours
Hardware Failure:	30 minutes	24 hours
Severity Level-2	1 hours	48 hours
Severity Level-3	10 hours	72 hours

C. Penalty Terms:

Failure to meet resolution time requirement shall attract penalty calculated as per the following:

i) For Severity Level -1:
a) Software Failure: 0.5 % of quarterly fee per additional 4 hour period since the expiry of maximum resolution time allowed

b) Hardware Failure: 0.5 % of quarterly fee per additional 8 hour period since the expiry of maximum resolution time allowed

ii) For Severity Level -2: 0.5 % of quarterly fee per additional 8 hour period since the expiry of maximum resolution time allowed

iii) For Severity Level -3: 0.5 % of quarterly fee per additional 8 hour period since the expiry of maximum resolution time allowed

iv) In case vendor's service engineers do not report to duty and no substitute is provided, an amount of INR 3000.00 will be levied on per day basis subject to a maximum of 15% of the total order value. If for any reason, the bidder fails to provide services within seven successive days from the date of reporting, the period of Warranty or AMC will be extended by that number(s) of days, at no extra cost to OIL.

D. Payment Terms:

1. 70% of the material cost will be made on delivery.
2. Rest 30% of the material cost, software cost, data migration, Radiology & Lab equipment integration, SAP integration, training, installation & commissioning cost will be made after successfully implementation & migration of the solution. OIL will issue a commissioning certificate only after completion of all the activities listed under Heading: Scope of Work.
3. During AMC period, payment for AMC charges will be paid half yearly on successful

completion of every 6 months.

E. Others:

1. Client side software, if any, must be supplied, installed and configured by the bidder.

2. All patch upgrades, version upgrades, firmware upgrades, bug fixes, database-related patches of the supplied software (including any third-party software provided with the HMIS software) must be supplied and installed by the bidder. The bidder will be responsible for the upkeep of the entire hardware, HMIS software as well as any third-party software during the entire duration of the PO.

3. Any third-party software, if necessary, to perform any of the aforementioned jobs has to be supplied, installed and configured by the bidder at no extra cost to OIL.

4. During the whole project period, the bidder is required to carry out knowledge sharing as well as sharing of all configuration-related documents with OIL.

5. The bidder must submit the detailed resumes of the persons who will be deputed for the following, along with the bid:
a) Solution implementation personnel (overall in-charge of the project): must have experience of at two similar implementations of the quoted HMIS solution.
b) Administrator: should have at least two years of experience in configuration and administration of the quoted HMIS solution.

In case of not being satisfied with the performance of any of the persons deputed for the above categories of jobs, OIL reserves the right to ask for change of any or all of the concerned persons. The successful bidder will have to provide suitable replacement personnel within a maximum period of two weeks of receiving such a notice from OIL.

6. Printed Technical Brochure/Product Catalogue for the make/model offered must be attached with the Bid.

7. The Bidder should provide an Undertaking of authenticity for the Quoted Server only,(in original), from OEM, as per Annexure-II, should be attached, stating that no duplicate/ second hand components/ parts/ assembly/ software, shall be used in the Server, failing which, their offer shall be liable for rejection.

F. Confidentiality Agreement

1.OIL Confidentiality and Non-Disclosure Agreement(NDA) will be applicable.
2. The bidder must submit duly filled Non-Disclosure Agreement as per given format (Annexure-iv) duly signed & Sealed by the authorized signatory of the bidder.

G. Technical Specifications:

ITEM 1: HMIS software. Qty = 1 No

Make: To be compulsorily quoted.
A. Software Component:

(Supply , commissioning and maintenance of HMIS for a minimum period of 1+4 years). HMIS Solution need to be installed and operationalised on turn-key basis for Oil India Hospital,

Duliajan and six satellite dispensaries at different locations viz. Manabhum in Arunachal Pradesh, Naharkatia, Moran, Jorhat, Guwahati in Assam and Sonapur in West Bengal.

OIL is presently looking for a comprehensive solution covering all the activities of the hospital as mentioned below.

1. Patient Registration Module:

The system should capture the demographic details of the patient, it should be able to capture the photograph of the patient and should generate unique permanent Patient Registration ID (PRID). With the help of Patient Registration ID the system shall retrieve complete OPD / IPD, history, billing information of a patient at any time.

i) On subsequent visit of patient to OPD, patient will have the assigned unique Patient Registration ID but different visit number. After registration patient is assigned clinic number to consult a doctor. In OPD clinic doctor shall be able to write patient's history and examination detail in system with drop-down menu facility. If patient need admission, then on doctor's advice admission sheet shall be printed with IP number and ward is assigned.

ii) Facility for advance multi-criteria search for registered patients.

2. Emergency Management module:
i) Medical Emergency / Accidents will be handled by this module.
ii) Patient can be admitted in casualty ward or can be admitted to other ward.
iii) Services booking
iv)Statutory forms and reports.

