



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

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FORWARDING LETTER

Tender No. : SDI4266P21 dt: 08.05.2020

Tender Fee : NIL

Bid Security : Applicable

Bidding Type : SINGLE STAGE COMPOSITE BID SYSTEM

Bid Closing on : 09.07.2020 (11.00 HRS IST)

Bid Opening on : 09.07.2020 (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 **SUPPLY, INSTALLATION & COMMISSIONING OF VRF SYSTEM AIR CONDITIONER (with AHU) – 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 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.

This Tender has been floated for participation of Indigenous bidders only. Hence, only Indigenous bidders are eligible to participate against this tender.

Consortiums/Joint venture entities are not eligible to participate against this tender.

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.

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.

- 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	sbi.02053@sbi.co.in

- d) “General Terms & Conditions” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.
- e) Technical specifications and Quantity as per **Annexure – 1A**.
- f) The prescribed Bid Forms for submission of bids are available in the Technical RFx-> External Area - > Tender Documents.
- g) Amendments to the NIT after its issue will be published on OIL's website only. Revision, clarification, addendum, corrigendum, time extension etc. to the tender will be hosted on OIL website only. No separate notification shall be issued in the press. Prospective bidders are requested to visit website regularly to keep themselves updated.

- h) Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).
- i) Bidder are advised to fill up the Technical bid check list (**Annexure EEE**) and Response sheet (**Annexure FFF**) given in MS excel format in Technical RFx -> External Area -> Tender Documents. The above filled up document to be uploaded in the **Technical Attachment**. For details please refer “Vendor User Manual” / “NEW INSTRUCTIONS”

Special Notes:

1.0

(I)

- 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.**

(II)

In case a Startup [defined as per Ministry of Commerce and Industry (Department of Industrial Policy and Promotion, DIPP) latest notification]/ MSE is interested in supplying the tendered item but does not meet the Pre-Qualifying Criteria (PQC)/ Proven Track Record (PTR) indicated in the tender document, the Startup/MSE is requested to write a detailed proposal separately, and not against the present tender

requirement, to the tender issuing authority about its product. Such proposals shall be accompanied by relevant documents in support of MSE (where applicable) or in case of Startup, following documents shall be given:

1. Certificate of Recognition issued by the Department of Industrial Policy and Promotion, Ministry of Commerce and Industry, Government of India.
2. Certificate of incorporation.
3. Audited Profit & Loss (P&L) Statement of all the Financial Years since incorporation. In case where the Balance sheet has not been prepared, bidder shall submit a certificate in original from its CEO/CFO stating the turnover of the bidding entity separately for each Financial Years since incorporation alongwith a declaration stating the reason for not furnishing the audited P&L Statement. This certificate shall be endorsed by a Chartered Accountant/Statutory Auditor.

The Proposal shall be examined by OIL and OIL may consider inviting a detailed offer from the Startup/MSE with the intent to place a TRIAL or TEST Order, provided the Startup/MSE meets the Quality and Technical Specifications.

In case the Startup/MSE is successful in the Trial Order, the vendor shall be considered for PQC exemption/relaxation (as the case may be) for the next tender for such item till the time it remains a Startup/MSE

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 name of OIL's current authorized transporter is:
- a) M/s Western Carriers (India) Ltd.

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 ONLINE VIEWING OF PRICE BY BIDERS: 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.



Oil India Limited e-Procurement

User ID *

Password *

Logon Problems? [Get Support](#)

[Supplier Enlistment for E-Tender](#)

Important Note for New Portal Users:

[Click here to View Compatibility Settings](#)

[General Guidelines to bidders](#)

[Click for User Manuals](#)

Click here for the New

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[Click for Terms of use, Privacy Policy, Refund Policy Docs](#)

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-
(B BORAH)
SPO (IP)
FOR : CGM-MATERIALS**

Tender No & Date: SDI4266P21 dt: 08.05.2020**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)**

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

Other terms and conditions of the enquiry shall be as per General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BRC / BEC) contradict the Clauses of the tender or MM/LOCAL/E-01/2005 elsewhere, those in the BRC / BEC shall prevail.

