

Annexure-I

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

INVITATION FOR BID
LOCAL COMPETITIVE BID

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

Tender No	Bid Closing/ Opening Date	Item & Qty
SSI2342P17/P1 DT:03.09.2016 (Single Stage Composite Bid)	13.10.2016	Ethylene Glycol Monobutyl Ether (20MT)
SSI2381P17/P5 DT:07.09.2016 (Single Stage Composite Bid)	13.10.2016	CGI Sheet (4000Nos.)
SSI2383P17/P5 DT:07.09.2016 (Single Stage Composite Bid)	13.10.2016	CGI Sheet (8000Nos.)
SDI2365P17/P4 DT:06.09.2016 (Single Stage Composite Bid)	13.10.2016	Industrial Split AC (04 Nos.)
SDI2357P17/P4 DT:06.09.2016 (Single Stage Composite Bid)	13.10.2016	Split AC (26 Nos.)
SSI2373P17/P1 DT:07.09.2016 (Single Stage Composite Bid)	13.10.2016	Catfloc (96MT)
SDI2426P17 DT: 09.09.2016 (Single Stage Composite Bid)	20.10.2016	Forklift Truck (2 Nos.)
SDI2427P17 DT: 09.09.2016 (Single Stage Composite Bid)	20.10.2016	Conspicuity Sheet (300 Nos.)

Tender fee (Non-refundable): Rs 1,000.00; Bid Closing/Opening Time: **(11 Hrs.) IST/(14 Hrs.) IST**; Period of sale of documents **till One week prior to bid closing date..** The complete bid documents and details for purchasing bid documents, participation in E-tenders are available on OIL's e-procurement portal <https://etender.srm.oilindia.in/irj/portal> as well as OIL's website www.oil-india.com

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



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

TELEPHONE NO. (91-374) 2808719

FAX NO: (91-374) 2800533

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

FORWARDING LETTER

Tender No. : SDI2357P17 Dt. 06.09.2016

Tender Fee : Rs 1,000.00

Bid Security : Applicable

Bidding Type : SINGLE STAGE COMPOSITE BID SYSTEM

Tender Type : Open Tender

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

Performance Security : Applicable

Integrity Pact : Not Applicable

OIL invites Bids for **Supply, Installation & Commissioning of Split AC (Qty. – 26 Nos.)** through its e-Procurement site under **SINGLE STAGE COMPOSITE BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents

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

The tender will be governed by:

- a) For technical support on various matters viz. Online registration of vendors, Resetting of Passwords, submission of online bids etc, vendors should contact OIL's ERP MM Deptt at following: Tel Nos = 0374-2807171 , 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) **OIL Bank Details :**

	Bank Details of Beneficiary	
a	Bank Name	STAE BANK OF INDIA
b	Branch Name	Duliajan
c	Branch Address	Duliajan, Dist-Dibrugarh
d	Banker Account No.	10494832599
e	Type of Account	Current Account
f	IFSC Code	SBIN0002053
g	MICR Code	786002302
h	SWIFT Code	SBININBB479
i	Contact No.	9435554859
j	Contact Person Name	Mr. K.L.K.Banik, AGM
k	Fax No.	0374-2802729
l	Email Id	sbi.02053@sbi.co.in

- d) “General Terms & Conditions” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.
- e) Technical specifications and Quantity as per **Annexure – 1A**.
- f) The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents.
- g) 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.
- h) Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).
- i) Bidder are advised to fill up the Technical bid check list (**Annexure EEE**) and Response sheet (**Annexure FFF**) given in MS excel format in Technical RFx -> External Area -> Tender Documents. The above filled up document to be uploaded in the **Technical RFX Response**.

Special Note:**1.0 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. **(Documentary evidence to be provided along with the bid in Technical RFx -> External Area - > Tender Documents failing which the offer shall be rejected).**

Criteria	Complied / Not Complied. Documentary evidence submitted / not submitted
a) Bidder should have experience of successfully executing atleast 1 (one) similar order for Rs. 7.16 Lakhs in preceding 5 (five) years. “Similar Order” means “Order for Supply, Installation & Commissioning of Window/Split Air Conditioner up to 2 TR capacity”.	
b) Annual financial turnover of the firm in any of the preceding 3 (three) financial/accounting years should not be less than Rs. 7.16 Lakhs.	
c) Net Worth of the firm should be Positive for preceding financial / accounting year.	

