



**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](mailto:ankurjyoti_sarmah@oilindia.in); [erp\\_mm@oilindia.in](mailto:erp_mm@oilindia.in)

**FORWARDING LETTER**

**Tender No.** : SDI5227P21 DT. 29.09.2020

**Tender Fee** : NIL

**Bid Security** : Applicable

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

**Bid Closing on** : 19.11.2020 (11.00 HRS IST)

**Bid Opening on** : 19.11.2020 (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 AND INSTALLATION & COMMISSIONING OF 11 KV 7 PANEL VCB (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](http://www.oil-india.com).

**The tender will be governed by:**

- a) For technical support on various matters viz. Online registration of vendors, Resetting of Passwords, submission of online bids etc, vendors should contact OIL's ERP MM Deptt at following: Tel Nos = **0374-2807178/ 7171/ 7192/ 4903**; Email id = [erp\\_mm@oilindia.in](mailto:erp_mm@oilindia.in), [esupport@oilindia.in](mailto:esupport@oilindia.in).

- b) OIL's office timings are as below:

	Time (in IST)
Monday – Friday	07.00 AM to 11.00 AM; 12.30 PM to 03.30 PM
Saturday	07.00 AM to 11.00 AM
Sunday and Holidays	Closed

Vendors should contact OIL officials at above timings only.

- c) OIL Bank Details :

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

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

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

**Special Notes:**

1.0

(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) The bidder claiming as MSE status (MSE-General, MSE-SC/ST, MSE - Woman) against this tender has to submit valid “Udyam Registration No” ( URN) as per Gazette notification no CG-DL-E-26062020-220191 dated 26.06.2020 issued by MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES. The existing enterprises registered under EM- Part-II or UAM till 30<sup>th</sup> June, 2020, shall continue to be valid only for a period up to the 31<sup>st</sup> day of March, 2021.
- d) **MSE Units** (Manufacturers/Service Providers only and not their dealers/distributors) 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 shall submit copy of valid Registration Certificate for the items they intend to quote along with the bid. The Registration Certificate should clearly indicate the monetary limit, if any and the items for which bidder are registered with any of the aforesaid agencies. In case bidding MSE is owned by Schedule Caste or Schedule Tribe entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ST entrepreneur/Woman Entrepreneurs should also be enclosed.

The turnover related figures of the bidders claiming as MSE bidders as mentioned above shall be considered based on Bidders self-declarations to be submitted with their bid as per new gazette notification no. CG-DL-E-26062020-220191 dated 26.06.2020. However, in case of any intentional misrepresentations or attempts to suppress facts in the self-declaration, the bidder shall be liable to penalty as specified under section 27 of the Act.

The above mentioned **MSE Units** (Manufacturers/Service Providers only and not their dealers/distributors) 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.**

- e) 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.

### **19. PBG UNDERTAKING FORM:**

In the event of award of purchase order against this tender, the successful bidder **must comply with the stipulations** of the enclosed **"PBG UNDERTAKING FORM - ANNEXURE-M"** and **submit it duly filled-in along-with their PBG (Performance Bank Guarantee).**

### **20. RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES A LAND BORDER WITH INDIA:**

It is for information of all Bidders that Office Memorandum No. F.No.6/18/2019-PPD dated 23.07.2020 issued by Public Procurement Division under Department of Expenditure of Ministry of Finance will also be applicable against the tender. Therefore, all bidders are requested to be guided by the **Clauses** stipulated in the enclosed **Annexure-N** of this tender. In this respect, the format of **Undertaking** to be submitted by the bidders is given vide **Annexure-XX** of this tender.

