

OIL INDIA LIMITED

(A Government of India Enterprise)
P.O. Duliajan-786602, Assam, India
E-mail: 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:

E-Tender No.	Bid Closing / Opening Date	Item
SDI4040P17	25.05.2017	AUTOMATED BIOCHEMISTRY ANALYZER - 01 NO
SDI3877P17	11.05.2017	TRANSFORMER –8 NOS
SDI4269P17	11.05.2017	ULTRASOUND UNIT - 01 NO
SSI4292P17	11.05.2017	FSC PHOTOCOPY PAPER –12900 PACS
SSI4305P17	11.05.2017	ETHYLENE GLYCOL MONOBUTYLE ETHER –20000 KG
SSI4297P17	11.05.2017	LINE PIPE –14200 MTRS
SDI4372P18	11.05.2017	LAPTOP COMPUTER –23 NOS
SDI4367P18	11.05.2017	PRINTER –03 NOS
SDI4366P18	11.05.2017	M&S OF MS RDS LICENSE –20 NOS
SDI4373P18	11.05.2017	LUBRICATING OIL –21000 LTRS
SDI4371P18	11.05.2017	SCANNERS – 29 NOS
SDI4374P18	11.05.2017	CCTV SURVEILLANCE SYSTEM – 01 NO
SSI4343P18	25.05.2017	PAINTS
SDI3942P17	25.05.2017	DESKTOP PC- 90 NOS

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

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



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

TELEPHONE NO: (91-374) 2808719

FAX NO: (91-374) 2800533

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

FORWARDING LETTER

Tender No. : SDI4374P18 dated 06/04/2017

Tender Fee : Rs. 1,000.00

Bid Security Amount : Applicable

Bidding Type : SINGLE STAGE COMPOSITE BID SYSTEM

Bid Closing on : As mentioned in the e-portal

Bid Opening on : -do-

Performance Security : Applicable

Integrity Pact : Not Applicable

OIL invites Bids for **Supply, Installation & Commissioning and AMS of CCTV Surveillance System; Qty: 1 No.** through its e-Procurement site under **SINGLE STAGE COMPOSITE BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement LCB Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area - > Tender Documents

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

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

- d) “General Terms & Conditions” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.
- e) Technical specifications and Quantity as per **Annexure – 1A**.
- f) The prescribed Bid Forms for submission of bids are available in the Technical RFx-> External Area - > Tender Documents.
- g) Amendments to the NIT after its issue will be published on OIL’s website only. Revision, clarification, addendum, corrigendum, time extension etc. to the tender will be hosted on OIL website only. No separate notification shall be issued in the press. Prospective bidders are requested to visit website regularly to keep themselves updated.
- h) Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).
- i) Bidder are advised to fill up the Technical bid check list (**Annexure EEE**) and Response sheet (**Annexure FFF**) given in MS excel format in Technical RFx -> External Area - > Tender Documents. The above filled up document to be uploaded in the **Technical Attachment**. For details please refer “Vendor User Manual” / “NEW INSTRUCTIONS”

Special Notes:

1.0 Vendors having OIL's User ID & password to 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).

No physical tender documents will be provided. Details of NIT can be viewed using "Guest Login" provided in the e-Procurement portal. The link to e-Procurement portal has been also provided through OIL's web site www.oil-india.com.

NOTE:

In case of MSE/PSUs/ Govt. Bodies / eligible institutions etc., they shall apply to DGM-Materials, Oil India Limited, P.O. Duliajan, Assam-786602 for waiver of Tender Fee upto one week prior to the Bid closing date (or as amended in e-portal).

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"**

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 **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.

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. 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.

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.