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

Note –for (b) and (c): Considering the time required for preparation of Financial Statements, if the last date of preceding financial / accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial / accounting year are not available with the bidder, then the financial turnover of the previous three financial / accounting years excluding the preceding financial / accounting year will be considered. In such cases, the Net worth of the previous financial / accounting year excluding the preceding financial / accounting year will be considered. However, the bidder has to submit an affidavit/undertaking certifying that ‘the balance sheet/Financial Statements for the financial year 2015-16 have actually not been audited so far’.

Note: For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the bid:-

i) A certificate issued by a practicing Chartered Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in ANNEXURE-J.

OR

ii) Audited Balance Sheet along with Profit & Loss account.”

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

Vendors who do not have OIL's User ID & password, 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 one week prior to the Bid closing date (or as amended in e-portal).

Alternatively application showing full address/email address with Tender Fee (Non-refundable) of Rs. 1,000.00 in 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 **DGM-Materials, Oil India Limited, P.O. Duliajan, Assam-786602. Application shall be accepted only upto one week prior to the Bid closing date (or as amended in e-portal).** The envelope containing the application for participation should clearly indicate "REQUEST FOR ISSUE OF USER ID AND PASSWORD FOR E TENDER NO ..." for easy identification and timely issue of user ID and password. On receipt of requisite tender fee, USER_ID and initial PASSWORD will be communicated to the bidder (through e-mail) and will be allowed to participate in the tender through OIL's e- Procurement portal. No physical tender documents will be provided. Details of NIT can be viewed using "Guest Login" provided in the e-Procurement portal. The link to e-Procurement portal has been also provided through OIL's web site www.oil-india.com.

NOTE:

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 one week prior to the Bid closing date (or as amended in e-portal).

3.0 The tender is invited under SINGLE STAGE- COMPOSITE BID SYSTEM. The bidders are required to submit both the "TECHNO-COMMERCIAL UNPRICED BID" and "PRICED BID" through electronic format in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.

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.

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 through 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 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.
- 10.0 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.
- 11.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.
- 12.0 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 terms and conditions of NIT.

Yours Faithfully

Sd-

(AJ SARMAH)

MANAGER MATERIALS (IP)

FOR : DGM-MATERIALS

Tender No & Date: SDI2357P17 Dt. 06.09.2016**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)**

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

Other terms and conditions of the enquiry shall be as per General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement 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)
<p>1.0 BID REJECTION CRITERIA (BRC):</p> <p>The bid shall conform generally to the specifications, terms and conditions given in this document. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected.</p> <p>A) COMMERCIAL:</p> <p>i) Validity of the bid shall be minimum 90 days from the Bid Closing Date.</p> <p>ii) Bid security: The bid must be accompanied by Bid Security of Rs 29,000.00 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 6 months from Bid closing date. (i.e. upto <u>13.04.2017</u>). 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</p> <p>Bid Security may also be paid online on or before the Bid Closing Date and Time mentioned in the Tender.</p> <p><u>If bid security in ORIGINAL of above mentioned Amount and Validity is not received or paid online within bid closing date and time, the bid submitted through electronic form will be rejected without any further consideration.</u></p>	

For exemption for submission of Bid Security, please refer Clause No. 8.16 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 Composite 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.

iv) Performance Security:

The successful bidder shall submit Performance Security @ 10% of PO value within 30 days of receipt of the formal purchase order failing which OIL reserves the right to cancel the order and forfeit the Bid Security. Bidders should undertake in their bids to submit Performance Security as stated above.

The Performance Security shall be in 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.

The Performance Security for capital nature items like plant and machinery etc. shall 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. However, for consumables like chemicals, cement, tubular etc. the Performance Security shall be valid for 12 months from the date of shipment/despatch plus 3(three) months.

