



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

OIL INDIA LIMITED invites electronic bids from Indian bidders under **SINGLE STAGE COMPOSITE BID SYSTEM** through its e-procurement site. Few salient points of the Tender (covered in detail in the Bid Document) are highlighted below:

(i)	E-Tender No.	:	SGI5543P21
(ii)	Description	:	DIGITAL CORE DESCRIPTION SOFTWARE
(iii)	Type of Bidding	:	Online-Single Stage-Composite Bid System
(iv)	Tender Fee	:	Not Applicable
(v)	Bid Closing Date & Time	:	As mentioned in Online E-tender portal
(vi)	Technical Bid Opening Date & Time	:	As mentioned in Online E-tender portal
(vii)	Price Bid Opening Date & Time	:	As mentioned in Online E-tender portal
(viii)	Bid Submission Mode	:	Bids must be uploaded online in OIL's E-procurement portal
(ix)	Bid Opening Place	:	Office of Office of The Deputy General Manager - Materials (PL), Oil India Limited (Pipeline Headquarter), P.O. Udayan Vihar, Guwahati - 781171
(x)	Bid Validity	:	90 days from date of Bid Closing
(xi)	Bid Security Amount	:	INR 41,000.00
(xii)	Bid Security Validity	:	Upto 30.06.2021 (Bid bond format has been changed. Please submit bid bond as per revised format)
(xiii)	Original Bid Security to be submitted	:	Office of Office of The Deputy General Manager - Materials (PL), Oil India Limited (Pipeline Headquarter), P.O. Udayan Vihar, Guwahati - 781171
(xiv)	Amount of Performance Security	:	10% of Total Order Value
(xv)	Validity of Performance Security	:	The Performance Security must be valid for 3(three) months beyond the Warranty period indicated in the Purchase Order/contract.

(xvi)	Quantum of Liquidated Damage for Default in Delivery	:	Refer clause No. 31 of MM/LOCAL/E-01/2005
(xvii)	Integrity Pact	:	Not Applicable
(xviii)	Bids to be addressed to	:	Deputy General Manager - Materials (PL), Oil India Limited (Pipeline Headquarter), P.O. Udayan Vihar, Guwahati -781171.

The item details against the above tender are given below:

ITEM NO.	MATERIALS DESCRIPTION	QTY	UNIT
1.	DIGITAL CORE DESCRIPTION SOFTWARE <i>(Technical Specification as per Annexure – AA)</i>	01	No.
2	INSTALLATION & COMMISSIONING	1	AU

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.

The complete bid documents and details for purchasing bid documents, participation in e-tenders are available on OIL's e-procurement portal <https://etender.srm.oilindia.in/irj/portal> as well as OIL's website <https://www.oil-india.com/>

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

OIL invites Bids for above item 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 of Indigenous Tenders. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents

STANDARD NOTES:

- a) **For technical support on various matters viz. Online registration of vendors, Resetting of Passwords, submission of online bids etc, vendors should contact OIL's ERP MM Deptt at following: Tel Nos = 0374-2807178, 0374-2807171 , 0374-2807192. Email id = erp_mm@oilindia.in.**

b) OIL's office timings are as below:

	Time (in IST)
Monday – Friday	07.00 AM to 11.30 AM; 01.00 PM to 03.30 PM
Saturday	07.00 AM to 11.00 AM
Sunday and Holidays	Closed

The tender will be governed by:

