

## Annexure-II

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

**INVITATION FOR BID**  
**NATIONAL COMPETITIVE BID**

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

<b>Tender No</b>	<b>Bid Closing/ Opening Date</b>	<b>Item &amp; Qty</b>
<b>SDI3004P17/P3</b>	<b>05.01.2017</b>	Skid Mounted NGR , Qty =14 NOS
<b>SDI2969P17/P3</b>	<b>05.01.2017</b>	Tractor Trailer Unit, Qty = 03 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](http://www.oil-india.com).

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



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

TELEPHONE NO. (91-374) 2808719

FAX NO: (91-374) 2800533

Email: ranjanbarman@oilindia.in ; erp\_mm@oilindia.in

**FORWARDING LETTER**

**Tender No.** : SDI3004P17 DT: 17.11.2016

**Tender Fee** : Rs 1,000.00

**Bid Security** : Applicable

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

**Tender Type** : Open Tender

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

**Performance Security** : Applicable

**Integrity Pact** : Applicable

OIL invites Bids for **SUPPLY, INSTALLATION & COMMISSIONING OF SKID MOUNTED TRANSFORMER WITH NGR – QTY = 14 NOS** through its e-Procurement site under **SINGLE STAGE TWO BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents

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

**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.

**OIL Bank Details :**

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

- c) “General Terms & Conditions” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.
- d) Technical specifications and Quantity as per **Annexure – 1A**.
- e) The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents.
- f) Amendments to the NIT after its issue will be published on OIL’s website only. Revision, clarification, addendum, corrigendum, time extension etc. to the tender will be hosted on OIL website only. No separate notification shall be issued in the press. Prospective bidders are requested to visit website regularly to keep themselves updated.
- g) Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).
- h) Bidder are advised to fill up the Technical bid check list (**Annexure EEE**) and Response sheet (**Annexure FFF**) given in MS excel format in Technical RFx -> External Area -> Tender Documents. The above filled up document to be uploaded in the **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) Annual Financial Turnover of the bidder during any of preceding 03 (three) financial / accounting years from the original bid closing date should be at least Rs. 149.51 Lakhs	
b) Net Worth of the firm should be Positive for preceding financial / Accounting year.	

**Note -For (a) & (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..... (As the case may be) 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-II.

**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](http://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-TWO BID SYSTEM. The bidders are required to submit both the "TECHNO-COMMERCIAL UNPRICED BID" and "PRICED BID" through electronic format in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.

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

**3.2** The "PRICE BID" must contain the price schedule and the bidder's commercial terms and conditions. **The prices of the items should be quoted in "Conditions Tab". Details of prices as per Bid format / Commercial bid can be uploaded as Attachment under the attachment option under "Notes & Attachments".**

**3.3** A screen shot in this regard is given below. Offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in [Annexure-CCC](#).

**Display RFx Response:**

Edit | Print Preview | Refresh | **Technical RFx Response** | Close | Withdraw

RFx Response Number 60006452    RFx Number TEST2    Status Submitted    Submitted RFx Response V

RFx Owner WIPRO\_TEST1    Total Value 0.00 INR    RFx Response V

**RFx Information** | Items | Notes and Attachments | Conditions

**Basic Data** | Questions

**Event Parameters**

Currency: Indian Rupee

Detailed Price Information: Price with Conditions

Terms of Payment: 9010 90% against despatch+10% after receipt

**Service and Delivery**

Incoterms

and Statist

Created C

Created E

Last Processed C

Last Processed E

**Partners and Delivery Information**

Details | Send E-Mail | Call | Clear

Function	Number	Name	Valid fr
The table does not contain any data			

**On "EDIT" Mode- The following screen will appear. Bidders are advised to Upload "Techno-Commercial Unpriced Bid" and "Priced Bid" in the places as indicated above:**

**Edit RFX Response:**

Submit | Read Only | Print Preview | Check Technical RFX Response | Close | Save | Verify signature of Response | Sign Response

RFX Response Number 60006452    RFX Number TEST2    Status Withdrawn    Submission Deadline 13.04.2013 11:00:00 INDIA  
 RFX Owner WIPRO\_TEST1    Total Value 0.00 INR    RFX Response Version Number 2    RFX Version Number 5

RFX Information    Items    **Notes and Attachments**    Conditions    Summary

Area for uploading Techno-Commercial Unpriced Bid\*

▼ Notes

Add ▲ Clear

Assigned To	Category	Text Preview

▼ Attachments

Sign Attachment | Add Attachment | Edit Description | Versioning ▲ | Delete | Create Qualification Profile

Assigned To	Category	Description	File Name	Version	Processor	Checked
The table does not contain any data						

Area for uploading Priced Bid\*\*

**Note :**

\* The “Techno-Commercial Unpriced Bid” shall contain all techno-commercial details **except the prices**.

\*\* The “Price bid” must contain the price schedule and the bidder’s commercial terms and conditions. For uploading Price Bid, first click on Sign Attachment, a browser window will open, select the file from the PC and click on Sign to sign the Sign. On Signing a new file with extension .SSIG will be created. Close that window. Next click on Add Attachment, a browser window will open, select the .SSIG signed file from the PC and name the file under Description, Assigned to General Data and click on OK to save the File.

4.0 Please note that all tender forms and supporting documents are to be submitted through OIL’s e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with **Tender no.** and **Due date** to **DGM-Materials, Materials Department, Oil India Limited, Duliajan - 786602, Assam** on or before the Bid Closing Date and Time mentioned in the Tender.

- a) **Original Bid Security**
- b) **Detailed Catalogue (if any)**
- c) **Any other document required to be submitted in original as per tender requirement**

All documents submitted in physical form should be signed on all pages by the authorised signatory of the bidder and to be submitted in Duplicate.