The validity requirement of Performance Security is assuming despatch within stipulated delivery period and confirmation to all terms and conditions of order. In case of any delay in despatch or non-confirmation to all terms and conditions of order, validity of the Performance Security is to be extended suitably as advised by OIL.

v) The prices offered will have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.

vi) Bids received after the bid closing date and time will be rejected. Similarly, modifications to bids received after the bid closing date & time will not be considered.

vii) All the Bids must be Digitally Signed using “Class 3” digital certificate with Organisation’s name (*e-commerce application*) as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than “Class 3 with Organisation’s Name” digital certificate, will be rejected.

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

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

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

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

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

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

x) Delivery:

i) Materials should be delivered within 3 months from the date of receipt of Purchase Order.

ii) Installation & Commissioning should be carried out within 45 days from the date of receipt.

2.0 BID EVALUATION CRITERIA (BEC)

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

A) TECHNICAL:

i) The bids will be evaluated as per NIT specification.

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.

<p>ii) A job executed by a bidder for its own organization / subsidiary cannot be considered as experience for the purpose of meeting BEC.</p> <p>iii) To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.</p>	
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NOTE:

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

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TECHNICAL SPECIFICATIONS WITH QUANTITY**Tender No & Date: SDI2357P17 Dt. 06.09.2016**

	Complied / Not Complied. (Remarks if any)
<p>ITEM NO. 10: SPLIT AIR CONDITIONER, (QNTY. – 3 NOS.)</p> <p>GENERAL SPECIFICATION OF SPLIT AIR CONDITIONER:</p> <p>A) Specification : The split air conditioner shall be having following specification and features:</p> <ul style="list-style-type: none"> i) Cooling capacity : 2.0 Ton ii) Type : Single split wall mounted type. iii) Refrigerant : R410A iv) Condenser & piping : Grooved copper. v) Evaporator : Grooved copper with blue fin. iv) Operating Voltage : 230V, $\pm 10\%$, single phase 50Hz, AC. v) Star Rating : 5 star rating of BEE table 2.3 vi) Noise level : Less than 50dB at high speed fan mode. vii) Guarantee : The unit Shall be guaranteed for 1 year against any manufacturing defect from the date of commissioning. The compressor shall be guaranteed for 5 years. viii) Colour / Shed : White / Off White / ivory. ix) Make : Voltas / Blue Star / LG / Samsung/ Carrier / Lloyd / Haier / Hitachi. <p>B. SCOPE OF SUPPLY:</p> <p>B.1) MATERIALS : The party shall supply the following against each unit :</p> <ul style="list-style-type: none"> i) Indoor unit : 1 no. ii) Outdoor Unit : 1 no. iii) Required length of power cable iv) Required length of refrigerant piping v) Required length of thermal insulation vi) Drain Pipe vii) Standard installation accessories like, channels/brackets, foundation bolts and nuts etc. <p>B.2) Accessories for installation & commissioning which is required to be supplied against each unit:</p> <ul style="list-style-type: none"> i) Supply of Copper pipe with insulation: 3 Metres. ii) Supply of hanger/bracket : 1 Pair. iii) Supply of Power cords 3x 2.5 sq.mm copper: 3 metres. iv) PVC Insulation tape/ strips: 1 no. 	