<u>Criteria</u>	Complied / Not Complied. (Remarks if any)
<p>1.0 BID REJECTION CRITERIA (BRC):</p> <p>The bid shall conform generally to the specifications, terms and conditions given in this document. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected.</p> <p>A) TECHNICAL:</p> <p>1. Bidder must be an OEM or an authorised dealer of OEM for the VRF system ACs.</p> <p>2 Bidder's experience:</p> <p>2.1 Bidder shall have the experience of supplying at least 1(one) order towards supplying and successfully installation & Commissioning of VRF system Air Conditioners with capacity of Minimum 21 TR to any organisation/company under PSU / State / Central Govt / Semi Govt / Public Limited Company in last 5 years from the original bid closing date shall be submitted along with the offer.</p> <p>2.2 Towards successfully execution of the order of the VRF system ACs with capacity as stated in para 2.1 above, following valid documentary evidence shall be submitted along with the offer:</p> <p>a. Copy of Purchase Order / Contract / work order.</p> <p>b. Completion certificate of the order from the organisation / company to whom the order have been successfully executed.</p> <p>c. Performance certificate of the installed VRF system ACs from the end user (Organisation / Company).</p> <p>* Job(s)/work executed by the bidder in his/her own organisation/firm will not be considered as work experience.</p>	

Note:

a) The Purchase Order date need not be within 5 (five) years preceding original bid closing date of this tender. However, the execution of supply should be within 5 (five) years preceding original bid closing date of this tender.

b) 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 bidder during **any of preceding 03 (three) financial / accounting years from the original bid closing date** should be at least **Rs 12.75 lakhs.**

b) Net Worth of the firm should be Positive for preceding financial / Accounting year. (FY=2019-2020)

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'.

Notes:

a) 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.

b) In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central Government, their certificates may be accepted even though FRN is not available. However, bidder to provide documentary evidence for the same.

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.51,000.00** 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 DGM-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. 31.01.2021)**

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

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

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

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

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

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

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)

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. **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.**

A) TECHNICAL:

i) The bids will be evaluated strictly as per NIT specification, terms & conditions.

B) COMMERCIAL:

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.

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

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

NOTE:

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

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TECHNICAL SPECIFICATIONS WITH QUANTITY

Tender No & Date: SDI4266P21 dt: 08.05.2020

	Complied / Not Complied. (Remarks if any)
<p><u>ITEM NO. 10</u></p> <p><u>PROCUREMENT OF VRF SYSTEM AIR CONDITIONER WITH AIR HANDLING UNIT FOR MTDC AUDITORIUM OF L&D DEPARTMENT, DULIAJAN, ASSAM.- qty = 01 NO</u></p> <p>Specification:</p> <p>a. 30 TR Air Handling Unit: 01 No.</p> <p>b. 26 HP pure Inverter VRF Outdoor Unit (R-410a Refrigerant): 02 Nos.</p> <p>A. 30 TR Air Handling Unit :</p> <p>Double skin Floor Mounted Horizontal Air Handling Unit shall have: (25 mm thick panel with thermal break Al profile & weather proof canopy in GI construction) Mixing box with manually operated FA & RA damper in Al constructions. Filter section with 50 mm thick (EU-4) box type pre filter. Coil section with 8 row deep Dx-type cooling coil with suitable no. of distributor. Fan section with imported DIDW centrifugal backward curved fan, Drive set with V-belt & Motor (EFF-1). Weather-proof GI Canopy. Capacity = 30 TR, 12000 CFM</p> <p>i. COOLING COIL (DX TYPE)</p> <p>Tube Material- Copper</p> <p>Tube Thickness-0.3 mm</p> <p>Outer dia- 9.5 mm</p> <p>Header material- Copper header</p> <p>Coil Casing-GI.</p> <p>Fin Material- Plain Aluminium</p> <p>Fin spacing- 11-13FPI</p> <p>Condensing Tray-22G SS-304</p> <p>Test pressure – 38 Kg/Sq Cm.</p> <p>Insulation Material for Drain Tray –13 mm thick close cell Nitrile Rubber.</p> <p>ii. FILTERS:</p> <p>Make: SPECTRUM/MECHMAARK/EQUIVALENT</p> <p>iii. FAN (DIDW Type):</p> <p>Make: NICOTRA/KRUGER/EQUIVALENT</p> <p>iv. MOTOR:</p> <p>5.5 KW, 415 Volts, 50 C/S, RPM:1095, Make: ABB/SIEMENS/BHARAT BIJLEE/CROMPTON GREAVES</p> <p>V. NOISE LEVEL (db) @1m Distance : 74.0 db(Max).</p> <p>B. 26 HP pure Inverter VRF Outdoor Unit (R-410a Refrigerant):</p> <p>i. 100% Twin DC Inverter based Scroll Compressor only.</p> <p>ii. Outdoor unit shall be factory assembled weather proof casing constructed from heavy gauge mild steel & shall have 100% DC Inverter Scroll Compressor in each module & with Top Air Discharge through.</p> <p>iii. The Unit shall have liquid injection facility in order to achieve no deration in cooling</p>	