3. Doctor's Workbench Module:
i) Keeps track of individual doctor OPD & IPD patient's appointment.
ii) Print daily appointment list of patient.
iii) Facility to assign time slot and days to a particular doctor's schedule in advance.
iv) Facility to cancel appointment.
iv) Direct Registration or OPD entry of a patient from appointment list.
v) Consultant doctor/ doctor can see the list of Registered OPD Patient, which is registered for him/her
vi) Can be able to write complete past history, family history, personal history, professional history, and present history and major complains of patient.
vii) Write examination of patient.
viii) Assign Provisional Diagnosis.
ix) Order investigations (Electronically), direct order goes to respective Laboratory. The above features must have dropdown menu.

4. Wards and Nursing Management:
This module will take care of admitted patient in wards/HDU/NICU and help ward staff to manage the wards and shall be integrated with admission, discharge, bed transfer, ward transfer, diagnostic centre, surgery management, pharmacy and billing management, diet, OT. Maintenance of clinical and input output chart of patient. This module shall work in conjunction with doctor's workbench and other modules of hospital management system for patient care and to monitor patient's condition.

5. Radiology Information System (RIS) Module:

i) This Module will contains Following Module:- X-Ray, Ultrasound, CT Scan, MRI, Colour Doppler, Mammography, Bone densitometry, OPG, Echocardiography, Stress Test, EEG, ECG, Any new test group can be incorporated.

ii) Electronic Request comes to radiology directly from consultant doctor /ward.

iii) Patient viewed by radiologist and enters the investigation result.

iv) Report can be viewed by consultant doctor in their chamber/ward.

v) PACS integration with radiology equipment.

vi)Predefined report formats for various tests.

vii) Provision to send images via emails.

viii) Facility to highlight the abnormal findings.

ix) PACS Radiology

a) Ability for all the image storage to be on-line.

b) Ability to automatically display warning when the storage space is above 70% used.

c) Ability to support the current American College of Radiologists.

d) Ability to provide for the maintenance of the storage system without loss of data or time.

e) Ability to provide purge, archive and move lists by user-defined criteria.

f) Ability to track films at the following levels

. Master folder

. Sub folders

. procedure incl. C.T.

. Reported status

. Unreported status

. Picture Archiving Communicating System(PACS)should be implemented and connected to all radiology modalities

g) PACS should be integrated with the HMIS where films and reports are easily accessed and previous images/reports should be available for any references.

h) Ability to view radiographic images at wards , ER, clinics, with or without reports.

i) Ability to view primary and final reports for urgent cases at ER and any selected area.

j) Ordering physicians have the ability to refer any unreported images to radiologist requesting urgent report.

k) Ability to view the same image in different areas such as   wards, clinic, etc.

l) ability to print high quality diagnostic images in hard copy or to be saved on CD.

m) Ability to send these images via internet or remote connection such as outside hospital clinic along with reports.

6. Laboratory Information System - LIS:

i) This Module will contain Following Modules: - Biochemistry, Clinical Pathology, Serology, Microbiology, Histopathology, Cytology and Immunology. Any new test group should be incorporated immediately.

ii) Request comes directly in the lab from Consultant doctor / from ward

iii) Test Samples of OPD Patient taken in lab

iv) Test Samples of IPD Patients taken in ward.

v) Printing of stickers with bar codes for easy identification of samples.

vi) Lab equipment shall be interphase with the system for uploading the results automatically.

vii) Results are verified by Doctors before release.

viii) Investigation Report should be viewed by Consultant doctor in their chamber or in wards electronically. EMR Software.

ix) Inventory control in Lab

x) Facility for with quality control measures

7. Blood Bank Management Module:

i) Donor / Blood bag entry
ii) Patient entry. Cross match entry
iii) Blood component generation
iv) Blood bag issue
v) Blood bag Billing
vi)Blood camp management
vii) Inventory Management
viii)All screening test for blood donor
ix) Blood collection
x) Issue of compatible blood and blood components
xi) Inventory control in Blood bank and Blood group data
xii) Reports of blood bank: Some of them are: Monthly CMIS Report, Donor Register, Master Register, Issue Register, Daily stock book, Daily donor records, and Discard register.
The blood bank management module shall meet the NACO and NABH guidelines.

8. Billing and Transactions Reports Module:

i) Define patient type, for example NEP, Paid service to companies.
ii) Bill for OPD patients and IPD patients.
iii) Generation of service orders by service points like clinics, wards and OT.
iv) Define bill particulars
v) Define bill sub particulars
vi) Define bill charges depending upon patient type
vii) Define bill charges depending upon room type
viii) Automatic posting of consultant charges
ix) Automatic posting of operation charges, surgery charges, anesthetist charges etc.
x) Automatic posting of lab charges
xi) In wards, nurses can post complete procedures, visiting doctor details, medicine charges. It will automatically be shown when bill is generated.
xii) Summary / detail IPD Bill Report
xiii) Daily Cash Register: Operator wise, Shift wise, Patient type wise, Department wise etc.
xiv) Bill wise income report
xv) OPD / IPD/ LAB wise income report
xvi) Detail lab income Report
xviii) Payment by CASH /CORPORATE / Bill
xviiii) See who is currently logged in the system.
xix) Facility to enter bill pattern of any insurance company
xx) Provision to give discount at administrator level with a provision to write a note for discount.