<p>C) DOCUMENTS:</p> <ol style="list-style-type: none"> 1. At the time of Offer: <ol style="list-style-type: none"> i) Catalogue containing the features of offered make and model. ii) Valid Dealership Certificate. 2. At the time of Supply: <ol style="list-style-type: none"> i) Duly signed Guarantee certificate. ii) One set of operation/maintenance manual against each item. <p>D) AFTER SALES SERVICE:</p> <p>The bidder has to agree to provide after sales service. The bidder has to furnish the name and address of their service center/s authorized dealers at Duliajan / Tinsukia/ Dibrugarh/ Guwahati.</p>	
<p>ITEM NO. 20: SPLIT AIR CONDITIONER, (QNTY. – 21 NOS.)</p> <p>GENERAL SPECIFICATION OF SPLIT AIR CONDITIONER:</p> <p>A) Specification : The split air conditioner shall be having following specification and features:</p> <ol style="list-style-type: none"> i) Cooling capacity : 1.5 Ton ii) Type : Single split wall mounted type. iii) Refrigerant : R22 / R410A iv) Condenser & piping : Grooved copper. v) Evaporator : Grooved copper with blue fin. iv) Operating Voltage : 230V, $\pm 10\%$, single phase 50Hz, AC. v) Star Rating : 5 star rating of BEE table 2.3. vi) Noise level : Less than 50dB at high speed fan mode . vii) Guarantee : The unit Shall be guaranteed for 1 year against any manufacturing defect from the date of commissioning. The compressor shall be guaranteed for 5 years. viii) Colour / Shed : White / Off White / ivory. ix) Make : Voltas / Blue Star / LG / Samsung/ Carrier / Lloyd / Haier / Hitachi. <p>B. SCOPE OF SUPPLY:</p> <p>B.1) MATERIALS : The party shall supply the following against each unit:</p> <ol style="list-style-type: none"> i) Indoor unit : 1 no. ii) Outdoor Unit : 1 no. iii) Required length of power cable iv) Required length of refrigerant piping v) Required length of thermal insulation vi) Drain Pipe vii) Standard installation accessories like, channels/brackets, foundation bolts and nuts etc. <p>B.2) Accessories for installation & commissioning which is required to be supplied against each unit:</p> <ol style="list-style-type: none"> i) Supply of Copper pipe with insulation: 1 Metre. ii) Supply of Hanger/bracket : 1 Pair. 	

<p>iii) Supply of Power cords 3x 2.5 sq.mm copper: 3 Metres. iv) Supply of PVC Insulation tape/ strips: 1 no.</p> <p>C) DOCUMENTS:</p> <ol style="list-style-type: none"> 1. At the time of Offer: <ol style="list-style-type: none"> i) Catalogue containing the features of offered make and model. ii) Valid Dealership Certificate. 2. At the time of Supply: <ol style="list-style-type: none"> i) Duly signed Guarantee certificate. ii) One set of operation/maintenance manual against each item. <p>D) AFTER SALES SERVICE:</p> <p>The bidder has to agree to provide after sales service. The bidder has to furnish the name and address of their service center/s authorized dealers at Duliajan / Tinsukia/ Dibrugarh/ Guwahati.</p>	
<p>ITEM NO. 30: SPLIT AIR CONDITIONER, (QNTY. – 2 NOS.)</p> <p>GENERAL SPECIFICATION OF SPLIT AIR CONDITIONER:</p> <p>A) Specification : The split air conditioner shall be having following specification and features:</p> <ol style="list-style-type: none"> i) Cooling capacity : 1.0 Ton ii) Type : Single split wall mounted type. iii) Refrigerant : R22 / R410A iv) Condenser & piping : Grooved copper. v) Evaporator : Grooved copper with blue fin. iv) Operating Voltage : 230V, $\pm 10\%$, single phase 50Hz, AC. v) Star Rating : 5 star rating of BEE table 2.3 vi) Noise level : Less than 50dB at high speed fan mode. vii) Guarantee : The unit Shall be guaranteed for 1 year against any manufacturing defect from the date of commissioning. The compressor shall be guaranteed for 5 years. viii) Colour / Shed : White / Off White / ivory. ix) Make : Voltas / Blue Star / LG / Samsung/ Carrier / Lloyd / Haier / Hitachi. <p>B. SCOPE OF SUPPLY:</p> <p>B.1) MATERIALS : The party shall supply the following against each unit:</p> <ol style="list-style-type: none"> i) Indoor unit : 1 no. ii) Outdoor Unit : 1 no. iii) Required length of power cable iv) Required length of refrigerant piping v) Required length of thermal insulation vi) Drain Pipe vii) Standard installation accessories like, channels/brackets, foundation bolts and nuts etc. <p>B.2) Accessories for installation & commissioning which is required to be supplied against each unit:</p>	

