



ऑयल इंडिया लिमिटेड
(भारत सरकार का उद्यम)
Oil India Limited
(A Government of India Enterprise)

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INVITATION TO e-BID UNDER SINGLE STAGE COMPOSITE BID SYSTEM

Tender No. & Date : SGI4322P17 dated 31.03.2017

Tender Fee : INR 1000.00

Bid Security : INR 28,000.00

Bidding Type : SINGLE STAGE COMPOSITE BID SYSTEM

Bid Closing on : 11.05.2017 at 11:00 (IST)

Bid Opening on : 11.05.2017 at 14:00 (IST)

Bid Validity : Bid should be valid for 90 days from bid closing date.

Bid Bond Validity : Bid Bond should be valid upto 07.11.2017.
(Bid bond format has been changed. Please submit bid bond as per revised format)

Performance Guarantee : Applicable @ 10% of order value.

Integrity Pact : Not Applicable

OIL INDIA LIMITED invites electronic bids from Indigenous bidders under SINGLE STAGE COMPOSITE BID SYSTEM through its e-procurement site for the item detailed below –

ITEM NO. MATERIAL CODE	MATERIALS DESCRIPTION	QTY	UNIT
10 85320013	Bitumen for Roof Water proofing (IS:73-2013) Hard Grade – 30/40	25,000	KG

The general details of tender can be viewed by opening the eRFx [Tender] under RFx and Auctions in the e-portal through Guest Login. The details of tendered items can be found in the Item Data and details uploaded under Technical RFX. The bidding document is available in the Technical RFX -> External Area -> Tender Documents.

STANDARD NOTES:

- 1.0 The tender will be governed by “General Terms & Conditions” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-procurement (LCB Tenders).
- 2.0 This Bidding document consists of :
 - (i) Annexure AA : Technical Specification and Special Terms & Conditions.
 - (ii) Annexure BB : Bid Rejection Criteria / Bid Evaluation Criteria
 - (iii) Annexure CC : Commercial Check List
 - (iv) Annexure DD : Bank Details

LCB Doc. Booklet (No. MM/LOCAL/E-01/2005) have been uploaded separately in the Technical RFx -> External Area -> Tender Documents.

- 3.0 Application showing full address/email address with Tender Fee (Non-refundable) of Rs. 1,000.00 in favour of M/s Oil India Limited and payable at Guwahati is to be sent to Chief Material Manager (PL), Oil India Limited (Pipeline Headquarters), P.O. Udayan Vihar, Guwahati -781171. **Application shall be accepted only upto one week prior to the bid closing date (or as amended in e-portal)**. The envelope containing the application for participation should clearly indicate “REQUEST FOR ISSUE OF USER ID AND PASSWORD FOR E TENDER NO ...” for easy identification and timely issue of user ID and password (*For bidders having existing user id and password issued by OIL, same may be used for submission of bid after payment of tender fee*). On receipt of requisite tender fee, USER_ID and initial PASSWORD will be communicated to the bidder (through e-mail) and will be allowed to participate in the tender through OIL’s e- Procurement portal. **No physical tender documents shall be submitted.** Details of the tender 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: PSUs and SSI units are provided tender documents Free of Cost (as per Govt. guidelines), however they have to apply to OIL's designated office to issue the tender documents before the last date of sale of tender document mentioned in the tender.

- 4.0 **Tender Fee and Bid Security can also be paid through payment gateway in the e-tender portal.** Please refer to Vendor User Manual uploaded in the e-tender portal as well for further details.
- 5.0 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 **The Chief Materials Manager (PL), Oil India Limited (Pipeline Headquarter), P.O. Udayan Vihar, Guwahati -781171** before 14.00 Hrs. IST on the Bid Closing Date mentioned in the Tender.
 - a) Original Bid Security (Bank Guarantee).
 - b) 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 triplicate.