Please do refer "**NEW INSTRUCTION TO BIDDER FOR SUBMISSION**" for the above two points and also please refer "**New Vendor Manual (effective 12.04.2017)**" 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 Competability Settings](#)

[General Guidelines to bidders](#)

[Click for User Manuals](#)

Click here for
the New
Manual &
Instruction

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NOTE:

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

Yours Faithfully

Sd-

**(AJ SARMAH)
MANAGER MATERIALS (IP)
FOR DGM-MATERIALS**

Tender No & Date: SDI4374P18 dated 06/04/2017**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)**

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

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

<u>Criteria</u>	Complied / Not Complied. (Remarks if any)
1.0 BID REJECTION CRITERIA (BRC): The bid shall conform generally to the specifications, terms and conditions given in this document. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected. A) TECHNICAL: Bidder should have experience of successfully executing at least 1 (one) similar order for CCTV Surveillance System amounting to Rs. 7.60 Lakhs in preceding 5 (five) years from the original Bid Closing Date. “Similar Order” means “Supply, Installation & Commissioning and AMC for CCTV Surveillance System with PSU, Central Govt. Organization/ State Govt. Organization in last 05 years”. Note: Documentary evidence in respect of the above should be submitted in the form of copies of relevant Purchase Orders along with copies of any of the documents in respect of satisfactory execution of each of those Purchase Orders, such as – (i) Satisfactory Inspection Report (OR) (ii) Satisfactory Supply Completion / Installation Report (OR) (iii) Consignee Receipted Delivery Challans (OR) (iv) Central Excise Gate Pass / Tax , Invoices issued under relevant rules of Central Excise / VAT (OR) (v) any other documentary evidence that can substantiate the satisfactory execution of each of the purchase orders cited above. 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. 7.60 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’.

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. 35,200.00** 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 Head Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam on or before the Bid Closing Date and Time mentioned in the Tender. **The Bank Guarantee towards Bid Security shall be valid for 6 months from Bid closing date. (i.e. upto 11.11.2017).**

Bid Security may also be paid online on or before the Bid Closing Date and

Time mentioned in the Tender.

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

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

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

iii) Bids are invited under “Single Stage Composite Bid System”. Bidders have to submit both the “Techno-commercial Unpriced Bids” and “Priced Bids” through electronic form in the OIL’s e-Tender portal within the bid Closing date and time stipulated in the e-tender. The Techno-commercial Unpriced bid is to be submitted as per scope of works and Technical specification of the tender and the priced bid as per the online Commercial bid format. For details of submission procedure, please refer relevant para of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders.

iv) Performance Security:

The successful bidder shall submit Performance Security AS FOLLOWS:

a) 1st Performance Security @ 10% of PO value (for materials + installation & commissioning) 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. The Performance Security must be valid for 12 months from the date of commissioning plus 3(three) months or 18 months from the date of shipment/despatch plus 3(three) months whichever concludes earlier.

b) 2nd Performance Security @ 10% of PO value (for 4 years AMS) prior to expiry of the 1st Performance Security. The Performance Security must be valid for the entire period of 4 years AMS plus 3(three) months.

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 3(three) months beyond the Warranty period indicated in the Purchase Order /contract agreement.

The Performance Security for capital nature items like plant and machinery etc. shall be valid for 12 months from the date of commissioning plus 3(three) months or 18 months from the date of shipment/despatch plus 3(three) months

whichever concludes earlier. However, for consumables like chemicals, cement, tubular etc. the Performance Security shall be valid for 12 months from the date of shipment/despatch plus 3(three) months.

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

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

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

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

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

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

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

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

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

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

x) DELIVERY PERIOD:

i) For materials: Within 08 (eight) months from the date of placement of the PO.

ii) For Installation & Commissioning: Within 09 (nine) months from the date of intimation by OIL.

