



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

TELEPHONE NO: (91-374) 2808719

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**FORWARDING LETTER**

**Tender No.** : SDI2479P20 DT: 13.09.2019

**Tender Fee** : NIL

**Bid Security** : Applicable

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

**Bid Closing on** : 24.10.2019 (11.00 HRS IST)

**Bid Opening on** : 24.10.2019 (14.00 HRS IST)

**Performance Security** : Applicable

**Integrity Pact** : Not Applicable

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 <https://www.oil-india.com/>

**NOTE:** All addenda, Corrigenda, time extension etc. to the tenders will be hosted on above website and e-portal only. Bidders should regularly visit above website and e-portal to keep themselves updated.

OIL invites Bids for **PROCUREMENT OF RESIN BASED IRON REMOVAL FILTER FOR FIELD WATER SUPPLY STATION (QTY- 01 NO.)** through its e-Procurement site under **SINGLE STAGE COMPOSITE BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement LCB Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents

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

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](http://www.oil-india.com).

**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 = **0374-2807178** , 0374-2807171 , 0374-2807192 ,, Email id = [erp\\_mm@oilindia.in](mailto: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	STATE 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	<a href="mailto:sbi.02053@sbi.co.in">sbi.02053@sbi.co.in</a>

- 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 Attachment**. For details please refer “Vendor User Manual” / “NEW INSTRUCTIONS”

### **Special Notes:**

#### **1.0**

- a) Bidders who do not have E-tender Login ID and Password should complete their online registration **at least seven (7) days prior to the scheduled bid closing date** and time of the tender. For online registration, Bidder may visit the OIL’s E-tender site <https://etender.srm.oilindia.in/irj/portal>
- b) Necessary Login ID & Password will be issued by OIL only after submitting the complete online registration by the Bidder. In the event of late registration/incomplete registration by Bidder, OIL INDIA LIMITED shall not be responsible for late allotment of User ID & Password and request for bid closing date extension on that plea shall not be entertained by Company.
- c) **MSE Units** (Manufacturers/Service Providers only and not their dealers/distributors) who are already registered with District Industry Centers or Khadi & Village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts & Handloom or any other body specified by Ministry of MSME are **exempted from payment of Bid Security (EMD)** irrespective of their monetary limit, product category and capacity mentioned in their registration, **subject to submission of valid MSE registration certificate issued by appropriate authority.**
- d) For availing benefits under Public Procurement Policy (**Purchase preference**), the interested MSE Bidders must ensure that they are the **manufacturers of the tendered item(s) and registered with the appropriate authority for the said item(s).** Bids without EMD shall be rejected, if the technical offer does not include a valid copy of relevant MSE Certificate issued by appropriate authority specifying the item as per tender. Therefore, it is in the interest of such MSE Vendors to furnish a copy of complete certificate to the concerned tender handling officer of **OIL at least seven (7) days prior to the scheduled Bid Closing Date of the tender**, seeking clarification/confirmation as to whether their MSE certificate is eligible for EMD exemption or not. **Late communication in this regard and request for bid closing date extension on that plea shall not be entertained by Company.**

#### **NOTE:**

**In case of MSE/PSUs/ Govt. Bodies / eligible institutions etc., they must apply to concerned tender handling officer, Materials Department, Oil India Limited, P.O. Duliajan, Assam-786602 for waiver of EMD upto one week prior to the Bid closing date (or as amended in e-portal).**

2.0 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.

2.1 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical RFx Response-> Technical Attachment only. **For details please refer "NEW INSTRUCTIONS"**. Please refer Annex-BB for price schedule.

3.0 Please note that all tender forms and supporting documents are to be submitted through OIL's e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with **Tender no.** and **Due date** to **GM- 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.

**4.0 Benefits to Micro & Small Enterprises (MSEs) as per OIL's Public Procurement Policy for Micro and Small Enterprises (MSEs) shall be given. Bidders are requested to go through ANNEXURE – I of MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders for more details.**

5.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the NIT or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in rejection of its offer without seeking any clarifications.

6.0 Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that above documents which are to be submitted in a sealed envelope are also submitted at the above mentioned address before the bid closing date and time failing which the offer shall be rejected.

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

8.0 The tender shall be governed by the Bid Rejection & Bid Evaluation Criteria given in enclosed **Annexure-CCC**. **However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (as per Annexure-CCC) contradict the Clauses of the tender and / or "General Terms & Conditions" as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders elsewhere, those in the BEC / BRC shall prevail.**

9.0 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

10.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.

11.0 If Bank Guarantee is submitted towards 'Bid Security', then bidders have to ensure that the Bank Guarantee issuing bank indicate the name and detailed address (including e-mail) of

their higher office from where confirmation towards genuineness of the Bank Guarantee can be obtained.