- 6.0 **Bidders are requested to quote non Deemed Export prices.**
- 7.0 Please do refer the User Manual provided on the e-portal webpage on the procedure ‘How to create Response’ for submitting offer.
- 8.0 Bidders shall prepare the “Techno-commercial Unpriced Bid” and “Priced Bid” separately and shall upload 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 Un-priced Bid” shall contain all technical and commercial details except the prices which shall be kept blank. Details of prices as per Bid format / Commercial bid to be uploaded as attachment in the Attachment Tab “Notes and Attachments”. **A screen shot in this regard is given below.**

Any offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in the tender.

Display RFx Response:

[Edit](#) | [Print Preview](#) | [Close](#) | [Withdraw](#) | [Verify signature](#)

RFx Response Number: 60006452 RFx Number: TEST2 Status: Submitted Submitted: 13.04.2013 11:00:00 INDIA
 RFx Owner: WIPRO_TEST1 Total Value: 0.00 INR RFx Response Version Number: 2

[RFx Information](#) | [Items](#) | [Notes and Attachments](#) | [Conditions](#) | [Summary](#)

Basic Data | **Questions**

Event Parameters

Currency:

Detailed Price Information:

Terms of Payment: 90% against despatch+10% after receipt

Partners and Delivery Information

[Details](#) | [Send E-Mail](#) | [Call](#) | [Clear](#)

Function	Number	Name	Valid for
The table does not contain any data			

On “EDIT” Mode- The following screen will appear. Bidders are advised to upload “Techno-Commercial Un-priced Bid” and “Priced Bid” in the places as indicated above:

Edit RFx Response:

[Submit](#) | [Read Only](#) | [Print Preview](#) | [Check](#) | [Technical RFx Response](#) | [Close](#) | [Save](#) | [V](#)

RFx Response Number: 60006452 RFx Number: TEST2 Status: Withdrawn Submission Deadline: 13.04.2013 11:00:00 INDIA
 RFx Owner: WIPRO_TEST1 Total Value: 0.00 INR RFx Response Version Number: 2 RFx Version Number: 5

[RFx Information](#) | [Items](#) | [Notes and Attachments](#) | [Conditions](#)

Notes

[Add](#) | [Clear](#)

Assigned To	Category	Text Preview
The table does not contain any data		

Attachments

[Sign Attachment](#) | [Add Attachment](#) | [Edit Description](#) | [Versioning](#) | [Delete](#) | [Create Qualification Profile](#)

Assigned To	Category	Description	File Name	Version	Processor	Checked
The table does not contain any data						

- 9.0 Bidders are requested to examine all instructions, forms, terms and specifications in the tender. Failure to furnish all information required as per the tender 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.
- 10.0 **All the Bids must be Digitally Signed using “Class 3” digital certificate (e-commerce application) with organisation name 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.**
- 11.0 Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that all documents which are to be submitted in a sealed envelope are also submitted at the address mentioned in note 5.0 above before **14:00 Hrs (IST)** on the bid closing date failing which the offer shall be rejected.

- 12.0 Other terms and conditions of the tender shall be as per General Terms & Conditions” in Booklet No. MM/LOCAL/E-01/2005 for E-procurement (LCB Tenders). However, if any of the clause of the Bid Rejection Criteria / Bid Evaluation Criteria (BEC / BRC) contradicts the clauses in the General Terms & Conditions of the tender and/or elsewhere, those mentioned in the BEC/BRC shall prevail.
- 13.0 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 may be summarily rejected.
- 14.0 **No press advertisement will be published regarding amendment to Bidding Document or extension of Bid Closing Date. The same will be uploaded in OIL’s website and informed to all prospective bidders who have received the bidding documents. Bidders to keep themselves updated.**

Sd-

(M.B. SINGHA)
MANAGER MATERIALS (PL)
FOR CHIEF MANAGER MATERIALS (PL)
FOR: GENERAL MANAGER (PLS)

I. TECHNICAL SPECIFICATIONS

Bitumen for Roof Water proofing (IS:73-2013) Hard Grade – 30/40 shall be of following Specifications :