**5.0 Benefits to Micro & Small Enterprises (MSEs) as per OIL’s Public Procurement Policy for Micro and Small Enterprises (MSEs) shall be given. Bidders are requested to go 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 **SINGLE STAGE TWO BID SYSTEM** shall be followed for this tender and only the PRICED-BIDS of the bidders whose offers are commercially and technically acceptable shall be opened for further evaluation.
- 10.0 a) **The Integrity Pact is applicable against this tender. Therefore, please submit the Integrity Pact document duly signed along with your quotation as per BRC. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure DDD of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be submitted by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid. If any bidder refuses to sign Integrity Pact or declines to submit Integrity Pact with the offer, their bid shall be rejected straightway.**
- b) **The name of the OIL's Independent External Monitors at present are as under:**  
**SHRI RAJIV MATHUR, IPS (Retd.)**  
**Former Director, IB, Govt. of India,**  
**e-Mail ID : rajivmathur23@gmail.com**
- 11.0 The tender shall be governed by the Bid Rejection & Bid Evaluation Criteria given in enclosed **Annexure-CCC**. However, if any of the **Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (as per Annexure-CCC)** contradict the **Clauses of the tender and / or "General Terms & Conditions"** as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders elsewhere, those in the **BEC / BRC** shall prevail.
- 12.0 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.
- 13.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.
- 14.0 If Bank Guarantee is submitted towards 'Bid Security', then bidders have to ensure that the Bank Guarantee issuing bank indicate the name and detailed address (including e-mail) of their higher office from where confirmation towards genuineness of the Bank Guarantee can be obtained.

**NOTE:**

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

**Yours Faithfully**

**Sd-**

**(R BARMAN)**

**SR MANAGER MATERIALS (IP)**

**FOR : HEAD-MATERIALS**

**Tender No & Date: SDI3004P17 DT: 17.11.2016****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.

<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 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><b><u>A) TECHNICAL</u></b></p> <p>1.0 Bidder shall be a manufacturer of any of the following :</p> <ul style="list-style-type: none"> <li>- Skid mounted Transformer with NGR system, or</li> <li>- Skid mounted Power Control Rooms (PCRs) (e.g AC-PCR / DC-PCR / VFD PCR), used in Drilling Rigs, or</li> <li>- Skid mounted LT Lighting Panel with Transformer having capacity 60 KVA or more, or</li> <li>- Skid mounted MCC panel having total capacity 60 KVA or more.</li> </ul> <p>Bidder should attach Purchase Orders / Invoices / Bill of Lading with the bid in support of this.</p> <p>2.0 The Bidder should have the experience of supplying any of the above systems mentioned in Clause 1.0, to any PSU / Central Govt. / State Govt./Public Limited Company. Purchase Orders / Invoices / Bill of Lading shall be attached with the bid in support of this.</p> <p>3.0 Bidder should have manufactured and supplied at least 4 of any of the above systems, mentioned in Clause 1.0, in the last 5 years as on bid closing date. Acceptable proof in this regard shall be: Copies of Purchase Orders for such systems, and any of the following documents:</p> <ul style="list-style-type: none"> <li>- Performance Certificates from users for such systems, or</li> <li>- Invoices for such systems, or</li> <li>- Bill of Lading for such systems.</li> </ul>	



Bidders that have previously supplied such systems to Oil India Limited are exempted from this clause. Such exempted bidders should provide a list of Purchase Orders from Oil India Limited, executed successfully.

**A) COMMERCIAL:**

i) Validity of the bid shall be minimum 120 days from the Bid Closing Date.

ii) Bid security:

The bid must be accompanied by Bid Security of **Rs 5,98,000** in OIL's prescribed format as Bank Guarantee or a Cashier's cheque or Demand Draft in favour of OIL. The Bid Security may be submitted manually in sealed envelope superscribed with Tender no. and Bid Closing date to Head Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam on or before the Bid Closing Date and Time mentioned in the Tender. **The Bank Guarantee towards Bid Security shall be valid for 7 months from Bid closing date. (i.e. upto 05.08.2017).** Cashier's cheque or Demand Draft shall be valid for minimum 90 days or as per RBI's guidelines, drawn on "Oil India Limited" and payable at Duliajan, Assam

**Bid Security may also be paid online on or before the Bid Closing Date and Time mentioned in the Tender.**

**If bid security in ORIGINAL of above mentioned Amount and Validity is not received or paid online within bid closing date and time, the bid submitted through electronic form will be rejected without any further consideration.**

For exemption for submission of Bid Security, please refer Clause No. 8.16 of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.

**The format of Bank Guarantee towards Bid Security (Annexure – VII) has been amended to Annexure – VII (Revised) and bidders should submit Bank Guarantee towards Bid Security as per Annexure – VII (Revised) only.**

iii) Bids are invited under "Single Stage Two Bid System". Bidders have to submit both the "Techno-commercial Unpriced Bids" and "Priced Bids" through electronic form in the OIL's e-Tender portal within the bid Closing date and time stipulated in the e-tender. The Techno-commercial Unpriced bid is to be submitted as per scope of works and Technical specification of the tender and the priced bid as per the online Commercial bid format. For details of submission procedure, please refer relevant para of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. Any offer not complying with the above shall be rejected straightway.

iv) 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) 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.

**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) In case the Party refuses to sign Integrity Pact.

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

xii) Bidder should categorically confirm delivery in the technical bid as under:-

1) **SUPPLY OF MATERIAL:** Within 12 months from the date of receipt of purchase order.

2) **INSTALLATION & COMMISSINING:** Within 3 months after receipt of clearance of site.

Offer not confirming to above will be rejected.

## **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.

ii) Priced bids of only those bidders will be opened whose offers are found technically acceptable. The technically acceptable bidders will be informed before opening of the "priced bid".