<p>i) Supply of Copper pipe with insulation: 1 Metre. ii) Supply of hanger/bracket : 1 Pair. iii) Supply of Power cords 3x 2.5 sq.mm copper: 3 Metres. iv) PVC Insulation tape/ strips: 1 no.</p> <p>C) DOCUMENTS:</p> <p>1. At the time of Offer:</p> <p>i) Catalogue containing the features of offered make and model. ii) Valid Dealership Certificate.</p> <p>2. At the time of Supply:</p> <p>i) Duly signed Guarantee certificate. ii) One set of operation/maintenance manual against each item.</p> <p>D) AFTER SALES SERVICE:</p> <p>The bidder has to agree to provide after sales service. The bidder has to furnish the name and address of their service center/s authorized dealers at Duliajan / Tinsukia/ Dibrugarh/ Guwahati</p>	
<p>ITEM NO. 40 : INST. AND COMM. OF ITEM NO. 10, (QNTY. – 1 AU)</p> <p>SCOPE OF INSTALLATION AND COMMISSIONING:</p> <p>i) The party shall depute competent personnel for installation and commissioning of air conditioner as per manufacturers recommendations. ii) Minor civil jobs required like making holes on walls and then sealing shall be done by the supplier. iii) Location of installation : OIL INDIA HOSPITAL, DULIAJAN. iv) Transportation and accommodation of their personnel at Duliajan shall be in the scope of the supplier. v) The bidder has to arrange all tools and tackles and other equipment and materials required for installation, commissioning and testing job</p>	
<p>ITEM NO. 50: INST. & COMM. OF ITEM NO. 20, (QNTY. – 1 AU)</p> <p>SCOPE OF INSTALLATION AND COMMISSIONING:</p> <p>i) The party shall depute competent personnel for installation and commissioning of air conditioner as per manufacturers recommendations. ii) Minor civil jobs required like making holes on walls and then sealing shall be done by the supplier. iii) Location of installation : OIL INDIA HOSPITAL, DULIAJAN. iv) Transportation and accommodation of their personnel at Duliajan shall be in the scope of the supplier. v) The bidder has to arrange all tools and tackles and other equipment and materials required for installation, commissioning and testing job</p>	
<p>ITEM NO. 60: INST. & COMM. OF ITEM NO. 30, (QNTY. – 1 AU)</p> <p>SCOPE OF INSTALLATION AND COMMISSIONING:</p> <p>i) The party shall depute competent personnel for installation and commissioning of air</p>	

conditioner as per manufacturers recommendations.

ii) Minor civil jobs required like making holes on walls and then sealing shall be done by the supplier.

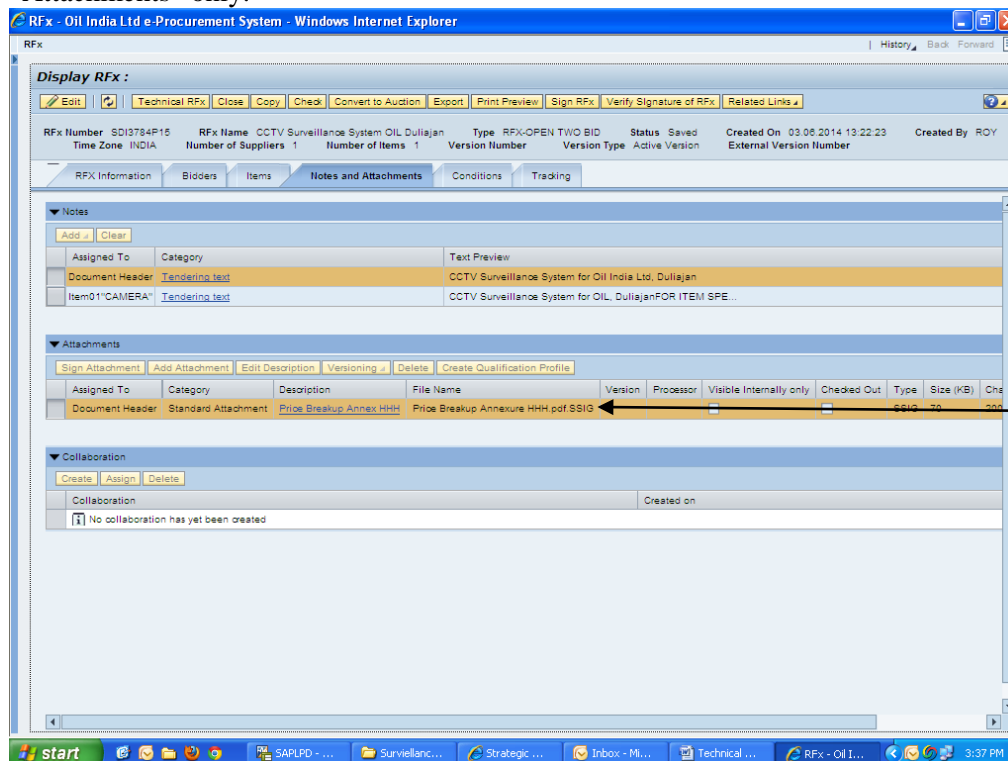
iii) Location of installation : OIL INDIA HOSPITAL, DULIAJAN.