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 bid will be evaluated strictly as per NIT specification, terms & conditions. 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) 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.	
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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: SDI4374P18 dated 06/04/2017

	Complied / Not Complied. (Remarks if any)
Item No. 10: CCTV Surveillance System; Qty: 1 No. 1. 06 Nos. CCTV Camera for outdoor application. working distance : 50m, 540TVL, Image sensor: Sony/Sharp, CCD, Lens: 6/8/12/16mm, Digimax ODIR - 659 or Equivalent 2. 26 Nos. CCTV Camera for outdoor application. working distance : 100 / 200 m, 700/850TVL, Image sensor: Sony/Sharp, CCD, Lens: 8/16/25/32mm, Digimax ODIR - 659 or Equivalent 3. 03 Nos. DVR. Description: Digimax DVR, 16 Channel live display with 1080p high definition, live, recording playback, backup and remote access, built in web server, multi dvr client MSS & CMS, Make & Model: Digimax DZ - 1604 or Equivalent 4. 80 nos. BNC connector with steel body gold plated pin 5. 50 nos. Power connector with wire 6. 45 nos. Video Balloon 7. 40 nos. Camera Stand 8. 15 nos. Hard disk, 2 TB 9. 04 nos. LCD Monitor, 40 inch, Sony or Equivalent 10. SMPS power supply for 16 camera 12 V 15 amp with individual output. Quantity:4 Nos. Make & Model: Digimax or Equivalent. 11. 300 Rolls Premium 3+1 wire with shielding for CCTV (100 yds / roll) for total area in (5 Km radius) 12. 01 no. Desktop Computer with all standard feature's (Windows 10) HP or Equivalent	
Item No. 20: Installation & Commissioning of CCTV Surveillance System; Qty: 1 AU (1) Installation of Camera at the different locations, along the boundary wall of OIL INDIA LIMITED. Total length of Boundary Wall 6 KM. Total Area inside boundary wall 480.63 Acres. (2) Exact location for installation of camera & other equipments, cable route etc. Within	

OIL-Moran campus will be shown during installation phase. (3) Wiring of Cameras to the Control Room / Monitoring station : All wirings / cable laying etc. required for installation of cameras and other equipment shall be done by the supplier during installation and commissioning phase. Since the area of coverage is large, vendor should accordingly consider in installation and commissioning charges the cost of wiring / cable laying. To have the practical idea of the works, bidder may visit OIL - Moran before submitting the bid with prior intimation to Administrative Officer (Moran). (4) Installation of DVR, Monitoring Device etc. Control Room. (5) Testing & commissioning of all the materials for proper function. (6) Completion certificate will be issued only after success demonstration and 3 days successful observation / trouble free operation of all the installed equipments (Cameras, DVR etc.)	
Item No. 30: 4 years (16 Qtrs.) Annual Maintenance Services for CCTV Surveillance System; Qty: 1 AU 1) All equipment supplied by the successful bidder shall be covered by the Annual Maintenance Service (AMS), including Cameras, DVR etc. 2) The Annual maintenance Services shall start after successful completion of the warranty period. 3) For any reason, if the warranty period is extended, AMS shall start after completion of the extended warranty period. 4) The AMS shall run for a period of four (4) years. 5) During the AMS period, any failed device shall have to be replaced with a new one of the same / equivalent make & model immediately. Necessary configuration of the replacement device for proper operation of the device in the said Security Surveillance system is the responsibility of the successful bidder. 6) In case of failure on the part of the successful bidder to rectify a reported problem within 72 hrs reporting the problem, the tenure of the AMS will be extended on a pro-rata basis till rectification of fault, at no extra cost to OIL. 7) During the AMS period, the engineer / technician attending the call shall have to submit a call report mentioning nature of the fault, action taken, details of any replacement of parts, details of any replacement equipment etc. to OIL. The report has to be dully signed by OIL's personnel and then only the call shall be considered attended. 8) Transportation and accommodation for AMS shall have to be borne by the successful bidder. 9) 4 years Annual Maintenance Service: (a) there shall be one inspection cum maintenance visit in every 3 months. Thus there shall be minimum 16 nos. inspection cum maintenance visit in the entire AMS period. (b) Vendor has to engage his technician / expert for through checkup of	

the system and to carry out necessary preventive maintenance of the all components of the system like Camera, DVR, etc. (c) In case of any breakdown requiring immediate action , vendor has to depute his personnel immediately. 10) AMS charges will be paid quarterly after completion of the quarter. The successful bidder must submitted appropriate invoices to Chief Engineer (Electrical), Oil India Limited, Moran, Assam- 785669, on Quarterly basis, clearly mentioning the OIL Purchase Order no. and period of billing. 11) The successful bidder must maintain inventory of critical spares which may require during AMS period. 12) Clause common to both Warranty and Annual Maintenance Service: There will be a single point of contract for reporting any problem related to the offered hardware. Contact details (Phone No, e-mail etc.) must be provided by vendor.	
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Special Terms & Conditions