12.0 Bidders are requested to refer to the enclosed **Annexure – BBB** for the Taxes and Duties clauses under GST regime.

**13.0 Delivery/collection Instructions in cases where transportation is in OIL's scope:**

(i) the suppliers shall be required to deliver the Sundry consignments of weight less than 3 (Three) Tons at the godown/office/collection point of OIL's authorized transporter in various cities.

(ii) consignments weighing more than 3(Three) Tons shall be collected from the supplier's premises/loading points by OIL's authorized transporter.

(iii) the names of OIL's current authorized transporters are:

a) M/s Western Carriers (India) Ltd.

b) M/s DARCL Logistics Limited

**Bidder's are requested to note the above delivery/collection instructions while submitting their offers.**

14.0 While submitting the offers bidders are requested to refer to the enclosed **Annexure – BB (Price Bid Format and Evaluation Criteria).**

15.0 Bidders should fill-up and submit alongwith their bid an **UNDERTAKING** towards **authenticity of information/documents** furnished by them, as per enclosed **ANNEXURE-K.**

**16.0 The applicable GST on the Liquidated Damage if any, shall have to be borne by the seller. Accordingly, the Liquidated Damage shall be recovered from the seller along with applicable GST.**

17.0 For convenience of the qualified Bidders and to improve transparency, the rates/costs quoted by bidders against OIL's e-tenders shall be available for online viewing by such Bidders whose price bids are opened by Company. A Bidder can view item-wise rates/ costs of all other such peer bidders against the tender immediately after price bid opening, if the e-tender is floated by Company with PRICE CONDITION. In case the Price-Bid is invited by Company through attachment form under "Notes & Attachment" (i.e., NO PRICE Condition), Bidders must upload their detailed Price-Bid as per the prescribed format under "Notes & Attachment", in addition to filling up the "Total Bid Value" Tab taking into account the cost of all individual line items and other applicable charges like freight, tax, duties, levies etc. Under NO PRICE Condition (i.e., Price Bid in attachment form), the "Total Bid Value" as calculated & quoted by the Bidder shall only be shared amongst the eligible bidders and Company will not assume any responsibility whatsoever towards calculation errors/ omissions therein, if any. Notwithstanding to sharing the "Total Bid Value" or the same is whether filled up by the Bidder or not, Company will evaluate the cost details to ascertain the inter-se-ranking of bidders strictly as per the uploaded attachment and Bid Evaluation Criteria only. Online view of prices as above shall be available to the Bidders only upto seven days from the date of Price-Bid opening of the tender.

**18.0 DISCLAIMER:** Rates/Costs shown above are as calculated/quoted by the respective Bidder. Company does not assume any responsibility and shall not be liable for any calculation error or omissions. However, for placement of order/award of contract, Company shall evaluate the cost details to determine the inter-se-ranking of Bidders strictly as per their Price-Bids and Bid Evaluation Criteria of the Tender. OIL INDIA LTD accepts no liability of any nature resulting from mismatch of "Total Bid Value" & price submitted under "Notes & Attachment" by any bidder and no claim whatsoever shall be entertained thereof.

Please do refer "**NEW INSTRUCTION TO BIDDER FOR SUBMISSION**" for the above two points and also please refer "**New Vendor Manual (effective 01.03.2019)**" available in the login Page of the OIL's E-tender Portal.



**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-**

**(MINGKU NARGARY)  
MANAGER MATERIALS (IP)  
FOR : GM-MATERIALS (HOD)**

**Tender No & Date: SDI2479P20 dtd. 13.09.2019****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.

<b><u>Criteria</u></b>	<b>Complied / Not Complied. (Remarks if any)</b>
<p><b>1.0 BID REJECTION CRITERIA (BRC):</b></p> <p>The bids must conform to the specifications and terms and conditions given in the tender. Bids shall be rejected in case the item(s) offered do not conform to the required minimum/maximum parameters stipulated in the technical specifications and to the respective international / national standards wherever stipulated. Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected:</p> <p><b>A) <u>TECHNICAL:</u></b></p> <p><b><u>1.0 Bidder's Qualification</u></b></p> <p>1.1 The bidder shall be an Original Equipment Manufacturer (OEM) of “Similar Item”.</p> <p style="text-align: center;">OR</p> <p>1.2 The bidder shall be an authorized dealer/ distributor/selling agent/supply house of OEM of “Similar Item”.</p> <p><b><u>2.0 Bidder's Experience</u></b></p> <p>2.1 In case, the bidder is an Original Equipment Manufacturer (OEM), the following criteria shall be met by the Bidder:</p> <p>2.1 a) The bidder shall have the experience of manufacturing and supply of "similar item" in previous 5 years to be reckoned from the original stipulated bid closing date of the tender.</p>	