9. Hospital Helpdesk Management Module:

i) Help desk will provide the features like quickly search the information regarding admitted patient, the required information asked by staff within the hospital. Information such as patients ward/bed, doctors availability/schedule etc. can be maintained and searched.

10. OPD Pharmacy / Inventory Management Module:

i) The main function of OPD pharmacy is to issue medicines to patients, issue of medicines for first aid boxes to different department. OPD pharmacy will raise indent to central drug store and medicines will be issued from central drug store mentioning against which indent number the drug/items are issued.

ii) This module will maintains:- Patient wise drug issue report, Date wise drug issue report, Drug wise drug issue report, drugs issued by different user in pharmacy, Stock position of drugs. Complete tracking of particular drug, Current stock, stock on a given date, Expiry date warning of drugs. Return of medicines to central drug store and also receiving returned medicines by patients.

11. Hospital Certificates Issue Module:

i) Birth Certificate
ii) Death Certificate
iii) Fitness Certificate
iv) Referral Letter
v) Thanks Letter
vi) Sickness Certificate

12. Healthcare Communication Module:

i) This is an intranet-messaging system.
ii) Any user can send messages to other users through the software.
iii) If receiver is already logged at some terminal, he/she will get instant message.
iv) If user is not logged in system, he / she will get message when they will login.
v) Doctor can send message to lab for immediate test result.
vi) Any communication should be possible without phone lines.
vii) File can be attached.
viii) SMS alerts may be incorporated.

13. Hospital Management address Directory Modules:

i) Complete record of hospital employee, their address, telephone number, email address, Mobile Nos., Birthday, Wedding Anniversary, etc.
ii) If a Doctor, what is his speciality?
iii) Maintains the Record Department-wise, category-wise
iv) Searching of person by name, telephone number, category, city, etc.
v) Direct sending Email/SMS to a person.

14. Central Drug Store (Hospital Inventory and Fixed Assets Management Module):

i) Oil Hospital is having central store, which purchases the items for hospital in association with material department and maintains the complete stock.
ii) Central Drug Store purchase drug items and non-drug items
iii) Central store issues the items to wards and OPD pharmacy store against a requisition on the basis of first in first out (FIFO) or issue of early expiry medicines.
iv) This module will maintain, purchase of items, issue of items and can search how many items issued to particular ward/ pharmacy store.
v) Stock position of all items in central store.
vi) Expiry status of drugs
vii) Reorder level of drugs

viii) Stock position at a particular time and date

ix) Medicine master and inventory data base as per industry standard.

x) Store-in-charge and pharmacy-in-charge shall have facility to open multiple window at a given time.

xi) Reports for high value and low value items.

xii) On reaching critical stock level of a particular item system should give an alarm.

xiii) Maintain supplier's database.

xiv) Vendor Return: This will allow the material to be return to different vendors.

xv) Generation of reports at central store as per audit requirement.

15. Hospital MIS Reports Module:

This module should provide information related to performance of all the section of hospital so that management can analyse the effectiveness of various functions performed in the hospital. This module shall have:

i) Powerful reporting tools.

ii) Statistical tools for visually analyse the data.

iii) Date wise OPD Patient list

iv) Department wise patient registration.

v) Date wise IPD admission List

vi) Discharge statistics

vii) Bed/ward transfer statistics

viii) Birth register

viiii) Death register

ix) Drug expiry control

x) Consumption analysis and dynamic reorder level

xi) Slow and fast moving item report

xii) ICD based reports

xiii) OPD Summary Report

xiv) MIS Reports in respect of pharmacy, Central store and billing.

xv) Dashboard interface

xvi) Separate interface for Auditor

xvii) Easy exportability to various formats such as MS word, PDF, MS excel etc.

16. Operation Theatre Management Module:

i) Should define operation by Operation theatre (OT) name.

ii) Check the availability of time slot for particular Operation Theatre

iii) Check the operation list by surgeon name

iv) Check the operation list by Anaesthetist name

v) Check the operation list by department name

vi) Able to search the record of particular patient

vii) Should able to print complete OT schedule for particular dates. Search OT Register

vii) It maintains complete record of operation:

- Patients information, Operation name, Surgeon name, Assistant Surgeon name, Anaesthetist name, Nurse name, OT boy name, Blood given or not, How much Fluid Given, Swab Counting, Any Complication, Sample for HPE, Operation Notes

viii) Search OT Register:

- By Date range

- By Surgeon name

- By Anaesthetist name

- By Patient ID
- By Operation name
ix) Interface with inventory and billing

17. Physiotherapy Module:

Maintain a schedule for patient's physiotherapy session, provide a schedule of exercise to be performed, to collect detailed description of a physiotherapy session and track the pattern of improvement of the patient.

18. Diet and Kitchen Module:

i) The system shall help in generating the daily diet requisition for the various wards and help in maintenance of meal scheduling, customizing meals as per patient's meal and helps in maintaining stock management, diet scale management, menu plan and supply of materials. The meals are served and depending upon the type of patient he / she is billed or not billed.
ii) Creation of meal plan for kitchen in the system, for breakfast, lunch and dinner as per requirement.
iii) Capture the calorie count and nutritional information of all the food items.
iv) Requisition preparation from kitchen module for supply of material

19. Housekeeping and Laundry Management module:

i) Scheduling the cleaning of various area of hospital
ii) Scheduling the changing of linen used by the wards iii) Maintaining the stock of incoming and outgoing laundry items
iv) Scheduling maintenance activities of laundry equipment.

