



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

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**FORWARDING LETTER**

Tender No. : SDI5714P21 DT. 18.11.2020  
Tender Fee : NIL  
Bid Security : Applicable  
Bidding Type : SINGLE STAGE TWO BID SYSTEM  
Bid Closing on : 24.12.2020 (11.00 HRS IST)  
Bid Opening on : 24.12.2020 (14.00 HRS IST)  
Performance Security : Applicable  
Integrity Pact : 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 [www.oil-india.com](http://www.oil-india.com).

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

**The items covered by this enquiry shall be used by Oil India Limited in the PEL/ML areas which are issued/renewed after 01/04/99 and hence concessional rate of GST @5% against Essentiality Certificate for invoice value 1 Lakh and above will be applicable as per Notification No. 3/2017- Integrated/ Central Tax (Rate) dated 28th June, 2017.**

**In the event of order, OIL will issue Essentiality Certificate (EC), where concessional rate of GST @5% will be applicable. Supplier shall affect dispatch only on receipt of this certificate from OIL, failing which all related liabilities shall be to Supplier's account.**

OIL invites Bids for **SUPPLY, INSTALLATION, TESTING & COMMISSIONING OF 25 NOS. OF CVCF UNITS FOR SCADA RTU STATIONS ALONG WITH 10 YEARS COMPREHENSIVE AMC** through its e-Procurement site under **SINGLE STAGE TWO BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents

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

**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.**

**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/ 2807171/ 2807192/ 2804903.** 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.**

**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>

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

- g) Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).
- h) Bidders 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”

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**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-TWO BID SYSTEM. The bidders are

required to submit both the “TECHNO-COMMERCIAL UNPRICED BID” and “PRICED BID” through electronic format in the OIL’s e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.

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

**2.2** The “**PRICE BID**” must contain the price schedule and the bidder’s commercial terms and conditions. **For price upload area , please refer “NEW INSTRUCTIONS” Please refer Annex-BB for price schedule.**

**2.3** Offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in **Annexure-CCC**.

**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.

**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** **SINGLE STAGE TWO BID SYSTEM** shall be followed for this tender and only the PRICED-BIDS of the bidders whose offers are commercially and technically acceptable shall be opened for further evaluation.

**9.0 a) The Integrity Pact is applicable against this tender. Therefore, please submit the Integrity Pact document duly signed along with your quotation as per BRC. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure DDD of the tender document. This Integrity Pact proforma has been duly**

signed digitally by OIL's competent signatory. The proforma has to be submitted by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid. If any bidder refuses to sign Integrity Pact or declines to submit Integrity Pact with the offer, their bid shall be rejected straightway.

b) The name of the OIL's Independent External Monitors at present are as under:

1. SHRI SUTANU BEHURIA, IAS (Retd.)  
E-Mail ID: [sutanu2911@gmail.com](mailto:sutanu2911@gmail.com)
1. SHRI OM PRAKASH SINGH, IPS (Retd.),  
Former DGP, Uttar Pradesh  
E-mail ID: [Ops2020@rediffmail.com](mailto:Ops2020@rediffmail.com)
2. SHRI RUDHRA GANGADHARAN, IAS (RETD.)  
Ex-Secretary, Ministry of Agriculture  
E-mail ID: [rudhra.gangadharan@gmail.com](mailto:rudhra.gangadharan@gmail.com)

10.0 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.

11.0 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.

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

13.0 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.

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

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

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

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

(iii) the names of OIL's current authorized transporter is:

M/s Western Carriers (India) Ltd.

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

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

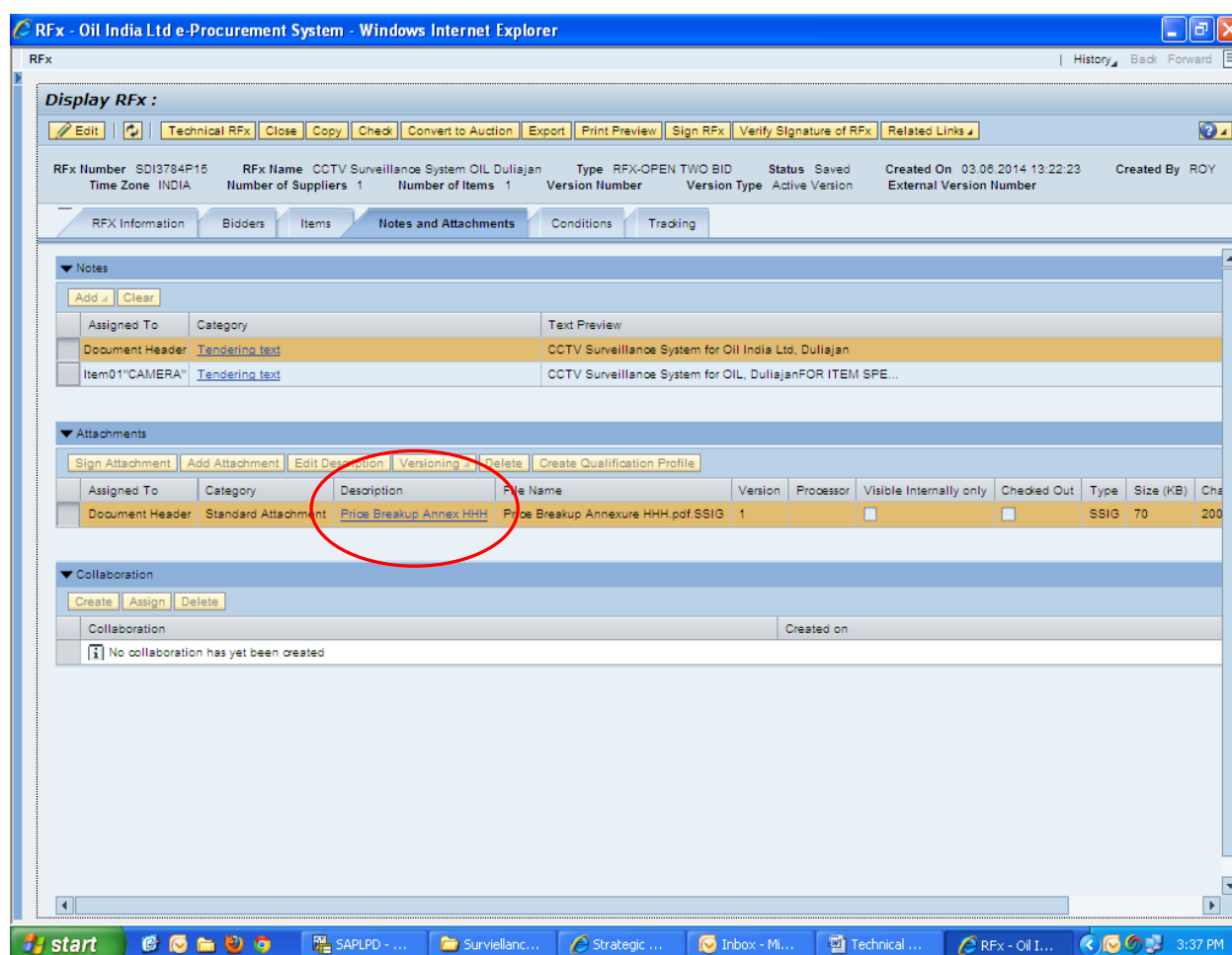
**17.0** The applicable GST on the Liquidated Damage if any, shall have to be borne by the seller. Accordingly, the Liquidated Damage shall be recovered from the seller along with applicable GST.

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

**19.0 Price Breakup:**

Bidders should submit the price breakup of all the items as per “**Annexure HHH**” which has been uploaded under “Notes & Attachments” > “Attachments” as shown below. The price breakup “Annexure HHH” should be filled up, signed and uploaded under “Notes & Attachments” > “Attachments” only. **The filled up price breakup of all the items should**

**not** be uploaded in **Technical Attachment**.





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

**21.0 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.

## **22. 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).**

## **23. 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.



**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 terms and conditions of the NIT.**

Yours Faithfully,

-Sd-

(A J SARMAH)

CHIEF MANAGER MATERIALS (IP)

FOR : CGM-MATERIALS (HoD)

Tender No &amp; Date: SDI5714P21 DT. 18.11.2020

**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><b>1.0</b> The Constant Voltage Constant Frequency (CVCF) unit shall conform to Indian / International standards as mentioned in the NIT.</p> <p><b>2.0</b> Bidders must quote for full quantity of same make and model of CVCF units along with Installation &amp; Commissioning and AMC service as stipulated in the bid documents (NIT).</p> <p><b>3.0 <u>BIDDER'S QUALIFICATION CRITERIA:</u></b></p> <p>The bidder shall be either an <b>Original Equipment Manufacturer (OEM)</b> of minimum 20 KVA capacity Constant Voltage Constant Frequency (CVCF) unit <b>or</b> minimum 20 KVA capacity UPS with Voltage &amp; Frequency Stabiliser unit as per Indian / International standard.</p> <p><b>OR,</b></p> <p>The bidder shall be an <b>authorised dealer / agent of OEM</b> for last five years ending on original bid closing date and having experiences of executing such orders of equipment as stipulated in paragraph 4.0 below.</p> <p><b><u>Note:</u></b></p> <p>a) Bidders other than OEMs must submit a valid authorisation and back-up support letter from CVCF manufacturer as per the format enclosed</p>	

herein vide **APPENDIX-A**.

b) The Authorisation letter must be duly sealed & signed by the Manufacturer on their official letter head.