<p>capacity up to 45 deg C temps.</p> <p>iv. The unit shall have 2 stages deep sub-cooling circuit and cross oil return technology, should be equipped with double EEV control design & four way air return heat exchanger design.</p> <p>v. Refrigerant chamber and electronic chamber should be separate.</p> <p>vi. The outdoor unit should contain error code LED display for ease of operation.</p> <p>vii. Each compressor should have Oil Separator for safer operation.</p> <p>viii. The system should be of Heat Pump Type & should also be suitable for operation within the ambient temperature range of -5 deg. C to 48 deg. C.</p> <p>ix. The outdoor units shall be with safety devices. The outdoor unit shall be fitted with low noise aero spiral design fan with multiple speed DC motor for large airflow and shall be designed to operate compressor-linking technology.</p> <p>x. The system shall be equipped with Automatic Oil Balancing (without Oil Balancing Pipe).</p> <p>xi. The Outdoor PCB shall be having the technology to be cooled <u>by refrigerant</u></p> <p><u>xii. Minimum EER should be 3.5 & COP should be 4.5.</u></p> <p>Make : Haier/ Blue Star/ Voltas/ Hitachi / LG.</p>	
<p><u>ITEM NO. 20</u></p> <p><u>INSTALLATION COMMISSIONING OF ITEM NO. 10 – QTY = 01 AU</u></p> <p>a. Supplier shall dismantle the existing AHU unit, the place where the new AHU to be installed & commissioned.</p> <p>b. Supplier shall dismantle the existing chillier pipes & repair/modify of existing air duct (if needed) for installation of new VRF system ACs with Air Handling Unit.</p> <p>1. Installation & Commissioning of VRF System ACs with AHU at MTDC of L&D Department, Duliajan, Assam.</p> <p>INSTALLATION & COMMISSIONING:</p> <p>A. OUTDOOR UNITS : 26 HP -02 No. Installation of all equipment as per the actual installation procedure along with Lifting, shifting, positioning, installation, Commissioning and testing of Modular type outdoor condensing units equipped with highly efficient inverter scroll compressors.</p> <p>B. Air Hauling Unit (AHU): 1(one) No. Capacity = 30 TR(Min), 12000 CFM(Min) Installation of AHU as per the actual installation procedure along with fitting, shifting, positioning, fixing of Ducts, copper pipes, grills, dampers, diffusers, drain pipe, cables & commissioning of entire system.</p> <p>C. Commissioning of VRF (AHU) systems including topping R410A refrigerant as per site requirements - 100 kg (approx).</p>	

<p>D. Supply, installation, testing and commissioning of interconnecting refrigerant pipe work with closed cell elastomeric nitrile rubber tubular insulation between AHU & outdoor units as per specifications, all piping Gas/liquid Line with 13 mm/19 mm thick insulation.</p> <p>E. Connection of the copper refrigerant pipe between AHU and VRF outdoor.</p> <p>F. Connection of the communication cable between AHU and VRF outdoor.</p> <p>G. Laying of drain water pipe.</p> <p>H. Duct modification inside the auditorium (if required) with necessary existing supports.</p> <p>I. Electrical connection with electrical supply 3 phase, 440V \pm 10% terminated up to the connection point of AHU as per the unit specification.</p> <p>J. Electrical connection with electrical supply 3 phase, 440V \pm 10% terminated up to the connection point of Outdoor Unit as per the unit specification.</p> <p>K. OIL will provide power supply 3 phase, 440V \pm 10% near to the outdoor unit & AHU.</p> <p>L. Any Civil works needs to be carried out for the installation & commissioning of the system shall be in the scope of the supplier.</p> <p>2.0 QUALITY OF WORK:</p> <p>2.1. Supplier shall abide by all instructions of OIL engineer and carry out standard quality jobs / works to satisfaction of OIL Engineer-in Charge.</p> <p>2.2. Supplier shall deploy the experienced persons having expertise in installation & commissioning of VRF(AHU) system of ACs.</p> <p>2.3. If any job is found un-satisfactory by OIL, the same shall have to be re-done by the supplier to the satisfaction of OIL at no extra cost to OIL.</p> <p>3.0. TESTING:</p> <p>3.1. Installation & commissioning of VRF (AHU)system will be treated as complete only after its successful testing with full occupancy and with VRF(with AHU) system's full capacity to the satisfaction of OIL.</p> <p>3.2. After the testing of the units installed, the system shall be on reliability run test for minimum 14 days for final suitability by OIL.</p>	
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SPECIAL NOTES

1.0. Bidder must be an OEM or an authorized dealer of the VRF system ACs.

2.0. If the bidder is other than OEM, a valid authorized dealership certificate from the OEM shall be submitted along with the offer.