20. Central Sterile Supply Section:

The CSSD receives unsterilized linens and other items from OT, wards and OPD and after sterilisation send them back to its place of origin. CSSD shall interface with central store for online stock request. It shall also keep detail records of cleaning, disinfection and sterilization and shall able to generate reports as and when required. Shall have facility to incorporate hospital infection control policy. It should have facility to monitor quality of sterilization.

21. Biomedical Waste Management:

The main functions of Hospital Waste Management Module are Handling, segregation, mutilation, dis-infection, storage, transportation and final disposal of biomedical waste in accordance with BMW management and Handling rules 1998.

22. Duty Roster Management:

For scheduling working hours of doctor, nurses and other staff of various department. The module shall be able to assign various timing to different shift, assign shift to various employees section wise and also substitution of absent employee.

23. Patient Referral Module:

This module shall facilitate the referral of a patient to other predefined hospitals in Assam or

outside Assam for specialised treatment. Module shall have facility to send the patient's detail to referral hospital electronically. On return of patient's treatment and bill need to be entered. The module shall have reporting facility in regard to number of patient sent to different hospital and also cost incurred.

24. Medical record Section:
This module shall store complete health related clinical information of a patient electronically which can be retrieved at any moment of time. The module shall be capable of scanning the patient related documents and tagging them with identification number for storage and retrieval.

25. Occupational Health Module:
i) Appointment: Generate group appointment for consultation and examination, facilitate departmental heads to schedule appointment for employees.
ii) Illness profile
iii) Injury profile
iv) Medical Surveillances: pre-employment, pre-promotional, periodic and pre-retirement medical examination and data entry of clinical examination and predefined medical tests data entry.
v) Industrial Hygiene: Hazard analysis, safety factors, sampling and walk through
vi) Hearing conservation
vii) Pulmonary function
viii) Ophthalmic intervention
ix) X Ray-ILO
x) Regulatory compliances
xi) Data analysis and reports displaying using graphical outputs.
xii) Requisition to department by email.
xiii) Referral to consultant with his remarks.

B. HMIS COMPLIANCE STANDARDS

The HMIS has to be compliant to following standards:
i) ICD 10 or latest version
ii) SNOMED (Systemized Nomenclature Of Medicine)
iii) HL-7 (health level-7) for messaging and communication with HL-7 compliant system.
iv) NACO (National Aids Control Organization)
v) NABH (National Accreditation Board For Hospitals & Health Care Providers)
vi) GFR (General Financial Rules)
vii) CIMS (Current Index of Medical Specialties)
viii) DICOM (Digital Imaging & communication in Medicine)
ix) Interfaces to laboratory equipments complying with ASTM (American Society for Testing and Materials)

C. INTERFACES

The HMIS should have following interfaces
i) Bar Code interface
ii) Digital Tablet
iii) Smart Card
iv) Auto Analyser
v) Medical equipment interface
vi) Interface with printers, scanners, webcam etc.

D. Essential Features:
i) The system shall be User Friendly.
ii) The HMIS shall be complete database Driven and easy to be customized.
iii) It shall be modular in structure, highly secured and have role based authentication for modules
iv) The MIS shall be Graphical
v) The system shall have single window view to locate patient Billing, Collection, Discharge Detail, Patient Medical History, clinical notes, OT details etc.
vi) Package Should Supports Adaptability & Scalability of Software making it more robust.
vii) General and Standardized Health Packages for the OPD & IPD Patients generated.
viii) Easy Query Handling for instant decision of Bed Allocation for Patients, and request for the Bed Transfers.
ix) Effective Search Facility to Search any type of Information related to Patient.
x) Graphical Presentation of the Data for Top Management for Analysis.
xi) Comprehensive Performance Reports.
xii) Built-in Workflow Management.

E. Standards of Performance:
The vendor will complete the project in accordance with the specification given by OIL from time to time and in conformity with the international standards on Information Security and Audit and as per various relevant laws such as Information Technology Act 2000 and other related Laws, Rules and Regulations.

F. Installation and Commissioning:
1. The bidder shall supply and install all the hardware components as per tender terms and conditions.
2. The HMIS product and all its modules has to be customized as per requirements of OIL India Hospital.
3. Along with the installation & Commissioning of the solution data migration is to be done from the current systems to the new systems followed by testing.
4. The project will be considered as commissioned only after user acceptance test by and final project sign off by Oil India Ltd. Warranty will start for both hardware and software after sign off date.

G. Integration of HMIS solution :
The bidder must integrate HMIS solution with :
i)   SAP applications of OIL. The HMIS system should have integration with SAP HR, Purchase Requisition and Service Entry Sheet preparation process of SAP ERP. The integration should be done as per requirement of OIL Hospital.
ii)   Lab and Radiology equipment.