2.1 b) The bidder shall have the experience of successfully executing at least 1 (one) order for supply “Similar Item” to any Central/State Govt. Organization/PSU/Public Limited company in last 5 (five) years preceding from the original bid closing date of the tender (either by themselves or through their sole selling agent/distributor/dealer/supply house)

2.2 In case the Bidder is an authorized dealer of OEM, the following criteria shall be met by the Bidder:

2.2 a) The Bidder shall categorically confirm supply of “Similar Item” from Manufacturer (OEM) who meets the qualification requirements stipulated under clauses 2.1 a) & 2.1 b).

2.2 b) Bidder shall submit along with the bid a valid Authorization Certificate from the OEM (in original on manufacturer's letter head with signature & stamp). The certificate should be valid during entire execution period of the order.

**Note:**

**1.0 “Similar Item” as above means iron removal filter having resin technology of capacity not less than 10 kl/hr.**

2.0 Documentary evidence in respect of clauses 2.1 a), 2.1 b) and 2.2 a) 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 - Bill of lading, Tax invoice, commissioning certificate or any other documentary evidence that can substantiate the satisfactory execution of each of the purchase orders cited above along with the techno commercial bid. The purchase order date in this regard need not be within 05 (five) years preceding original bid closing date of this tender. However, the execution of supply should be within 05 (five) years preceding original bid closing date of this tender.

3.0 Satisfactory supply/completion/installation report (if submitted) should be issued on client’s official letterhead with signature and stamp.

**B) FINANCIAL :**

a) Annual financial turnover of the firm in any of the preceding 3 financial/accounting years from the original Bid Closing Date should not be less than **Rs. 09.00 Lakhs.**

b) Net Worth of the firm should be Positive for preceding financial /accounting year (FY=2018-2019).

**Note for (a) and (b):** 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 2018-2019 has 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."

**C) COMMERCIAL:**

i) Validity of the bid shall be minimum 90 days from the Bid Closing Date.

**ii) Bid security:**

The bid must be accompanied by Bid Security of Rs 36,000.00 in OIL's prescribed format as Bank Guarantee in favour of OIL. The Bid Security may be submitted manually in sealed envelope superscribed with Tender no. and Bid Closing date to GM 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. up to 30.04.2020).

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 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 as given below:

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 the following form :

A Bank Guarantee in the prescribed OIL’s format valid for 90 days beyond delivery period and applicable warranty/guarantee period (if any).

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.

However, PBG will be applicable only if value of Purchase Order exceeds Rs 5(five) lakhs.

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) 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.**

**NOTE: FOR CLAUSE NOS. C(ii) & C(iv) OF BID SECURITY/EMD AND PBG**

**The bidders/successful bidders are requested to advise the Bank Guarantee issuing bank to comply with the following and ensure to submit, the receipt of the copy of SFMS message as sent by the issuing bank branch, along with the original bank guarantee in OIL's tender issuing office:**

**“The Bank Guarantee issuing Bank branch must ensure the following:**

**The Bank Guarantee issued by the Bank must be routed through SFMS platform as per following details:**

**(i) MT 760 / MT 760 COV for issuance of Bank Guarantee**

**(ii) MT 760 / MT 767 COV for amendment of Bank Guarantee**

**The above message / intimation shall be sent through SFMS by the BG issuing Bank branch to HDFC Bank, Duliajan Branch, IFS Code - HDFC0002118; SWIFT Code - HDFCINBBCAL.**

**Branch Address: HDFC Bank Limited, Duliajan Branch, Utopia Complex, BOC Gate, Jayanagar, Duliajan, Dibrugarh, PIN – 786602.”**

## **2.0 BID EVALUATION CRITERIA (BEC)**

<p>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. <b>The original Bid Closing Date shall be considered by OIL for evaluation of BRC criteria even in case of any extension of the original Bid Closing Date</b></p> <p><b><u>A) TECHNICAL:</u></b></p> <p>i) The bids will be evaluated strictly as per NIT specifications, terms &amp; conditions.</p> <p><b><u>B) COMMERCIAL:</u></b></p> <p>i) To evaluate the inter-se-ranking of the offers, all Taxes / Levies will be considered as per prevailing Govt. guidelines as applicable on the bid opening date. Bidders may check this with the appropriate authority before submitting their offer.</p> <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 &amp; Date: SDI2479P20 DT: 13.09.2019.

