



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

TELEPHONE NO: (91-374) 2808719

FAX NO: (91-374) 2800533

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

FORWARDING LETTER

Tender No. : SDI8848P19 DT: 07.08.2018

Tender Fee : Rs. 1,000.00

Bid Security Amount : Applicable

Bidding Type : SINGLE STAGE COMPOSITE BID SYSTEM

Bid Closing on : As mentioned in the e-portal

Bid Opening on : -do-

Performance Security : Applicable

Integrity Pact : Not Applicable

"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 Nil Customs Duty during import will be applicable. However, concessional rate of GST @5% against Essentiality Certificate for invoice value Rs 10 Lakhs and above will be applicable.

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 these certificates from OIL, failing which all related liabilities shall be to Supplier's account".

OIL invites Bids for **PROCUREMENT OF ENGINEER CUM CREW CABIN – QTY = 04 NOS.** through its e-Procurement site under **SINGLE STAGE COMPOSITE BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement LCB Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents. The general details of tender can be viewed by opening the RFx [Tender] under RFx and Auctions. The details of items tendered can be found in the Item Data and details uploaded under **Technical RFX**.

The tender will be governed by:

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

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

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

Vendors should contact OIL officials at above timings only.

c) **OIL Bank Details :**

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

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

- i) Bidder are advised to fill up the Technical bid check list ([Annexure EEE](#)) and Response sheet ([Annexure FFF](#)) given in MS excel format in Technical RFx -> External Area -> Tender Documents. The above filled up document to be uploaded in the **Technical Attachment**. For details please refer “Vendor User Manual” / “NEW INSTRUCTIONS”

Special Notes:

1.0 Vendors having OIL’s User ID & password to pay Tender Fee on-line through OIL’s electronic Payment Gateway upto one week prior to the Bid closing date (or as amended in e-portal).

Vendors who do not have OIL’s User ID & password, may generate User ID & password online by the Vendor by using the link for supplier enlistment given in OIL’s e-tender portal and then pay Tender Fee on-line through OIL’s electronic Payment Gateway upto one week prior to the Bid closing date (or as amended in e-portal).

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

NOTE:

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

2.0 The tender is invited under SINGLE STAGE- COMPOSITE BID SYSTEM. The bidders are required to submit both the “TECHNO-COMMERCIAL UNPRICED BID” and “PRICED BID” through electronic format in the OIL’s e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.

2.1 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical RFx Response-> Technical Attachment only. **For details please refer “NEW INSTRUCTIONS”**. Please refer Annex-BB for price schedule.

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

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

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

4.0 Benefits to Micro & Small Enterprises (MSEs) as per OIL’s Public Procurement Policy for Micro and Small Enterprises (MSEs) shall be given. Bidders are requested to go through ANNEXURE – I of MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders for more details. MSE bidders are exempted from submission of Tender Fees and Bid Security/Earnest Money provided they are registered for the items they intend to quote. Bidders who are allowed to participate against the tender as MSEs must quote their own products failing which their bids will be rejected.

- 5.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the NIT or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in rejection of its offer without seeking any clarifications.
- 6.0 Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that above documents which are to be submitted in a sealed envelope are also submitted at the above mentioned address before the bid closing date and time failing which the offer shall be rejected.
- 7.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
- 8.0 The tender shall be governed by the Bid Rejection & Bid Evaluation Criteria given in enclosed **Annexure-CCC**. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (as per **Annexure-CCC**) contradict the Clauses of the tender and / or "General Terms & Conditions" as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders elsewhere, those in the BEC / BRC shall prevail.
- 9.0 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.
- 10.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.
- 11.0 If Bank Guarantee is submitted towards 'Bid Security', then bidders have to ensure that the Bank Guarantee issuing bank indicate the name and detailed address (including e-mail) of their higher office from where confirmation towards genuineness of the Bank Guarantee can be obtained.
- 12.0 Bidders are requested to refer to the enclosed **Annexure – BBB** for the Taxes and Duties clauses under GST regime.