#### **4.0 BIDDERS' EXPERIENCE CRITERIA:**

**4.1** In case the bidder is an Original Equipment Manufacturer (OEM) of CVCF and or UPS with Voltage & Frequency Stabiliser, the bidder shall have the experience of successful execution of similar order(s) for supply and installation and commissioning of minimum 20 KVA capacity "Constant Voltage Constant Frequency (CVCF)" unit for quantity minimum 13 nos. executed by themselves or through their authorised dealers / agents **during last five (05) years preceding** the original bid closing date of this tender to any upstream/ downstream Oil & Gas company or any Govt. of India Organisation / PSU. Documentary evidences in this regard must be submitted along with the Technical Bid as per Para 4.3 below.

**4.2** In case the bidder is an authorised dealer / agent of Original Equipment Manufacturer (OEM) of CVCF, the following criteria shall be met by the bidder:

The bidder as an authorised dealer / agent shall have the experience of successful execution of similar order(s) for supply and installation and commissioning of minimum 20 KVA capacity "Constant Voltage Constant Frequency (CVCF)" unit for quantity minimum 13 nos. manufactured by the proposed OEM **during last five (05) years preceding** the original bid closing date of this tender to any upstream/ downstream Oil & Gas company or any Govt. of India Organisation / PSU. Documentary evidences in this regard must be submitted along with the Technical Bid as per Para 4.3.

**OR,**

The authorised dealer / agent may participate in the bid on the basis of OEM's strength of experience as per Para 4.1 above, however under the above circumstances, **OEM shall take sole responsibility of the offered items and shall give undertaking to OIL that in case their dealer / agent fails to deliver the supply, erection, commissioning and provide after sales service during AMC, OEM shall take full responsibility to the extent of tender documents.**

#### **4.3 NOTES TO BIDDER REGARDING EXPERIENCE CRITERIA:**

**4.3.1** The following documentary evidences to substantiate above experience records (4.1 and 4.2, as applicable) of the Bidder must be submitted along with the technical bid, failing which the Bid shall be treated as incomplete & rejected:-

a) Copy of Purchase order(s)/ contract(s) awarded by client(s) along with True copies of Original Completion report / Performance certificate from the clients (on Client's/ User's official letter head with signature & stamp) duly notarised by Government Notary.

b) The detailed scope of works with technical specification along with Comprehensive AMC, if any. The bidder has the onus of submitting required

documents to fulfil the experience criteria.

**And**

c) Any one or combination of the following documents that confirms the successful execution of each of the purchase order(s) / contract(s):

Copy of Consignment Note

OR

Copy of consignee receipted Delivery Challans

OR

Copy of Tax Invoice / Excise Gate Pass issued under relevant Act / Rules

OR

Copy of Commercial Invoice / Payment certificate

**4.3.2** In case experience credentials is submitted for past supply to a service provider, the submitted documents (as per para 4.3.1) should clearly indicate name of the Company for which the tender item has been utilised. On the contrary, a declaration from the service provider (on their official letter head with signature & stamp) is required to be submitted stating the name of the Company for which the tender item has been utilised.

**5.0** Bidders shall categorically confirm that installation and commissioning of CVCF packages with all accessories shall be carried out by their competent personnel at OIL's installations in and around Duliajan, Assam (India) and its adjoining fields / out step locations. The units will be installed as replacement of existing stabiliser / addition in the existing stations / installations.

**6.0** The bidder shall Warrant that in the event of an order, all product(s) supplied shall be of new and free from all defects and fault in material, workmanship & manufacture and shall be in full conformity with the applicable Indian / International standard.

**7.0** The bidder shall have single point responsibility for supply, packaging, delivery, installation, testing and commissioning and AMC of complete package.

**8.0** All items shall be procured from the same source. Evaluation of the bids shall be done accordingly. Hence, bidders must quote for all the tendered items, failing which their offer will be rejected.

#### **9.0 Delivery Schedule:**

**The maximum allowable Delivery Period will be:**

A) **Supply:** 10 (ten) weeks from the date of receipt of Purchase Order.

B) **Installation, commissioning & testing:** 06 (six) weeks from the date of intimation of site clearance from OIL after receipt & acceptance of complete materials by OIL against the units supplied.

#### **Notes:**

**I) The date of Purchase order(s) / Contract(s) 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.**

**II) 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. 125.94 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 120 days** from the Bid Closing Date.

ii) **Bid security:**

The bid must be accompanied by Bid Security of **Rs. 9,53,700.00** in OIL's prescribed format as Bank Guarantee in favour of OIL. The Bid Security

may be submitted manually in sealed envelope superscribed with Tender no. and Bid Closing date to GM-Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam on or before the Bid Closing Date and Time mentioned in the Tender. **The Bank Guarantee towards Bid Security shall be valid for 7 months from Bid closing date (i.e. upto 31.07.2021).**

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

iv) **Performance Security**: The successful bidder shall submit Performance Security as below:

a) **1<sup>st</sup> Performance Security** @ 10% of PO value (towards cost of materials + installation & commissioning) must be submitted 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 shall be valid for the Warranty Period of 12 months from the date of successful Installation & Commissioning plus 3(three) months.

**Note:** Bidders to note that the **per year** quoted basic price of "Comprehensive AMC for 10 years" should be **at least 8% of the total** quoted basic price of materials (including TPI charges). In case, the bidder quotes the **per year** basic price of "Comprehensive AMC for 10 years" less than 8% of the total basic price of materials (including TPI charges), then the bidder must agree to submit Performance Security @10% of PO value (towards cost of materials + installation & commissioning) for 10 years from the date of successful completion of the Warranty Period, plus 3(three) months. This Performance Security shall be released after successful completion of the Comprehensive AMC period of 10 years, plus 3(three) months.



b) In the event of OIL entering into a separate contract with the successful bidder for the “Comprehensive AMC for 10 years”, the successful bidder must submit separate Performance Security @10% of Contract value towards cost of the “Comprehensive AMC for 10 years” with applicable validity to be stipulated in the contract. This Performance Security must be submitted prior to expiry of the 1<sup>st</sup> Performance 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 conformation to all terms and conditions of order. In case of any delay in despatch or non-confirmation to all terms and conditions of order, validity of the Performance Security is to be extended suitably as advised by OIL.**

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

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

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

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

viii) **Technical RFx Response folder is meant for Technical bid only. Therefore, No price should be given in Technical RFx Response folder, otherwise the offer will be rejected.**

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

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

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

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

- (c) Bid Security with (i) Validity shorter than the validity indicated in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.
- (d) In case the Party refuses to sign Integrity Pact.
- (e) 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 specifications, terms & conditions.
- ii) The total quoted price of all the items shall be considered for evaluation of the techno-commercially acceptable offers.

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

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| <p>iii) A job executed by a bidder for its own organization / subsidiary cannot be considered as experience for the purpose of meeting BEC.</p> <p>iv) To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.</p> |  |
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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 the NIT.**

**TECHNICAL SPECIFICATIONS WITH QUANTITY****Tender No & Date: SDI5714P21 DT. 18.11.2020**

<b>MATERIALS DESCRIPTION</b>	<b>Complied / Not Complied. (Remarks if any)</b>
<p><b><u>ITEM NO. 10</u></b></p> <p><b><u>SUPPLY, INSTALLATION, TESTING &amp; COMMISSIONING OF CVCF UNITS FOR SCADA RTU STATIONS ALONG WITH 10 YEARS COMPREHENSIVE AMC [QTY: OF 25 NOS.]</u></b></p> <p><b><u>1.0 INTRODUCTION:</u></b></p> <p>1.1 <u>The following definition will apply for this document:</u></p> <p>a) Owner / Company: Oil India Limited.</p> <p>b) Bidder: who is opting to quote for the system.</p> <p>1.2 Oil India Limited (OIL), a Govt. of India "Navratna" Company engaged in the business of Exploration, Production and Transportation of Crude Oil &amp; Natural Gas and production of LPG.</p> <p>1.3 <u>Project Information:</u></p> <p>OIL intends to replace existing Static Voltage Stabiliser with new 25 (twenty five) nos. of single unit Constant Voltage Constant Frequency (CVCF) package at 25 (twenty five) different SCADA RTU locations for supplying Constant Voltage &amp; Constant Frequency to the existing Main Electrical Distribution Board (MEDB) installed in the RTU SCADA room. OIL also intends to enter into 10 years post warranty on-site comprehensive AMC for these CVCF Units.</p> <p>1.4 <u>Area of Installation:</u> Safe Area.</p> <p><b><u>2.0 TECHNICAL SPECIFICATIONS OF THE CVCF UNIT:</u></b></p> <p>A) <u>INPUT:</u></p> <p>1. Input voltage: 415 V, 3 Phase, 3 wire, 50Hz</p> <p>2. Input voltage tolerance: 300 V to 600V</p> <p>3. Input Power Factor: 0.6 to 0.8</p> <p>4. Input Frequency tolerance: 40Hz to 60Hz</p> <p>5. Input Total Harmonic Distortion: &lt;10%</p> <p>B) <u>INPUT SURGE PROTECTION:</u></p> <p>1. Input of the CVCF unit shall be provided with Transient Voltage Surge Suppressor(s) for protection against transients and electrical line noises which shall be as per IEEE C62.41 and C62.45.</p> <p>2. Connection Type: Parallel</p> <p>3. Surge Current Capacity: 50KA</p> <p>4. Protection mode: Protecting 3 phases</p>	