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



### **NOTE:**

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

**Yours Faithfully,**

**-Sd-  
(A J SARMAH)  
CHIEF MANAGER MATERIALS (IP)  
FOR : CGM-MATERIALS (HoD)**



Tender No &amp; Date: SDI5227P21 DT. 29.09.2020

**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.

<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>A) <u>TECHNICAL</u> :</b></p> <p>The Bidder should have experience of <b>successfully executing at least 1(one) similar order, for minimum quantity 01(one) number</b>, during last 5 years preceding the original bid closing date of this tender.</p> <p><b>Similar order means:</b> Order for Supply &amp; Installation &amp; Commissioning of HT panel (11 kV or higher) similar to the tendered item in any Central/ State Govt. Organization/ PSU/Public Limited Company.</p> <p><b>Documentary evidence</b> in respect of the above should be submitted in the form of <b><u>copy of relevant Purchase Order along with copies of any of the following documents</u></b> in respect of <b><u>satisfactory execution of each of those Purchase Orders</u></b>, such as –</p> <p>(i) Satisfactory Inspection Report (OR)</p> <p>(ii) Satisfactory Supply Completion / Installation Report (OR)</p> <p>(iii) Consignee Receipted Delivery Challans (OR)</p> <p>(iv) Central Excise Gate Pass / Tax Invoices issued under relevant rules of Central Excise / VAT/ GST (OR)</p> <p>(v) any other documentary evidence that can substantiate the satisfactory execution of each of the purchase orders cited above.</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 23.60 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. 94,400.00** 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. upto 31.05.2021).**

**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.**

**X. DELIVERY: The bidders must comply to the following delivery schedule:**

**Maximum allowable period for Delivery after issuance of PO: 6 months**

**Maximum allowable period for Installation & Commissioning after site clearance: 3 months**

**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 the NIT.**

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**TECHNICAL SPECIFICATIONS WITH QUANTITY****Tender No & Date: SDI5227P21 DT. 29.09.2020**

	<b>Complied / Not Complied. (Remarks if any)</b>
<p><b><u>ITEM NO. 10</u></b></p> <p><b><u>PROCUREMENT OF 11 KV 7 PANEL VCB – QTY = 01 NO</u></b></p> <p><b><u>Technical Specifications:</u></b></p> <p><b>Site Condition:</b></p> <p>a) Maximum temperature: 45 degree celsius b) Minimum temperature : 06 degree celcius c) Relative Humidity : More than 90 % d) Site elevation : 121 m</p> <p><b>11 kV panel :</b></p> <p><b><u>Supply, installation, Testing &amp; commissioning of 11 kV VCB panel.</u></b></p> <p>11 kV switchgear panel comprising of 7 nos. of indoor type VCB panel, suitable for solidly grounded system, fully factory built and assembled for direct installation. The panels should be designed, manufactured and tested in accordance with relevant IS/IEC with latest amendment. The panel should be supplied from manufacturer factory only. Inspection of board will be done at manufacturer's factory.</p> <p><b>a) Construction :</b></p> <p>The VCB (cubicle and circuit breaker) panel should be made of steel clad, free standing, dust and vermin proof and horizontal isolation horizontal draw out, compartmentalized type, indoor switch board in standard execution with VCB.</p> <p>The draw out type circuit breaker cubicles should be fabricated using high quality CRCA/GI steel sheet/Aluminium material as per standard. The sheet metal should be given minimum nine tank anti corrosion treatment &amp; then powder coated colour - SIEMENS GREY.</p> <p><u>The total metal enclosed panel shall be compartmentalized with internal positioning by insulated material of epoxy- reinforced fiberglass to constitute the following :</u></p> <p>1) Bus bar compartment 2) Circuit breaker compartment 3) CT &amp; cable compartment 4) Relay &amp; metering compartment (LT compartment)</p>	

**1) Each incomer & outgoing panel shall have :**

**i) Circuit breaker and CT compartment:**

The circuit breaker should be totally enclosed & fully interlocked, front open type, horizontal draw out, horizontal isolation type breaker(as per IS:13118 as amended up to date), single break, trip free mechanism, electrically and manually spring charged and auto/manually closing breaker suitable for use on 11 kV, 3 phase, 50 Hz AC. with minimum short circuit fault level of 31.5 kA for 3 sec. complete with rack in and rack out mechanism. Panel shall be complete with plugs and sockets, mechanical inter-locks and safety shutter. The circuit breaker panel shall have minimum of 6 NO+6 NC auxiliary contacts directly operated by the breaker. The circuit breaker drive mechanism shall be provided with facility for pad locking at any position namely "SERVICE", "TEST" and "ISOLATED". The front door shall have view glass to facilitate observation of mechanical ON/OFF indication and operation counter.