H. Testing:
1. The vendor will thoroughly test the HMIS onsite before its deployment on the Production system for proper functioning.
2. OIL authority will scrutinize the software to certify the security, technicality and suitability of the HMIS to meet the requirements of OIL. OIL will give the Final approval/ User Acceptance of the software and the system only after satisfactory performance.

I. Database Management
1. The vendor will be responsible for end-to-end management of database (ORACLE) on an

ongoing basis to ensure smooth functioning of the same.

If any problem in understanding the requirement of processing arises, the matter be discussed with the concerned OIL Officers before proceeding further.

J) Six satellite dispensaries at different locations viz. Manabhum in Arunachal Pradesh, Naharkatia, Moran, Jorhat, Guwahati in Assam and Sonapur in West Bengal shall have following modules :

a) Patient registration module
b) Emergency management module
c) Doctors workbench module
d) Pharmacy and inventory management module
e) Central Drug store (Hospital Inventory and fixed Assets Management Module)
f) Physiotherapy module at Guwahati dispensary only
g) patient referral module
i) Occupation health module
j) Reports module

ITEM 2: HIGH END RACK SERVER. Qty: 04 Nos

Make and Model: To be compulsorily quoted.
1)CPU: 2x Intel Xeon 12 Core CPU @ 2.0 GHz or higher or equivalent.
2) Cache L3: A minimum 12MB of L3 Cache
3) Chipset: Compatible Intel or OEM Chipset
4) Memory: 64GB DDR-3 ECC Memory Upgradeable to 128 GB
5) Memory protection: ECC, Chip kill, Memory Mirroring, Memory Sparing
6) SCSI Controllers :Integrated Hardware Raid Controller to supports Hardware Raid 0,1
7) Disk Drives : 2 x 600GB 6Gbps 10K SAS Hard Disk Drive
8) Graphics Controller : 64MB SDRAM
9) I/O Interface
a) 1 Gigabit Ethernet Interface with RJ-45 Port-Min 4(Four) Nos.
b) 10Gbe NIC with FCoE enabled for connectivity to SAN Storage-Min 2(Two) ports
10) I/O Expansions : 2 x8 PCIe expansion slots.
11) Failure Alerting Mechanism : The server should be able to alert impending failures on maximum number of components. The components covered under alerting mechanism should at least include Processor, memory, HDDs and expansion cards.
12) OS :Microsoft windows server 2012 or latest version of Microsoft windows server edition with necessary license.
13) Virtualization :
2 Nos VMware Vsphere Enterprise 6 Plus software latest version License with (SNS) Production Support/Subscription for 3 years should be provided in each server.
14) Others: Redundant fans and power supplies, necessary power & interface cables etc. needs to be provided.

Item 30. STORAGE: Qty : 1 No

Storage Infrastructure

A) Storage Area Network (SAN) Qty: 1 No.
1. Make and Model: To be compulsorily quoted.
2. Form Factor Rack Mounted SAN Storage System.
3. Architecture & Dual Active-Active Controller Processing Single Enclosure HA.

4. Capacity & a) Usable 80TB (Min) in RAID Scalability RAID 5.
  b) Scalable to Min 500 TB
    c) Breakup of usable of 80TB capacity:
    i) 25 TB Hot Swappable SAS 10K RPM Disk Drive
    ii) 55 TB Hot Swappable NL-SAS 7.2K RPM Disk Drive.
    d) Support for intermixing of drive types of same category (e.g. 500 GB & 900 GB SAS drives)
5. Cache: Min 24GB Cache across dual controllers with 72 hours of battery backup.
6. Ports: Min 4 (Four) 10 GbE/FCoE Target Ports (in HA from different controller) for host connectivity (8x10GbE/FCoE Target ports ready).
7. RAS Features Redundant hot-swappable controller, disk, power supply and cooling fans.
8. Management: GUI-based and web-based administration interface for configuration, storage management. Capable to manage more than one array of same family.
9. OS & Clustering: Support windows Server,Linux, VMware®, ESX/ESXi. Support above OS in clustering.
10. Disk Drive Support: 6Gbps dual-ported drives Support of 900GB,1.2TB SAS drives along with 2TB, 4TB NL-SAS drives.
11. Storage: FC, FCoE, iSCSI licensed from Controller day one. Must also support Protocol NFSv2/3/4, CIFS.
12. Storage: Built-in support for data De- Enhancement Duplication & Thin Provisioning
13. Load Balancing: Load-balancing & multi path & Multi-Path software to be provided if MPIO functionality of OS is not supported.
14. Remote: The proposed system should Diagnostics support Web based, Email facility for remote service & also support dial-in / dial-out to report errors and warnings.
15. Hot Spare: At least 4 "Global Hot Spare" drives should be supplied and installed.
16. Storage: The storage array should support Replication bi-directional synchronous, asynchronous replication.
17. Built-in Functionality: a) The storage should have the ability to combine multiple RAID Groups into a single entity so as to create LUNS/Volumes using Multiple RAID Groups.
    b) The storage should have the ability to expand and shrink LUNS/Volumes on the storage online and instantly.
18. Point-in-times: Storage should have ability to images create instant, online and consistent point-in-time images of data including databases and files, so that these images can be used as online backups.
19. Licensing: All the necessary licenses on the storage system must be provided.
20. Power Details: Complete power requirement details of the equipment.