5. Capacity: Continuous
6. EMI/RFI Attenuation: 40 dB typical
7. Response Time: < 0.5 nanosecond
8. Dry Contact rating: 125VAC, 8.0A, 1.0pf
9. Operating Temperature: 0°C to +50°C
10. Operating Humidity: 0% to 95%
11. Status Indication: LED, Dry Contacts

**C) OUTPUT:**

1. Module full load rating KVA: 25 KVA (min)
2. Output KW: 20 KW (at 0.8 pf)
3. Rated voltage: 400V +/- 1%, 3 Phase, 4 wire
4. Output Frequency: 50Hz +/- 1Hz
5. THDv with 100% linear load (%): Less than or equal 1 %
6. Overload rating: 105% for 60 min; 125% for 5 min; 150% for 1 min; > 150% for 200ms
7. Efficiency at 100% load: 93% or above
8. Unit Manual By pass switch: Required
9. Acoustic Noise(At 1 meter from panel): Max 60 dbA

**D) MEASURING INSTRUMENTS, TESTING & CERTIFICATIONS:**

1. Operator Control and Display Panel: Display panel for monitoring Input & Output voltage, Input & Output Frequency, Output current. Unit shall have keypad for alarm acknowledge, reset etc.
2. Serial Interface Card: The unit shall have serial interface card for monitoring the input & output parameters in SCADA. Successful bidder should provide the Modbus addresses of the measuring parameters.
3. Standards: IS 16242-1 and IS 16242-2 and IS 16242-3)/ (UL 1778) /( IEC 62040-1 and IEC 62040-2 and IEC 62040-3)
4. Manufacturer Certification: ISO 9001 and ISO 14001
5. Communication: MODBUS RTU, SNMP etc.

**E) UNIT DETAILS:**

1. Frame & Front door material: CRCA or better
2. Colour shade: Standard Power Panel Colour
3. Ingress Protection : IP-41 or better
4. Cable Entry: bottom
5. Circuit Breakers shall be provided in the input & output of the unit. Breakers shall be labelled for identification.
6. Unit shall have key lockable door, exhaust fan for forced air cooling & lamp with door on/off limit switch.
7. Unit shall be properly earthed through its dedicated earthing plate.

**Note: The CVCF unit shall have the following:**

- a) IGBT power module shall be used in both inverter & rectifier bridge of the CVCF Unit.
- b) Inbuilt Class H insulated Isolation Transformer at the o/p side of the CVCF shall be available.
- c) Over temperature indication of wound components shall be available.
- d) CVCF Input Impedance matching feature: upto 10%

2.1 OIL will provide 415V, 3 Phase, 50 Hz power supply with voltage & frequency tolerance as mentioned in 2.0 (A) under Technical Specifications of the CVCF Unit at RTU room. If any other voltage level is required for its supplied equipments, the supply of necessary converter/ rectifier shall be in successful bidder's scope.

2.2 The unit shall display error/ warn messages about the status of every parameter and eventful malfunctioning.

2.3 The unit shall be compact, rugged and of proven design to meet the specific needs as mentioned in the tender.

2.4 Successful bidder shall use OIL's existing cables (3.5 C X 50 sqmm, copper) from OIL's input power to Main Electrical Distribution Board (MEDB) inside the RTU station. This cable shall be used as input power cable for the new unit. However, there will be a requirement of additional length of cable (3.5 C X 50 sqmm, copper) for input power inside the RTU room and successful bidder shall supply the additional cable, as required. The additional cable shall be jointed through a dedicated IP-41 or better Junction Box. Successful bidder also to consider gland and copper lugs, as required for the existing cables in their scope.

Successful bidder to provide all types of required interconnecting cables other than mentioned above. All cables to be installed with cable glands, copper lugs, wherever applicable. All supplied cables shall be armoured and 650/11000 Volts HRPVC insulation type. Ferrules shall be provided for identification of cables.

2.5 **Warranty:** Successful bidder must provide Warranty for the complete CVCF unit for any trouble or defect, originating with the design, material, workmanship or operating characteristics of any materials, arises at any time for at least **12 (twelve) months from the date of successful installation & commissioning as certified by OIL.**

2.6 The unit shall have holes to anchor it to the mounting channel with anchor bolt.

2.7 The CVCF unit shall operate on Auto Restart Mode, i.e. in case of restoration of OIL's main input power supply after any abnormal disruption; the CVCF shall come online without any human intervention.

2.8 CVCF unit shall be designed in one panel and no external battery should be required for starting the CVCF unit.

### **3.0 SCOPE:**

3.1 Bidder's scope of work will be design, engineering, material selection, manufacturing, supply, inspection, testing, verification, shipping, erection, testing and commissioning, Warranty and Comprehensive Annual Maintenance services of the single unit package to achieve the functionality as specified. The scope also includes documentation as per tender, drawings preparation & training at site.

3.1.1 This specification, together with the data sheets attached herewith, covers the



<p>minimum requirements for the scope mentioned above in Para 3.1.</p> <p>Bidder shall include supply of all the parts / components, may or may not be listed herewith, for smooth replacement, operation, maintenance, satisfactory performance of the unit for the purpose mentioned in this document and does not limit only to the mentioned scope, but include all that is required for ensuring the delivery of unit totally capable of providing the required functions and quality.</p> <p>3.1.2 Successful bidder would be responsible for dismantling of existing Stabiliser (SVR) unit, erection, commissioning &amp; testing of the entire new unit at owner's site as per the scope &amp; upto satisfaction of the owner.</p> <p>3.1.3 The applicable National/ International codes and standards shall be suitably applied for the design, engineering, material selection, testing of the entire unit.</p> <p>3.1.4 Successful bidder shall note that the offered unit shall be suitable for the ambient conditions as mentioned in the tender.</p> <p>3.1.5 Successful bidder shall be responsible for selection of the correct model no. of items to meet the specifications contained in this scope. In case model no. is required to be changed at later date, the same shall be done by the successful bidder without any price or delivery implications.</p> <p>3.1.6 Offer shall be clear, un-ambiguous (with no alternatives) and complete with all data sheets, catalogues etc.</p> <p>3.1.7 Bidder has to offer Post warranty 10 years Comprehensive AMC of the entire unit as per tender clause. However, the decision of entering into AMC after warranty period will lie with OIL.</p> <p>3.2 <u>Successful bidder's scope of supply shall include supply of following major components as per specification as a minimum:</u></p> <ul style="list-style-type: none"> <li>a. 25 KVA CVCF unit for supply of constant voltage and constant frequency.</li> <li>b. All Cables, Glands, Terminals, Tubing, structural items, cable trays, supports, accessories, enclosures, mounting accessories required for installation of the unit.</li> <li>c. Special &amp; standard tools and tackles as required for operation &amp; maintenance of the unit.</li> <li>d. Test Certificates, Hard &amp; soft copies of O&amp;M manual, GA drawing and all other relevant documentation.</li> <li>e. Bidder shall supply spares, as required during warranty period without any cost implication to OIL.</li> </ul> <p>3.3 <u>The successful bidder's scope of work shall also include the following as a minimum:</u></p> <ul style="list-style-type: none"> <li>a) Manufacture of the materials as per Order issued by Owner.</li> <li>b) Factory Acceptance Test (FAT) for the complete package.</li> </ul>	
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c) Supplying the complete package to OIL's Field Head Quarter at Duliajan and unloading the same at OIL's designated material yard.

d) Transportation of CVCF unit from material yard to OIL's designated site for installation. Road distances from OIL's Field Head Quarter at Duliajan to the designated OIL's sites where the units will be installed are mentioned under **Annexure-I**. Final site location will be finalised after placement of confirmed purchase order from OIL.

e) Removal of existing Stabiliser (SVR) unit from the RTU room by disconnecting the existing cables & transfer the removed SVR unit to OIL's designated location for storage. Existing system drawing is attached as Drawing No.1.

f) Mounting the new supplied unit, cable laying for the unit, installation & commissioning of the complete supplied unit as per attached Drawing No.2. All modification jobs required for commissioning the unit as per OIL requirement is to be carried out by the successful bidder. Since SVR unit will be removed from the present UPS system, successful bidder shall make necessary arrangement in the new unit for UPS Bypass. Successful bidder shall ensure that there should not be any power supply break during transfer from UPS to UPS bypass or vice-versa.

g) Site Acceptance Test (SAT) for the complete package at owner's site after installation.

h) On-site Training on the operation of the unit to the field staff after successful commissioning of the complete package.

i) Any work not specifically mentioned but otherwise required, as per statutory rules/ codes and standards / specifications for the completion of installation and operation of the unit have to be done by the successful bidder without any commercial implications.