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

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

### **NOTE:**

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

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## TECHNICAL SPECIFICATIONS WITH QUANTITY

Tender No &amp; Date: SDI3004P17 DT: 17.11.2016

MATERIAL DESCRIPTION	Complied / Not Complied. (Remarks if any)
<p><b><u>ITEM NO. 10</u></b></p> <p><b><u>Procurement of Skid Mounted Transformer with NGR for work over rigs. Quantity – 14 nos</u></b></p> <p><b><u>Scope of Supply:</u></b> Design, drawing, manufacture, supply, testing, installation and commissioning of oil field skid mounted transformer (1 X 100KVA) with Neutral Grounding Resistors (NGR) having NGR failsafe alarm/ control and monitoring facility for work over rigs of Oil India Ltd (OIL). The transformer, NGR, power sockets and other required electrical accessories shall be mounted on a Oil Field Skid with a suitable weatherproof housing to use as portable module and shall be deployed at any place of rig operation site. The system should have a socket board for incoming and outgoing power cables, MCCBs for power sockets and metering for electrical parameters. The scope of work covers all the points stated under various heads below. The skid and housing should be provided with suitable lifting and handling facility for transportation &amp; deployment at various sites. Quantity 14 nos.</p> <p><b>1.0 Skid &amp; housing:</b> All the equipments of the system like transformer, NGR, NGR monitor &amp; control/ alarm, meters, socket boards, MCCBs etc shall be housed on a suitably designed cabin/housing, which shall be mounted on oil-field skid. The skid &amp; housing should be strong enough to bear the load of the equipments and handling &amp; transportation at oil field. The cabin should be designed in such a way that all the equipments inside are protected from rain, storm etc. The following guideline should be followed for construction of the skid &amp; housing.</p> <p><b>1.1 Indicative limiting dimensions of the skid &amp; housing:</b> The indicative limiting dimensions of the skid with housing is given below (including protrusions). Bidder should mention the dimensions clearly in the offer.</p> <p>Length: 3000 mm ; Width: 2000 mm ; height : 2500 mm (± 5 % variation may be allowed for the above dimensions)</p> <p><b>1.2 Main Shell:</b> The fabrication of the structural framework should be of integral and welded type to comprise of the bottom frame, overall framework and other peripherals like Sloping self draining roof, desired doors and air ventilation. The main corner vertical support post should be strong enough for supporting the housing. The entire welding process is to be executed by certified welder using ISI quality electrode.</p> <p><b>1.3 Skid:</b> The house is to be mounted on the skid consisting of 2 (two) nos of ISMB 200X100 mm hot rolled "I" section . The dimensions should be as mentioned in point (1.1) above. At the end portion of the "I" section structure on both the sides, steel pipe of size 142mm(dia) NBX</p>	

9.5 mm wall thickness should be inserted and welded properly. The "I" section beam should be placed at the ends and connected with two same size beams at equal interval and the pipe of MS on both ends in welded construction. The skid & housing should be made in such a way that no foundation is needed for the placement of the same at well site.

#### 1.4 Base floor.

The skid floor base should be of 6 mm thick checkered MS plate which is to be welded to the bottom skid frame. Checkered plate should cover the complete skid frame and should be welded continuously at joints. The bottom should be painted with bituminous paint. The provision for mounting of 100KVA transformer, panel, NGR, socket board etc. should be provided.

#### 1.5 Side and end Walls:

The exterior cladding of the shell should be of MS pressed steel vertical sheets of 2 mm thick and should be welded to the bottom MS angle frame, corner posts, top frame and roof frame. Suitable supporting structure/stiffener should be used to provide adequate strength to the walls and roof. Air ventilation should be provided at the suitable places of the housing. The holes or slits for such ventilation shall be well covered with suitable steel wire mesh/net to prevent entry of insect / lizard etc to the housing. Also, the slit opening for such ventilation should be designed in such a way that no rain water can enter the housing. One exhaust fan should be provided at suitable place of the housing.

#### 1.6 Roof:

The roof should be of sloping type from the center toward the sides for efficient drainage of water. The roof should be made of 3 mm thick MS steel sheets as per IS and is provided with adequately pressed reinforced sections from inside for additional strength and this should be able to comfortably resist loads up to 20 lbs/sq feet. All the structural steel used should be of standard quality as per IS specification and all steel components / sections, machine pressed for rigidity to optimize strength to weight ratio.

#### 1.7 Doors:

One door should be provided for entry of people to the house. The indicative dimension of the door is 1981mm(h)X 900mm(w). The door should be flush mounted and should be open from outside.

Two bolted type doors of suitable dimensions should be provided for the transformer at both ends of the transformer.

#### 1.8 Socket board:

One socket board should be provided at one end of the house for incoming and out going power cables. Detail specification for the electrical items are given below under electrical specification. The NGR alarm and indication panel (remote), MCCBs for power sockets, electrical meters etc. should be fixed near to this board at the same end of the house. Suitable door should be provided for covering all the items with locking facility. One canopy (foldable) should be provided to protect the items from rain etc.

#### 1.9 Layout diagram:

An indicative layout diagram is shown in the attached drawing. Bidder should provide their own design layout diagram with their offer to Oil India limited.

#### 1.10 Legend / Markings on the walls of the hut:

The writing of the name plate on the skid & housing should be as per following:

i) "Transformer & NGR Hut", "Oil India Ltd" with OIL logo & PO number should be written

on a proper metal plate and should be fixed on either sides of the hut. The writings should be of proper size and good contrasting color so that it is visible from distance. The logo dimensions shall be provided by Oil India Limited to the successful bidder.

ii) Weight & dimensions of the hut should be written in two diagonally opposite corners of the hut near the lifting point.

iii) Lifting point should be properly marked.

#### 1.11 Pretreatment & Painting of the skid & housing:

All steel surfaces should be sand or shot blasted for degreasing and de-rusting followed by pre-treatment with anticorrosive chemicals. Coating should be applied with red-oxide, zinc chromate, primer conforming to IS 2074. The internal and external surface of the housing/hut should be finally painted with two coats of corrosion resistant rubbers chlorinated marine paints or polyurethane paints.

The under frame should be painted with bituminous paint of reputed make as per IS. The colour shade and grade will be decided at the time of construction by OIL and the highest level of aesthetic should be maintained and necessary marking/ logo should be provided as per the advice of OIL.

#### 1.12 Lifting & Handling

The skid assembly should be designed for bottom lifting.