B) SAN Switch Qty: 2 No.
1. Make and Model: To be compulsorily quoted.
2. Switch Type Fully Licensed for Advanced Layer 3 10 GbE Switch
3. Switch Virtualization (or Stacking) : IRF (or equivalent technology) Should be able to virtualize /stack proposed Core & Server Farm switches in same stack.
4. Ports: Minimum 24x10 GbE SFP+ ports
5. Protocol: TRILL / EVB / VEPA / FCoE / Support/Ready DCB /IPv6 / OSPFv2 / OSPFv3 / BGP
6. Packet Buffer: Minimum 3.6 GB
7. Switching : Minimum 480 Gbps Capacity
8. Connectivity: Should include sufficient transceiver / cables for proposed solution.
9. Power Details: Redundant Power Supply along with necessary cables with Indian type connectors.

ITEM 4: 42 U RACK. Qty : 1 No

1. Make and Model: To be compulsorily quoted.
2. Rack   42U Server OEM Rack
3. Rack Console: 17/18.5 inch Rack console (Monitor,   foldable TFT display with Keypad, Touch keypad & touch pad.) This should be of 1U size.
4. KVM Switch : 16-port USB KVM Switch to connect all the Windows/Linux servers to TFT monitor, keyboard, mouse to carry out administrative functions of all the servers using the common monitor, keyboard and mouse.
5. Accessories: Rack-mounting accessories and all necessary software for KVM Switch are to be supplied. Good quality Indian type Power strips, connectors, cables, plugs, etc. must be supplied.
6. Fan: 4 fans mounted on top cover
7. Power   PDU 12 x 6/16 Amp Socket with 32 Amp MCB

ITEM NO 5. BACK UP SOFTWARE QTY : 01 Nos

Make and Model: To be compulsorily quoted.
The Vendor must supply suitable Backup software with necessary licenses for the entire solution to take following backups:
• File system Backup.
• Offline Backup.
• Online database backup.
• VM backup.
Should be capable of taking VMware Consolidated backup of all Virtual Machines into LTO 6 Tapes of Tape Library.

ITEM 6:TAPE LIBRARY Qty: 1 No.

1. Make and Model: To be compulsorily quoted.
2. Tape Drive: LTO-6 Technology
3. Number of Drives: Minimum 2 LTO6 tape drives.
4. Cartridge Slots : Minimum 20 Slots
5. Robotic Arm : Robotic arm features for tape handling.
6. Data Transfer : Min 550 GB/hr. in Native Rate   mode.
7. Management : Tape library shall provide web-based remote management. Should provide automated and remote management of tape media within the library.
8. Barcode Reader : Tape library must be able to read Barcode labels of tape cartridges.
9. Library Features : Tape library should be rack mounted. Rack mounting kit to be supplied.
10. Host Interface : SAS Host Bus Adapter Minimum 6Gbps for connectivity to Backup Server-Min 2 ports.
11. LTO-6 Cartridges :   Ultrium 40 Nos. LTO-6 cartridges along with barcode labels for data & 2 cleaning cartridges to be supplied.
12. Cables/   All connectors/cables, etc.: Connectors for installation of the equipment to be provided.
13. Power Details : Complete power requirement details of the equipment.

Item 7. ONLINE UPS :Qty 1 Nos.
Make and Model: To be compulsorily quoted.

Vendor must provide online UPS of suitable rating(in KVA) and battery bank of appropriate size and configuration to provide backup for minimum 90 mins at 100% Load for the entire HIS solution including backup solution.