**Note:**

i) The dimension of the new unit should be designed in such a way that it will be properly placed in the space of the existing SVR unit. The existing SVR unit dimension is 600 mm (W) X 900 mm (D) X 1850 mm (H). The successful bidder may use existing SVR unit mounting channel, if it will fitted. Otherwise, the bidder will supply desired mounting channel for properly mounting the new CVCF unit.

ii) As built drawing of the RTU room is attached as Drawing No. 3 for bidders' reference.

iii) The CVCF unit shall have the compatibility for incorporating the future proposed system as per Drawing No. 4. The bidder shall provide confirmation of compatibility along with the technical bid & will provide support as required.

3.4 Successful bidder shall provide Test certificate for all the tests performed for the unit.

3.5 Special Tools and Tackles for Operation & Maintenance of the unit shall be in successful bidder's scope.

### **3.6 DRAWINGS & DATA:**

Bidder shall submit all the data/drawings/documents as indicated below:

A: Along with the offer:

Bidder's Offer shall include a detailed specification sheet of the unit which shall contain the following information:

- i) All the details regarding type, construction, materials, accessories etc. of the unit along with technical catalogue.
- ii) Any special cabling requirements including shielding and grounding requirements.
- iii) Consumption figures of electrical power for complete unit.
- iv) Overall Dimension of the complete unit with approx. weight.

B: After Placement of Order:

Successful bidder shall submit the following drawings and specification sheets for OIL approval:

- i) Bill of Material of the complete package.
- ii) G.A. drawing of the unit with UPS system, TB details drawing of the unit.
- iii) Cabling details including shielding / grounding requirements.
- iv) Utility consumptions.
- v) Quality Assurance Plan.

The following documents shall be submitted along with the material supply:

- i) All the documents mentioned above approved by OIL.
- ii) Single Line Diagram of the installed unit from OIL's Input Supply to 230 V Single Phase Load.
- iii) Technical Literatures, Operation & Maintenance Manual for the unit.
- iv) Inspection Release Note & Test Certificates.

### **4.0 NAMEPLATE:**

4.1 The unit shall have a Stainless Steel nameplate firmly attached to it at a visible place, furnishing the following information as applicable:

- a. Unit Name
- b. Manufacturer's Model No.
- c. Unit Serial No.
- c. Manufacturer's name / trade mark
- d. Input designed Voltage & Frequency
- e. Output designed Voltage & frequency

### **5.0 INSPECTION AND TESTING:**

5.1 Third Party Inspection (TPI): Prior to dispatch, the successful bidder shall arrange inspection of the materials by any of OIL's approved Third Party Inspection agency (viz. M/s Lloyds or M/s Bureau Veritas or M/s RITES or M/s DNV or M/s IRS) covering the following scope, as a minimum to ensure conformance as per tender specifications:

- a. Bill of material check for the complete package.
- b. Inspection of workmanship for 100% of the ordered materials.
- c. Physical dimensional verification randomly for 20% of the ordered materials.
- d. The system shall be tested for the designed input parameters and the output parameters randomly for 20% of the ordered materials.
- e. Effect of variation in the power supply, voltage and frequency, to be verified in the test mentioned in (c) above. The unit must function satisfactorily.
- f. Marking for the complete BOM.

Certificates of manufacturer standards, Test certificates as necessitated from reputed test house / laboratory & shall be submitted to third party inspector for verification. The verified test certificates shall be supplied to OIL in original along with supply.

All these scope of inspection to be included in the QAP (Quality Assurance Plan) in addition to any other OEM recommended inspection testing plan.

The TPI charge will be in bidder's scope.

5.2 OIL reserves the right to depute OIL's engineer at the manufacturing facility along with TPI agency and the supplier has to arrange for joint inspection accordingly by informing at least 15 (fifteen) days in advance. Transportation, boarding/lodging for OIL personnel will be in OIL's scope. However, inspection by OIL's engineer will remain at its discretion.

5.3 Successful bidder shall provide necessary facilities, utilities, labour and consumables required for carrying out the inspection & testing.

5.4 The inspection shall be carried out at successful bidder's works. If the bidder is other than OEM, then the successful bidder may arrange for inspection at OEM's works.

## **6.0 SHIPPING:**

6.1 All cable openings shall be suitably covered to prevent entry of foreign material.

6.2 Each major part shall be sealed in thick plastic bags. Suitable moisture absorbent shall be provided for electronic components. The package shall be suitable for storing in climate as per specified ambient condition.

6.3 All documents and literatures are to be supplied in English Language. The Unit of measurement for all the parameters will be as per Data sheet.

6.4 The unit should be supplied in a ready to install condition at site. All the operation, performance and maintenance guideline to be demonstrated during Inspection and documents to be furnished along with dispatch of the material.

## **7.0 INSTALLATION & COMMISSIONING:**

7.1 Installation and Commissioning of the unit as per Scope of Work shall be carried out by the successful bidder at OIL's different RTU SCADA stations as per OIL's instruction.

7.2 Services of qualified and competent personnel from the successful bidder are essential during installation and commissioning of the unit. They must follow all safety and statutory norms applicable to OIL

7.3 Persons engaged for installation, testing and commissioning the CVCF unit

should have valid supervisory license issued by any State Licensing Board.

7.4 Bidders to note that all to-and-fro fares, boarding/ lodging, local conveyance and other expenses of their commissioning engineers during their stay for installation, testing & commissioning shall be in their scope.

7.5 The unit will be treated as successfully commissioned after successful testing of individual unit at OIL's field site with available RTU load for continuous 72 (seventy two) hours and submission of all documents as per Purchase Order.

7.6 The warranty period for all the CVCF units will start from a single date if the units are successfully commissioned within OIL's timeline as mentioned in the tender after successful testing at OIL's field site with available RTU load for continuous 72 (seventy two) hours. If any unit could not be commissioned due to any reason, then warranty period for that unit will start from the actual date of successful commissioning as per clause 7.5 above.

## **8.0 OPERATION DURING WARRANTY PERIOD:**

8.1 Successful bidder will have to carry out the following operations of the complete installed package during the warranty period for 12 (months) year from the date of successful commissioning of all the CVCF units as per Scope of Work. This will include supply and replacement of defective components. OIL will hold the successful bidder responsible for all issues related to the system. Successful bidder will be fully responsible for any modification required in the unit to run the unit uninterruptedly during the warranty period. The Successful bidder should supply & install any extra item required for such modification without any extra cost to OIL. The successful bidder should visit owner site within 48 (forty eight) hours of reporting any fault in the CVCF unit.

8.2 During the warranty period, the successful bidder should provide minimum two preventive maintenance for the CVCF units without any extra cost to OIL. A report on jobs carried out on each visit along with observations/suggestions must be submitted after completion of each visit. The report has to be duly signed by OIL's representative and then only the Preventive Maintenance Visit shall be considered complete.

8.3 During the warranty period, the engineer attending the call shall have to submit a call report mentioning nature of the fault, action taken, any replacement of parts, serial no. of replaced equipment and any other details of the call to OIL. The report has to be duly signed by OIL's representative and then only the call shall be considered attended.

8.4 OIL may provide local transport from SCADA office at Duliajan to the OIL site, depending on availability for the visit during warranty period. Other than the above shall be in the scope of the successful bidder.

8.5 The successful bidder will provide competent, qualified and adequately experienced personnel for carrying out jobs. Persons attending warranty activities should have valid electrical license issued by any State Licensing Board and must follow all safety and statutory norms applicable to OIL.

8.6 The successful bidder must be ready to replace their personnel within 24 (twenty four) hours of reporting by OIL for replacement at successful bidder's own expenses whose performance are not upto the satisfaction of OIL.

## **9.0 PAYMENT TERMS:**

9.1 70% payment will be released against supply of complete materials at site against the units supplied.

9.2 Balance 30% payment shall be released after successful Installation & Commissioning and Training at site, as per the relevant terms & conditions stipulated in this tender, along with the installation & commissioning charges after adjusting Liquidated Damages, if any.

9.3 Payment of AMC will be released quarterly in equal instalments of each year after the completion of each visit against submission of Job details Reports and Invoices.

## **10.0 SPECIAL CONDITIONS FOR THE BIDDERS:**

10.1 The offer shall be evaluated as received. Bidders are required to quote as per the attached Price Bid Format/Price Schedule Proforma. Supply shall include total of all the components/ equipments supplied.

10.2 Bidders shall note that the supply, erection & commissioning of the complete package shall be procured from one single bidder only.

10.3 Bidder shall furnish a complete list of deviations (if any) from this tender document. Otherwise it will be construed that there is no deviation from this tender document and no further deviation will be accepted.

**10.4 Bidders must fill-in the “Format-A” enclosed with the tender documents and submit the same duly signed along with the bid.**

10.5 The bidder as authorised dealer / agent shall categorically confirm in their technical bid that there will be no change of the quoted OEM after submission of the bid.

10.6 Bidder to note that any information not asked in this tender document but is important to support the functional requirement must also be provided.

10.7 Successful bidder has to complete the supply of the items as per the scope of work within maximum 10 (ten) weeks from the date of receipt of Purchase Order.