1) The bidder shall quote separately for the Installation & Commissioning and AMS.

2) Payment Terms: 70% cost of the materials cost after delivery of the Materials, balance 30% cost and installation & commissioning charges after successful commissioning at site. AMS charges will be paid quarterly after completion of the quarter

3) Bids complete with offer for Supply, Installation & Commissioning and AMS will only be considered for technical evaluation. Bids only for supply of materials will not be considered for technical evaluation.

3.1) Installation & Commissioning and Annual Maintenance Services (AMS) of the CCTV Surveillance System shall have to be provided by the same vendor supplying the CCTV system. Bids for part supply are not acceptable.

4) Bidders may visit Oil India Limited, Moran to have the idea of exact requirement before submission of the bid, with prior intimation to Administrative Officer (Moran), OIL Moran.

5) Technical catalogues, drawing etc. shall be submitted along with the offer for technical evaluation of the bid.

6) The complete system shall be guaranteed for a period of minimum 1 year from the date of commissioning. In case of any failure within guarantee period, the supplier shall replace the failed component at the shortest possible time at his own cost including cost of transportation etc.

7) All the materials shall be dispatched/delivered directly to Materials Dept., Oil India Limited, Moran - 785669, Dist. Sivasagar, Assam. Packing of materials should be adequate to avoid transit damage and ingress of water etc.

8) 2(Two) sets of maintenance and operating manual shall be supplied along with the materials.

9) List of essential spares & their price (item wise) to be submitted along with the offer. Spares will be procured separately. Cost of spares will not be considered for bid evaluation.

10) All special tools / instruments required during installation and commissioning of the CCTV system shall be arranged / brought by the supplier

11) Packing shall be adequate to avoid any damage or ingress of water etc. during transportation and should be installed at the site shown by Admin Office, OIL Moran. All items must be delivered in good condition. Damaged/ defective items must be replaced immediately.

12) Bidders must have designated office/ single point of contact in Assam. Address of the same must be submitted with the bid.

13) Items shall be procured from manufacturer or their authorised dealer only. In case of authorised dealer, a valid dealership certificate to be enclosed along with the bid.

14) The successful bidder must follow all safety norms prescribed by OIL while carrying out the job.

15) Successful bidder has to arrange for their own accommodation and transport during implementation, warranty periods.

16) **Delivery Period:**

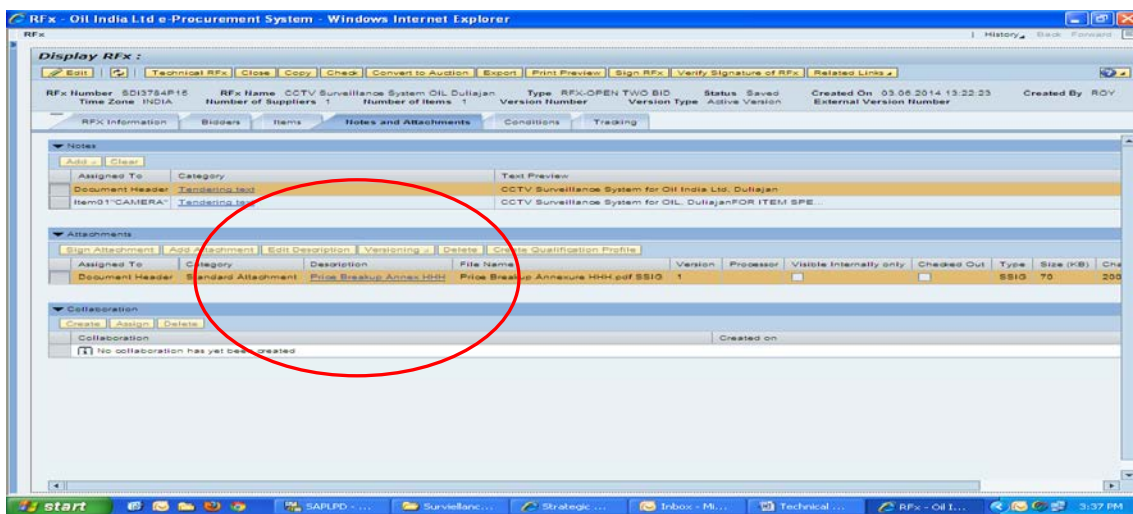
i) For materials: Within 08 (eight) months from the date of placement of the PO.