#### 1.13 Earthing Point for the Hut

Four earthing points should be provided on four sides of the house with bolt size M8 for body earthing of the hut

### 2.0 Electricals

#### 2.1 Electrical Drawings:

a) Drawings & documents to be supplied along with technical bid for the proposed system one set:

- i) Skid and housing diagrams showing various dimensions.
- ii) Layout diagram of the transformer hut showing various items/equipments.
- iii) Electrical Schematic diagram (Power Flow) showing various equipments and ratings.
- iv) Technical details of NGR and NGR monitoring system indicating make and model offered.
- v) Technical details of main transformer indicating make and model offered.
- vi) Socket board layout diagram.
- vii) Electrical wiring diagram (schematic) for light, exhaust fan etc.

b) Drawings & documents to be supplied for Oil India's approval before manufacture (one set):

- i) Final Skid and housing diagrams showing various dimensions.
- ii) Layout diagram of the transformer hut showing various items/equipments.
- iii) Electrical Schematic diagram showing various equipments and ratings.
- iv) Bill of Materials (BOM) pertaining to electrical systems indicating part number, specification etc .
- v) Socket board layout diagram.
- vi) Electrical wiring diagram (schematic) for light, exhaust fan etc.

c) Drawings to be supplied after successful commissioning (as built):

- i) Successful bidder shall provide 14 sets of all the drawings as mentioned in 2.1 (a) suitably cover bounded after successful commissioning, incorporating all changes made during commissioning.

- ii) Final Bill of materials (14 copies) pertaining to electrical scope of supply indicating part number, specification etc .
- iii) Original copy of NGR manuals (14 copies)
- iv) Transformer technical details (14 copies)

## 2.2 Transformer 100KVA:

The transformer shall be used for hazardous area power supply at 415V AC, 50Hz, 3ph, 3 wire at oil well site . Neutral of the transformer shall be grounded through Neutral Grounding Resistors (NGR) and neutral shall not be used for other purposes like single phase power supply. Transformer should be wheel mounted properly fixed on the floor inside the hut.

Capacity- 100 kVA, (each) ,continuous rating

Dry Type, copper wound, air cooled

Voltage - 415/415 volts, Dyn11

Frequency - 50 Hz

Phases - 3 phase

Impedance - 4%

Vector Group - Dyn11, Star connected secondary, neutral should be grounded through NGR

Enclosure - IP23 type, with provision for natural circulation of cooling air.

Ambient temperature - 55 Deg C

Temperature rise above ambient - 90 Deg C

Insulation - Class F

Rated power freq. withstand - 3 kV (rms) or better

Standard - Indian standard IS: 11171

## 2.3 Primary and secondary side terminations:

The termination of the Transformer primary and secondary right from Socket board should be done with 3 core, 50 mm<sup>2</sup> cable. Neutral connection on secondary side shall also be of 1 No 50 mm<sup>2</sup> cable to connect to the NGRs and earth electrode.

Stand-off copper termination (termination using copper flats) / Stud type connections as per standard design of manufacturer shall be provided. All cable lugs shall be terminated using removable nut and bolts.

## 2.4 Neutral Grounding Resistors:

The NGR unit shall consist of two parts:

A) the resistor grid enclosed in a metallic enclosure, and

B) the NGR monitoring system, enclosed in a separate panel.

### A) Resistor and resistor enclosure

#### i) Resistor assembly

The resistive element/grid material shall be low temperature coefficient, resistor grade stainless steel / resistor grade 1JR (or Cu-Ni, Ni-Cr or Fechril) of sufficient mass to withstand the rated current and prescribed duty. Alternately, the resistive element shall be made of unbreakable, corrosion proof joint less element wire wound around a ceramic (or micanite) core supported on a through-rod.

The resistors shall be mounted in heavy gauge corrosion resistant support frames, using stainless-steel hardware. The entire resistor assembly shall be mounted and supported on glazed insulators rated for the system voltage. All resistor terminals and interconnections between resistor units shall be stainless-steel using stainless steel hardware including lock washers. High current connections shall be spot or TIG welded as appropriate. Connections between resistors and bushings shall be solid copper or stainless steel bars. The unit shall be designed to permit

the expansion of supporting rods when submitted to high operating temperatures. Resistor grid assembly should be suitably mounted at the floor of the skid so that it should be able to withstand vibration and stress without damage during faults and transit. Neutral cable shall be brought to one terminal of the NGR unit. The other end of the NGR unit shall be suitable for connection to ground through earth electrode. These end connections of the resistor unit will be brought out to terminal box or through top or side mounted high voltage bushings. Stand ' off / support insulators shall be ceramic or epoxy resin cast. The resistor grid shall be suitable for

System Voltage : 415 V, 3ph, 50 Hz, star connected.  
System Frequency : 50 Hz  
Rated Current : 750 mA  
Rated Resistance : 330 Ohms (1K Ohm three numbers in parallel)  
Wattage : 225 W each  
Time Rating : Continuous  
Temperature Rise : 375 Deg. C.  
Location : Indoor  
Tolerance : + / - 10 %  
Degree of Protection: IP -33  
Applicable Standard: IEEE -32: 1972 (IEEE Standard Requirements, Terminology, and Test Procedures for Neutral Grounding Devices)

**B) NGR monitoring system:**

Monitoring of the NGR shall include the following considerations:

- i) Monitoring the NGR connections to the neutral and to the ground bus- for continuity
- ii) Monitoring the neutral/NGR current through a residual current CT provided in the NGR path
- iii) Monitoring the neutral-to-ground voltage
- iv) Audio- visual annunciation of ground fault and NGR fault
- v) The NGR monitor shall measure changes in NGR resistance, current in the neutral and neutral-to-ground voltage. The NGR monitor shall coordinate these three measurements and operate output contacts when an NGR fault or a ground fault is detected. NGR monitor shall respond to fundamental-frequency current and voltage, and it is not influenced by harmonics. System voltage is 415V, 50 Hz, 3 ph, star connected.