- i) Penetration at 25°C, 100 g, 5 s, 0.1 mm, Min:35
- ii) Absolute viscosity at 60°C, Poises: 3200-4800
- iii) Kinematic viscosity at 135°C, cSt, Min:400
- iv) Flash point (Cleveland open cup), °C, Min: 220
- v) Solubility in trichloroethylene, percent, Min: 99.0
- vi) Softening point (R&B), °C, Min: 50
- vii) Tests on residue from rolling thin film oven test:
 - a) Viscosity ratio at 60°C, Max: 4.0
 - b) Ductility at 25°C, cm, Min: 25

II. SPECIAL TERMS & CONDITIONS

1.0 Packing and marking: Each container of penetration grade bitumen shall be legibly and indelibly marked with the following:-

- i) Manufacture's name or trade-mark, if any
- ii) Month and year of manufacture
- iii) Type of the material and grade
- iv) Batch number

2.0 Each container must be fully sealed.

3.0 BIS Certification Marking: The container must be marked with the BIS Standard Mark. Bidder to confirm the same in their offer.

4.0 The Supplier/Manufacturer should provide the Manufacturer Test Certificate conforming to the specifications as stated above with each lot/batch. Bidder to confirm the same in their offer.

5.0 Bidders should clearly indicate Net Weight and Gross weight (Net Weight + Drum weight) of supplied bitumen in their invoices at the time of delivery.

6.0 Bidders should also confirm in their bids that their packaging quantity in drums to be supplied e.g. in X (say 150 Kg) and/or Y (say 200 Kg) etc. capacity drums. Weight of empty drums should also be clearly indicated in the bid.

BID REJECTION CRITERIA & BID EVALUATION CRITERIA**I. BID REJECTION CRITERIA (BRC):**

The bids must conform to the specifications, terms and conditions given in the tender document. Bids shall be rejected in case the items offered do not conform to the required minimum/ maximum parameters stipulated in the technical specifications and to the respective international/national standards wherever stipulated.

Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the offer/offers will be considered as non-responsive and is/are liable to be rejected, if the following conditions are not fulfilled:

(A) TECHNICAL

- 1.0 Bidder should preferably be a Manufacturer of the product. In case the bidder is not a manufacturer, he should be an authorized dealer/supplier of the product. The authorized dealer/supplier should produce authority letter from its manufacturer along with the bid. Such authority letter should be valid for the entire period of execution of the order. Bids submitted by dealer/supplier which are not accompanied by the authority letter from their manufacturer will be rejected.
- 2.0 The bidder should have at least 5 years (as on Bid closing date) of manufacturing and/or supply experience of the required product with bulk supply records to various companies/organizations. Documentary evidences in support of the order executed with quantity should be submitted along with the Bid. OIL reserves the right to verify the same.
- 3.0 The bidder should have experience of supplying at least 1(one) order of Bitumen for Roof Water proofing (IS:73-2013) Hard Grade – 30/40 of value not less than Rs. 7,00,000.00 in preceding 5(five) years.
- 4.0 The Bidder shall furnish documentary evidences in support of 2.0 and 3.0 above.
- 5.0 **DELIVERY:** Delivery shall be on as and when required basis (lot wise). Full quantity to be completed within 60 days from date of receipt of P.O.

(B) FINANCIAL :

- 1.0 Annual Financial Turnover of the bidder during **any of preceding three financial/accounting years from the original bid closing date** should be at least **INR 7,00,000.00.**
- 1.1 **Net worth** of bidder must be positive for preceding financial/ accounting year.
- 2.0 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 DD.
- OR
- ii) Audited Balance Sheet along with Profit & Loss account. In case of foreign bidders, self-attested /digitally signed printed published accounts are also acceptable.
- 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.
- 3.0 In case the Audited Balance sheet and Profit Loss Account submitted along with the bid are in currencies other than INR or USD, the bidder shall have to convert the figures in equivalent INR or US\$ considering the prevailing conversion rate on the date on which the Audited Balance Sheet and Profit & Loss Account is signed. A CA Certificate is to be submitted by the bidder regarding converted figures in equivalent INR or USD.