	Complied / Not Complied. (Remarks if any)
<p><b><u>RESIN BASED IRON REMOVAL FILTER, (QTY: 01 NO.)</u></b></p> <p><b><u>Technical description:</u></b></p> <p>Resin based Iron Removal Filter set up for purification of ground water to make it suitable for drinking purpose as per IS-10500 (latest edition) complete with following components and specifications</p> <p>A) SPECIFICATION OF THE IRON REMOVAL FILTER PLANT</p> <p>I) The Minimum Parameter of the Plant:</p> <p>a. Capacity of the Plant: 10 m3/hr</p> <p>b. Raw Water from bore well with following characteristics:</p> <p>Ø Turbidity-90 NTU approx.</p> <p>Ø pH - 6.5 approx.</p> <p>Ø Total Hardness (as CaCO<sub>3</sub>)-150</p> <p>Ø Alkalinity (as CaCO<sub>3</sub>)-150 ppm</p> <p>Ø Iron - 5.0 ppm</p> <p>Ø Total Dissolved Solids - 200 ppm</p> <p>II) Filter water output from the IR Filtration Plant must be Potable having values of different parameters within allowable limit as per IS-10500 (latest edition).</p> <p>III) The Plant should be designed for manual operation only.</p> <p>IV) The Plant should comprise of the following Items</p> <p>1. Electric Motor Driven (EMD) Raw Water Pump: The filtering plant shall be equipped with 2 (two) nos. of EMD centrifugal pump of proper capacity to feed water from over ground Raw Water Tank to the filter at required inlet pressure &amp; flow and to maintain outlet pressure of 3.0 kg/cm<sup>2</sup> minimum for feeding water to overhead water tank. The pump set should be operated through control panel having specs as shown in the electrical specification section. Over ground raw water tank shall be provided by Oil India Limited. However supplier has to provide details of suction connections required for the pump along with drawing. Suction valves for the Raw water pump along with mating flange at the inlet of the suction valve shall be under supplier scope.</p> <p>2. SAND FILTER: Pressurized sand filter to remove suspended solid loads from the inlet water using different grades of quartz type filtration sand including supporting media for the sand. The type of filter should be a vertical MS pressure vessel with necessary valves, fittings, manhole, proper arrangement for filling and removal of sand and supporting media and fontal piping network with proper water distribution across the cross section and uniform collection of filtered water. Detail cross sectional drawing of the sand filter shall be provided along with the offer. Detail cross sectional drawing of the Sand Filter along with specification and quantity of filtering sand and supporting media to be provided along with the offer.</p>	

### 3. IRON REMOVAL FILTER

The main filter should consist of single MS pressure vessel fitted with necessary valves and fittings and to be used for removal of dissolved iron in water along with offensive taste, odour, colour, staining etc. This is to be achieved by use of good quality resins having following properties:

Specific gravity: 2.4 (approx.)

Screen Size range (dry): -16+60 BSS std. mesh

Porosity: Approx 0.45

The resin should be regenerative type by backwashing of the filter and should not lose its property till minimum of 4 years with avg. 20 hrs/day running of the filter.

Detail cross sectional drawing of the Iron Removal Filter along with specification and quantity of offered iron removal resin and supporting media shall be provided along with the offer.

### 4. ACTIVATED CARBON FILTER

Activated carbon filter with vertical cylindrical MS vessel fitted with necessary valves and fittings of suitable capacity to be filled with proper supporting media and filter media as activated carbon to be incorporated in the system for trapping any organic impurities, removal of odour etc. Detail cross sectional drawing of the Activated carbon filter along with specification and quantity of offered activated carbon and supporting media shall be provided along with the offer.

5. ULTRA VIOLET WATER PURIFIER: For disinfectant of the output water UV purifier of suitable capacity having stainless steel body shall be used in the process.

6. VALVES & PIPINGS: Necessary inter-connecting pipe-work and valves fittings to be provided by the supplier conforming to IS: 1239(Part-I). Valves & piping starting from Raw Water Pump suction manifold to the output of the UV purifier shall be in the scope of supplier. Piping material should be of galvanized steel conforming to IS: 1239(Part-I): latest edition. The main operating valves for sand filter, iron removal filter and activated carbon filter should be multiport valve to be operated manually. All operating handles are to be provided by the supplier. Valves, pipes and pipe fittings should be of reputed make having proven track records for similar type of use and the make of these items shall be mentioned in the offer along with type and no. of valves and other items.

Note:

1.0 In addition to above, Bidder may include in their offer any items/parts if required as per design for proper filtration of the supplied ground water.

2.0 Filtering plant without any requirement of chemical dosing is preferable. However, if required as per design, to be limited to minimum use of hydrated lime only with a simple dosing system having minimum human involvement.