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

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

- \* Monitor for Ground Fault & NGR (with band pass filter for frequencies other than 50 Hz)
- \* Coupling device/sensing resistor for NGR Monitor
- \* Residual current sensing C. T. for NGR Monitor
- \* Output relay with sufficient nos. of potential free NO and NC contacts
- \* Alarm indicator & operator panel with visual annunciation for NGR fault and ground fault and buzzer
- \* Remote Indicator & Alarm Panel
- \* Power supply to monitor panel

viii) NGR monitoring system shall be housed in an enclosure made of heavy gauge sheet steel, self supporting, cubicle type, indoor, dust and vermin protected. The enclosure shall be supported on steel support angles/channels, suitable for fixing (with nuts and bolts) on wall of



housing. Front of the monitoring panel shall be hinged on the left side for easy access to the components inside and fitted with clamps and special non-deteriorating neoprene gaskets. Lifting lugs shall be provided on the top of panels. Suitable earthing studs are to be provided on two sides.

ix) The buzzer and indication lights/test/reset buttons shall be mounted on the front door. Monitor windows for remote indicator alarm and operator panel shall be mounted near socket board so that it can be monitored or operated from outside the hut.

x) As the components of NGR monitoring system shall be wired up to the NGR, conduits shall be used to run the control cables from NGR to monitoring panel. It may be noted that residual current transformer (for sensing NGR current) and coupling device/sensing resistor may be required to be installed in the NGR panel for maximum effectiveness. Conversely, neutral cable shall be first routed through the monitoring panel and then to NGR.

In such a case, the monitoring panel shall be provided with suitable bushings/ terminal box (as given in the description for NGR panel) for termination of the neutral cable.

xi) Elements connected to the NGR are subject to line-to-neutral ground-fault voltages and must be evaluated in all failure modes. Coupling devices must not transfer hazardous voltages to associated monitoring equipment.

xii) The measurements made by an NGR monitor can be useful when evaluating system problems. An analog signal can be used to provide local earth-leakage-current metering. An NGR monitor with a communications interface can allow data access with a local PC or with a network.

xiii) NGR Monitor panel Indicative Limiting Dimensions (L X B X H) = 600 mm x 500mm x 600 mm.

## 2.5 Technical data for NGR monitoring panel components:

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

i) Bender, USA, ii) Startco, Canada, iii) i-Gard, Canada

b) Monitor:

Model nos.: Bender- "RC48N" / Startco- "SE-330" / i-gard- "Sigma". In case bidder wants to offer any other model, complete technical details of the same to be enclosed along with the bid for evaluation.

Supply voltage 230-250 VAC, 50 Hz

Response value, voltage measurement adjustable from 20 V to 400 V

Response value, residual current adjustable from 0.1 A to 10 A

Response delay adjustable 0.1 s to 2 s

Switching elements (alarm relay) 2 Form C contacts

Rated contact voltage AC 250 V / DC 300 V

Limited making capacity AC/DC 5 A

Switching elements (GFA, NRA) 1 N/O contact each

Rated contact voltage AC 250 V / DC 300 V

Limited making capacity AC/DC 5 A

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

d) Residual current sensing C. T. for NGR Monitor : as per design requirement.

e) Output relay with sufficient nos. of potential free NO and NC contacts

The relay shall be used for initiating audio-visual alarm (or shutdown of the main breaker of generator or transformer). Relay shall be contactor type. No plug-in type relay shall be used.

The make of the relay shall be Telemecanique (model TeSys, D or K model)/ GE / Siemens/Legrand/L & T/ABB/Indo-Asian

f) Suitable alarm indicator and operator panel with LED indication lamps for Ground fault and NGR fault annunciation and push buttons for test and reset functions along with buzzer shall be installed near the socket board accessible from outside without entering into the house. Visual annunciation for NGR fault and ground fault will be through LEDs (labeled "NGR Fault" and "Ground Fault"). Audio annunciation will be through a buzzer mounted near the socket board. Buzzer shall be suitably rated for continuous duty. Buzzer supply shall be of suitable AC voltage. LEDs and Buzzer shall be mounted on the front door of the monitor panel. Test and reset buttons on the front door of monitor panel shall be provided for testing of the NGR and GFA test circuits from the NGR monitor. Test and reset buttons make-Siemens/Schneider/BCH/L & T.

g) Reset button will silence the buzzer, but the LEDs will remain on till the time fault is detected and cleared. The indication LEDs and test and reset push buttons shall be in addition and external to the G/F & NGR monitor (which may have these functions built-in).

h) Lighting and exhaust fan for the house:

i) One suitable size exhaust fan should be mounted at the house/hut for driving out the hot air from the hut.

ii) LED lights for inside the hut and one near the socket board for illumination.

iii) Wiring should be carried out suitably for the above. Individual switches in a switch board to be provided for the items. 230V AC power supply is to be taken from an external source, which will be available at site, through a suitable rating RCD. One suitable rating socket should be provided for this power supply.

2.6 Socket board:

Power Socket board should be provided at one end of the hut. This should be covered with suitable canopy. Doors(double palla) should also be provided as mentioned earlier with lockable facility.

Incoming and outgoing power cables to the transformer shall be connected through this socket board. Rating of the each socket and quantities shall be as under:

i) 125 A , 3 ph, 5 pin socket, 3 numbers for incomer cable. Should be marked accordingly

ii) 125 A , 3 ph, 5 pin socket, 3 numbers for outgoing cable. Should be marked accordingly

iii) 125 A , 3 ph, 5 pin socket, 2 numbers as spare. Should be fixed on the board and not to be wired.

iv) Suitable rating single phase (230 v, 50 Hz) socket to be provided for internal lighting , exhaust fan etc. of the house.

2.7 MCCB with RCD (integrated)

Power sockets for the transformer(mentioned in 2.6 (i) & (ii)) should be suitably wired to the transformer through MCCB with in build RCD.

- i) One 200A, 3 phase MCCB with RCD for incoming power supply to the transformer
- ii) One 200A, 3 phase MCCB with RCD for outgoing power supply from the transformer
- MCCBs with RCD to be mounted near the socket board and should be accessible from outside.
- iii) Suitable rating MCB for single phase power supply.

## 2.8 Metering

Following meters to be provided with the each unit.

- i) One digital multifunction meter (MFM) should be provided to measure various electrical parameters of 100 KVA transformer. This digital MFM should be mounted near the MCCBs. The MFM should able to measure voltage, current, KWH, KW, power factor, cumulative KWH etc. Power supply for MFN should be arranged independently.
- ii) One analog voltmeter to be provided at the 100 KVA transformer secondary to display the phase to phase voltage through a selector switch.
- iii) One analog ammeter to be provided at the 100 KVA transformer secondary to display current in each phase with the help of selector switch.