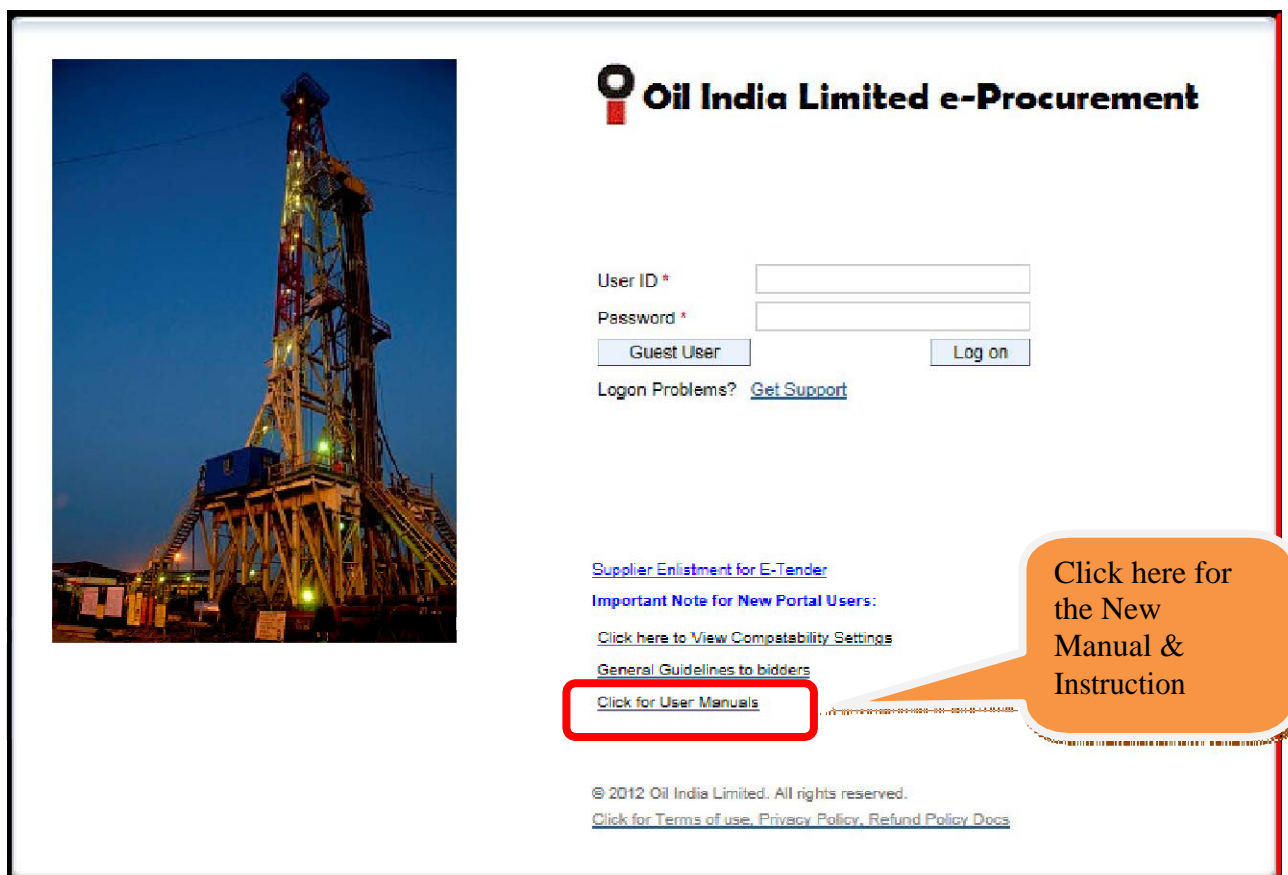
13.0 Delivery/collection Instructions in cases where transportation is in OIL's scope:

- (i) the suppliers shall be required to deliver the Sundry consignments of weight less than 3 (Three) Tons at the godown/office/collection point of OIL's authorized transporter in various cities.
- (ii) consignments weighing more than 3(Three) Tons shall be collected from the supplier's premises/loading points by OIL's authorized transporter.
- (iii) the names of OIL's current authorized transporters are:
- a) M/s Western Carriers (India) Ltd.
 - b) M/s DARCL Logistics Limited

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

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

Please do refer "**NEW INSTRUCTION TO BIDDER FOR SUBMISSION**" for the above two points and also please refer "**New Vendor Manual (effective 12.04.2017)**" available in the login Page of the OIL's E-tender Portal.



Oil India Limited e-Procurement

User ID *

Password *

Logon Problems? [Get Support](#)

[Supplier Enlistment for E-Tender](#)

[Important Note for New Portal Users:](#)

[Click here to View Competability Settings](#)

[General Guidelines to bidders](#)

[Click for User Manuals](#)

Click here for the New Manual & Instruction

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NOTE:

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

Yours Faithfully

Sd-

**(A J SARMAH)
SR. MANAGER MATERIALS (IP)
FOR : GM-MATERIALS (HOD)**

Tender No & Date: SDI8848P19 DT: 07.08.2018**BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)**