- 1.0 The tender will be governed by “General Terms & Conditions for National Tender (National Competitive Bidding)” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005(For e-tenders).
- 2.0 This Bidding document consists of:
 - (i) Annexure AA : Technical Specification and Terms & Conditions
 - (ii) Annexure BB : Bid Rejection Criteria
 - (iii) Annexure CC : Commercial Compliance Sheet
 - (iv) Annexure DD : Price Schedule
 - (v) Annexure EE : Annual Turn Over and Net Worth Certificate
 - (vi) Annexure FF : Undertaking towards submission of authentic information/documents
 - (vii) Annexure GG : Clause for Startup and MSE bidders.
- “General Terms & Conditions for National Tender (National Competitive Bidding)” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005(For e-tenders).
- 3.0 Bidders without having E-tender Login ID and Password should complete their online registration at least 7(seven) 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>**.
- 4.0 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.
- 5.0 Bidders to note that Govt. of India under Micro, Small and Medium Enterprises Development (MSMED) Act 2006, has proclaimed the Public Procurement Policy, 2012 with effect from 1st April, 2012 in respect of procurement of goods and services, produced and provided by micro and small enterprises, by its Ministries, Departments and Public Sector Undertakings for promotion and development of Micro and Small Enterprises. A new Clause on applicability of Public Procurement Policy for procurement of goods from Micro and Small Enterprises (MSE) in the tender is furnished vide Amendment to General Terms and Conditions for Global Tender (MM/GLOBAL/E-01/2005). Bidders are requested to take note of the same and to submit their offers accordingly.
- 5.1 For availing benefits of Purchase Preference under Public Procurement Policy, the interested MSE Bidders must ensure that they are the manufacturer of tendered item(s) and registered with the appropriate authority for the said item(s). The technical offer of such MSE Bidders must include a valid copy of relevant MSE Certificate issued by appropriate authority specifying the item as per tender. Purchase Preference of 15% (fifteen percent) shall be extended to the eligible MSE Bidder (i.e. Manufacturer of tendered goods for procurement) over non-MSE L1 Bidder and PO

shall be awarded for full tender quantity on such MSE bidder, subject to matching their quoted rates/costs with non-MSE L1 Bidder.

- 5.2 **MSEs Units (manufacturers/Service Providers only and not their dealers/distributors) who are already 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 are exempted from payment of Bid Security (EMD) irrespective of their product category & capacity, subject to submission of valid MSME registration certificate issued by appropriate authority.**
- 5.3 **Micro or Small Enterprises (MSE) registered with District Industry Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and 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 misrepresents or attempts to suppress facts in the self-declaration, the bidder shall be liable to penalty as specified under section 27 of the Act.**
- 5.4 Bids without EMD shall be rejected, if the technical offer does not include a valid copy of relevant MSE Certificate issued by appropriate authority.
- 6.0 **Purchase Preference (Linked with Local Content) (PP-LC) is not applicable against this tender.**
- 7.0 Bidder seeking benefits of MSME and Purchase Preference Policy (Linked with Local Content) shall clearly indicate the same in the tender with proper documents as stipulated in the tender.
- 8.0 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. As part of the new system, the intending bidder must have Encryption Certificate along with Digital Signature Certificate (DSC) of Class III [Organization]. **All the Bids must be Digitally Signed using “Class III” digital certificate (e-commerce application) with ‘Certificate Type: Organisation Certificate’ 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.**
- 9.0 EMD must be paid either through online mode or submitted as Bank Guarantee/LC. DD/Cheques/Cashier Cheque or any other mode will not be acceptable.
- 9.1 OIL has made arrangement for online confirmation of Bank Guarantee through SFMS Platform with Axis Bank, Guwahati. Therefore, bidders submitting Bid Security in the form of Bank Guarantee must route the BG through SFMS platform as per following details –
 - a. (i) **MT 760/MT 760 COV for issuance of bank guarantee**
 - (ii) **MT 767/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, Guwahati Branch, IFS Code – UTIB0000140, Branch Address –

Axis Bank Ltd., Guwahati Branch, Chibber House, G.S. Road, Dispur, Assam, Pin – 781005.

b. The Bidder shall submit to OIL the copy of SFMS message as sent by the issuing bank branch along with the original bank guarantee.

9.2 Bank Guarantee issued by a Scheduled Bank in India at the request of some other Non-Scheduled Bank in India shall not be acceptable.

10.0 Bidders are requested to go through the ‘Vendor User Manual’, ‘Guidelines to Bidders for participating in OIL e-tenders’, ‘New Instruction to bidders for submission of bid’ and ‘Vendor User Manual for e-tendering’ available in the e-portal home page before submitting offer in system.