B) INSTRUMENTATION DETAILS:

As per Annexure - A

C) SPECIFICATIONS OF ELECTRICAL ITEMS

As per Annexure – B

<b><u>ITEM NO. 02</u></b>	
<b><u>INSTALLATION AND COMMISSIONING, (QTY: 01 AU)</u></b>	

**Special Notes:**

**A) SPECIAL TERMS & CONDITIONS:**

**1.0** The bidder shall be responsible for design & engineering, manufacturing, supply, installation and commissioning of automatic iron removal plant which shall be capable of bringing down the quality of raw water (Refer to Item Description) to the potable water standard as per IS:10500(latest edition).

**2.0** Technical bid document for the Filtration plant by any bidders shall include the followings

i) Detail technical literature of the offered Plant including catalogues/ brochures, indicating capacity, filter media details along with the offer. The technical literature should clearly shows the design parameters of the offered plant.

ii) Detail technical specification of the offered components of the filtration plant as per details given in the technical specification sheet of the bid for all items including instrument and electrical items along with their make, model and no. of items. Items of make other than mentioned in the offer shall not be accepted. If at all, any deviation is required, same has to be approved by OIL in advance.

iii) All the components of the filtration plant shall be brand new.

iv) The components of the filtration plant such as raw water pump, motors, valves, pipes and pipe fittings etc. if purchased by the supplier from different manufacturer, have to be purchased from OEM or authorized dealer of those components. Corresponding purchased documents shall be produced to OIL's engineer during pre-despatch inspection.

v) An undertaking that after sale services and uninterrupted supply of spares shall be available at least for the next 10 yrs.

vi) The bidder who is an authorized dealer / distributor/selling agent/supply house of OEM, shall provide the followings:

a) Undertaking from OEM (in original on manufacturer's letter head with signature & stamp) guaranteeing supply of items to the bidder in the event of an order on the bidder.

b) Warranty back up from OEM (in original on manufacturer's letter head with signature & stamp) against the quality of the tendered item (s) as specified in the tender.

c) Undertaking from OEM in original as per clause 3.0 above.

vii) A confirmed delivery schedule as per the tender after receipt of the formal order for dispatch of the items.

viii) Details of suction connections required for the raw water pump for taking suction from over ground reservoir tank along with drawing. The over ground reservoir tank shall be provided by OIL. Suction valves for the Raw Water Pump along with mating flange at the inlet of the suction valve shall be under supplier scope.

ix) The bidder shall provide the followings drawings of their offered plant specifying different dimensional aspects. (i) Layout (ii) P&I Drawing (iii) Foundation Drawings

x) Details about spares, if any, required for commissioning of the filtration plant. Such spares shall be within supplier's scope.

xi) List of consumables and spares along with OEM part nos., specifications, quantity for 02 (two) years trouble free operation of the filtration plant.

**3.0** Supplier shall provide all documents related to electrical components of the filtration plant as per Clause D under Annexure - I of electrical specification.

**4.0** In the event of placement of a confirm order, supplier has to get the lay out drawing approved by OIL's engineer before starting manufacturing process of the unit. After getting such approval only supplier shall start the manufacturing process for the plant.

#### **5.0 WARRANTY:**

The supplier has to provide warranty for the whole IR Filter system including all instruments and control system for 18 months from the date of supply or 12 months from the date of commissioning, whichever is earlier. Any equipment including all instruments & control systems, if found defective/damaged/malfunctioning during the warranty period, should be replaced/repared at supplier's cost. The supplier has to provide one mandatory inspection cum servicing for the IR Filtration plant free of cost during the warranty period. In addition to this, the supplier has to rectify the system during the warranty period for any equipment failure/malfunctioning including all instruments & control systems.

#### **6.0 PRE-DESPATCH INSPECTION:**

OIL's engineer shall inspect the Filtration plant as a whole at manufacturer's work prior to dispatch. Test certificate of pumps and motors, resins to be used and other related documents has to be produced at the time of inspection. However such inspection will not relieve the supplier of his responsibility to ensure that the equipment supplied conforms to the correct specifications and is free from manufacturing and all other defects. OIL shall bear the cost of travel, boarding & lodging arrangements for the deputed OIL's representative/s for the inspection purpose. Supplier has to inform OIL at least 3 (three) weeks in advance for the inspection at manufacturer's work.

#### **7.0 TRANSPORTATION:**

The items to be packaged properly to avoid damage during transportation and all instrumentation and electrical equipment, filter media etc. are to be suitably packed to avoid water ingress or transit damage.