iv) Transportation and accommodation of their personnel at Duliajan shall be in the scope of the supplier.

v) The bidder has to arrange all tools and tackles and other equipment and materials required for installation, commissioning and testing job

PRICE BREAKUP:

Bidders should submit the price breakup only in “Annexure HHH (Part – A & B)” 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.



Area for
uploading
price breakup

SPECIAL NOTES:

1. The air-conditioners will be procured against buyback of old machines on “as is where is basis”. List of old ACs enclosed herewith under **Annexure-IB**.
2. Offer for new air conditioners without buyback offer of old machines will not be considered and will be rejected.
3. Items shall be procured from the manufacturer or their authorized dealer only. If bidder is an authorized dealer, valid dealership certificate from OEM must be submitted along-with the offer.
4. Offer will be evaluated after deducting offered price of old machines from the price of new machines. The bidders should quote separately the cost of new machines and the cost of old machines which they have to buy back.
5. The newly supplied air conditioners shall be tested at designated site before giving suitability report. Old machines shall be handed over to the party after write-off of the same by user deptt.
6. Packing should be adequate to avoid transit damage and ingress of water.

7. Bidders to note that the order for supply and installation & commissioning of all the items shall be placed on the same party. Hence, bidders should quote for all the items failing which their offer shall be rejected.

8. Bidders have to fill up and submit along-with their offer the **Technical check-list** as per **Annexure-IC** enclosed herewith.

9. **Price Schedule**: The prices should be quoted in the relevant price-schedules only as detailed below:

(i) Price schedule for item nos. 10 to 60 is given in **Annexure HHH (Part A)**.

(ii) Price schedule for the buyback items is given in **Annexure HHH (Part B)**.

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

LIST OF AIR CONDITIONERS FOR REPLACEMENT UNDER BUYBACK SCHEME

A Against Item no 10					
SL. NO.	ERP NO / OIL ID	ITEM DESCRIPTION	MAKE	YEAR OF PURCH.	LOCATION
1	4090001395 / OIL-19	4 TR Multi Split AC	BLUE STAR	2000	MEDICAL DEPTT OT-1