3.0. Visit by the vendor(s):

- a. Since this is a brown field project, the interested vendor/ bidder must visit the site before submitting the quotation against the Tender. The Visit is necessary to understand the aesthetic look of the building. Without visit it will be difficult for the bidder(s) to gauge the requirement of cooling system.
- b. Interested bidder(s) along with their competent person /technical expert(s) shall visit the MTDC auditorium of L&D Department in Duliajan, Assam with prior intimation to DGM (Elect-AC&R) before bidding to assess the units required for proper cooling of the auditorium with its full occupancy and design of VRF system Air Conditioner with AHU installation. It is to be noted that the existing air duct with required modification / repair will be used for cooling of auditorium.

4.0. Bidder must confirm that the VRF system ACs with Air Handling Unit will be under warranty for the period of minimum one year (12 months) after its successful commissioning, testing and reliability run for 14 days.

5.0. During warranty period, the supplier must attend any defect in the VRF system & its AHU and shall make operational of the said unit(s) within 48 hrs. of intimation of fault by OIL. In case of failure to rectify the faulty unit(s) by the supplier within 48 hrs, penalty of Rs.2000/-(Rupees Two thousand) per day will be imposed and recovered by OIL.

6.0. The bidders shall quote separately for supply of equipment /materials and Installation & Commissioning of the same.

7.0. TRANSPORTATION, LOADING & UNLOADING:

- 7.0.1. The successful bidder / supplier shall arrange his/her own arrangement for transportation of his/ her personnel and materials to the plant site to MTDC Auditorium of L&D Department, Duliajan, Assam.
- 7.0.2. Loading and unloading of materials/ machines required for installation, commissioning & testing shall be in the scope of the supplier.

8.0. TOOLS AND TACKLES:

8.0.1. The supplier shall arrange all required and necessary tools & tackles for proper Installation, Commissioning & testing of VRF system ACs with Air Handling Unit.

9.0. Manpower for Installation & Commissioning:

- 9.0.1. Manpower deployed for installation & Commissioning of VRF System ACs with AHU shall be competent for execution of the jobs.
- 9.0.2. Atleast one supervising personnel/expert for the system shall be deployed during installation & Commissioning of VRF system ACs with AHU.

10.0. CIVIL JOBS (IF REQUIRED):

10.0.1. If any civil works involved during Installation & Commissioning of the VRF system ACs with AHU, the same shall have to be borne and arrange by the supplier.

11.0. PERSONAL PROTECTIVE EQUIPMENT (PPE):

11.0.1. Supplier shall provide all safety gadgets to his work-persons required for the job. The condition of all PPE and other safety gadgets provided by the supplier to his work persons shall be in good condition. List of basic PPE's are listed below.

- a. Safety Helmet
- b. Safety Shoe
- c. Safety belt
- d. Hand glove
- e. Safety goggle

11.0.2. Personnel without PPE will not be allowed to work at the site.
11.0.3. Safe and proper working / operating procedure shall be followed by the personnel deployed for carrying out of jobs towards ensuring safety of equipment and personal.
11.0.4. Supplier shall comply and ensure all safety and statutory rules regulations as per the safety norms at OIL.

12.0. HSE Point for Materials supply with installation & commissioning:

12.0.1. The contractor should deploy a competent person through-out the contract/ execution of jobs under whose constant supervision; the jobs will be carried out.
12.0.2. The Contractor / supplier has to keep a register of the persons employed by him/her.
12.0.3. Necessary Cold/Hot work /Electrical isolation/ Energisation /Work at Height/Vehicle Entry permits, etc are to be obtained from authorized personnel before starting of the Jobs(S)
12.0.4. The Contractor / supplier has to ensure the quality and reliability of all the tools, equipment and instruments used by his / her personnel.
12.0.5. First aid box is to be provided by the contractor/ supplier and same has to be kept ready at work site for personnel deployed while carrying out the job.
12.0.6. For working at elevated locations, use of approved full Body Harness as specified in OMR-1984, is mandatory.
12.0.7. The contractor/ supplier have to ensure and take full responsibility of the complete safety of the personnel engaged by him / her.
12.0.8. Any compensation arising due to accident of the Contractor's / supplier's personnel while carrying out the job, will be payable by the contractor / supplier.
12.0.9. The Contractor/ supplier shall have to report all incidents including near miss to Installation Manager / departmental representative of Concern Department.