10.8 Successful bidder has to complete the installation, commissioning & testing of units as per the scope of work within maximum 06 (six) weeks from the date of intimation of site clearance from OIL after receipt & acceptance of complete materials by OIL.

10.9 Bidder shall note that it is mandatory to supply the same make and model of any equipment/component for which a particular make/model has already been specified in the tender document.

10.10 Bidder shall note that they are fully responsible for selection of proper material, design and installation technique to take utmost care of the OIL requirement as per scope. Any related problem noticed at any stage of execution job shall be taken



care by the successful bidder without any implication.

10.11 Shipment shall be thoroughly checked for completeness before final packing and shipment. The shipment will be considered complete after receiving all the materials at plant site. Successful Bidder shall be fully responsible for any delay in installation & commissioning as per schedule because of incomplete supply of equipment/components.

10.12 Successful bidder is required to provide complete transportation of the unit to the OIL's site for installation as per the given locations.

10.13 The FAT/SAT procedures to be submitted by the successful bidder for approval by the owner. This document shall include the information related to each test (purpose of the test, definition, procedure for the test, test results, final acceptance).

10.14 The defective materials, if any, rejected by OIL shall be replaced by the successful bidder at their own expenses and within the shortest possible time. Warranty period will not be counted from the date of rejection till receipt of the replaced materials at site.

10.15 Successful bidder must follow all safety norms prescribed by OIL while carrying out the job.

10.16 Successful bidder has to obtain necessary security passes, work permit etc. before starting the site jobs.

10.17 Successful bidder has to arrange for all necessary tools & tackles, measuring equipments for carrying out the job.

10.18 The OEM should have full-fledged technical base / operating authorised service centre in India for Hardware and Software service support for the quoted product. Document from OEM mentioning operating authorized service centre in India with full address and phone no. should be submitted along with the bid.

10.19 Bidder shall visit the work site before bidding for clear understanding of the scope of work. OIL may provide local transport from SCADA office at Duliajan to the OIL site for such visit. Other than the above shall be in the scope of the bidder. Bidder must provide an undertaking on company letter head along with Technical Bid indicating that they have gone through the scope of work and visited the work site for assessment of the job involved and competent enough to carry out the intended work as per tender requirement.

10.20 **Undertaking** from OEM of the CVCF unit (in original on OEM's official letter head) shall be submitted by the bidder along with technical bid, guaranteeing uninterrupted supply of spares and availability of service for at least 15 years from the date of supply of the CVCF unit, in the event of placement of order. The OEM quoting as bidder shall also provide the undertaking in original on their official letter head.

## **11.0 TRAINING:**

The requirements of training for owner personnel are set forth herein:

**On-site Training:** The on-site training shall be provided to minimum 5 (five) nos. of OIL personnel for minimum 02 (two) full days on the operation & maintenance of the complete installed unit after successful commissioning. The training shall cover the complete functional & operational aspects of the unit along with troubleshooting and maintenance aspects. Training manual both in hardcopy & softcopy depicting all the training topics should be provided to OIL.

**Note:** The training charges must be included in the cost of Installation & Commissioning of the offer.

## **12.0 COMPREHENSIVE ANNUAL MAINTENANCE CONTRACT (AMC):**

12.1 The bidder has to quote for **onsite comprehensive AMC** charges for the complete supplied units for **10 years** on per year basis as per Price Bid Format. The comprehensive AMC cost after post warranty period shall be taken into consideration for bid evaluation.

12.2 The Annual Maintenance Contract shall start after successful completion of the warranty period.

12.3 For any reason, if the warranty period is extended, AMC shall start after completion of the extended warranty period.

12.4 Scope of Services: There will be two types of visit to OIL site - Preventive Maintenance & Emergency/breakdown Maintenance:

A) Preventive Maintenance (PM): It is limited to four (4) Periodic Visits in each year (1 visit in three months). Service Engineer has to carry out the following jobs:

- a) Complete system hardware healthiness check;
- b) Checking of operational parameters;
- c) Rectification of any problem reported by OIL;
- d) Any other jobs which are part of Preventive Maintenance;

Duration of stay for such visit will depend on actual job requirement, not time bound. A report on jobs carried out on each visit along with observations/suggestions must be submitted after completion of each visit. The report has to be duly signed by OIL's representative and then only the Preventive Maintenance Visit shall be considered complete.

B) Emergency / Breakdown Maintenance: The service engineer has to visit OIL site within 48 (forty eight) hours of reporting of any fault in the supplied unit. A report on jobs carried out during emergency describing all the probable reasons of shutdown and rectification along with the observations / suggestions must be submitted after completing the job. The report has to be duly signed by OIL's representative and then only the call shall be considered attended.

12.5 As the AMC is comprehensive; the successful bidder shall maintain all spares at their end for smooth operation of the installed unit. Service Engineer while submitting visit report to OIL should mention the Sl. No. of the faulty spare & replaced new spare with part nos. in his report.

12.6 OIL may provide local transport from SCADA office at Duliajan to the OIL site for attending the AMC activities, depending on availability. Other than the above shall be in the scope of the successful bidder.

12.7 Competent Service Engineer has to visit the site within maximum 48 (forty eight) hours of the emergency/breakdown report.

For any delay in attending breakdown report of a particular unit beyond 48 (forty eight) hours, deduction at the rate of 0.5% of per year total AMC value (of the particular year) per week will be made from the running AMC bill. The per day deduction of the particular unit will be calculated on prorated basis.

In case of failure on the part of successful bidder to restore the faulty unit after attending within maximum 72 (seventy-two) hours of attending the problem, deduction at the rate of 0.5% of per year total AMC value (of the particular year) per week will be made from the running AMC bill till rectification of fault. The per day penalty of the particular unit will be calculated on prorated basis.

Further, in case the unit cannot be rectified within 15 (fifteen) weeks time, the vendor shall replace the faulty unit within maximum 10 days failing which, OIL will procure & install a new CVC unit (any leading make of specifications at least equivalent to the supplied item) and the cost will be recovered at actuals from the vendor.

12.8 Payment of AMC will be released quarterly in equal instalments of each year after the completion of each visit against submission of Job details Reports and Invoices. The AMC charge will be paid on prorated basis for the unit's actual days in operation if the unit is out of service for more than 5 days after intimation of breakdown report from OIL.

12.9 In response to an Emergency call, the successful bidder's representative must inform to SCADA Section, Gas Management Department, Duliajan regarding competent service engineer's visit in details.

12.10 The successful bidder will provide competent, qualified and adequately experienced personnel for carrying out jobs. Persons attending AMC activities should have valid electrical license issued by any State Licensing Board and must follow all safety and statutory norms applicable to OIL. The successful bidder must be ready to replace their engineer within 24 (twenty four) hours of reporting by OIL for replacement at successful bidder's own expenses whose performance are not upto the satisfaction of OIL.

12.11 A **single point of contact** with Phone no. (Land line and Mobile) and e-mail address has to be provided by the successful bidder for the AMC period.

12.12 OIL reserves the right to enter into a separate contract with the successful bidder for the 10 years onsite comprehensive AMC after the expiry of the initial 12 (twelve) months Warranty Period, at the price quoted in their offer against this tender and as per the terms & conditions of the tender. The AMC agreement, if entered into, shall be processed separately by OIL's Contracts Department prior to expiry of the Warranty Period.

12.13 The bidder should confirm compliance of above in the event of award of contract.

**Annexure-I:**

Designated Locations for installation of the CVCF units:

<u>Location Name</u>	<u>Approx. Road Distance from Duliajan (KM)</u>
1. OCS/GCS-Langkashi	19
2. OCS/GCS-Nagajan	23
3. OCS/GCS-Jorajan	22
4. OCS/GCS-Ushapur	16
5. OCS/GCS-Joypur	18
6. OCS/GCS-Kathaloni	34
7. OCS-Makum	33
8. EPS-Baghjan	60
9. OCS-Hapjan	45
10. EPS-Kumchai	140
11. OCS1-Salmari	34
12. EPS-Bhekulajan	20
13. OCS-Tengakhat	24
14. EPS-Chabua	30
15. EPS-HJC	28
16. EPS-Hatiali	31
17. OCS/GCS-Dikom	51
18. FGGS-Kusijan	35
19. FGGS-Hatiali	30
20. Gas Well-285 (FGGS-Deohal)	18
21. Central GCS-Digboi	40
22. OTP Digboi	38
23. Gas Well-336	25
24. Water Injection-474	22
25. EPS-Deroi	50

**Notes:**

- i) The above distances are for reference only. Bidders, at their discretion, are requested to verify the same on their own.
- ii) OIL shall have the discretion of changing the location(s) of installation based on operational requirements.

<p><b><u>ITEM NO. 20</u></b></p> <p><b><u>Installation &amp; Commissioning of the 25 nos. of CVCF units [QTY = 01 AU]</u></b></p>	
<p><b><u>ITEM NO. 30</u></b></p> <p><b><u>Onsite Comprehensive AMC of the 25 nos. of CVCF units for 10 Years [QTY = 01 AU]</u></b></p>	

**SPECIAL NOTE:**

- 1) Bidders must fill-in the “**TECHNICAL EVALUATION SHEET**” enclosed with the tender documents and submit the same duly signed along with the bid.