The CT in the incoming and outgoing feeder cable compartment shall be in the rear. The LT control cable terminal arrangement shall be provided in the rear side in a separate box so as to have isolation from high voltage terminals. All the cable entry plates shall have removable gland plates. The CT required for metering and protection shall be as per IS-2705(as amended up to date) & IS-4201 ( as amended up to date) and shall be of adequate size and its insulation will be epoxy cast resin type.

**ii) Relays & metering compartment (LT compartment):**

The LT chamber of suitable height shall be positioned on the top of the panel & at the front. Protective relays, measuring equipment and auxiliary controls along with the switches and indications are to be accommodated on the LT chamber. Three nos. of bright steel hinges shall be used on front door with door opening limited to 135 degree (approx.). All devices in the LT box are to be marked with permanent labels. Panel ratings shall be provided on the door.

Control wiring & CT wiring shall be done with single core, PVC insulated, FRLS, stranded copper cable of 1100 v grade and 2.5 sq.mm size. All cable and wires shall be numbered with suitable ferrules. Suitable lugs shall be used for control wiring & ring type lugs shall be used for CT wiring. All wires should terminate on suitable terminal boxes (TBs). All TBs shall have minimum 10 % spare terminals. TBs shall be marked. Reinforced flexible conduit shall be used for exposed wires & PVC spiral cable shall be provided on the door hinges in LT box (PVC spiral cable should not restrict the movement of the door). Colour coding of control cables shall be as per IS-694 ( As amended up to date)

**iii) Panel metering & Indication equipment:**

Microprocessor based flush type digital multifunction energy meter with accuracy class 1 to be provided for all VCB panels. The meter shall be of size 96 mm x 96 mm & shall display basic minimum electrical parameters of power distribution system. (V, I, phase angle, energy consumption etc.).

**Following indications shall be available :**

**a) LED type indication lamp in each panel for :**

- i) CB close
- ii) CB open

- iii) Trip on fault
- iv) Trip circuit healthy
- v) Spring charged
- vi) Breaker in service position
- vii) Breaker in test position

All LEDs shall be LVGP ( low voltage glow protection) & industrial type.

## **2) Closing & tripping :**

Breakers should be able to operate in following ways :

- a) Manually: Spring charging, closing and tripping.
- b) Electrically: Spring charging, closing & tripping.
- c) Shunt trip coil: 110 V dc
- d) Closing coil: 110 V dc

## **3) Panel space heaters :**

The panel shall be provided with 2 nos. of 80 W space heaters in each cubicle (CB cubicle & cable termination cubicle) and adjustable thermostats of suitable rating for heater temperature monitoring along with protective HRC fuses and ON/OFF switch.

## **4) Operation indication/Operation counter :**

The front door of each breaker panel shall have window/windows to facilitate observation of the following:

- a) Spring charged/Discharged indication,
- b) Mechanical ON/OFF indication &
- c) Operation counter

**5) Cubicle illumination :** 02 (Two) nos. of lamp (LED) in each cubicle shall be provided along with switch.

## **6) Safety Interlock :**

The following minimum safety devices shall be provided to ensure the safety of operating personnel:

- a) Individual explosion vents for bus bars/breaker/cable and CT chambers on the top/side of the panel to let out the gases under pressure generated during unlikely event of a fault inside the panel.
- b) Cubicle with front door/panel pressure tested for arc faults.
- c) CB and metal enclosure earthed in accordance with relevant IS/IEC.
- d) Self-operated shutters, shielding live fixed contacts, shall be provided which closes automatically when truck is withdrawn to test position.
- e) Breakers shall not be moved in "ON" condition from SERVICE to TEST position & vice versa.
- f) The CB cannot be switched "ON" when the truck is in any position between TEST & SERVICE position.
- g) All nut & bolts used inside the panel should be of high tensile, bright zinc plated, hexagonal headed, metric size, manufactured to DIN-931 of steel, tensile strength as per standard, coarse threaded with two nos. bright zinc plated flat & spring washers.



- h) Lifting hooks shall be provided for the panels.
- i) Panel markings at front and rear side of the door.
- j) Rear door could not be opened when VCB is in SERVICE position and can be opened only when the VCB is in TEST position.
- k) Anti-pumping relay to be provided

The switchgear panel shall have the following identification marking in a permanent manner:

- a) Panel name both in front & rear Side.
- b) Caution boards conforming to IS-2552 ( as amended up to date) both in front and rear sides
- c) CT specification name plate on CT & at panel cover at rear.
- d) Incoming & outgoing feeder.