11.0 Deemed export/Custom Duty benefits are not applicable against this tender and bidders should furnish prices without considering these benefits.

12.0 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 Deputy General Manager - Materials (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) Bid Security(EMD) submitted in the form of Bank Guarantee.
- 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 triplicate.

13.0 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 bidder’s risk and may result in rejection of its offer without seeking any clarifications.

14.0 Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.

15.0 Original Bid Closing Date shall be considered by OIL for evaluation of BRC Criteria in case of any extension of the original bid closing date.

16.0 Along with the technical bid, bidders must submit duly filled undertaking as per format provided vide **Annexure-FF as undertaking towards submission of authentic information/documents.**

17.0 The tender is invited under **SINGLE STAGE-COMPOSITE BID SYSTEM. The bidder has to submit both the “TECHNO-COMMERCIAL UNPRICED BID” and “PRICED BID” through electronic form in the OIL’s e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.**

18.0 Details of prices as per Price Schedule can be uploaded as Attachment under the attachment option under “Notes & Attachments”.

Notes and Attachments

➔ **Only price details should be uploaded**

Technical attachments

➔ **All technical bid documents except price details**

Bidders are requested to go through the 'New Vendor Manual', 'Guidelines to Bidders for participating in OIL e-tenders', 'New Instruction to bidders for submission of bid' and 'Vendor User Manual for e-tendering' available in the e-portal home page before submitting offer in system.

- 19.0 **For the 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 & Attachments" (i.e., NO PRICE CONDITION), Bidder 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 unloaded 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 e-tender.

The screenshot shows the 'Create RFx Response' interface. At the top, there are tabs: Submit, Read Only, Print Preview, Check, Technical RFx Response, and Close. Below these, the form displays 'RFx Response Number 60038748', 'RFx Number', 'RFx Owner BHARALI', and 'Total Value 0.00 INR'. The main section has tabs for 'RFx Information', 'Items', and 'Notes and Attachments'. Under 'RFx Information', there are sub-tabs: 'Basic Data', 'Questions', and 'Technical Attachments'. The 'Event Parameters' section includes a 'Currency' dropdown menu set to 'Indian Rupee', a 'Detailed Price Information' dropdown set to 'No Price', and a 'Terms of Payment' field. The 'Total Bid Value' field is highlighted with a red box. Annotations in blue callouts provide instructions: 'Bidder to select the currency of the Response' points to the Currency dropdown; '“Total Bid Value” is mandatory in “No Price” RFx' points to the Detailed Price Information dropdown; and '“Total Bid Value” considering all the taxes & duties.' points to the Total Bid Value field.

- 20.0 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 bidder's risk and may result in rejection of its offer without seeking any clarifications.
- 21.0 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 12.0 above before **14:00 Hrs (IST)** on the bid closing date failing which the offer shall be rejected.
- 22.0 Other terms and conditions of the tender shall be as per “General Terms & Conditions for National Tender (National Competitive Bidding)” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005(For e-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.
- 23.0 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.
- 24.0 Arbitration clause for Settlement of commercial disputes between Central Public Sector Enterprises (CPSEs) inter se and CPSE(s) and Government Department(s)/Organizations(s) - Administrative Mechanism for Resolution of CPSEs Disputes (AMRCD).

In the event of any dispute or difference relating to the interpretation and application of the provisions of commercial contract(s) between Central Public Sector Enterprises (CPSEs)/ Port Trusts inter se and also between CPSEs and Government Departments/Organizations (excluding disputes concerning Railways, Income Tax, Customs & Excise Departments), such dispute or difference shall be taken up by either party for resolution through AMRCD as mentioned in OPE OM No. 4(1)/2013-DPE(GM)/FTS-1835 dated 22-05-2018.

- 25.0 **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-
(B Bharali)
CHIEF MANAGER MATERIALS (PL)
FOR GENERAL MANAGER - MATERIALS (PL)
FOR: CHIEF GENERAL MANAGER (PLS)**

ANNEXURE – BB

BID REJECTION CRITERIA/BID EVALUTION CRITERIA

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's Eligibility:**

1.1 The bidder shall be an Original Equipment Manufacturer (OEM) of the tendered item(s)

OR

1.2 An authorized agent / dealer / distributor / supply house of an OEM of the tendered item(s) having valid authorization letter / dealership certificate with warranty/ guarantee back up from the principal (OEM). Copy of authorization letter / dealership certificate with warranty/ guarantee back up from the principal (OEM) must be submitted along with the technical bid.