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

**INTEGRITY PACT**

Between

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

And

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

**Preamble:**

The Principal intends to award, under laid down organizational procedures, contract/s for tender no. **SDI5714P21** The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Contractor/s.

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

**Section: 1 -Commitments of the Principal**

**(1)** The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:

1. No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
2. The Principal will, during the tender process treat all Bidders with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential/additional information through which the Bidder could obtain an advantage in relation to the tender process or the contract execution.



3. The Principal will exclude from the process all known prejudiced persons.

**(2)** If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the relevant Anti-Corruption Laws of India, or if there be a Page 2 of 6 substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

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

**(1)** The Bidder/Contractor commits itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

1. The Bidder/Contractor will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or immaterial benefit which h e/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

2. The Bidder/Contractor will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, Subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

3. The Bidder/Contractor will not commit any offence under the relevant Anticorruption Laws of India; further the Bidder/Contractor will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

4. The Bidder/Contractor will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

**(2)** The Bidder/Contractor will not instigate third persons to commit offences outlined above or be an accessory to such offences.

(3) The Bidder/Contractor signing Integrity Pact shall not approach the Courts while representing the matters to IEMs and he/she will await their decision in the matter.

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

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

1. If the Bidder/Contractor has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder/Contractor from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressions within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 3 years.
2. The Bidder accepts and undertakes to respect and uphold the Principal's Absolute right to resort to and impose such exclusion and further accepts and undertakes not to challenge or question such exclusion on any ground, including the lack of any hearing before the decision to resort to such exclusion is taken. This undertaking is given freely and after obtaining independent legal advice.
3. If the Bidder/Contractor can prove that he has restored/recouped the Damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.
4. A transgression is considered to have occurred if in light of available evidence no reasonable doubt is possible.
5. Integrity Pact, in respect of a particular contract, shall be operative from the date Integrity Pact is signed by both the parties till the final completion of the contract **or as mentioned in Section 9- Pact Duration whichever is later**. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings

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

1.If the Principal has disqualified the Bidder from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover from the Bidder liquidated damages equivalent to Earnest Money Deposit / Bid Security.

(2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the principal shall be entitled to demand and recover from the Contractor liquidated damages equivalent to Security Deposit / Performance Bank Guarantee.

3. The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder/Contractor can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount or the liquidated damages, the Bidder/Contractor shall compensate the Principal only to the extent of the damage in the amount proved.

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

1. The Bidder declares that no previous transgression occurred in the last 3 years with any other Company in any country conforming to the TI approach or with any other Public Sector Enterprise in India that could justify his exclusion from the tender process.

2. If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can be terminated for such reason.

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

1.The Principal will enter into Pacts on identical terms with all bidders and contractors.

2. The Bidder / Contractor undertake(s) to procure from all subcontractors a commitment in conformity with this Integrity Pact. The Bidder/Contractor shall be responsible for any violation(s) of the provisions laid down in this agreement/Pact by any of its sub-contractors/sub-vendors.

3. The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

**Section: 7 -Criminal charges against violating Bidders/Contractors/ Subcontractors**

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

**Section: 8 -External Independent Monitor/Monitors**

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

him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.

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

8. The word 'Monitor' would include both singular and plural.

**Section:9 -Pact Duration**

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

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

**Section:10 -Other provisions**

1. This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi. The Arbitration clause provided in the main tender document / contract shall not be applicable for any issue / dispute arising under Integrity Pact.

2. Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.

3. If the Contractor is a partnership or a consortium, this agreement must be, signed by all partners or consortium members.

4. Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.

**A J SARMAH**  
**CMM (IP)**

.....  
**For the Principal**

.....  
**For the Bidder/Contractor**

Witness 1: .....

Witness 2: .....

Place: DULIAJAN  
Date : 18.11.2020

**APPENDIX-A**

**Format of Authorization & Back-Up support by Original Equipment Manufacturer to Sole  
Selling Agent / Dealer  
(To be typed on the letter head of the Manufacturer)**

Ref. No. \_\_\_\_\_

Date \_\_\_\_\_

**SUB: AUTHORIZATION & BACK-UP SUPPORT**

Ref.: Your Tender No. \_\_\_\_\_ Dated \_\_\_\_\_

To,  
The HOD-Materials,  
Materials Deptt.  
OIL, Duliajan

Sir,

We, M/s ..... (Name & address of the Manufacturer) hereby authorize M/s..... (Name & address of the Bidder) to submit their Bid against Tender No..... floated by OIL INDIA LIMITED (OIL) for supply tendered goods, which will be manufactured by us. As we do not participate directly against such tendering process, we authorize M/s..... (Name of the Bidder) to participate as our Dealer / Agent (strike out whichever is not applicable) against the tender.

We hereby guarantee the supply through M/s..... (name of the bidder) in the event of placement of purchase order by OIL and shall provide all back-up supports during commissioning, warranty & AMC period as may be necessary including for the quality & workmanship of supplied materials.

This authorization & back-up support shall remain valid throughout the execution by M/s..... (name of the bidder) including the defect liability period, in the event of an order by OIL on them.

Yours' faithfully,  
For (Name of the manufacturer)

Name & Signature of Authorized signatory;

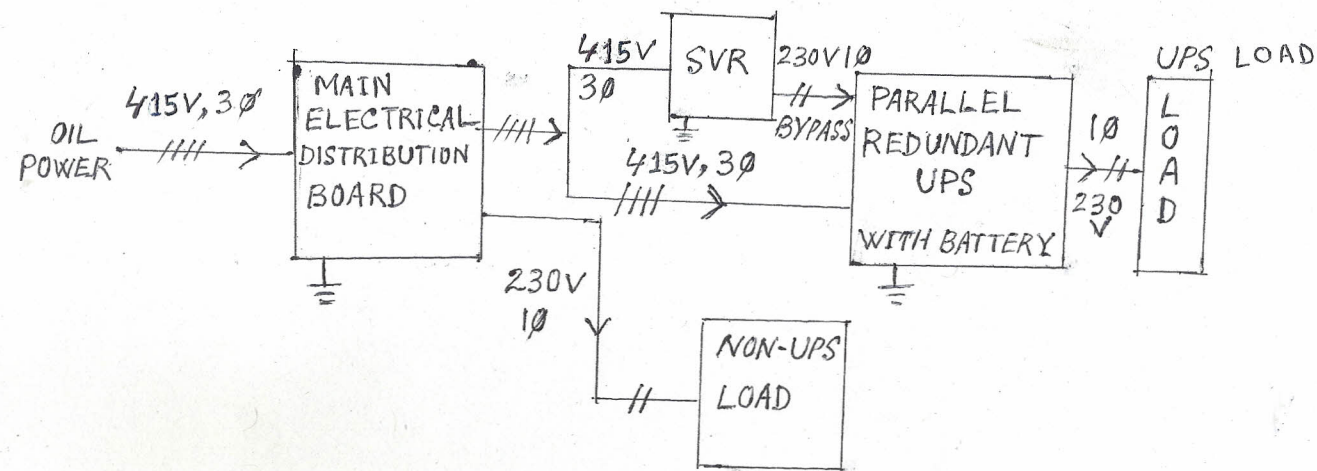
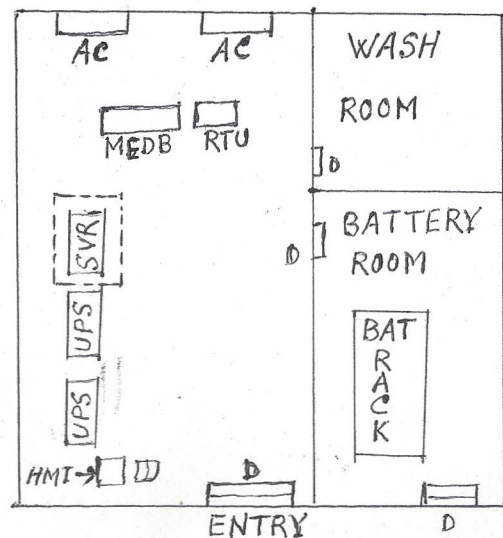
Designation:

Phone No:

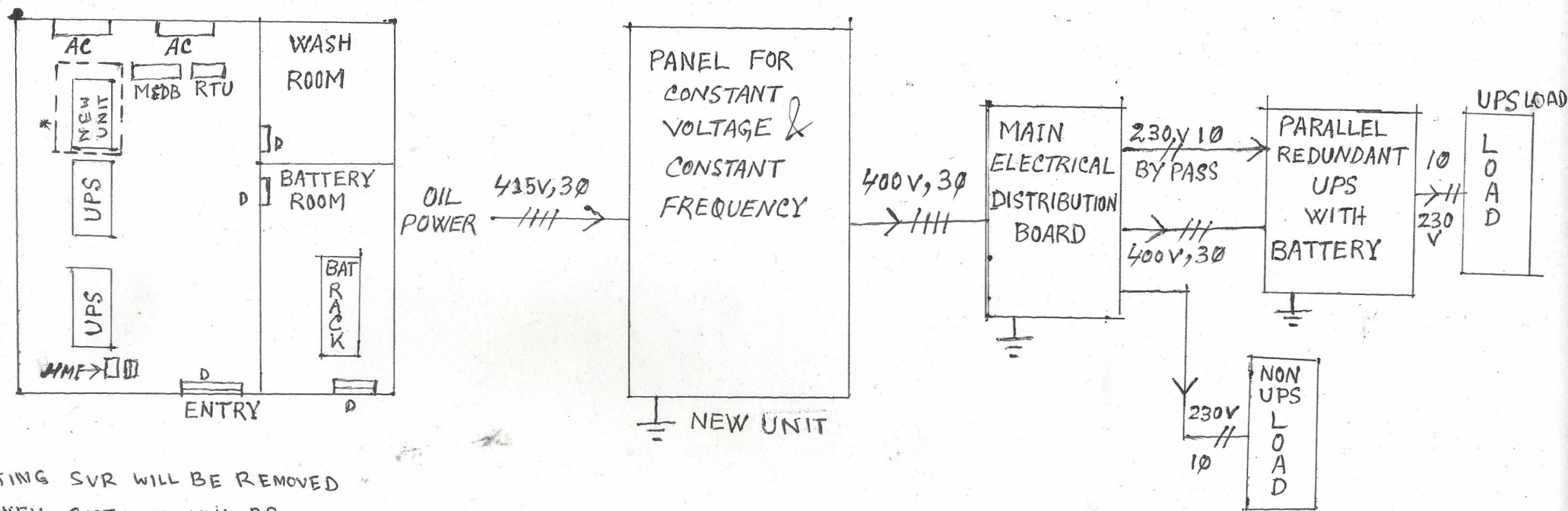
Place:

Date:

Seal of the Manufacturer:



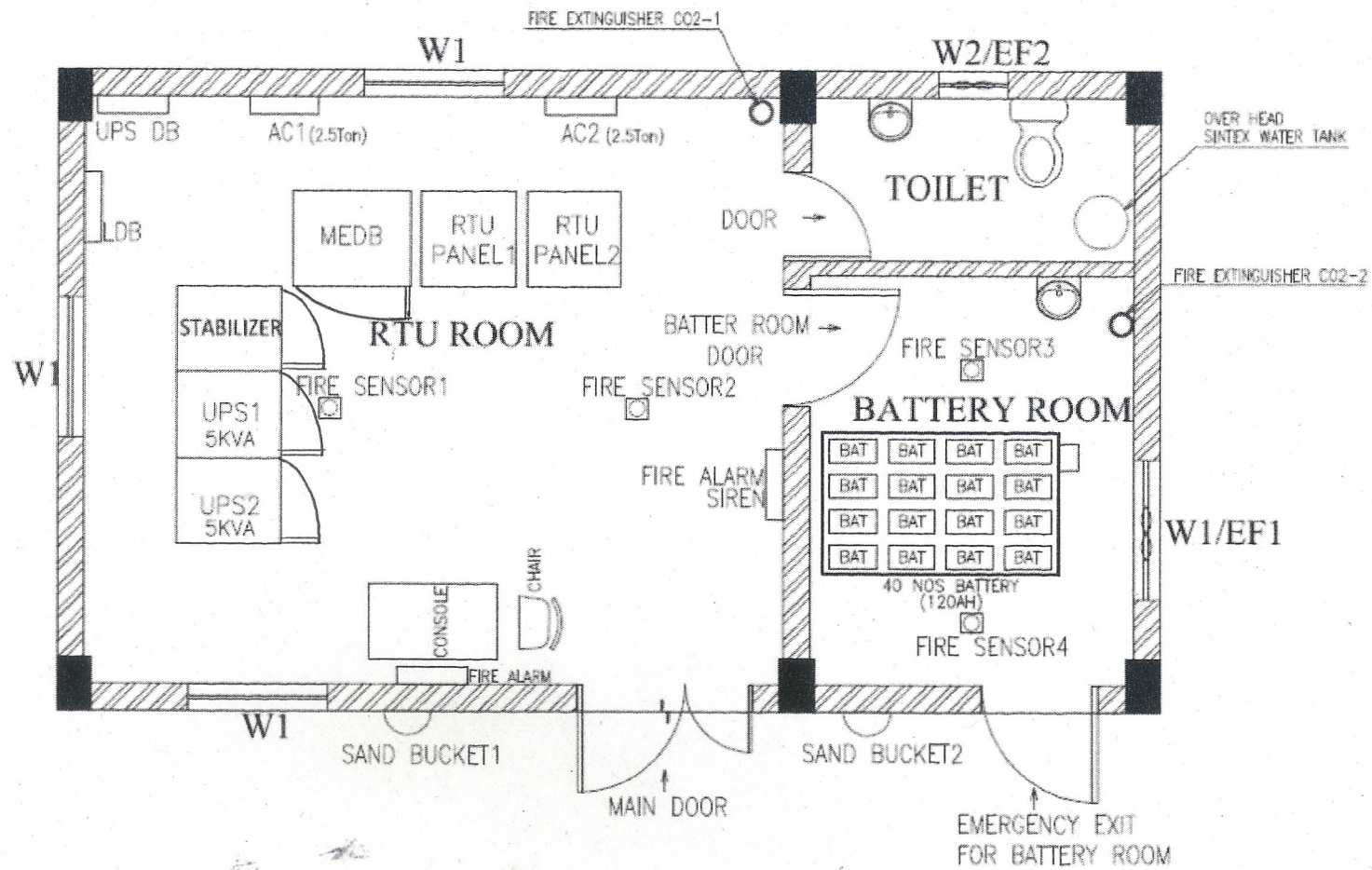
DRAWING -1 : EXISTING SYSTEM



\*) EXISTING SVR WILL BE REMOVED  
AND NEW CVCF UNIT WILL BE  
INSTALLED.

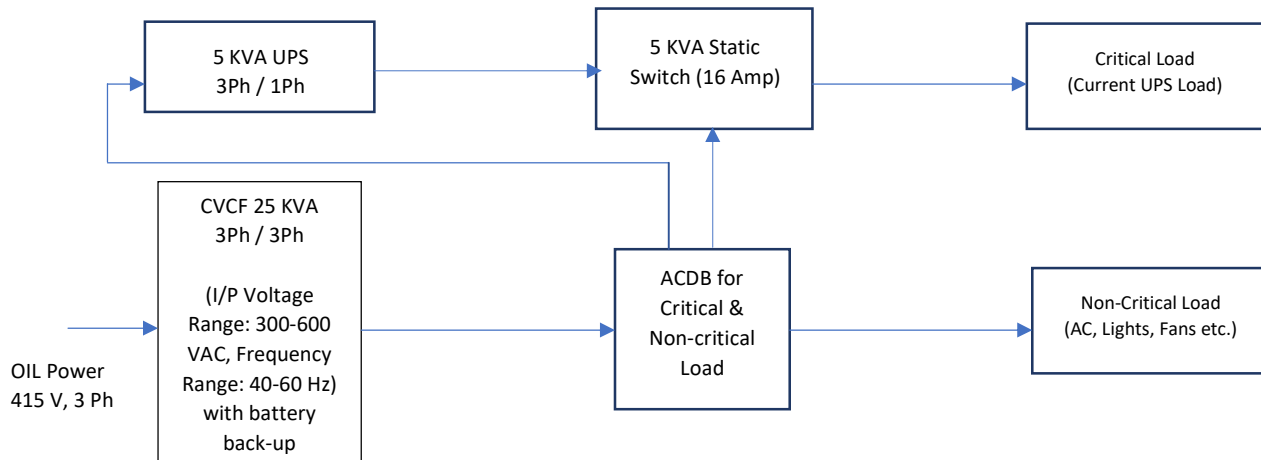
DRAWING - 2: PROPOSED SYSTEM WITH NEW CVCF UNIT.





DRAWING NO. 3: AS BUILT DRAWING OF A RTU ROOM

**Drawing No. 4: Future Proposed System**



**Note:**

1. One existing 5 KVA UPS will be used as standby source.
2. Battery bank will be incorporated in the CVCF unit for back-up of critical load during input power failure.
3. ACDB with critical & non-critical load configuration system will be incorporated to put off non-critical load from CVCF with battery when no i/p power source is available & restore power to both critical & non-critical load automatically when i/p power source resume.
4. 5 KVA Static Switch (16 A) for critical load dual supply will be incorporated.
5. The bidder shall provide the confirmation of above future compatibility with the supplied CVCF unit along with the technical bid submission.