The markings and identifications of conductors, apparatus terminals shall be as per IS-5578 (as amended up to date) & IS 11353 (as amended up to date).

#### **7) Cable terminal box :**

HT cable chamber with termination links for termination of incoming and outgoing HT cables should be provided in the rear side of the unit. Each rear cable chamber should be of suitable size for safe entry of one no. of incoming cable. Link rating shall be 600 Amps(min). Cable chamber shall have proper connection terminal for 3x240 sq.mm XLPE, 11 kV cable (cable entry from bottom side) with heat shrinkable jointing kit.

#### **8) Bus bar compartment :**

3 nos. of bus bar to be used of capacity 2200 Amps. Bus bar shall be rectangular in cross section and made from electrolytic grade electro tinned copper having 99.99 % high conductivity. Heat shrinkable sleeve insulation of 11 kV voltage grade should be provided on the bus bar, its risers & connections and shall be marked in different colour codes for identification of three different phases (R, Y, B). Thickness of bus-bar sleeve shall be as per standard & shall be made of Raychem 11 kV grade or similar type.

Cast epoxy insulator supports for bus-bar & cable termination links designed to withstand full short circuit current at specified fault level for 3 seconds shall be provided. Busbar arrangement should be such that in future similar cubicles can be connected with this cubicle.

#### **9) Incomer Feeder :**

2 nos. of 600 A, 11 kV VCB floor rolling with minimum short circuit fault level of 31.5 kA for 3 sec.

**Following protections are to be used in the incomer feeder:**

- a) Microprocessor based numerical relay against O/C, E/F protection. Relay should store minimum 5 fault records & should be able to communicate with laptop furnishing fault record data. Relays should have provision for Modbus serial communication with RS 485 as wiring type for SCADA.

b) Cast resin three core 3 CTs are to be used. Details are as follows:

Core 1 (Metering): 100-200/5 A, Class 1, 5 VA

Core 2 (Protection): 100-200/5 A, 5P10, 5 VA

**Note:** a) Provision should be available for transmitting breakers ON/OFF status to SCADA system.

**10) Transformer feeder :**

2 nos. of 600 A, 11 kV VCB with minimum short circuit fault level of 31.5 kA for 3 sec.

Details of two no of transformers are as follows:

Rating: 2 MVA

Voltage ratio: 11/3.3 kV

Vector Group: Dyn11

Type of cooling: ONAN

**Following protections are to be provided :**

a) Microprocessor based numerical relay against O/C, E/F protection. Relay should store minimum 5 fault records & should be able to communicate with laptop furnishing fault record data. Relays should have provision for Modbus serial communication with RS 485 as wiring type for SCADA.

b) Cast resin dual core 3 nos. CTs are to be used. Details are as follows:

Core 1 (Metering): 100-200/5 A, Class 1, 5 VA

Core 2 (Protection): 100-200/5 A, 5P10, 5 VA

c) Feeder should have the following relays:

1) Buchholz relay

2) WTI trip

3) OTI trip

**Note:** a) Provision should be available for transmitting breaker ON/OFF, buchholz trip, WTI trip & OTI trip status to SCADA system.

**11) Outgoing feeder :**

2 nos. of 600 A, 11 kV VCB with minimum short circuit fault level of 31.5 kA for 3 sec.

Following protections are to be provided :

a) Microprocessor based numerical relay against O/C, E/F protection. Relay should store minimum 5 fault records & should be able to communicate with laptop furnishing fault record data. Relays should have provision for Modbus serial communication with RS 485 as wiring type for SCADA.

b) Cast resin dual core 3 nos. CTs are to be used. Details are as follows:

Core 1 (Metering): 100-200/5 A, Class 1, 5 VA

Core 2 (Protection): 100-200/5 A, 5P10, 5 VA

**Note:** a) Provision should be available for transmitting breaker ON/OFF status to SCADA system.

**12) Bus coupler :**

1 nos. of 600 A, 11 kV VCB with short circuit fault level of 31.5 kA for 3 sec.