(C) COMMERCIAL

- 1.0 Bids are invited under **SINGLE STAGE COMPOSITE BID SYSTEM**. Bidders shall quote accordingly.
- 2.0 **Bid security of INR 28,000.00.00 shall be furnished as a part of the bid. Any bid not accompanied by a proper bid security in ORIGINAL will be rejected without any further consideration.** For exemption for submission of Bid Security, please refer Clause No. 8.8 of General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement LCB Tenders. **The Bid Security shall be valid till 07.11.2017.**
- 3.0 Bidders must confirm that materials to be supplied shall be new of recent make and of the best quality and shall be guaranteed for a period of 18 months from the date of despatch or twelve months from the date of receipt at site. Defective goods/materials rejected by OIL shall be replaced immediately by the supplier at the supplier's expenses at no extra cost to OIL.
- 4.0 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.
- 5.0 **Validity of the bid shall be minimum 90 days. Bids with lesser validity will be rejected.**
- 6.0 All the Bids must be Digitally Signed using #Class 3# digital certificate (e-commerce application) with organisation name 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# digital certificate, will be rejected.**
- 7.0 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.
- 8.0 Bids containing incorrect statement will be rejected.
- 9.0 No offers should be sent by Telex, Cable, E-mail or Fax. Such offers will not be accepted.
- 10.0 The following points are deemed as "non-negotiable" and offer shall be rejected straightaway without seeking clarification:
 - i. Validity of bid shorter than validity indicated in the tender.
 - ii. Original Bid Security not received within the stipulated date and time mentioned in the tender.
 - iii. Bid security with (a) Validity shorter than the validity indicated in tender and/or (b) Bid security amount lesser than the amount indicated in the tender.

- 11.0 Bidders are required to submit the summary of the prices in their commercial bids as per price bid format (Summary), given below :

PRICE BID FORMAT:

Item No.	Item Description	Qty	UoM	Unit Price (INR)	Total Price (INR)
10	Bitumen for Roof Water proofing (IS:73-2013) Hard Grade – 30/40	25,000	KG		

- (A) Total material value of Item no 10
(B) Packing and Forwarding Charges
(C) Total Ex-works value (A+B)
(D) Excise Duty including Cess, *(Please indicate applicable rate of Duty)*
(E) Total Ex-works value including Excise Duty & Cess (C+D)
(F) Sales Tax, *(Please indicate applicable rate of Tax),*
(G) Total FOR Despatching station value (E+F)
(H) Freight charges to Guwahati, Assam
(I) Transit Insurance Charges
(J) Total FOR Destination value (G+H+I)
(K) Total value in words :
(L) Gross Weight :
(M) Gross Volume :

NOTE:

- i. To evaluate the inter-se-ranking of the offers, Assam entry tax on purchase value will be loaded as per prevailing Govt. of Assam guidelines as applicable on bid closing date. Bidders may check this with the appropriate authority while submitting their offer.

II. BID EVALUATION CRITERIA (BEC) :

The bids conforming to the specifications, terms and conditions stipulated in the enquiry and considered to be responsive after subjecting to the Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria given below:

- 1.0 The evaluation of bids will be done as per the Price Bid Format (SUMMARY) detailed vide Para 11.0 of BRC.
- 2.0 If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.
- 3.0 Evaluation will be done on “total contract cost” basis to ascertain the lowest bid. (Clause 11.0 of the BRC)
- 4.0 Other terms and conditions of the enquiry shall be as per General Terms and conditions for LCB Tender. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BEC / BRC) mentioned here contradict the Clauses in the General Terms & Conditions of LCB Tender of the tender and/or elsewhere, those mentioned in this BEC / BRC shall prevail.