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

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

<u>Criteria</u>	Complied / Not Complied. (Remarks if any)
<p>1.0 BID REJECTION CRITERIA (BRC):</p> <p>The bid shall conform generally to the specifications, terms and conditions given in this document. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected.</p> <p>A) TECHNICAL:</p> <p>1) Bidder should have the experience of successfully executing at least 1(one) similar order for quantity not less than 2(two) nos. in preceding 5(five) years as on the original Bid Closing Date.</p> <p><u>"Similar Order" shall mean: “Order for Designing, Fabrication, Testing and Supply of fabricated Steel Cabins to any Govt. organization/ PSU/ Central Govt./ Public Limited Company, having specification similar to NIT specification”.</u></p> <p>Documentary evidence in respect of the above should be submitted in the form of copies of relevant Purchase Order along with copies of any of the following documents in respect of satisfactory execution of each of those Purchase Orders, such as:</p> <ul style="list-style-type: none">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/GST (OR)v) any other documentary evidence that can substantiate the satisfactory execution of each of the purchase orders cited above.	

Note:

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

b) Satisfactory supply/completion/installation report (if submitted) should be issued on client's official letterhead with signature and stamp

B) FINANCIAL

a) Annual Financial Turnover of the bidder during **any of preceding 03 (three) financial / accounting years from the original bid closing date** should be at least **Rs 20.76 Lakhs.**

b) Net Worth of the firm should be Positive for preceding financial / Accounting year. (FY=2017-2018)

Note -For (a) & (b): Considering the time required for preparation of Financial Statements, if the last date of preceding financial / accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial / accounting year are not available with the bidder, then the financial turnover of the previous three financial / accounting years excluding the preceding financial / accounting year will be considered. In such cases, the Net worth of the previous financial / accounting year excluding the preceding financial / accounting year will be considered. However, the bidder has to submit an affidavit/undertaking certifying that 'the balance sheet/Financial Statements for the financial year..... (As the case may be) has actually not been audited so far'.

Notes:

a) For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the bid:-

i) A certificate issued by a practicing Chartered Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in ANNEXURE-J.

OR

ii) Audited Balance Sheet along with Profit & Loss account.

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

C) COMMERCIAL:

i) Validity of the bid shall be minimum 90 days from the Bid Closing Date.

ii) Bid security:

The bid must be accompanied by Bid Security of **Rs. 83,000.00** in OIL's prescribed format as Bank Guarantee in favour of OIL. The Bid Security may be submitted manually in sealed envelope superscribed with Tender no. and Bid Closing date to DGM-Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam on or before the Bid Closing Date and Time mentioned in the Tender. **The Bank Guarantee towards Bid Security shall be valid for 6 months from Bid closing date. (i.e. 31.03.2019)**

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

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

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

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

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

iv) Performance Security:

The successful bidder shall submit Performance Security @ 10% of PO value within 30 days of receipt of the formal purchase order failing which OIL reserves the right to cancel the order and forfeit the Bid Security. Bidders should undertake in their bids to submit Performance Security as stated above.

The Performance Security shall be in the following form :

A Bank Guarantee in the prescribed OIL’s format valid for 90 days beyond delivery period and applicable warranty/guarantee period (if any).

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

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

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

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

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

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

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

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

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

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

x) Delivery period: Bidder should confirm in their offer to supply the ordered item within 06 months from the date of placement of PO.

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 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 Axis Bank, Duliajan Branch, IFS Code - UTIB0001129, Branch Address - AXIS Bank Ltd, Duliajan Branch, Daily Bazar, Jyotinagar, Duliajan, District - 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 bid will be evaluated strictly as per NIT specification, terms & conditions.

B) COMMERCIAL:

- i) To evaluate the inter-se-ranking of the offers, all Taxes / Levies will be considered as per prevailing Govt. guidelines as applicable on the bid opening date. Bidders may check this with the appropriate authority before submitting their offer.
- ii) A job executed by a bidder for its own organization / subsidiary cannot be considered as experience for the purpose of meeting BEC.
- iii) To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

NOTE:

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

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TECHNICAL SPECIFICATIONS WITH QUANTITY