**Bus coupler shall have:**

- a) Microprocessor based numerical relay against O/C, E/F protection. Relay should store minimum 5 fault records & should be able to communicate with laptop furnishing fault record data. Relays should have provision for Modbus serial communication with RS 485 as wiring type for SCADA.
- b) Provision for synchro-check protection (Required during paralleling of transformers)
- c) 3 nos. of LED showing R, Y, B voltage.
- d) Breaker On, OFF, Trip indicating light
- e) Breaker in SERVICE/TEST position Indication lamp
- f) "T-N-C" switch for ON/OFF of VCB required.
- g) Multifunction Meter
- h) Cast resin of dual core 3 CTS (for 3-phase)  
Core-1(Metering): 100-200/5 A, Class -1, 5 VA  
Core-2(protection): 100-200/5, 5P10, 5 VA

**Note:** Provision should be available for transmitting breaker ON/OFF status to SCADA system.

**13) Potential Transformer :**

The potential or voltage transformers shall be cast resin type and shall conform to IS: 3156. The potential transformers shall be draw out type and shall be provided with fuses on primary side and MCB/Fuses with on secondary side.

The draw out mechanism shall disconnect the PT from the main bus bars. The primary connection shall be disconnected before the PT or its primary fuses become accessible. Neutral point of the star connected PTs both on primary and secondary sides shall be earthed. The PTs shall have an over voltage factor of 1.9 for 30 seconds and an accuracy of class 1.0 from 10% to 120% of normal voltage. If not otherwise specified, the secondary voltage of PTs shall be 110 V. Provision to be given to tap power from PT to energise Relays in case of emergency.

**Special Note:**

- a) All draw out type VCB should come out on the floor directly when racked out from the panel. Separate VCB lifting truck is not acceptable.
- b) Single line diagram (SLD) of existing system & layout of proposed area for new HT panel is attached with this tender for your ready reference.
- c) No bus trunk is required in the HT panel.

<b><u>ITEM NO. 20</u></b>	
<b><u>INSTALLATION COMMISSIONING OF ITEM NO. 10 – QTY = 01 AU</u></b>	
Installation & commissioning of the HT panel will be done by bidder at OIL's SITE.	

**SPECIAL TERMS & CONDITIONS:**

1. Item is required for replacement of old HT switchboard.
2. The items shall be procured only from Original Equipment Manufacturer (OEM) or their authorized dealer.
3. In case the bidder is a dealer of OEM, valid dealership certificate must be furnished with offer, failing which bid will be rejected.
4. The bidder shall provide GA, schematic diagram along with the offer for technical scrutiny, failing which the offer will be liable for rejection.
5. The packaging must be adequate to avoid any transit damage and ingress of water.
6. The item shall be guaranteed for a period of 18 months from the date of dispatch or 12 months from the date of successful Installation & Commissioning, whichever is earlier. Guarantee certificate must be furnished by the supplier along-with the despatch documents.
7. Bidder shall mention the IS or IEC reference.
8. The bidder shall provide list of recommended spares for routine/breakdown maintenance.
9. Bidder shall provide Type test certificate (not more than 10 years from the tender bid closing date) of similar type of HT panel (11 kV or higher) from NABL accredited laboratory.
10. Panel will be inspected by OIL's representative at manufacturers works before dispatch. Manufacturer will intimate OIL 15 days prior for inspection of the panel at manufacturer's workshop. Following tests have to be carried out:
  - a) Physical dimension verification
  - b) Functional testing of the panel
  - c) Insulation testing of the panel
  - d) Correctness of the CT ratio, Wiring & polarity
  - e) Synchro-check protection testing
  - f) High voltage testing of the panel
  - g) High voltage testing of the control panel
  - h) Primary/secondary injection test of the panel