#### **8.0 INSTALLATION AND COMMISSIONING**

- i) Supplier shall be responsible for successful installation and commissioning of the filtration plant at sites provided by OIL which shall be at the premises of any of OIL's installation within OIL's operational areas in Assam.
- ii) Supplier shall forward details of foundation drawing of the filtration plant before dispatch of the equipment. Accordingly site for installation shall be made ready by OIL. Once the site becomes ready and on receipt of the items at site, supplier shall be informed for commissioning of the same.
- iii) Supplier shall depute commissioning engineer along with technically competent electrical and instrument personnel to the site who will be staying at site at their own cost till successful commissioning of the plant. OIL shall provide necessary support for required fabrication jobs including welding, cutting equipment. However, all the erection jobs for piping & panel, cable laying jobs for electrical and instrument components shall be done by supplier's personnel.
- iv) After making the plant operationalize for a period of minimum 24 hrs, output water of the filtration plant will be tested at OIL's chemical laboratory for comparing the same with IS 10500 standard. The plant shall be considered as successfully commissioned only on getting output water quality as per IS 10500 standard.
- v) After successful commissioning of the plant competent OEM personnel shall provide operational training to OIL's operator at site up to the satisfaction of OIL's concern engineer. This shall include OEM recommended procedures for operation and maintenance of the plant along with required safety aspects and training on Safe Operating Procedure of the plant.
- vi) During installation and commissioning job, supplier must adhere to all safety norms as laid by OIL during erection of the plant. Supplier has to submit safe working procedure for plant erection and has to be approved by OIL authority. All work should be done only in OIL's normal working Hours.



**9.0 The supplier shall provide 03 (three) sets in both hard copy and soft copies in CD format of following documents along with the supply of the items. The item shall not be considered as suitable until submission of all relevant documents,**

- a. Operation & Maintenance Manual /parts catalogue**
- b. Approved GA and dimensional drawing of all equipment**
- d. Bill of materials with technical details of various components**
- e. List of recommended spares**
- f. All test certificates regarding the pumps and motors**
- g. Warranty /Guarantee Certificates**

=====\*\*\*\*\*=====

**Note:**

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

**Electrical:**

(A) Motor Specification for Raw Water Pump: Motor ratings shall be as per the plant capacity and to be decided by supplier. General specifications of the Motor:

- ❖ Type: 3 phase, AC squirrel cage induction motor conforming to **IS 12615 : 2018**.
- ❖ HP or KW Rating: As per plant capacity
- ❖ Enclosure: TEFC with Degree of protection - IP55
- ❖ Insulation: Vacuum pressure impregnated. Class F with winding temperature rise limited to value specified for class B insulation.
- ❖ Ambient: Suitable for 40° C max, 5° C min, 150 m Alt, 95% RH
- ❖ Voltage: Motor shall be suitable for 415 ± 6% volts, 3-phase, 50 cycles. AC supply.
- ❖ RPM: To match driven load
- ❖ Duty: Continuous (S1)
- ❖ Starting: DOL (for motors of rating up to 12.5 HP), Star-Delta (for motors of rating above 12.5 HP)
- ❖ Switching: 15 Starts / Hour

(B) Terminal Box: Cable terminal box with brought out terminals suitable for terminating 3 core PVCA aluminium cables and 1 no. cable entry hole. The brought out terminals shall be of brass and mounted on non - hygroscopic insulation (FRP or DMC) suitable for climate.

Glands: Weatherproof, heavy duty, single compression, nickel plated brass gland(s) shall be supplied with the motor.

Earthing: Two nos. of earthing studs to be provided on both sides of the motor. Earthing system for the motor shall be as per the IS: 3043.

Lifting Eye: One no. lifting hook shall be provided for lifting the motor.

Markings: Corrosion proof name plate shall have following details. Name of manufacturer, frame size, rated voltage, rated output, current, frequency, type of duty, class of insulation, no. of phases, speed in rpm, winding connection, bearing sizes and year of manufacturing.

Motor Make: Bharat Bijlee / Crompton Greaves / KEC / Siemens / NGEF / Marathon.

(C) Specification of Starter Control Panel: The starter control panel shall be industrial type complete with self-supporting and floor mounting stand, built with rigid framework of suitable size MS Angle/Channel of sufficient strength, dust and vermin proof made of 14SWG CRCA sheet steel, cubicle type, having front hinged door with locking arrangement, danger plate fitted on body of the panel, lifting hooks on top, double earthing studs on two sides (both inside and outside).

Ventilation louvers shall be provided on both sides; however, louvers shall be shielded with fine wire mesh (inside the panel).

The panel shall be thoroughly treated in a minimum nine tank anti-corrosion treatment plant before and then powder coated with DA grey paint as per BIS. Painting thickness shall be minimum 80 microns.