2.0 Experience Criteria

2.1 In case the bidder is an Original Equipment Manufacturer of the tender item(s).

2.1 (a) The bidder should be the Manufacturer of the Software for last five (5) years preceding the original bid closing date of the tender.

2.1 (b) The proposed software should be used by at least three different PSU / Central Government Departments. The OEM's (Original Equipment Manufacturer) documentary evidence in this regard must be provided in the form of copy of Purchase Order, Commissioning Report / Completion Certificate from the Clients along with the bid.

2.1 (c) Documentary evidences in respect of bidders' past supply experience as per para 2 (b) above must be submitted with the technical bid, in the form of copies of relevant Purchase Orders along with copies of any of the following documents for satisfactory execution of each of those Purchase Orders, failing which the bids shall be rejected:

- a) Satisfactory Inspection Report (OR)
- b) Satisfactory completion certificate/performance report from client (OR)
- c) Consignee receipt delivery challan (OR)
- d) Tax Invoice etc.

2.2 In case the bidder is an authorized agent /dealer /distributor /supply house,

2.2 (a) The OEM (principal) shall fulfil the experience criteria mentioned in clause 2.1(a) &(b) mentioned above.

2.2 (b) OR, the bidder himself shall have experience of clause 2.1(a) &(b) mentioned above.

2.3 Documentary evidences in respect of bidders' past supply experience as per para 2 (b) above must be submitted with the technical bid, in the form of copies of relevant Purchase Orders along with copies of any of the following documents for satisfactory execution of each of those Purchase Orders, failing which the bids shall be rejected:

- a) Satisfactory Inspection Report (OR)
- b) Satisfactory completion certificate/performance report from client (OR)
- c) Consignee receipt delivery challan (OR)
- d) Tax Invoice etc.

Note: 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.

4.0 DELIVERY PERIOD: Delivery shall be completed within 04(**four**) **weeks** from the date of receipt of firm Purchase Order. Bidder to confirm the same in their bid. The bidder should categorically confirm in their technical bid that the tendered items will be supplied within the delivery period, without which the bid will be rejected.

(A) 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. 10,25,000.00.**
- 2.0 **Net Worth** of the bidder should be positive for the financial/accounting year just preceding to the original Bid Closing Date of the Tender.
- 3.0 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 previous financial year has actually not been audited so far.

Notes:

- a) For proof of Annual Turnover & Net worth any one of the following documents 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 – EE.**

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.

(B) COMMERCIAL

- 1.0 Bids are invited under **SINGLE STAGE COMPOSITE BID SYSTEM**.
- 2.0 **Bid security of INR 41,000.00 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 & Conditions for National Tenders (National Competitive Bidding), Booklet No. MM/LOCAL/E-01/2005 (For E-tenders). **The Bid Security shall be valid till 30.06.2021.**
- 3.0 **Warranty:** As per 5.3 (ii) under Annexure – AA (Technical Specification). Bidder to confirm acceptance of the same in their bid.
- 4.0 MSME Bidders are exempted from payment of Bid Security (EMD) irrespective of their product category & capacity, subject to submission of valid MSME registration certificate issued by appropriate authority. Bids without EMD shall be rejected, if the technical offer does not include a valid copy of relevant MSE Certificate issued by appropriate authority.
- 5.0 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.
- 6.0 **Validity of the bid shall be minimum 90 days from the final Bid Closing date. Bids with lesser validity will be rejected.**
- 7.0 All the Bids must be Digitally Signed using Class III digital certificate (e-commerce application) with '**Certificate Type: Organization Certificate**' 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 -Organization" digital certificate, will be rejected.**
- 8.0 Successful bidder will be required to furnish a Performance Bank Guarantee @10% of the order value. The Performance Security specified above must be valid for 3(three) months beyond the Warranty period indicated in the Purchase Order/contract agreement [Please refer General Terms & Conditions for National Tenders (National Competitive Bidding), Booklet No. MM/LOCAL/E-01/2005 (For E-tenders)]. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected.