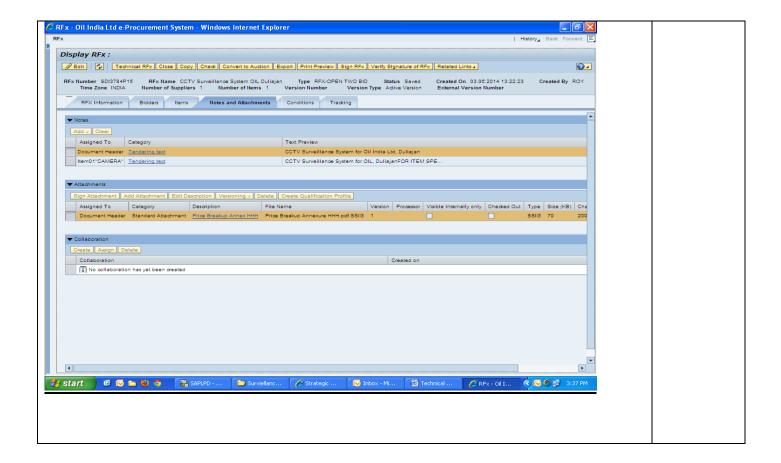|	
Item 8. WARRANTY, Qty = Lumpsum. a) Comprehensive on-site 1 year warranty for both software and hardware from the date of commissioning. b) Successful bidder shall have to supply and install all upgrades released for the supplied software applications during the warranty period. c) Any software or hardware problem shall have to be rectified as per SLA clause. d) The successful bidder will be wholly and solely responsible for the required uptime of the overall solution during the warranty period. Successful bidder shall have to supply and install all upgrades released for the supplied software applications during the warranty period, at no extra cost to OIL. Supply and upgrading of any HMIS application patches, bug fixes, database-related patches, OS patches or firmware will also be the responsibility of the successful bidder. The bidder will be responsible for the upkeep of the entire hardware, HMIS software as well as any third-party software during the warranty period. An escalation matrix must also be provided to OIL by the successful bidder within two months of the commissioning of the system. e) A minimum inventory of hardware spares may be maintained at Duliajan so that there is no downtime due to sourcing of spares when the situation arises. f) During the warranty period, bidder must depute two engineers for HMIS Solution Support) at Duliajan exclusively against this order. g) The engineers deputed for warranty services should report every OIL working day at 07.00 AM at OIL Hospital , Duliajan. In case the engineer is on leave, a replacement engineer should be deputed immediately for providing the warranty services. If the engineer does not report for duty, penalty as mentioned in penalty clause will be levied. h) The back up of the HMIS solution has to be taken by the vendor as per backup strategy to be provided by Oil to ensure that there is no loss of data.	
Item 9. TRAINING. Qty = Lumpsum On site training of Hospital staff on different modules of HMIS software application before Go-Live of the system to be done by the vendor. Oil India Hospital will provide computers for operationalisation of the HMIS. a) Training has to be provided to End Users, Super Users and Administrator. b) The entire training period shall be covered in 20 Man Days. c) Training manual and user manual shall be provided by the vendor.	
Item 10. Annual Maintenance Contract (AMC) for 4 years. Qty = Lumpsum a) The bidder has to quote for 4 years comprehensive Annual Maintenance Contract (AMC) for the entire solution. b) AMC will start immediately after successful completion of warranty period. c) All services under AMC have to be provided at site. d) During the AMC period, bidder must depute 2(two) engineers for HMIS Solution Support at Duliajan exclusively against this order. The personnel should be able to maintain the entire HMIS solution. Critical spares may be kept onsite for any break-down / malfunctioning of the systems.	

e) The back up of the HMIS solution has to be taken by the vendor as per backup strategy to be provided by Oil to ensure that there is no loss of data.

f) The charges for AMC should be quoted on yearly basis and 4 years AMC charges in total will be considered for commercial evaluation.

g) The bidder shall have to supply and install all upgrades / firmwares released for the supplied softwares /hardware during the AMC period, at no extra cost to OIL.

h) Any software or hardware problem shall have to be rectified as per SLA clause.

i) Payment for AMC shall be made to the bidder on half yearly basis at the end of the period. Any penalty levied on the bidder during that period shall be deducted from the payment for that period. However, maximum total penalty for the period shall be limited to 15% of the invoiced amount for that period.

j) The vendor will be wholly and solely responsible for the required uptime of the overall solution during the AMC period. Vendor shall supply and install all upgrades released for the supplied software applications during the AMC period, at no extra cost to OIL. Supply and upgrading of any HMIS application patches, bug fixes, database-related patches, OS patches or firmware will also be the responsibility of the successful bidder. The bidder will be responsible for the upkeep of the entire hardware, HMIS software as well as any third-party software during the AMC period.

k) An escalation matrix must also be provided to OIL by the successful bidder.

Price Breakup:

Bidders should submit the price breakup of all the items as per "Annexure HHH" which has been uploaded under "Notes & Attachments" > "Attachments" as shown below. The price breakup "Annexure HHH" should be filled up, signed and uploaded under "Notes & Attachments" > "Attachments" only. **The filled up price breakup of all the items should not be uploaded in Technical RFx Response folder as it shall lead to rejection of the offer as per Bid Rejection Criteria.**

NOTE:

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

Sample authorization letter from OEM
(To be typed on the letterhead of the OEM)
(For Hardware Items viz. Server, Storage, SAN Switch, Tape Library, Online UPS)

Ref. No_____   Date _____

The Head (Materials)
Oil India Limited,
Duliajan-786 602

Sir,

Sub: Declaration & Authorization Certificate from M/s _____

Ref: Your tender enquiry No._____   Dated _____.

A.   We hereby authorize M/s_____ to quote, supply, install & commission, provide onsite warranty and AMC support, including replacement of spares, for the product quoted against above tender as per tender terms and conditions, on our behalf.

B.   We hereby confirm that quoted model is not obsolete or near obsolescence and the essential spares and parts of the quoted model will be available in the market for a minimum period of 5 years from the date of Bid Closing.

Yours faithfully,
For (type name of the firm here)

Signature of Authorized Signatory
Name :
Designation :
Phone No.
Place :

Sample authorization letter from OEM
(To be typed on the letterhead of the OEM)
(For Hospital Information System Software)

Ref. No_____   Date _____

The Head (Materials)
Oil India Limited,
Duliajan-786 602

Sir,

Sub: Declaration & Authorization Certificate from M/s _____

Ref: Your tender enquiry No._____   Dated _____.

A.   We hereby authorize M/s_____ to quote, supply, install & commission, provide onsite warranty and AMC support, including software upgrades and patches (if any), for the product quoted against above tender as per tender terms and conditions, on our behalf.