The Starter Control Panel shall have following components:

- ❖ 1 no. Motor Protection Circuit Breaker (MPCB) unit as incomer (rating as per motor running/starting current calculation), MPCB shall have suitable cable entry arrangement with brought out terminals for terminating the incoming cable. The MPCB shall have overload/short circuit protection with adjustable settings. Make: Schneider/Siemens/Legrand/GE/ABB / L&T
- ❖ Earth leakage protection with separate earth leakage sensing relay-CBCT combination at the outgoing portion of the MPCB. Earth leakage current setting shall be adjustable in steps from 30mA to 3.0 Ampere and time setting shall also be adjustable in steps from 0 to 5 seconds. The earth leakage relay/unit shall have indication LEDs, test push button, reset push button and shall be duly wired up to trip starter in case of earth leakage. Make: Schneider/Siemens/Legrand/GE/ABB / L&T
- ❖ Power contactor, rating as per motor current requirement, AC3 duty, heavy duty long life type, with 4NC + 4NO auxiliary contacts. Make: Schneider/Siemens/Legrand/GE/ABB / L&T

- ❖ Thermal overload relay (Range as per motor current) with inbuilt single phase preventor. Make: Schneider/Siemens/Legrand/ GE/ABB/L&T
- ❖ START/STOP push buttons with terminals. Make: Siemens/L & T/GE/Schneider/L&T
- ❖ Metering & indication: The panel shall have meters and indication for the following information:
  - i) Voltage of all three phases through analog type voltmeter with inbuilt voltmeter selector switch (make: Voltmeter-AE/Conzerv/L&T), size 96mmX96mm, class of accuracy 0.5
  - ii) Motor Current through cast resin type CTs of rating 50/5, class of accuracy 0.5, analog ammeter (make: Ammeter-AE/Conzerv, CT-Kappa/Siemens/Conzerv)), size 96mmX96mm. CT to be in yellow phase.
  - iii) Indications: LED type indicating lamps with complete fittings, with legend plate for 'Motor Run', 'Motor Off', 'Motor Trip on Fault'(make: Teknic/Binoy/L&T).
- ❖ Suitable cable entry arrangement with detachable gland plates and adequate nos. of single compression, heavy duty nickel plated brass/SS glands shall be provided for terminating the incoming (4 core) and outgoing PVCA, aluminium cables including cables for remote push buttons (3 x 2.5 sq mm, PVCA aluminium). All cable entries shall be from bottom and detachable gland plate for all cable entries shall be at a min. height of 450mm from floor level. The sides of the cable entry box shall be parallel and not tapered.
- ❖ General Notes on starters:
  - i) The Starter Control Panel shall be weatherproof with IP55 degree of protection.
  - ii) Control wiring shall be done with single core, 2.5 mm<sup>2</sup>, PVC insulated, stranded, 1100V grade copper wires. The control voltage shall be 230VAC, 50 Hz.
  - iii) All wires shall have ferrule numbers for proper identification as per approved drawings. Wire ends shall have proper size tinned copper lugs for termination.
  - iv) Legend plates for the indication lamps, meters, control switches / buttons and labels for the terminals shall be provided.
  - v) Sufficient space shall be provided in the starter for cable termination, dressing and connecting cable leads to the brought out terminals.
  - vi) The starter panel shall be offered for inspection & testing at the manufacturers' premises before dispatch.

(D) DOCUMENTS:

- ❖ Bidder must clearly mention any deviations taken by them from the NIT Specifications along with justification. OIL reserves the right to accept or reject the deviations.
- ❖ The following documents shall be submitted with the offer
  - i) Indicative GA and dimensional drawing of the starter panels.
  - ii) Indicative Power and control circuit diagrams with Bill of materials and technical details of various components of the Starter Control Panel.
- ❖ The successful bidder shall obtain approval for the drawings prior to manufacturing of equipment/panel. The manufacture of the unit is to be started only after written approval of the drawings by OIL.
- ❖ Three bound sets of the following documents, shall be submitted with the supply
  - i) Approved GA and dimensional drawing of all equipment.
  - ii) Approved Power and Control circuit diagrams.
  - iii) Bill of materials with technical details of various components of the Starter Control Panel.
  - iv) List of recommended spares for two years.
  - v) Technical details/catalogue of the motor.
  - vi) All test certificates.
  - vii) Guarantee Certificates
- ❖ One laminated copy of the approved power & control circuit drawing shall be pasted inside of the front door of the Starter Control Panel.

(E) General Notes for electrical items and works:

- i) The electrical items (motor & starter) shall be offered for pre-despatch inspection and testing at the Manufacturer's premises before dispatch.
- ii) Packing shall be adequate to avoid transit damage and water ingress.