9.0 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.

10.0 Bids containing incorrect statement will be rejected.

11.0 No offers should be sent by Telex, Cable, E-mail or Fax. Such offers will not be accepted.

12.0 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.

13.0 Bidder must accept and comply with the following clauses as given in the Bid Document, failing which bid shall be liable for rejection:

- i. Liquidated Damages *(Note: In case of deduction of LD, LD amount will be deducted along with applicable rate of GST)*
- ii. Guarantee of material
- iii. Arbitration / Resolution of Dispute
- iv. Force Majeure
- v. Applicable Laws

14.0 **DELIVERY AND INSTALLATION LOCATION:** The material shall be delivered at the following location:

Centre of Excellence for Energy Studies,
(COEES)
Oil India Limited, Rukminigaon, Guwahati-781022

15.0 **PRICE SCHEDULE:**

Bidder shall submit the Price Break up as per Annexure - DD Bidders should fill up the annexure, sign and upload under “Notes & Attachments” > “Attachments” only.

15.1 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. Basic Material Value
2. Pre-despatch Inspection Charges, if any
3. Packing & Forwarding Charges, if any
4. **Total Ex-Works Value (1+2+3)**
5. GST on Total Ex-Works Value (4)
6. Compensatory Cess, if any
7. **Total FOR Despatching Station Value (4+5+6)**
8. Freight Charges upto destination

- 9. GST on Freight Charges (8)
- 10. Insurance Charges @0.5% of (7) inclusive of GST
- 11. Total Material Value (7+8+9+10)**
- 12. Installation & Commissioning Charges**
- 13. GST on Installation & Commissioning Charges**
- 14. Total Value (11+12+13)**

15.2 Comparison of offers shall be done on Total Value vide Srl. No. 14.

- 15.3 Domestic bidders must quote inland freight charges upto Destination. In case bidder fails to quote inland freight charges, highest freight quoted by domestic bidder (considering pro-rata distance) against this tender or OIL's estimated freight, whichever is higher, shall be loaded to their offer for comparison purpose.
- 15.4 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.
- 15.5 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.

(Technical Specification as per Annexure – AA)

TECHNICAL SPECIFICATION:

DIGITAL CORE DESCRIPTION SOFTWARE

1. Digital Core Description Software for digitizing all the conventional core analysis data and image analysis in standard format is a fully graphical driven standard Windows software with rich graphical display. This software has real-time data display generated from the depth /time-based information held in the data repository.

The software will provide Core logs for clastic, carbonate, unconventional mining. This software has the capability to display of curves, patterns, symbols, text, formation markers, image data, photographs etc. and comprehensive sets of formatting styles (point, bar, curve style, colour, thickness, fonts, shading) with editor for custom symbols, patterns, header & trailer design.

As Conventional core analysis data is valuable in reservoir development studies at CoEES Office Guwahati, the use of digital core description software with the necessary basic, image and structural interpretation and multi-well correlation module is very much essential. Therefore Digital core description Software is required for description and graphical representation of conventional core analysis, structure and image analysis, multi-well correlation etc which will provide standardization of handling core data through

- i. fully graphical driven standard Windows software with graphical display.
- ii. the capability to display of curves, patterns, symbols, text, formation markers, image data, photographs etc. and comprehensive sets of formatting styles (point, bar, curve style, colour, thickness, fonts, shading) with editor for custom symbols, patterns, header & trailer.
- ii. dedicated workspace with zoom & snap options, workflow templates, and fast data entry. These tools will allow to input core descriptions faster and convert them directly into digital format.
- iii. capability of structure and image analysis.
- iv. provision of correlation of multi-well data.