Tender No & Date: SDI8848P19 DT: 07.08.2018

MATERIALS DESCRIPTION	Complied / Not Complied. (Remarks if any)
<p>ITEM NO. 10</p> <p>PROCUREMENT OF ENGINEER CUM CREW CABIN [QTY = 04 NOS]</p> <p><u>Details of Engineer cum Crew Cabin are as follows:</u></p> <p><u>SCOPE OF WORK:</u></p> <p>The scope of work covers fabrication and supply of Engineer cum Crew cabins having specified external dimensions complete with G.I. Rock wool insulation, panelling, electric fittings, furniture and other equipments to be provided in the Cabins for site personnel. Cabins shall be used as portable modules and shall be deployed at Workover Wells in various operational areas of OIL. The scope of work covers all the points stated under various heads below. The crew cabin should be provided with suitable lifting and handling facilities.</p> <p><u>A. GENERAL DESIGN & CONSTRUCTION:</u></p> <p>1. Main Shell:</p> <p>The main shell should have 03(three) compartments of following size:</p> <ol style="list-style-type: none"> <u>Engineer's office</u>: 3000mm (L) X 2500mm (W) X 2500mm (H) <u>Crew Rest Room</u>: 3500mm (L) X 2500mm (W) X 2500mm (H) <u>Store Room</u>: 2500mm X 2500mm (W) X 2500mm (H) <p>The structural framework fabrication of the main shell should be of integral and all welded type, comprise of the main skid, base frame, overall framework, internal & external cladding with insulation and other peripherals, sloping self-draining roof and desired doors & windows etc.</p> <p>Steel forged lifting hooks or corner casting arrangement with 50 mm holes in all 04(four) corners of the Cabin should be welded with the main corner vertical support posts for lifting the Cabin from top.</p> <p>The corner castings to be provided are similar to marine freight containers. The entire welding process is to be executed by Certified Welder using IS quality electrodes.</p> <p>2. Base Frame:</p> <p>The 03(three) runner Base frame should be fabricated and welded out of tested quality MS Steel Channels of size: ISMC 125 mm x 65 mm with minimum 06(six) nos inter connecting cross members of same size duly welded lengthwise & breadth wise maintaining conveniently equal distance.</p> <p><u>The dimensions of the Base Frame should be:</u> Length: 9000mm & Width: 2500mm.</p>	

3. Main Skid:

The main skid should be 3(three) runner oilfield type skid fabricated out of ISMB200 X 100mm, reinforced with min 5nos cross member.

The ends of the skid should be projected out by 300mm and curved upwards. 150 NB X 11mm thick pipe with provision for lifting should reinforce the end of skid for tail boarding.

The Base frame of the Cabin should be mounted on the main skid and should be made in such a way that no foundation is needed for placement of the Cabin at the well site.

The dimensions of the Main Skid should be: Length: 9600mm & Width: 2000mm.

4. Flooring:

The entire flooring of the Engineer cum Crew cabin should be of 8.0mm thick M.S Chequered plate, welded lengthwise and breadth wise properly with the base frame of the Skid.

The Chequered plate floor of the Engineer's office room & Crew rest room should be covered with min 2.0mm premier Vinyl Mat on the top.

5. Walls of the Cabin:

a. Front & Rear Wall Framing:

- i. Top Member: ISMC 100mm
- ii. Longitudinal Member: RHS 66mm X 33mm X 3.6mm
- iii. Vertical Member: RHS 66mm X 33mm X 3.6mm
- iv. Partition Wall: SHS 72mm X 72mm X 4.0 mm
- v. Door Pillar: SHS 72mm X 72mm X 4.0 mm

b. Side Wall framing:

- i. Top Member: ISMC 100mm
- ii. Longitudinal Member: RHS 66mm X 33mm X 3.6mm
- iii. Vertical Member: RHS 66mm X 33mm X 3.6mm
- iv. All Corners: 91.5mm X 91.5mm X 5.4mm

c. Partition Wall Framing:

- i. Longitudinal Member: RHS 66mm X 33mm X 3.6mm
- ii. Vertical Member: RHS 66mm X 33mm X 3.6mm

The exterior cladding of the shell [all four walls] should be constructed with 3.15mm [1/8"] thick MS crimped plates welded to the bottom MS channel frame, corner posts, top frame and roof frame.

All gaps should be sealed at edges, at seams and bottom sills to prevent ingress of insects, moisture etc.

6. Roof:

The roof should have sloping from the centre towards the walls for efficient drain of rainwater. The roof should be fabricated out of 3.15mm [1/8"] thick plain MS plates welded with adequately pressed reinforced sections from inside for additional strength. The size of the roof members is as follows:

- a. Truss & Purling: SHS 50mm X 50mm X 3.6mm
- b. Ceiling: SHS 38mm X 38mm X 4.0mm

7. Inner Panelling:

13.0mm Pre Laminated Board [12.0mm ply wood board with 1.0mm lamination] as per IS 5509 manufactured by reputed manufacturer viz. Kitply, Greenply, ITC etc. should be provided in all walls of the Crew Cabin. Inner Paneling boards should be screwed on the walls of the internal square tubes. All vertical & horizontal corners should be neatly finished with aluminium anodized heavy gauge aluminium angles & flats and the vertical joints of the panels should be fixed with decorative Wooded varnished bidding patties / aluminium patties to match with the colour of panels for better aesthetic appearance. The internal paneling of the roof should be of min 8.0 mm pre laminated board with heat proof insulation.

The colour (preferably natural wood colour with grain) & quality of the laminated board must be offered to the indenting department for approval before final fitting. Bidder should confirm the same in their offer.