ii) For Installation & Commissioning: Within 09 (nine) months from the date of intimation by OIL

17) **Technical Evaluation Sheet** is provided along-with the tender documents. Bidders must fill up, sign and upload the same with their offer.

18) **PRICE BREAK-UP FORMAT:**

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



NOTE:

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

Technical Evaluation Sheet
Tender No. SDI4374P18

Sl. No.	Clause No.	Description	Bidders Remark (Complied/Not Complied/ Deviation)
1		CCTV Surveillance System to include the following items: 1) 06 Nos. CCTV Camera for outdoor application. working distance : 50m, 540TVL, Image sensor: Sony/Sharp, CCD, Lens: 6/8/12/16mm, Digimax ODIR - 659 or Equivalent 2) 26 Nos. CCTV Camera for outdoor application. working distance : 100 / 200 m, 700/850TVL, Image sensor: Sony/Sharp, CCD, Lens: 8/16/25/32mm, Digimax ODIR - 659 or Equivalent 3) 03 Nos. DVR. Description: Digimax DVR, 16 Channel live display with 1080p high definition, live, recording playback, backup and remote access, built in web server, multi dvr client MSS & CMS, Make & Model: Digimax DZ - 1604 or Equivalent 4) 80 nos. BNC connector with steel body gold plated pin 5) 50 nos. Power connector with wire 6) 45 nos. Video Balloon 7) 40 nos. Camera Stand 8) 15 nos. Hard disk : 02 TB 9) 04 nos. 40 inch LCD Monitor, SONY or Equivalent 10) 04 nos. SMPS power supply for 16 camera 12 V 15 amp with individual output. Make & Model: Digimax or Equivalent. 11) 300 rolls, Premium 3+1 wire with shielding for CCTV (100 yds / roll) for total area in (5 Km radius) 12) 01 no. HP Desktop Computer with all standard feature's (Windows 10) or Equivalent This list may not be exhaustive, any other devices/ items/ hardware/software as required for successful installation, commissioning and operation of the CCTV Surveillance System shall be within the vendor's scope.	
2	Spl. T&C Clause-3	Bids complete with offer for Supply, Installation & Commissioning and AMS will only be considered for technical evaluation. Bids only for supply of materials will not be considered for technical evaluation.	
3	Spl. T&C Clause-6	The complete system shall be guaranteed for minimum one year period from the date of commissioning. In case of any failure within guarantee period, the supplier shall replace the failed component at the shortage possible time at his own cost including cost of transportation etc.	
4	Spl. T&C Clause-10	All special tools/instruments required during installation and commissioning of the CCTV system shall be arranged /brought by the supplier.	
5	Spl. T&C Clause-13	Items shall be procured from manufacturer or their authorized dealer only. In case of authorized dealer a valid dealership certificate to be enclosed along with the bid.	
6	Spl. T&C Clause-14	The successful bidder must follow all safety norms prescribed by OIL while carrying out the job.	

(Sign of Bidder)

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.