B Against Item no 20					
SL. NO.	ERP NO / OIL ID	ITEM DESCRIPTION	MAKE	YEAR OF PURCH.	LOCATION
1	4090001391 / OIL-1167	1.5 TR WAC	VOLTAS	2000	SURGICAL WARD
2	4090001397 / OIL-1171	1.5 TR WAC	VOLTAS	2001	HEAD (H&H)
3	4090001398 / OIL-1176	1.5 TR WAC	VOLTAS	2001	ENT & EYE BLOCK
4	4090001399 / OIL-1178	1.5 TR WAC	VOLTAS	2001	MALE POST OPERATIVE WARD
5	4090001396 / OIL-1184	1.5 TR WAC	VOLTAS	2001	BLOOD COLLECTING ROOM
6	4090001400 / OIL-1185	1.5 TR WAC	VOLTAS	2001	EYE CLINIC
7	4090001502 / OIL-1210	1.5 TR WAC	GODREJ	2002	MALE INTENSIVE CARE ROOM
8	4090001503 / OIL-1211	1.5 TR WAC	GODREJ	2002	MEDICAL SURGICAL GYNAE WARD
9	4090001498 / OIL-1212	1.5 TR WAC	GODREJ	2002	GYNAE WARD
10	4090001499 / OIL-1213	1.5 TR WAC	GODREJ	2002	MALE WARD
11	4090001497 / OIL-1218	1.5 TR WAC	GODREJ	2002	EX -WARD NO-11
12	4090001497 / OIL-1220	1.5 TR WAC	GODREJ	2002	EX. WARD NO - 10
13	4090001548 / OIL-1271	1.5 TR WAC	CARRIER	2003	CLINIC-C ROOM NO-3
14	4090001549 / OIL-1272	1.5 TR WAC	CARRIER	2003	MALE INTENSIVE CARE ROOM
15	4090001550 / OIL-1273	1.5 TR WAC	CARRIER	2003	PLASTER ROOM
16	4090001551 / OIL-1274	1.5 TR WAC	CARRIER	2003	DY CMO (OCC. HEALTH-CL 20)
17	4090001552 / OIL-1275	1.5 TR WAC	CARRIER	2003	MEDICAL OT
18	4090001622 / OIL-1338	1.5 TR WAC	BLUE STAR	2003	OPD HEALTH EDUCATION
19	4090001623 / OIL-1339	1.5 TR WAC	BLUE STAR	2003	OPD HEALTH EDUCATION
20	4090001624 / OIL-1340	1.5 TR WAC	BLUE STAR	2003	DENTAL CLINIC ROOM NO-18
21	4090001625 / OIL-1341	1.5 TR WAC	BLUE STAR	2003	E&T CLINIC

C Against Item no 30					
SL. NO.	ERP NO / OIL ID	ITEM DESCRIPTION	MAKE	YEAR OF PURCH.	LOCATION
1	4090002167 / OIL-1445	1.5 TR WAC	VOLTAS	2005	SURGICAL WARD
2	4090002166 / OIL-1443	1.5 TR WAC	VOLTAS	2005	SURGICAL WARD

Tender No & Date: SDI2357P17 Dt. 06.09.2016

Annexure-IC

Technical Check List for the bidders

Bidder has to confirm the following points:

Sl. No.	Particulars	Confirmed	Not Confirmed
1	Submission of valid Dealership certificate from OEM, in case of authorized dealer		
2	Submission of Technical catalogue /Literature containing features of make and model etc. and all other relevant information.		
3	Offered buyback price for the old machines		
4	Confirmation that Condenser, Evaporator and Piping shall be 100% Copper.		

Signature of the Bidder
Date:

Seal of the Bidder

CERTIFICATE OF ANNUAL TURNOVER & NET WORTH

TO BE ISSUED BY PRACTISING **CHARTERED ACCOUNTANTS' FIRM** ON THEIR
LETTER HEAD

TO WHOM IT MAY CONCERN

This is to certify that the following financial positions extracted from the audited financial statements of M/s..... (Name of the Bidder) for the last three (3) completed accounting years upto(as the case may be) are correct.

YEAR	TURN OVER In INR (Rs.) Crores / US \$ Million)*	NET WORTH In INR (Rs.) Crores / US \$ Million)*

*Rate of Conversion (if used any): USD 1.00 = INR.....

Place:

Date:

Seal:

Membership No. :

Registration Code:

Signature

* Applicable only for GLOBAL tenders.

ANNEXURE-HHH

(Part-A)

Tender No & Date: SDI2357P17 Dt. 06.09.2016

PRICE SCHEDULE FOR ITEM NOS. 10 TO 60

(I) Price-schedule for Item Nos. 10 to 30

Item No.	Qty	Basic Price/Unit (Rs.)	Total Basic Price (Rs.)
	<i>A</i>	<i>B</i>	<i>C=A*B</i>
10	3 nos.		
20	21 nos.		
30	2 nos.		
Total Basic Price of items 10, 20 & 30			
Packing and Forwarding Charges, if any			
Excise Duty (if applicable) (%)			
CST /VAT (if applicable) (%)			
Freight Charges, if any			
Transit Insurance Charges, if any			
Any other Charges			

(II) Price-schedule for Item Nos. 40 to 60

Item No.	Qty	Total Basic Price (Rs.)
	<i>A</i>	<i>B</i>
40	1 AU	
50	1 AU	
60	1 AU	
Total Basic Price of items 40, 50 & 60		
Applicable Taxes (%) (if any)		
Any other Charges		