The interactive digital core description software offers a dedicated workspace with zoom & snap options, workflow templates, and fast data entry. These tools will allow to input core descriptions faster and convert them directly into digital format. As soon as data is inserted into the workspace the underlying composite log chart and its final layout is updated in real time. The software allows the setting up of customised workflow schemes and layout templates in order to handle clastic, carbonate and outcrop descriptions.

The digital software allows easy and efficient digital and graphical description of cores. All parameters described graphically are stored as real digital data – ready to export. The software has a capability of Multiple depth system management. Importing core photographs, hand drafted core descriptions, digitise the data or integrate them into composite log charts is possible. The software has a fully customisable system for easy and quick creation of all core description data types from biostratigraphy, to diagenetic minerals & depositional sub-environment. Core description workflow, symbol libraries are customized to meet the reservoir specific requirements and the sedimentological aspects. Each parameter is described in its own workspace. All necessary data management and workspace layout control are combined in a toolbar which adapts automatically to the parameter being described.

Further data as borehole images, wire line data, sedimentological core information and conventional core analysis are integrated to create a Well composite log. Data sets are accurately calibrated and correlated at high-resolution scale (lithofacies interpretation and extrapolation).

2.0 TECHNICAL SPECIFICATIONS

- i. Data Import / Export: Integrated support for all major logging data formats, i.e. Import data files from different/variety of logging equipment including RG Well Logging equipment; Import of ASCII, CSV and TXT files, Bitmap files (*.bmp, *.tif) (e.g. core scans, digitized core description). ; Export the data in (LIS/DLIS, LAS, CGM, ASCII, JPEG, Excel etc.) various formats; All stretching, smoothening and linking logs, use of cut, copy, paste functions. ; "Copy and Paste" of selected data between documents or directly to EXCEL sheet "Copy and Paste" of graphical output.
- ii. The software should filter, resample and interpolate, has a built in, customizable equation generator (formula log), should do zonation, borehole

- corrections, volume calculations (borehole volume and annular volume), process total and spectral gamma ray, and do multi-log statistics
- iii. Data Presentation: Graphical data presentation like data displayed as an image , Customizable header and footer section , Easy accessibility of data for processing , User defined template and header , User controlled log settings (grid, colour...) Library of customizable and Scalable patterns and symbols, Multiple options for data display (colour, style, width...)
- iv. Log Interpretation Features : Cross plotting workspaces , Workspace for dip data (rows, polar projection...) , Tracking and statistic bars , Interval and multi-log statistics , Interactive input and editing data (spreadsheet editor and graphic layout)
- v. Depth Management: Corrections for depth offset, depth correlation, Multiple level depth management Display the log data in different units (MD, TVD, TVDSS, depth in m, depth in ft), Log calculations: Should Support a wide variety of mathematical functions and user defined log processing equations to generate corrected logs.
- vi. 6. Multi-well correlation: Correlate multiple wells in 2D Define multiple independent profiles 'Parameter Sets' from one well to other wells in the same study. Manage Multi-well Curve Statistics, Multi well Header/footer Info, Multi-well Curve Sets and Multi-well Curve Headers/footer
- vii. Image and Structure Interpretation Workspace: Full image analysis producing an Image Complexity Map; Automated or interactive zonation; Computer assisted and manual picking; Custom pick classification; Polar projection rose diagram and vector plots. Structure interval statistics
- viii. LIS/DLIS: Import and export of data format LIS / DLIS is required in addition to other standard formats
- ix. Core CAD / well site module: Lithology, structures and descriptions; Core photographs; Core analysis data Core/log depth matching.
- x. General:.The software should be installed and be able to run in hardware with minimum specifications of 4 GB RAM, iCore5 or faster, 128 GB hard disk or more, Windows 7 or higher computer system and it should be clearly mentioned by the supplier. ; The software should have a perpetual license and free for commercial use at any time. The perpetual license means it should work without warranty/ AMC; Software should be of latest version available in the market. Free up-gradation of software during warranty period.

3. INSTALLATION & COMMISSIONING:

- (i) The supplier will be responsible for on-site installation and commissioning of software at customer's premises viz. Centre of Excellence for Energy Studies, Oil India Limited, Rukminigaon, Guwahati-781022, within one month from the date of intimation given to him or his representative regarding readiness of the software for installation at the site.
- (ii) A certificate will be issued by the authorized representative of OIL regarding satisfactory installation and commissioning of the software.