8. Insulation:

75 MM thick thermo cool/ mineral glass wool / fiberglass resin bonded wool conforming to IS specification should be provided on all side walls, end walls, roof with special weather proof adhesives. The thermal insulation should be heat proof, fire retardant, non-hygroscopic, vermin proof and besides having excellent thermal efficiency & acoustic performance. Insulation is required for the entire crew cabin i.e Front, Rear, End, Partition walls and roof.

9. Doors & Windows:

a. Doors: There should be 3nos door in the front side- 1no each for Engineer's room, Crew rest room & Godown of following size:

i. 2000mm (H) X 900mm (W) with folding rain shed of size 1400mm (W) X 1000mm (D) made out of 2.0mm MS plate with hook & tie rod.

Door should be outer side open able type.

The vertical doorframe should be made out of SHS 72mm X 72mm X 4.0mm.

The main door panel should be made out of SHS 38mm X 38mm X 3.2 mm with cross members.

The external side should be cladded with 2.0mm MS plate for all the doors.

However for the internal side should be cladded with 13.0mm laminated ply board [12.0 mm ply board with 1.0mm lamination] as per IS: 5509 & similar to interior finish.

Doors should have the provision of locking arrangement externally and with rubber gaskets packing all around door frame for complete weather proofing.

1no door of suitable size with locking arrangement should be provided in between Crew cabin and attached godown in suitable position.

b. Windows: There should be 02(two) nos 2 panel Window of size 1200mm (H) X 1000mm (W) with frame made out of 25mm X 25mm X 4mm MS angle and 2 mm MS sheet each for Engineer's office & Crew Rest room and 1(one) no single panel Window of size 1200mm (H) X 500mm (W) on the side wall of Engineer's room. There should be a half Window / Ventilator in Store room. Glasses of all windows should be transparent Acrylic plastic sheets of min 6 mm thickness. There should be folding type rain shed over each Window of size, 700mm (D) X 1400mm (W) (for full size) & 900mm(W) (for half size) window, made out of 2.0mm MS plate with hook & tie rod. Anti-pilferage MS decorative grills should be provided in all the windows.

c. Curtain Rod and Curtain: All the windows & Door of Engineer's room should be provided with good quality synthetic curtains (2nos each per window/door) & strong SS Curtain Rods. *Supplier should get the quality of Curtains cloth approved before final supply.*

10. Welding Procedure:

All welding procedure should be followed as per standard norms & done by certified welder. All welding electrodes should be as per IS: 814. There should be minimum 3(three) layers of welding & all welds should be visually inspected / examined. The critical welds should be subjected to radiography test, magnetic particle test and dye penetration test. Necessary test certificate must be shown at the time of inspection & provided along with dispatch documents.

11. Surface Preparation:

After completion of all fabrication jobs, the surface preparation should be carried as follows:

- i. All welds should be made free of slag, slag inclusion, pinholes, spatters etc. Scrapping & Wire brushing should be carried out on all steelworks after removing all oil & grease deposit if any using approved degreasing agent & solvent.
- ii. Sand / shot blast / any other surface cleaning procedure should be carried out in a controlled blasting shop & not during inclement weather conditions.
- iii. All cleaned surfaces should be coated with the prescribed primer within 4(four) hours of blasting.

12. Painting:

- i. Zinc rich epoxy primer of 90-100 micron DFT should be applied all over the Cabin [interior & exterior], Skid, Under frame, Ladder etc.
- ii. High Build Epoxy Polyamide paint of 125-150 micron DFT followed by 50-60 micron DFT polyurethane paint of Grey colour should be applied on the exterior Cabin wall surface.
- iii. Synthetic Enamel paint of 90-100 micron DFT of Black colour should be applied on the Skid of the tank.

Paint should be of make Berger, Akzonobel, Shalimar, Nerolac etc.

13. Material Specification: Material for fabrication of Cabin should be as follows:

- i. Beam, Channel, Angle, Plate etc.: as per IS-2062, Make: SAIL/TATA/ESSAR only.
- ii. SHS & RHS: as per IS-1161, Make: SAIL/TATA/ESSAR/NEZONE only.
- iii. Tail Boarding Pipe: ASTM-A106 Gr.B-Sch160-150mm NB X 11.0mm thick.

Note:

- a. Documentary evidence regarding the purchase of the above material is to be provided to OIL during the time of inspection failing which the order is liable for rejection.
- b. Bidder must provide "Bill of Material" for all the items (length, width, qty or number).