B.   We will enter into a back to back agreement with M/s_____ for providing warranty and AMC support for the software.

Yours faithfully,
For (type name of the firm here)

Signature of Authorized Signatory
Name :
Designation :
Phone No.
Place :

Format of undertaking letter from bidder
(To be typed on the letterhead of the bidder)

Ref. No_____   Date _____

The Head (Materials)
Oil India Limited,
Duliajan-786 602

Sir,

Sub: Undertaking
Ref: Your tender enquiry No._____   Dated _____.

We hereby confirm that we shall enter into a back to back agreement with the OEM for providing AMC services for the software during the AMC period after issue of purchase order.

Yours faithfully,
For (type name of the firm here)

Signature of Authorised Signatory
Name :
Designation :
Phone No.
Place :
Date :
(Affix Seal of the Organization here)

Format of undertaking of authenticity letter from OEM
(To be typed on the letterhead of the OEM)

Ref. No_____   Date _____

The Head (Materials)
Oil India Limited,
Duliajan-786 602

Sir,

Sub: Undertaking of authenticity of IT Hardware/Software supply

Ref: Your tender enquiry No._____   Dated _____.

With reference to the Servers being quoted to you vide our quotation No. .... cited above, we hereby undertake that all the components/ parts/ assembly/ software used in the Servers under the above like Hard disk, Monitors, Memory, etc., shall be original, new components/ parts/ assembly only, from respective OEMs of the products and that no duplicate/ second hand components/ parts/ assembly/ software, are being used or shall be used.

We also undertake that in respect of licensed operating system, it shall be sourced from the authorized source (Authorized Microsoft Channel).

We also take full responsibility of both Parts & Service SLA as per the content, even if there is any defect by our authorized Service Centre/ Reseller/SI, etc.

Yours faithfully,
For (type name of the firm here)

Signature of Authorised Signatory
Name :
Designation :
Phone No.
Place :
Date :
(Affix Seal of the Organization here, if applicable)

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. **SDI1910P17** 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.

TUHIN ROY
DEPUTY MANAGER MATERIALS (IP)   ------------------------

For the Principal   For the Bidder/Contractor

Place.   Duliajan.   Witness 1 : ....

Date   28.07.2016   .   Witness 2 : ....

Tender No.	
Bidder's Name :	

SL. NO.	BEC / TENDER REQUIREMENTS	Compliance by Bidder	
		Indicate 'Confirmed' / 'Not Confirmed' / Not applicable	Indicate Corresponding page ref. of unpriced bid or Comments
1	Confirm that validity has been offered as per NIT.		
2	Confirm that Bid Security / Earnest Money has been submitted as per NIT (Wherever Applicable) ?		
3	Confirm that you shall submit Performance security (in the event of placement of order) (Wherever Applicable) ?		
4	Confirm that duly signed Integrity Pact has been submitted as per NIT (Wherever Applicable) ?		
5	Confirm that you have submitted documentary evidence of successfully executing one Purchase order as stipulated in NIT in any of the preceding 5 financial years (*)		
6	Confirm that you have submitted Balance Sheet and Profit and Loss Account of any of the preceding 3 financial years certified by a chartered accountant.		
7	Confirm that the bid has been signed using Class 3 digital certificate with Organisation's Name as per NIT.		
8	Confirm that you have not taken any exception/deviations to the NIT .		

NOTE: Please fill up the greyed cells only.

(*) Purchase Orders along with copies of any of the documents in respect of satisfactory execution of the Purchase Orders should be submitted – (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 the purchase order cited above.

<div align="center">**Response Sheet**</div>   **Annexure-FFF**

Tender No.	
Bidders Name	

<div align="center">**Bidders Response Sheet**</div>

SI No.	Description	Remarks
1	Place of Despatch	
2	Whether Freight charges have been included in your quoted prices	
3	Whether Insurance charges have been included in your quoted prices	
4	Make of quoted Product	
5	Offered Validity of Bid as per NIT	
6	Bid Security Submitted (if applicable)	
6	Details of Bid Security Submitted to OIL (if applicable)	
	a) Bid Security Amount (In Rs):	
	b) Bid Security Valid upto:	
7	Whether you shall submit Performance Security in the event of placement of order on you (if applicable)	
8	Integrity Pact Submitted (if applicable)	
9	Whether you have submitted documentary evidence of successfully executing one Purchase order as stipulated in NIT in any of the preceding 5 financial years (*)	
10	Whether you have submitted Balance Sheet and Profit and Loss Account of any of the preceding 3 financial years certified by a chartered accountant.	
11	Delivery Period in weeks from placement of order	
12	Complied to Payment terms of NIT (if applicable) otherwise to Standard Payment Terms of OIL or not.	
13	If bidder is MSE whether you have quoted your own product	
14	If Bid security submitted as Bank Guarantee, Name and Full Address of Issuing Bank including Telephone, Fax Nos and Email id of branch manager	

NOTE: Please fill up the greyed cells only.

(*) Purchase Orders along with copies of any of the documents in respect of satisfactory execution of the Purchase Orders should be submitted – (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

(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.**