**INSTRUMENTATION DETAILS:**

The plant should be equipped with followings instrument and accessories:

- i. PH meter and Turbidity meter at the output of UV purifier with digital display of PH and turbidity.
- ii. The plant shall have 01 no. Rotameter at the inlet of the sand bed filter.
- iii. Dial Type pressure gauges for monitoring water pressure at outlet of Raw water pump, outlet of sand filter, outlet of IR filter and at outlet of UV purifier and at any other point as required.
- iv. Supply Voltage for the control system will be 230 V AC, 50 Hz, Single phase. Necessary conversion to 24VDC or other forms if required shall be in supplier's scope.
- iv. Instruments shall be mounted on 2" pipe with canopy wherever required.
- v. The bidder has to provide all necessary SS tubes & fittings, SS cable glands, pressure gauges etc. as and where required.
- vi. The Bidder must mention in their offer the "Make" and "Model" of all instruments including Display unit. The Bidder should provide all technical brochure/catalogue/ drawing etc. along with their offer.
- vii. In addition to above, Bidder may include in their offer any items/parts if required for control & display of critical parameter and safe operation & shutdown of their offered IR Filtration system.
- viii. The Supplier shall provide all necessary Cables to connect all the instruments with the control system .The cable shall be armored (1.5 sq.mm for control & 2.5 sq.mm for power, stranded, tinned copper) and reputed make. The cable shall be laid on cable trays and suitably clamped.
- ix. Suitable cable entry arrangement with detachable gland plate(s) and adequate nos. suitably sized single compression, nickel plated brass/SS glands shall be provided for terminating the incoming / outgoing cables. All cable entries shall be from bottom of the panel.
- x. The control panel will be rigidly mounted on a structure
- xi. The design and drawings of the control panel and instrumentation system to be sent to OIL for necessary approval prior to manufacturing.
- xii. Preferred VENDOR List for instrumentation items:

**PH and Turbidity meter:** HACH, EMERSON, ABB, ENDRESS+HAUSER

**Cable:** CORDS CABLE, THERMOPADS, DELTON CABLES, FINOLEX, ELECTRO CABLES, POWER CABLE CORPORATION

**Pressure Gauge:** ODIN, WIKA, WARREE, ASHCROFT, GENERAL

Specification of the Instrumentation items:

**1. Transmitter for PH and Turbidity Measurement**

Input	: 0-20 mA analog outputs
Output	: 0/4-20 mA analog outputs
Supply voltage	: 24 V DC
Display	: LCD/VGA with backlight
Protection class of field housing	: IP 65
Operating temperature	: Up-to +50 °C
Multi-channel	: The transmitter should have provision for Multiple sensor inputs for measuring various parameters with a single transmitter (PH and Turbidity)
Mounting	: Pipe

Self-Diagnostic of Transmitter channels: Required

**PH Sensor:**

Type	: Electrode
Principle	: Potentiometric measurement
Material	: Glass
Max Process temperature	: 50°C
Max Process pressure	: 5 Kg/cm <sup>2</sup>
Temperature sensor	: Pt100
Ingres protection	: IP67
Additional Certifications	: Calibration certification
Resolution	: 0.01pH, Temp 0.1°C
Calibration data	: Inbuilt calibration & application data storage in sensor
Sensor capability	: The sensor connection should be able to withstand corrosion, moisture etc

**Turbidity Sensor:**

Principle	: Nephelometric measuring principle scattered light
Measurement range	: 0 – 10 FNU/NTU
Material	: Sensor shaft: Stainless steel (316 L)
Max Process pressure	: 5 Kg/cm <sup>2</sup>
Connection	: Inductive digital connection with Transmitter
Ingres protection	: IP67
Additional Certifications	: Calibration certification
Resolution	: 0.01 FNU/NTU
Inaccuracy	: 2% ± 0.01 FNU
Repeatability	: 0.5 % of measured value

## **2. Pressure Gauge**

Dial Size: 100 mm (4") Minimum

Range: 0 to 10 Kg/Sq. cm

Pressure Element: SS Bourdon tube

Material of construction: All SS

Accuracy:  $\pm 1\%$  of reading

End Connection: 1/2" NPT

Isolation Valves: Required (Needle Valve) as per gauge rating

**Technical Bid Checklist****Annexure-EEE**

Tender No.			
Bidder's Name :			
		<b>Compliance by Bidder</b>	
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**

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



**ANNEXURE - GGG**

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

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

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

Office Seal

.....  
Signature of Vendor

Counter Signed by Banker:  
Seal of Bank:

Enclosure: Self attested photocopies of the following documents-

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