14. Detail Drawing of the Engineer cum Crew Cabin:

a) Bidder must forward, along with the quotation, the detailed drawings & specifications of proven design including each and every part (main shell, base frame, skid, flooring, side & end wall, roof, weather shed/rain shed, insulation, inner panelling, doors, windows, shelf etc.), for technical scrutiny; else technically scrutiny of the offer will not be carried out.

b) The successful bidder shall make final drawings of the cabin with constructional details to meet OIL's specifications / requirements and shall submit the same for OIL's approval within 07 days time from the date of placement of firm order. OIL will communicate the approval along with any changes / modification, if required and the Cabins shall be constructed as per approved drawing.

B. ELECTRICALS:

1. The following electrical items shall be provided in the Office room, Crew room and Store room of each bunk house:

a) Main switch and Plug-Socket: One 63 Amps SPN main switch, metallic enclosure with side handle shall be mounted outside the cabin. Additionally, one 63 Amp, 5- pin plug socket should be provided for connection and disconnection of incomer cable. Make of switch socket # BCH, type DS. Both the main switch and plug socket should be provided with suitable shed for protection against rain.

b) Distribution Box: One no. Metallic body, 12 way MCB DB with 63 Amps double pole, 100 mA ELCB as incomer, 6 nos. 10 Amps MCB, and 2 nos. 20 Amps MCB as outgoing shall be provided inside the crew cabin. All MCBs shall be 10 kA, C curve. DB shall be complete with 63 Amps bus bars and shall be as per IP-21. All circuits shall be marked on DB with paint or metallic marker.

c) Lights: Energy efficient LED downlighter (14W each), surface mounted, 2 (two) nos. for the office room, 2(two) nos. for the crew rest room, 2(two) nos. for the store room, and 2(two) nos. as spares (loose supply) shall be provided. Total number of LED downlighter-8 (eight) nos. per bunk house. Light fittings shall be ceiling mounted and arranged to provide optimal illumination. Model shall be approved by Electrical Engineering department.

d) Lights (external): Bulkhead type fitting, with metal grid protection # 1 No. This fitting should be fitted in a recess space in the external wall.

e) Wall socket (metal clad): 1 (one) no. 20 Amps metal clad socket at store room shall be provided. The sockets shall be mounted in metallic enclosures and have suitably rated MCBs as switches. Matching plugs for the sockets will also be provided.

f) Wall sockets (Bakelite / Modular): Each cabin should have one switch board for lights & fans. Each switch board shall have two numbers of Bakelite / Modular type switch sockets of combination type (3 pin, 5Amps). There should be 1no additional switch board with 2nos Bakelite / Modular type switch sockets of combination type (3 pin, 5Amps) to be provided on the opposite wall of the door in a convenient place for both Engineer's office room & Crew Cabin. Individual switches shall be provided for each electrical fitting. Switch board power supply shall be provided from individual MCB of the DB.

g) Wall mounted Fans: 4 (four) nos. in the crew rest room, 2 (two) nos. in office room and 2(two) nos. as spares (loose supply) shall be provided. (Total wall mounted fan- 8 nos.).

h) Wall mounted fans shall have 400 mm sweep and be equipped with in-built speed regulator with OFF position. Model shall be approved by Electrical Engineering Department.

i) Exhaust Fans: 1(one) no. in the office room, 1 (one) no. in the crew rest room, 1 (one) no. in the store room and 1(one) no as spares (loose supply) shall be provided. Exhaust fan openings shall be provided with rain protection shed and guard. Exhaust fans shall be silent, heavy duty and have 300 mm sweep and 900 RPM. (Total exhaust fan- 4 (four) nos.).

j) Earthing point: Two cabin earth points (on the skid or body, outside, diagonally opposite) shall be provided for final termination of earth wires for connection to earth electrodes outside.

2. Specifications of Materials (Electrical):

a) All wiring from MCB DB to switchboards/ points/ sockets etc. shall be concealed type inside the panelling, running through PVC conduit.

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

c) The wiring cable shall be PVC insulated, 1100 V grade, fire-retardant, multi-stranded, flexible copper conductor and approved by ISI.

d) All wires shall be colour coded as Red for Phase, Black for neutral and Green for earth. All wire ends in DB, Main Switch and Socket outlets shall have copper lugs of Dowells.

e) All points shall have individual switches and independent neutral wire. Separate switchboards shall be provided for each room. All light and fan points shall be suitably distributed in the switchboards with individual switches.

f) Earth points for socket outlets, fans etc. Shall be individually wired with insulated wires to switchboards and then to MCBDB earth bus. MCBDB earth bus shall be connected to earth points at SPN fitted outside with 10 sqmm insulated copper wire. No earth connection shall be made directly to any point of the metallic shell of the bunk house. A GI strap of suitable length and size shall be fixed on the outside wall and the earth connection from SPN to the stud or hole on the skid shall be made.

g) Switchboards/sockets shall be made of 1.6 mm thick MS boxes having 3.0 mm thick white coloured, Hylam sheet or Modular type switch sockets. All switches and switch-sockets shall be flush mounted with the inside wall/panel of the room. Suitable arrangement for mounting of the board shall be made for this purpose.