4. TRAINING:

Training to be provided by experienced professional of the software from bidder/vendor. The scientific staff(s) of OIL must be trained by the application specialist of the bidder on the operation and routine maintenance of the software for five (5) days at CoEES, Guwahati after the successful installation and commissioning of the software on "**free of cost**" basis. However, on the basis of requirement of CoEES, The bidder/supplier should provide necessary online technical demonstration/support on "free of cost" basis.

5 DOCUMENTATION:

5.1 All the documents are to be provided during training should be in English language.

5.2 At the time of offer

- (i) e-training Literature in support of the offered software.
- (ii) List of users worldwide to whom the software was sold during the last five years.

5.3 At the time of supply.

- (i) Certificate of recent manufacture/PAC
- (ii) Certificate of Warranty: The software shall be under warranty period of 12 months from the date of final acceptance of the system or 18 months from last material dispatch whichever is earlier. The warranty shall ensure that the vendor carries out all required jobs to ensure trouble free operation. OIL shall not issue any spares/consumables during the warranty period and the vendor will have to arrange for the same, if at all required, to ensure uninterrupted functioning of the complete systems during the entire warranty period.
- (iv) E training manual: 1 set of CD/DVD ROM.

<p>ANNEXURE – CC</p> <p>COMMERCIAL COMPLIANCE SHEET</p>

COMMERCIAL COMPLIANCE SHEET

The check list must be completed and submitted with the offer. Please ensure that all these points are covered in the offer. These will ensure that the offer is properly evaluated. Please mark 'Yes', 'No' or 'Not Applicable' or specify against the following questions, in the right hand column.

OFFER REF:			
NAME OF THE BIDDER:			
Srl. No.	Particulars	Yes/No/Not Applicable	Remarks
1	Whether bid submitted under Single Stage Composite System?		
2	Whether ORIGINAL Bid Bond (not copy of Bid Bond) submitted exactly as per format? If YES, provide details -		
	(a) Amount		
	(b) Name of issuing Bank		
	(c) Validity of Bid Bond		
	(d) Whether Bid Bond is valid till		
3	Whether offered firm prices?		
4	Whether quoted offer validity of 90 days from the date of final bid closing of the tender?		
5	Whether quoted firm delivery period (As per BRC)?		
6	Whether quoted as per tender (without any deviations)?		
7	Whether quoted any deviation?		
8	Whether deviation separately highlighted?		
9	Whether agreed to the Warranty clause?		
10	Whether Price Bid submitted as per Price Schedule		
11	Whether quoted all the items/qty. of tender?		
12	Whether indicated the country of origin for the items quoted?		
13	Whether technical literature / catalogue enclosed?		
14	Whether confirmed acceptance of tender Payment Terms?		
15	Whether indicated the place from where the goods will be dispatched. To specify:		
16	Whether road transportation charges up to Destination quoted?		
17	Whether offered Ex-works price including packing/forwarding charges?		
18	Whether weight & volume of items offered indicated?		
19	If Pre-despatch/shipment inspection charges applicable, whether quoted separately?		

20	Whether confirmed to submit PBG as asked for in tender?		
21	Whether agreed to submit PBG within 30 days of placement of order?		
22	Whether indicated import content in the offer?		
23	Whether all applicable Taxes & Duties have been quoted?		
24	Whether all BRC/BEC clauses accepted?		
25	Whether MSME? If yes, whether documents enclosed as per tender.		
26	Whether Annexure EE - Annual turnover & Net worth Certificate submitted?		
27	Whether affidavit/undertaking submitted certifying that the balance sheet/Financial Statements for the financial year 2019-20 has actually not been audited so far, if applicable?		
28	Whether Annexure – FF - Undertaking towards submission of authentic information/documents submitted.		
29	Whether comply all the terms and condition as per General Terms & Condition -GTC		

ANNEXURE – EE

CERTIFICATE OF ANNUAL TURNOVER & NETWORTH

CERTIFICATE OF ANNUAL TURNOVER & NETWORTH

TO BE ISSUED BY PRACTISING CHARTERED ACCOUNTANTS' FIRM ON THEIR LETTER HEAD

TO WHOM IT MAY CONCERN

This is to certify that the following financial positions extracted from audited financial statements of M/s..... (Name of the bidder) for the last 3 (three) completed accounting years upto.....(as the case may be) are correct.