## 2.9 Electrical Wirings:

a) Following electrical items shall be provided in the transformer hut –

- i) One exhaust fan (with suitable rain protection) shall be provided for the hut.
- ii) Min two numbers of LED lights (one inside the hut, 2nd above the socket boards
- iii) Metallic sockets – 2 nos (one 5 Amps, 2nd 20 Amps)
- iv) Switch board , Main Switch, DB as required.

b) All wiring for the transformer huts from MCB DB to switchboards/ points/ sockets etc. shall be running through PVC conduit. Since neutral is not available in the transformer hut, external Ph- Neutral supply shall be used for internal power supply of the huts for lights, fan etc.

c) Medium grade, BIS compliant, PVC conduits shall be used for wiring. Conduit size and no. of wires in conduit shall be as per IS. Corners shall be rounded elbow type for ease of insertion of wires.

d) The wiring cable shall be PVC insulated, 1100 V grade, FRLS, BIS compliant multi-stranded flexible copper conductor.

e) All wires shall be colour coded as Red for Phase, Black for neutral and Green for earth. All wire ends in DB, Main Switch and Socket outlets shall have copper lugs . Wiring of the hut shall be done as per IS:732(1989).

f) All points shall have individual switches and independent neutral wire. Separate switchboard shall be provided. All light and fan points shall be suitably distributed in the switch boards with individual switches.

g) Earth points for socket outlets, fans etc. shall be individually wired with insulated wires to switchboards and then to MCB DB earth bus. MCBDB earth bus shall be connected to two earth points (welded studs) on the bunk house skid/metallic outside shell. No earth connection shall be made directly to any point of the metallic shell of the bunk house.

h) Switchboards, and all sockets shall be made of 1.6 mm thick MS boxes having 3.0 mm thick white coloured, BIS compliant Hylam sheet. Switchboards shall be flush mounted with the

inside wall/panel of the hut. Suitable arrangement for mounting of the board shall be made for the purpose.

i) All switches and switch-sockets shall be flush type.

j) Indicative makes of Electrical Items: The electrical items used should have a proven track record of good performance. The indicative makes of electrical items are as follows:

i) MCB DB : LeGrand / Havells / Merlin Gerin / Siemens/Schneider.

ii) Lights: Philips / Compton Greaves / GE /Bajaj/ Havells.

iii) LED Lights : Philips / Compton Greaves / GE /Bajaj/ Havells/Syska.

iv) Metal Clad Wall Plug & socket: Legrand / Merlin Gerin / Siemens.

v) Wall switches & socket (Bakelite) : Anchor (BIS marked)

vi) PVC conduit: : AKG/PLAZA / Richa/Payal

vii) Wires & cables: Finolex / Havells.

#### 2.10 Indicative Electrical Schematic Diagram :

An indicative Electrical schematic diagram is attached herewith showing various electrical items and indicative ratings. Bidder should provide their own design showing all equipments and the ratings along with the bid.

#### 2.11 Indicative make of Power Sockets, transformer etc.

The electrical items used should have a proven track record of good performance. The indicative makes of important electrical items are as follows:

100 KVA Transformer : BHEL / CG / BB / Siemens/Quantum/Arya

NGR system : Bender- "RC48N" / Startco- "SE-330" / i-gard- "Sigma"

Power Sockets (125A): Appleton / BCH / Pyle National/ Amphanol

MCCBs with RCD : ABB/ L&T/ LeGrand / Havells / Merlin Gerin / Siemens/Schneider

Digital Multifunction Meter : Konzerv/ L&T/EL Measure /Meco/ Rishabh

Analog ammeter : AE/ Rishabh/Meco

Analog voltmeter: AE/ Rishabh/Meco

#### 3.0 Others

##### 3.1 Mandatory Spares

Following mandatory spares should be provided along with the supply. Bidder should quote for the mandatory spares. The spares should have same make and models used in the system.

i) 125 A, 3 ph, 5 pin power socket as built : 20 nos

ii) 200A, 3 phase MCCB with RCD : 5 nos

iii) Earth Electrode, GI, 1.5 meter length, ID 50 mm with four side connection facility for earth strip (each side 2 holes) : 28 nos

iv) NGR monitor as built (including remote display) : 2 sets

v) Resistor element for NGR system as built: 2 sets

vi) Digital Multifunction meter as built : 2 nos.

vii) Analog voltmeter as built: 2 nos

viii) Analog ammeter as built : 2 nos

##### 3.2 Testing :

i) 100 KVA transformer

Type test and routine test should be carried out as per IS 11171. Report of the same should be provided to OIL representative at time of Pre-Dispatch Inspection.

ii) Transformer hut:

Dye Penetration test of the welding should be carried out. Report of the same should be provided to OIL representative at time of Pre-Dispatch Inspection.

iii) Electrical wirings and socket board:

Power Socket board with switch gears should be tested as per IS 8623. Electrical housing wiring for the hut should be tested as per IS 732.

All the above standards should be of latest edition.

3.3 Warranty & Guarantee:

The Transformer hut with NGR, including painting & all the bought out items, should have minimum onsite warranty of one year from the date of installation or 18 months from the date of receiving whichever is earlier. Bidder should confirm it along with quotation. The offer, taking exception to this will be rejected.

This guarantee shall cover all items of the package, including (but not limited to) the skid, housing, all the internal components and any spares supplied. Any repairs / replacements required during this Warrantee period shall be carried out by the successful bidder, on site, at no cost to Oil India.

3.4 Inspection:

a) Stage Inspection

The stage inspection of the packages of Transformer huts with NGR shall be inspected at Manufacturer works by OIL representatives during construction of the skid.

b) Pre-dispatch inspection

Final pre-dispatch inspection of the packages shall be carried out by OIL representatives at manufacturer's works. The complete packages shall be tested according to manufacturer's standard test procedures, to demonstrate conformance with all required specifications. Representatives from Oil India shall witness these tests, and record results thereof. Manufacturer should give inspection calls to Oil India at least 20 days in advance. All test reports, certificates; approvals etc. pertaining to the system should be furnished during final pre-dispatch inspection.

This to be noted that, such inspection shall not relieve the supplier of his responsibility to ensure that, the equipments/systems supplied are free from all manufacturing and other defects and conforms to correct specifications & performances. However, inspection by OIL's representative will remain at its discretion. Boarding, lodging, transportation cost of such inspection for the OIL representative shall be borne by OIL.