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

3. Cable Sizes:

a) All cables shall be Fire-retardant, Low Smoke (FRLS), and of multi-stranded copper conductor (BIS compliant), colour coded (Red for phase, Black for neutral, green for earth).

- b) 1.5 sq mm copper cable with insulated copper earth wire of 1.5 sq mm for point wiring.
- c) 2.5 sq mm copper cable with 2.5 sq mm insulated copper earth wire for circuit wiring from DB to switchboard and 5 Amp sockets.
- d) 4.0 sq mm copper cable with 4.0 sq mm diameter insulated copper earth wire for power sockets.
- e) The main switch outgoing shall be wired to the DB with 10 sq mm (for phase, neutral and earth) PVC insulated, 1100 V grade, fire-retardant, multi-stranded flexible copper conductor.

4. Following shall comprise the electrical scope of work:

- a) Bidder shall **submit electrical schematic drawings, Electrical layout plan, and indicative bill of materials (BOM)** along with the quotation.
- b) In case of order, successful bidder has to submit detailed electrical drawings, bill of materials and specifications of all electrical items/materials, light fittings, fans etc. before start of work. OIL shall make modifications/corrections (if any) in the drawings/BOM as deemed necessary. All modifications in the drawings, work plan and item descriptions as required by OIL shall have to be agreed by the bidder. After making necessary amendment/corrections in the drawings/BOM as required by OIL, bidder shall re-submit the drawings for OIL's approval.
- c) The electrification job shall start only after approval of drawings and samples of material by DGM-Electrical in writing.
- d) Entire electrical installation work has to be done by licensed electrician as per CEA Regulations and NEC codes.
- e) **Inspection:** OIL shall conduct inspection at various stages of work progress, inspection of wiring work before fixing of panels/inner walls, Final pre-dispatch inspection etc. If any other inspection is deemed necessary by either party, it shall be mutually agreed beforehand. Bidder shall notify OIL for at least 15 (fifteen) days in advance of each inspection.
- f) Test report of the entire electrical work as per CEA Rules & Regulations will have to be submitted to OIL after completion of the job.
- g) The electrical work shall be treated as complete once installation, testing & commissioning of electrical works are accepted by DGM-Electrical and submission of test report for electrical works (as installed), drawings, & list of electrical items used, spares for lighting system by the party.
- h) Guarantee Certificates of fans, light fitting etc. shall be provided along with the supply of materials.

5. Special Notes for Electricals of the crew hut/bunk house:

- a) All Electrical schematics, electrical drawings, make and model of electrical fittings have to be approved by Oil India Limited before assembly and manufacture of the crew hut/bunk house.

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

- i) Main Switch: Havells / GE / BCH / CG
- ii) MCB DB, MCB and ELCB: Legrand / Havells / Merlin Gerin/ Schneider / Siemens/Indoasian
- iii) Lights: Philips / CG / GE / Bajaj / Havells
- iv) LED Lights: Philips / CG / GE / Bajaj / Havells/ Syska
- v) Metal Clad Wall plug & Socket: Legrand / Merlin Gerin / Schneider/ Siemens
- vi) Switches and sockets (Bakelite / Modular): Anchor (BIS marked) or equivalent preferably with fire retardant property.
- vii) Wall mounted fan and exhaust fan: Usha / CG / Bajaj / Orient
- viii) Fire retardant PVC conduit: AKG / Plaza / Finolex / Havells/ Precision.
- ix) Wires & Cables: Finolex / Havells/ KEI

C. FURNITURE:

All offered furniture should be of good quality & as per make wherever mentioned. Bidder should forward catalogue, drawing (with specification) of all items without which the bid will be liable for rejection. Furniture should be supplied as per following description:

1. Crew Cabin:

- a) 02(two) sets of table and bench of standard height should be provided [should be shown in the drg provided by the bidder]. The table and bench frame should be made out of 25mm x 4mm thick MS Angle. Table and bench top should be made out of 25mm marine grade Greenply board as per IS:1659 with 1.0mm laminated board (pre-laminated board) suitable for extreme rough conditions. The legs of table and bench should be 40mm x 4mm thick MS SHS fixed on the floor.
- b) There should be 2 nos 4 (four) doors Godrej make Individual type Personal Steel Locker of size: 380mm (W) X 457mm (D) X 1830mm (H) with locking arrangement including 45mm Nayyar's lock. Each locker should be securely fixed with the wall. Uniformity along the wall should be maintained for aesthetic appearance.
- c) 08(eight) nos. cloth hanging hook should be fixed on the wall of the room.
- d) 01(one) no. replaceable Candle type water filter of capacity minimum 20 litres should be supplied along with a stand firmly placed in one convenient corner of the room.