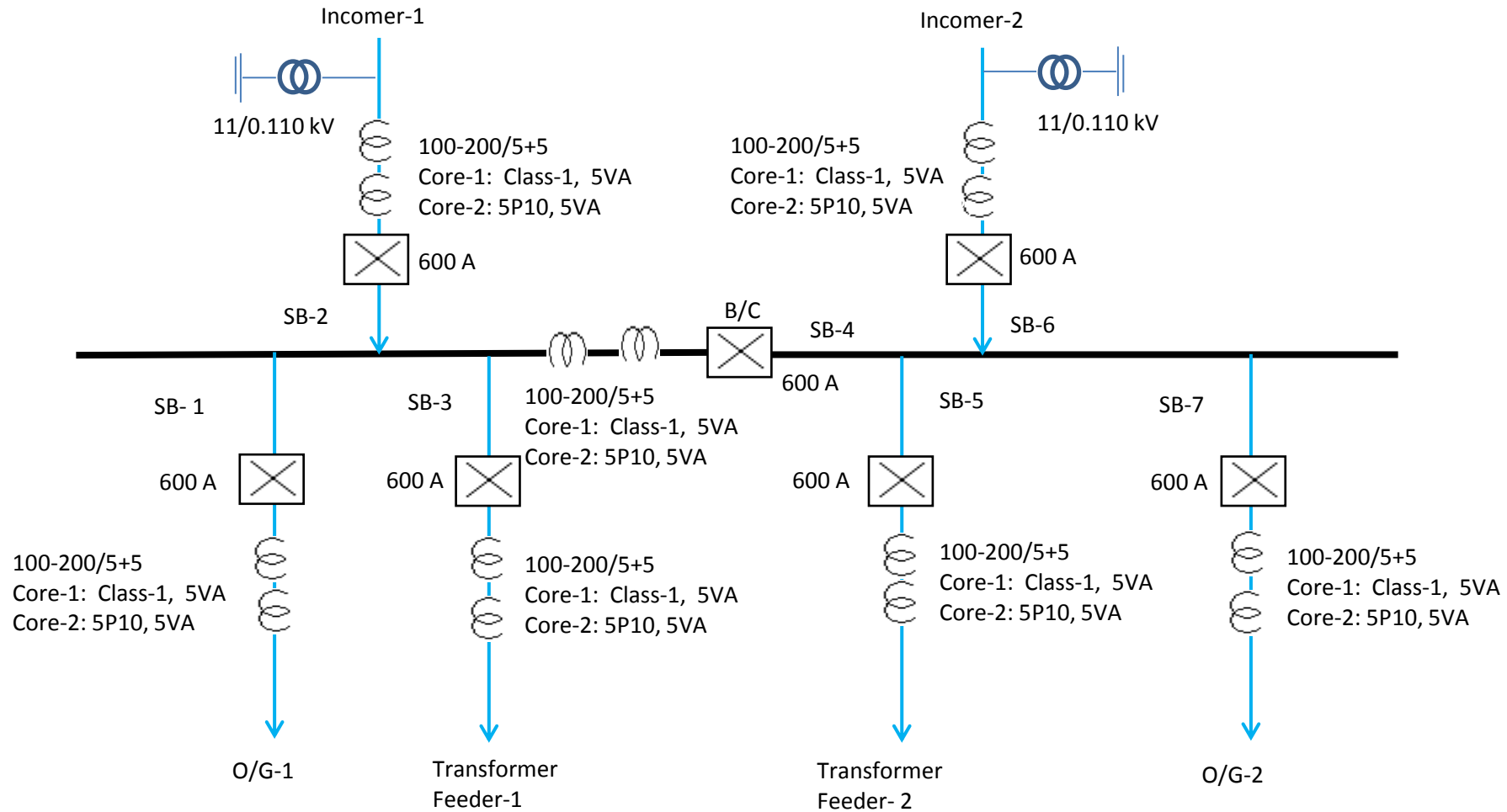
Dispatch clearance will be given by OIL representative only after successfully testing the panel & complete satisfaction of the engineer concerned.