3.5 Packing & Dispatch

The completed units shall be dispatched to Oil India's designated site at Duliajan, Assam, India. The units shall be sent from manufacturer's works fully fitted, and ready to be commissioned at well sites. The units should be packed suitably to avoid ingress of rain, moisture and dust; and to withstand the rigorous of travel, as well as storage before final commissioning.

3.6 Commissioning

Successful bidder will be responsible for installation, and commissioning of the complete packages at various well sites of Assam or at OIL's facility at Duliajan, Assam. The expected date of commissioning shall be informed by OIL after the packages are transported to Duliajan, Assam. Bidder must quote separately for installation & commissioning charges if any. OIL shall transport the packages to the various well sites from Duliajan (receiving site) for commissioning.

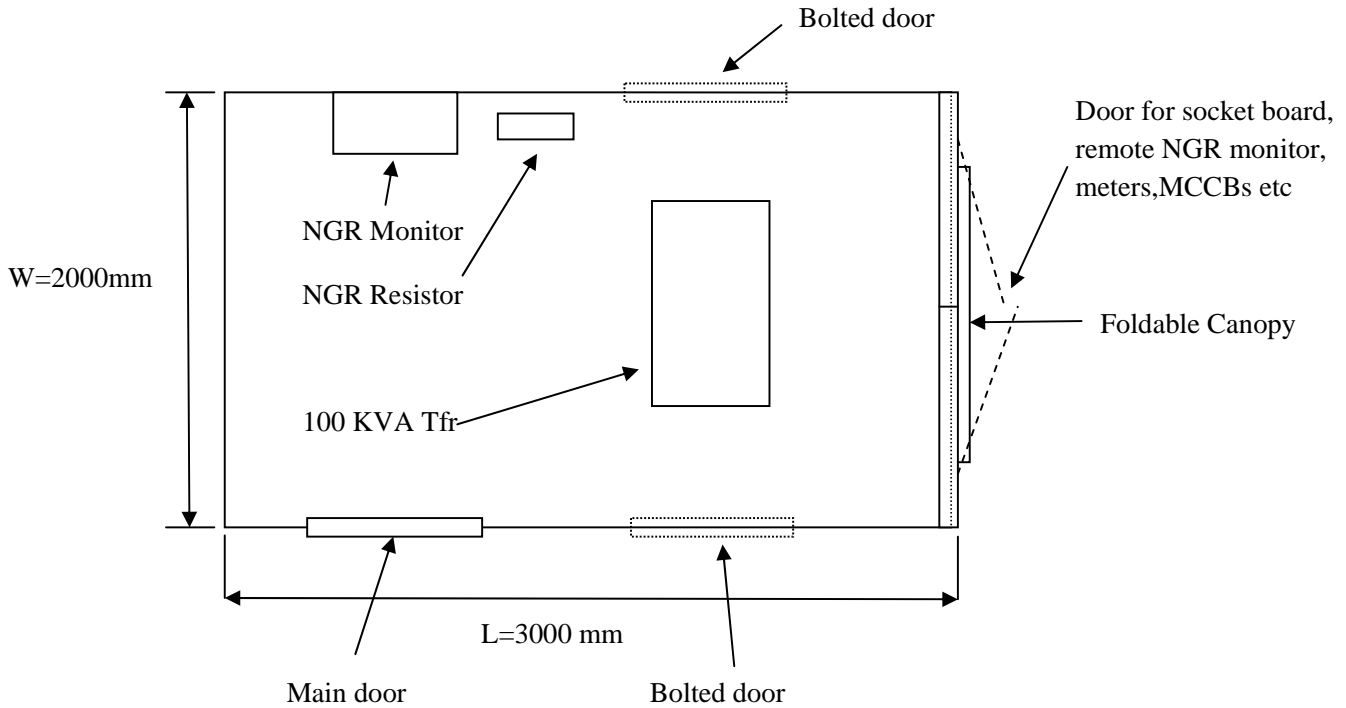
<p>3.7 Notes</p> <p>i) Type of Earthing : IT system of neutral grounding with maximum ground fault current limited to 750 mA using suitable NGR as per CEA (Measures Relating to Safety and Electric Supply) Regulations, 2010 is to be used. All breakers, MCCBs shall be suitable for IT system as per IEC 947-2. The 100KVA transformer secondary neutral shall not be served.</p> <p>ii) NGR System The NGR system shall be installed in the 100 KVA secondary output of the transformer. The neutral point of the transformers shall be earthed through a Neutral Grounding resistance as mentioned above. The entire system shall conform to CEA (Measures relating to safety and Electricity Supply) Regulations, 2010 (Rule # 100). NGR maximum earth fault current limited to 750 mA.</p> <p>iii) All standards referenced above should be of the latest editions.</p>	
<p><b><u>ITEM NO. 20</u></b></p> <p><b><u>INSTALLTION &amp; COMMISSIONING –QTY = 01 AU</u></b></p>	

**NOTE:**

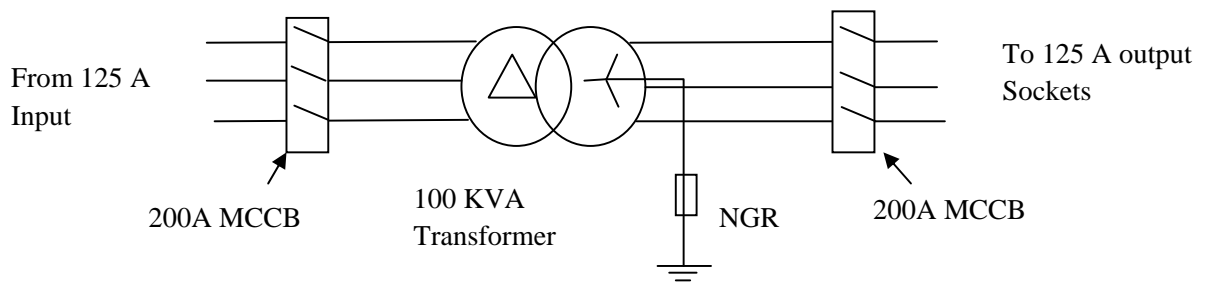
**Bidders should submit their bids (preferably in tabular form) explicitly mentioning compliance / non compliance to all the NIT terms and conditions of NIT.**