2. Engineer's Cabin:

- a) 01(one) no Godrej make, model T-102, office table with drawers & locking arrangement to be provided and clamped on the floor.
- b) 02(two) nos. Godrej make, model CH-7B office chairs to be provided.
- c) 01(one) no Godrej make, model PCH 7001D office chair to be provided.
- d) 01(one) no Godrej make, Slimline 4S Steel Alimarah to be provided.

D. LADDER:

A ladder should be placed outside cabin & anchored with outer wall for fixing up slings at top of the corner.

E. HANDLING OF ENGINEER CUM CREW CABIN:

The crew cabin should be capable of being handled without any strain or damage under the following conditions:

Lifting of the unit by lifting slings; separate lifting provisions should be kept on both bottom and top of the unit so that the same can be lifted by using wire ropes slings from any one of the above provisions.

To avoid any outside surface damage cause by the wire rope slings while lifting, 50mm angle should be welded all the four sides of the crew cabin 50mm below the top.

F. INSPECTION:

Each cabin should be offered for inspection to OIL as per following schedule. Prior intimation should be given well in advance for carrying out the inspection.

- a) Raw Material inspection with MTC (original / endorsed by OEM or authorized dealer) prior to starting of fabrication job.
- b) Any time during fabrication of skid & body but prior to cabin top fabrication job.
- c) Any time after completion of entire fabrication and surface cleaning job.
- d) Any time during electric wiring job, insulation & paneling job.
- e) After completion of all the jobs prior to descpitch.
OIL reserves the right to have more / less stage inspections with reference to the above mentioned inspection clauses.
- f) Cabins will be allowed for dispatch after getting clearance from the OIL's inspector.

Special Terms & Conditions:

a) The Bidder must have the experience of designing, fabrication & testing of fabricated Steel Cabins and must be a fabricator of Crew Cabin / Bunk House / Fabricated Steel Cabin similar to NIT specification. The Bidder must provide valid documents / certificates viz. SSI/NSIC/any other similar certificate issued by the Govt department where it should be mentioned that the Bidder is a fabricator of Crew Cabin / Bunk House / Fabricated Steel Cabin of various sizes in support of their claim of being a fabricator and provide along with the offer.

b) Bidder must provide detail design & drawing of the Cabin offered along with dimensions, accessories, connections, material specifications, crimp design etc as per NIT requirement.

The drawing must be submitted along with the offer for technical scrutiny. Approved drawing will be provided along with the P.O.

c) Delivery Period: Delivery is the essence of order. Bidder should confirm in their offer to supply the tendered item within **6 months** from the date of receipt of P.O.

d) The bidder must confirm that all components of the Cabin should be new, unused & free from all defects.

e) The bidder must confirm that 'Purchase Order No.', 'Cabin Sl. No.' [will be provided by OIL's inspector], 'DRILLING TS(W/O), OIL INDIA LIMITED' will be weld written on a separate plate duly welded with the body of each Cabin.

f) The bidder must confirm in their bid to provide **Guarantee certificate for a period of **12months** from the date of commissioning of the Engineer cum Crew cabin in well sites:**

i. for all the bought out items.

ii. against any physical damage due to poor workmanship, rusting/peeling off of paint & if any damages are caused due to reasons already mentioned during 12 months guarantee period; the same will be repaired / repainted by the supplier free of cost.

The bidder will also confirm to submit the Guarantee Certificate along with dispatch documents.

g) Minor change in the specification may be done during the course of fabrication of bunk house.

h) All the electrical fittings should be tested by competent person holding valid electrical license. Necessary electrical test certificate duly signed by competent person holding valid electrical license and schematic diagram of wiring should be submitted along with Cabin. Bidder to confirm the same while quoting.

i) Bidder should forward catalogue, drawing (with specification) of all items along with the quotation wherever necessary.

j) Bidder must **confirm** all the clauses of **Annexure-IA** & other notes point by point in tabulated form.

Note:

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

Technical Bid Checklist**Annexure-EEE**

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

NOTE: Please fill up the greyed cells only.

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

Response Sheet**Annexure-FFF**

Tender No.
Bidders Name

Bidders Response Sheet

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

NOTE: Please fill up the greyed cells only.

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

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

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

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

Office Seal

.....
Signature of Vendor

Counter Signed by Banker:
Seal of Bank:

Enclosure: Self attested photocopies of the following documents-

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