13.0. SPARES AND ASSESORIES:

13.0.1. The supplier shall provide all spares and consumables required for Installation & Commissioning of VRF system ACs with Air Handling Unit.
13.0.2. The supplier shall maintain a list of critical spares and make stocks in sufficient quantity. Non availability of spares during installation & commissioning and testing will not be entertained during the execution of the jobs.

14.0. QUALITY OF WORK:

14.0.1. Supplier shall dismantle the existing AHU unit, the place where the new AHU to be installed.
14.0.2. Supplier shall dismantle the existing chillier pipes & repair/modification of existing air duct (if needed) for installation of new VRF system ACs with Air Handling Unit.
14.0.3. Supplier shall abide by all instructions of OIL engineer and carry out standard quality jobs / works to the satisfaction of OIL Engineer-in Charge.
14.0.4. Supplier shall deploy the experienced persons having expertise in installation & commissioning of VRF system of ACs.
14.0.5. If any job is found un-satisfactory by OIL, the same shall have to be re-done by the supplier to the satisfaction of OIL at no extra cost to OIL.

15.0. TESTING:

15.0.1. Installation & commissioning of VRF system ACs with Air Handling Unit will be treated as complete only after its successful testing with full occupancy and with VRF system's full capacity to the satisfaction of OIL.
15.0.2. After the testing of the units installed, the system shall be on reliability run test for minimum 14 days for final suitability by OIL.

16.0. Documents:

- 16.0.1. 3(three) Set of Operation & Maintenance Manual with the supply.
- 16.0.2. Factory Test report & the site test report after successful commissioning of the unit at site.
- 16.0.3. The warrantee of the supplied VRF system ACs with Air Handling Unit shall be reconed / started only after submission of the successful testing report to OIL by the supplier.
- 16.0.4. Trouble shooting guide with electric/electronic circuit diagram of the system (if not available in O&M manual) shall be submitted along with the supply of materials.
- 16.0.5. Recommended spare part list for operation and maintenance shall be submitted along with the offer.
- 16.0.6. The critical spares for operation and maintenance of the system shall be supply along with the supply of the materials.

17.0. Warranty:

- 17.0.1. Complete VRF system ACs with Air Handling Unit shall be warranty for the period of 12 months after successful installation & successful commissioning of the units.
- 17.0.2. The compressors of the VRF system ACs with Air Handling Unit shall be under warrantee for the period of minimum 5(five) years from the date of its successful installation, commissioning & testing.
- 17.0.3. The warranty card(s) for the units and the compressors duly stamped and signed by the OEM/Authorised dealer shall be submitted along with final suitability of the system.

18.0 Items shall be procured from the manufacturer or their authorized dealer only.

19.0 Other than OEM, the bidder shall submit valid authorized dealership certificate from OEM with legible signature, Name, Designation, Contact number and email address of the authorized signatory.

20.0. The bidder shall submit a catalogue wherein they shall highlight / mention their offered model specified in the catalogue.

21.0 The newly supplied VRF system air conditioners with AHU shall be tested at designated site and undergo performance/reliability run test for 14 days before giving suitability report.

22.0. PAYMENT TERMS:

22.0.1. 70%(Seventy Percent) payment shall be made to the supplier for supply of material on receipt of the materials and submission of documents to OIL.

22.0.2. Balance 30%(Thirty Percent) of materials cost will be processed along with the cost of Installation, Commissioning and only after the reliability run test of the units as mentioned in Para 15.0.2(Testing).

23.0 Packing should be adequate to avoid transit damage and ingress of moisture.

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 Bid Checklist**Annexure-EEE**

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

NOTE: Please fill up the greyed cells only.

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

Response Sheet**Annexure-FFF**

Tender No.
Bidders Name

Bidders Response Sheet

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

NOTE: Please fill up the greyed cells only.

(*) Purchase Orders along with copies of any of the documents in respect of satisfactory execution of the Purchase Orders should be submitted – (i) Satisfactory Inspection Report (OR) (ii) Satisfactory Supply Completion / Installation Report (OR) (iii) Consignee Receipted Delivery Challans (OR) (iv) Central Excise Gate Pass / Tax , Invoices issued under relevant rules of Central Excise / VAT (OR) (v) any other documentary evidence that can substantiate the satisfactory

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

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

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

Office Seal

.....
Signature of Vendor

Counter Signed by Banker:
Seal of Bank:

Enclosure: Self attested photocopies of the following documents-

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