## FORMAT-A

## TECHNICAL SPECIFICATIONS OF CONSTANT VOLTAGE CONSTANT FREQUENCY (CVCF) UNIT

	Parameters		Vendor comments
	<b>Make</b>		
	<b>Model No.</b>		
<b>A</b>	<b>INPUT</b>		
1	Input	415 V, 3 Phase, 3 wire, 50Hz	
2	Input voltage tolerance	300 V to 600 V	
3	Input Power factor	0.6 to 0.8	
4	Input Frequency	40Hz to 60Hz	
5	Input Total Harmonic Distortion	<10%	
<b>B</b>	<b>INPUT SURGE PROTECTION</b>		
1	Transient Voltage Surge Suppressor	Input of the CVCF unit shall be provided with Transient Voltage Surge Suppressor(s) for protection against transients and electrical line noises which shall be as per IEEE C62.41 and C62.45.	
2	Connection Type	Parallel	
3	Surge Current Capacity	50KA	
4	Protection mode	Protecting 3 phases	
5	Capacity	Continuous	
6	EMI/RFI Attenuation	40 dB typical	
7	Response Time	< 0.5 nanosecond	
8	Dry Contract rating	125VAC, 8.0A, 1.0pf	
9	Operating Temperature	0°C to +50°C	
10	Operating Humidity	0% to 95%	
11	Status Indication	LED, Dry Contacts	
<b>C</b>	<b>OUTPUT</b>		
1	Module full load rating KVA	25 KVA (min)	
2	Output KW	20 KW (@ 0.8 pf)	
3	Rated voltage	400V +/- 1%, 3 Phase, 4 wire	
4	Output Frequency	50 Hz +/-1Hz	
5	THDv with 100% linear load (%)	≤1%	
6	Overload rating	105% for 60 min; 125% for 5min; 150% for 1 min; > 150% for 200ms	
7	Efficiency 100% load	93% or above	
8	By pass switch	Required (Manual)	
9	Acoustic Noise (at 1 meter from unit)	Max 60 dbA	
<b>D</b>	<b>MEASURING INSTRUMENTS</b>		
1	Operator Control and Display Panel	Display panel for monitoring Input & Output voltage, Input & Output Frequency, Output current. Unit shall have keypad for alarm acknowledge, reset etc.	
2	Serial Interface Card	The unit shall have serial interface card for monitoring the input & output parameters in SCADA. Successful bidder should provide the Modbus addresses of the measuring parameters.	
3	Standards	IS 16242-1 and IS 16242-2 and IS 16242-3)/ (UL 1778) /(IEC 62040-1 and IEC 62040-2 and IEC 62040-3)	
4	Manufacturer Certification	ISO 9001 and ISO 14001	
5	Communication	MODBUS RTU, SNMP etc.	
<b>E</b>	<b>PANEL DETAILS</b>		
	1. Frame & Front door material: CRCA or better 2. Colour shade: Standard Power Panel Colour 3. Ingress Protection : IP-41 or better 4. Cable Entry: bottom 5. Circuit Breakers shall be provided in the input & output of the unit. Breakers shall be labelled for identification. 6. Unit shall have key lockable door, exhaust fan for forced air cooling & lamp with door on/off limit switch. 7. Unit shall be properly earthed through its dedicated earthing plate.		

**TECHNICAL EVALUATION SHEET FOR BRC/BEC (TECHNICAL)**

Description	Bidders Remarks (Compiled / Not Compiled / Deviation	Bidder to indicate the following to support the remarks / compliance	
		Name of File as uploaded in E- Tender portal	Relevant Page No. of the file
<b>1.0 BID REJECTION CRITERIA (BRC)</b> <b>A) <u>TECHNICAL:</u></b>			
<b>1.0</b> The Constant Voltage Constant Frequency (CVCF) unit shall conform to Indian / International standard as mentioned in the NIT.			
<b>2.0</b> Bidders must quote for full quantity of same make and model of CVCF units along with Installation & Commissioning and AMC service as stipulated in the bid documents (NIT).			
<b>3.0 BIDDER'S QUALIFICATION CRITERIA:</b>  The bidder shall be either an <b>Original Equipment Manufacturer (OEM)</b> of minimum 20 KVA capacity Constant Voltage Constant Frequency (CVCF) unit or minimum 20 KVA capacity UPS with Voltage & Frequency Stabiliser unit as per Indian / International standard.  <b>OR,</b>  The bidder shall be an <b>authorised dealer / agent of OEM</b> for last five year ending on original bid closing date and having experiences of executing such order of equipment as stipulated in paragraph 4.0 below.  <b><u>Note:</u></b> a) Bidders other than OEMs must submit a valid authorisation and back-up support letter from CVCF manufacturer as per the format enclosed herein vide <b>APPENDIX-A</b> . b) The Authorisation letter must be duly sealed & signed by the Manufacturer on their official letter head.			

**TECHNICAL EVALUATION SHEET FOR BRC/BEC (TECHNICAL)****4.0 BIDDERS' EXPERIENCE CRITERIA:**

4.1 In case the bidder is an Original Equipment Manufacturer (OEM) of CVCF and or UPS with Voltage & Frequency Stabiliser, the bidder shall have the experience of successful execution of similar order(s) for supply, installation and commissioning of minimum 20 KVA capacity "Constant Voltage Constant Frequency (CVCF)" unit for quantity minimum 13 nos. executed by themselves or through their authorised dealers / agents during last five (05) years preceding the original bid closing date of this tender to any upstream/ downstream Oil & Gas company or any Govt. of India Organisation / PSU. Documentary evidences in this regard must be submitted along with the Technical Bid as per Para 4.3 below.

4.2 In case the bidder is an authorised dealer / agent of Original Equipment Manufacturer (OEM) of CVCF, the following criteria shall be met by the bidder:

The bidder as an authorised dealer / agent shall have the experience of successful execution of similar order(s) for supply, installation and commissioning of minimum 20 KVA capacity "Constant Voltage Constant Frequency (CVCF)" unit for quantity minimum 13 nos. manufactured by the proposed OEM during last five (05) years preceding the original bid closing date of this tender to any upstream/ downstream Oil & Gas company or any Govt. of India Organisation / PSU. Documentary evidences in this regard must be submitted along with the Technical Bid as per Para 4.3.

OR,

The authorised dealer / agent may participate in the bid on the basis of OEM's strength of experience as per Para 4.1 above, however under the above circumstances, OEM shall take sole responsibility of the offered items and shall give undertaking to OIL that in case their dealer / agent fails to deliver the supply, erection, commissioning and provide after sales service during AMC, OEM shall take full responsibility to the extent of tender documents.

**TECHNICAL EVALUATION SHEET FOR BRC/BEC (TECHNICAL)**

<p><b>4.3 NOTES TO BIDDER REGARDING EXPERIENCE CRITERIA:</b></p> <p><b>4.3.1</b> The following documentary evidences to substantiate above experience records (4.1 and 4.2, as applicable) of the Bidder must be submitted along with the technical bid, failing which the Bid shall be treated as incomplete &amp; rejected:-</p> <p><b>a)</b> Copy of Purchase order(s)/ contract(s) awarded by client(s) along with True copies of Original Completion report / Performance certificate from the clients (on Client's/ User's official letter head with signature &amp; stamp) duly notarised by Government Notary.</p> <p><b>b)</b> The detailed scope of works with technical specification along with Comprehensive AMC, if any. The bidder has the onus of submitting required documents to fulfil the experience criteria.</p> <p><b>And</b></p> <p>c) <u>Any one or combination of the following documents that confirms the successful execution of each of the purchase order(s) / contract(s):</u></p> <p>Copy of Consignment Note OR Copy of consignee receipted delivery receipts / challans OR Copy of Tax Invoice / Excise Gate Pass issued under relevant Act / Rules OR Copy of Commercial Invoice / Payment certificate</p> <p><b>4.3.2</b> In case experience credentials is submitted for past supply to a service provider, the submitted documents (as per para 4.3.1) should clearly indicate name of the Company for which the tender item has been utilised. On the contrary, a declaration from the service provider (on their official letter head with signature &amp; stamp) is required to be submitted stating the name of the Company for which the tender item has been utilised.</p>			
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**TECHNICAL EVALUATION SHEET FOR BRC/BEC (TECHNICAL)**

<b>5.0</b> Bidders shall categorically confirm that installation and commissioning of CVCF packages with all accessories shall be carried out by their competent personnel at OIL's installations in and around Duliajan, Assam (India) and its adjoining fields / out step locations. The units will be installed as replacement of existing stabiliser / addition in the existing stations / installations.			
<b>6.0</b> The bidder shall Warrant that in the event of an order, all product(s) supplied shall be of new and free from all defects and fault in material, workmanship & manufacture and shall be in full conformity with the applicable Indian / International standard.			
<b>7.0</b> The bidder shall have single point responsibility for supply, packaging, delivery, installation, testing and commissioning and AMC of complete package.			
<b>8.0</b> All items shall be procured from the same source. Evaluation of the bids shall be done accordingly. Hence, bidders must quote for all the tendered items, failing which their offer will be rejected.			
<b>9.0 <u>Delivery Schedule:</u></b>  <b>The maximum allowable Delivery Period will be:</b>  <b>A) <u>Supply:</u></b> 10 (ten) weeks from the date of receipt of Purchase Order.  <b>B) <u>Installation, commissioning &amp; testing:</u></b> 06 (six) weeks from the date of intimation of site clearance from OIL after receipt & acceptance of complete materials by OIL against the supplied units.			
<b>2.0 BID EVALUATION CRITERIA (BEC)</b> <b>A) <u>TECHNICAL:</u></b>			
i) The bids will be evaluated strictly as per NIT specification, terms & conditions.			
ii) The total quoted price of all the items shall be considered for evaluation of the techno-commercially acceptable offers.			

**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

**(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.