## Annexure-I

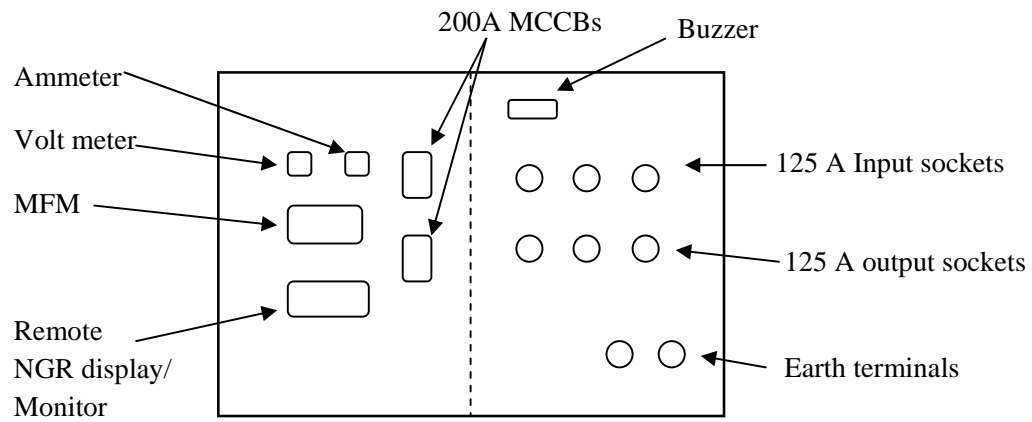
### 1) Indicative Physical Layout Diagram of main components



### 2) Indicative Power Flow diagram



3) Indicative layout diagram of Socket Board, MCCBs, Meters etc



4) Sample photo of a transformer hut





**Annexure- DDD**

**INTEGRITY PACT**

Between

Oil India Limited (OIL) hereinafter referred to as "The Principal"

And

( Name of the bidder ).....hereinafter referred to as "The Bidder/Contractor" |

**Preamble :**

The Principal intends to award, under laid down organizational procedures, contract/s for Tender No. **SDI3004P17** The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

In order to achieve these goals, the Principal cooperates with the renowned international Non-Governmental Organisation "Transparency International" (TI). Following TI's national and international experience, the Principal will appoint an external independent Monitor who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

**Section 1 - Commitments of the Principal**

- (1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-
  1. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
  2. The Principal will, during the tender process treat all Bidders with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential/additional information through which the Bidder could obtain an advantage in relation to the tender process or the contract execution.
  3. The Principal will exclude from the process all known prejudiced persons.
- (2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a Page 2 of 6 substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

## **Section 2 - Commitments of the Bidder/Contractor**

- (1) The Bidder/Contractor commits itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.
  1. The Bidder/Contractor will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
  2. The Bidder/Contractor will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, Subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.
  3. The Bidder/Contractor will not commit any offence under the relevant Anticorruption Laws of India; further the Bidder/Contractor will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
  4. The Bidder/Contractor will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- (2) The Bidder/Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.

## **Section 3 - Disqualification from tender process and exclusion from future Contracts**

If the Bidder, before contract award has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or credibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process or to terminate the contract, if already signed, for such reason.

1. If the Bidder/Contractor has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressions within the company hierarchy of the Bidder and the

amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 3 years.

2. The Bidder accepts and undertakes to respect and uphold the Principal's Absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.
3. If the Bidder/Contractor can prove that he has restored/recouped the Damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.
1. A transgression is considered to have occurred if in light of available evidence no reasonable doubt is possible.

#### **Section 4 - Compensation for Damages**

1. If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to 3 % of the value of the offer or the amount equivalent to Earnest Money Deposit/Bid Security, whichever is higher.
2. If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to 5% of the contract value or the amount equivalent to Security Deposit/Performance Bank Guarantee, whichever is higher.
3. The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder/Contractor can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount or the liquidated damages, the Bidder/Contractor shall compensate the Principal only to the extent of the damage in the amount proved.

#### **Section 5 - Previous transgression**

1. The Bidder declares that no previous transgression occurred in the last 3 years with any other Company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.
2. If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

#### **Section 6 - Equal treatment of all Bidders/Contractor/Subcontractors**

1. The Bidder/Contractor undertakes to demand from all subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Principal before contract signing.

2. The Principal will enter into agreements with identical conditions as this one with all Bidders, Contractors and Subcontractors.
3. The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

#### Section 7 - Criminal charges against violating Bidders/Contractors/ Subcontractors

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor or Subcontractor, which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the Vigilance Office.

#### Section 8 - External Independent Monitor/Monitors (three in number depending on the size of the contract) (to be decided by the Chairperson of the Principal)

1. The Principal appoints competent and credible external independent Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. He reports to the Chairperson of the Board of the Principal.
3. The Contractor accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder/Contractor/Subcontractor with confidentiality.
4. The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
5. As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or heal the violation, or to take other relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
6. The Monitor will submit a written report to the Chairperson of the Board of the Principal within 8 to 10 weeks from the date of reference or intimation to him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.

7. If the Monitor has reported to the Chairperson of the Board a substantiated suspicion of an offence under relevant Anti-Corruption Laws of India, and the Chairperson has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India.
8. The word 'Monitor' would include both singular and plural.

### **Section 9 - Pact Duration**

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the respective contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made/ lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by Chairperson of the Principal.

### **Section 10 - Other provisions**

1. This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi.
2. Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
3. If the Contractor is a partnership or a consortium, this agreement must be, signed by all partners or consortium members.
4. Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

R BARMAN  
**SR MANAGER MATERIALS (IP)**

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For the Principal

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For the Bidder/Contractor

Place. Duliagan.

Witness 1 : .....

Date 18.11.2016 .

Witness 2 : .....|

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

Tender No.			
Bidder's Name :			
BEC / TENDER REQUIREMENTS		Compliance by Bidder	
SL. NO.		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.