NOTE:

a) Bidders should fill up, sign and upload the price breakup of all the items as per “Annexure HHH (Part A)” under “Notes & Attachments” > “Attachments” only. **The filled up price breakup should not be uploaded in Technical RFx Response folder.**

b) Bidders may include additional rows and columns in this document to show the prices quoted by them.

c) In the event of computational error between unit price and total price, unit price shall prevail.

d) Taxes, Excise duty, if any, should be quoted separately. If taxes etc. are not shown separately the offer will be considered to be inclusive of all taxes, duties etc. and will be binding on the bidder.

e) Prices should be quoted in INR only.

f) AU = Activity unit. Bidders should quote total price of the items wherever unit is 1 AU.

ANNEXURE-HHH**(Part-B)**

Tender No & Date: SDI2357P17 Dt. 06.09.2016

PRICE SCHEDULE FOR BUYBACK ITEMS

A	Against Item no 10		
SL. NO.	ERP NO / OIL ID	ITEM DESCRIPTION	BUY BACK PRICE
1	4090001395 / OIL-19	4 TR Multi Split AC	

B	Against Item no 20		
SL. NO.	ERP NO / OIL ID	ITEM DESCRIPTION	BUY BACK PRICE
1	4090001391 / OIL-1167	1.5 TR WAC	
2	4090001397 / OIL-1171	1.5 TR WAC	
3	4090001398 / OIL-1176	1.5 TR WAC	
4	4090001399 / OIL-1178	1.5 TR WAC	
5	4090001396 / OIL-1184	1.5 TR WAC	
6	4090001400 / OIL-1185	1.5 TR WAC	
7	4090001502 / OIL-1210	1.5 TR WAC	
8	4090001503 / OIL-1211	1.5 TR WAC	
9	4090001498 / OIL-1212	1.5 TR WAC	
10	4090001499 / OIL-1213	1.5 TR WAC	
11	4090001497 / OIL-1218	1.5 TR WAC	
12	4090001497 / OIL-1220	1.5 TR WAC	
13	4090001548 / OIL-1271	1.5 TR WAC	
14	4090001549 / OIL-1272	1.5 TR WAC	
15	4090001550 / OIL-1273	1.5 TR WAC	
16	4090001551 / OIL-1274	1.5 TR WAC	
17	4090001552 / OIL-1275	1.5 TR WAC	
18	4090001622 / OIL-1338	1.5 TR WAC	
19	4090001623 / OIL-1339	1.5 TR WAC	
20	4090001624 / OIL-1340	1.5 TR WAC	
21	4090001625 / OIL-1341	1.5 TR WAC	

C	Against Item no 30		
SL. NO.	ERP NO / OIL ID	ITEM DESCRIPTION	BUY BACK PRICE
1	4090002167 / OIL-1445	1.5 TR WAC	
2	4090002166 / OIL-1443	1.5 TR WAC	

NOTE:

- a) Bidders should fill up, sign and upload the price breakup of all the items as per “Annexure HHH (Part B)” under “Notes & Attachments” > “Attachments” only. **The filled up price breakup should not be uploaded in Technical RFx Response folder.**
- b) Bidders may include additional rows and columns in this document to show the prices quoted by them.
- c) In the event of computational error between unit price and total price, unit price shall prevail.
- d) Prices should be quoted in INR only.

Technical Bid Checklist**Annexure-EEE**

Tender No.			
Bidder's Name :			
		Compliance by Bidder	
SL. NO.	BEC / TENDER REQUIREMENTS	Indicate 'Confirmed' / 'Not Confirmed' / Not applicable	Indicate Corresponding page ref. of unpriced bid or Comments
1	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.

Response Sheet**Annexure-FFF**

Tender No.
Bidders Name

Bidders Response Sheet

Sl 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 LETTER HEAD)
(ALL FIELDS ARE MANDATORY)**

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

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

Office Seal

.....
Signature of Vendor

Counter Signed by Banker:
Seal of Bank:

Enclosure: Self attested photocopies of the following documents-

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