**NOTE:**

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

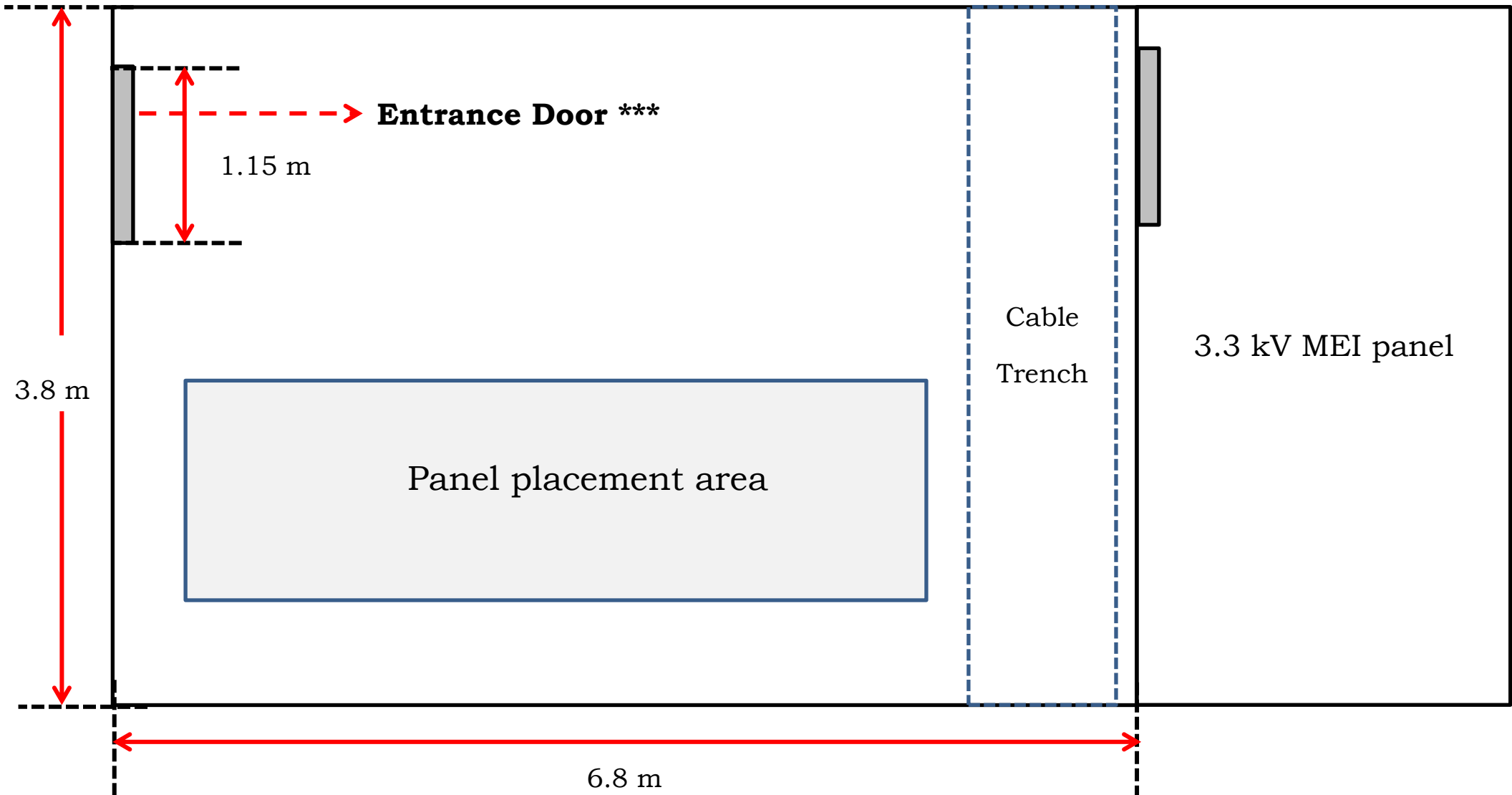
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### Power Flow Arrangement for NEW HT panel



**Note: Busbar & Breaker capacity, CT ratio & other required details are given in Tender**

# TOP View (GCS-1 substation)



- a) Panel to be designed maintaining minimum 750 mm gap from adjacent walls confirming CEA guidelines.
- b) \*\*\*Door Height : 2.15 m



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

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

NOTE: Please fill up the greyed cells only.

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

**Response Sheet****Annexure-FFF**

Tender No.
Bidders Name

**Bidders Response Sheet**

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

**NOTE: Please fill up the greyed cells only.**

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

**ANNEXURE - GGG**

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

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

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

Office Seal

.....  
Signature of Vendor

**Counter Signed by Banker:  
Seal of Bank:**

**Enclosure: Self attested photocopies of the following documents-**

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