YEAR	TURNOVER In INR (Rs.) Crores/ USD Million*	NET WORTH In INR (Rs.) Crores / USD Million*

*Rate of conversion (if used any): USD 1.00 = INR

Place:

Date:

Seal:

Membership No.:

Registration Code:

UDIN No.

Signature:

****Applicable for Global Tenders.***

ANNEXURE – FF

**FORMAT OF UNDERTAKING BY BIDDERS TOWARDS
SUBMISSION OF AUTHENTIC INFORMATION/
DOCUMENTS**

**FORMAT OF UNDERTAKING BY BIDDERS TOWARDS SUBMISSION
OF AUTHENTIC INFORMATION/DOCUMENTS**

(To be typed on the letter head of the bidder)

Ref. No _____

Date _____

To,

**The Dy. General Manager (Materials)PL
Oil India Limited, Pipeline Headquarters
Narangi, Guwahati**

Sub: Undertaking of authenticity of information/documents submitted

Ref: Your tender No. _____ Dated _____

Sir,

With reference to our quotation no. dated..... against your above-referred tender, we hereby undertake that no fraudulent information/documents have been submitted by us.

We take full responsibility for the submission of authentic information/documents against the above cited bid.

We also agree that, during any stage of the tender/contract agreement, in case any of the information/documents submitted by us are found to be false/forged/fraudulent, OIL has right to reject our bid at any stage including forfeiture of our EMD and/or PBG and/or cancel the award of contract and/or carry out any other penal action on us, as deemed fit.

Yours faithfully,
For (type name of the firm here)

Signature of Authorised Signatory

Name :
Designation :
Phone No.
Place :

Date :

(Affix Seal of the Organization here, if applicable)

ANNEXURE – VII (Revised)

BID SECURITY FORMAT

TO,

**OIL INDIA LIMITED
PIPELINE HEADQUARTERS
P. O. – UDAYAN VIHAR,
GUWAHATI - 781171
ASSAM, INDIA**

Whereas (herein after called 'the Bidder') has submitted their Bid No..... dated..... against OIL INDIA LIMITED, PIPELINE HEADQUARTERS, GUWAHATI, ASSAM, INDIA (hereinafter called the Purchaser) 's tender No..... for the supply of (hereinafter called 'the Bid') KNOW ALL MEN by these presents that we..... of having our registered office at (hereinafter called 'the Bank') are bound unto the Purchaser, in the sum of for which payment well and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents.

Sealed with the said Bank thisday of

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws their Bid during the period of Bid validity specified by the Bidder, or
2. If the Bidder, having been notified of the acceptance of their bid by the Purchaser during the period of bid validity:
 - a) fails or refuses to accept the order; or
 - b) fails or refuses to furnish the performance security
 or

3. If the Bidder furnishes fraudulent document/information in their bid.

We undertake to pay to the Purchaser up to the above amount upon receipt of their first written demand (by way of letter /fax/cable) without the Purchaser having to substantiate their demand, provided that in their demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or all of the conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including _____ (Bidder *to indicate specific date as mentioned in the tender*), and any demand in respect thereof should reach the Bank not later than the above date.

The details of the issuing bank and controlling bank are as under:

A. Issuing Bank

1. Full address of the bank:
2. Email address of the bankers:
3. Mobile nos. of the contact persons:

B. Controlling Office

1. Address of the controlling office of the BG issuing banks:
2. Name of the contact persons at the controlling office with their mobile nos. and email address:

***Signature & Seal of the
Bank***

ANNEXURE - GG

STARTUP AND MSE VENDORS

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 along with 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.