



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 TWO BID SYSTEM

OIL INDIA LIMITED invites electronic bids from Indian bidders under SINGLE STAGE TWO 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.	:	SGI6133P21
(ii)	Description	:	Automated Core Saturator Apparatus
(iii)	Type of Bidding	:	Online-Single Stage-Two 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	:	Will be intimated only to the eligible/qualified Bidders nearer the time.
(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	:	120 days from date of Bid Closing
(xi)	Bid Security	:	Not Required
(xii)	Bid Security Declaration	:	Must be submitted as per Annexure AA1
(xiii)	Original Bid Security to be submitted	:	In the e-tender portal as a part of technical bid under tab "Technical Attachment"
(xiv)	Amount of Performance Security	:	3% of Total Order Value. Annexure M to be submitted as a part of Technical Bid
(xv)	Validity of Performance Security	:	3% of Total Order Value. The original Performance Security of order will be returned only after submission and verification of AMC Performance Security for 3% of total AMC value valid up to AMC period plus 3 months

			(if there is no other claim). (Undertaking of acceptance to be uploaded with bid).
(xvi)	Quantum of Liquidated Damage for Default in Delivery	:	Refer clause No. 31 of MM/LOCAL/E-01/2005
(xvii)	Integrity Pact	:	Must be digitally signed & uploaded along with the Techno-commercial Bid. Must be digitally signed & uploaded along with the Technical Bid. ANNEXURE- XII to be submitted along with technical Bid under "Technical Attachment" Tab in the E-tender Portal
(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:

Sl.No	Item	Quantity	UOM
10	Automated Core Saturator Apparatus	1	NO

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 **Instrument Cable & Control Cable** through its e-Procurement site under **SINGLE STAGE TWO BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/LOCAL/E-01/2005 for E-Procurement of Indigenous Tenders. The prescribed Bid Forms for submission of

bidsand details of the tender documents 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 XII : Integrity Pact
- (viii) Annexure GG : Clause for Startup and MSE bidders.
- (ix) Annexure AA1 : Bid Security Declaration
- (x) Annexure XX : Undertaking towards a country which shares a land border with India
- (xi) Annexure M : Undertaking By Vendor On Submission Of PBG
- (xii) Annexure NN : Registration of supplier in Government E-market Place (GeM)

“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 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) Detailed Catalogue (if any).
- 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.

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-TWO 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. The “Techno-commercial Unpriced Bid” shall contain all technical and commercial details except the prices which shall be kept blank. Details of prices as per Price Schedule to be uploaded as attachment in the Attachment Tab “Notes and Attachments”. Any offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in the tender.
- 18.0 In Technical Bid opening, only Technical Rfx will be opened. Therefore, the bidder should ensure that “TECHNO-COMMERCIAL UNPRICED BID” should contain details as mentioned in the technical specifications as well as BEC/ BRC and upload the same in the Technical RFX Response-> User -> Technical Bid. No price should be given in above Technical Rfx otherwise the offer will be rejected. Please go through the help document in details before uploading the document and ensure uploading of technical bid in the Technical RFX Response-> User -> Technical Bid only. The “PRICE BID” must contain the price schedule and the bidder’s commercial terms and conditions. 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

RFx Response Number 60037504 RFx Number TESTARUP Status In Process Submission Deadline 15.04.2017 11:00:00 INDIA Opening Date 15.04.2099 00:00:00 INDIA

RFx Response Version Number Active Version RFx Version Number 1

RFx Information Items Notes and Attachments Conditions Summary Tracking

Basic Data Questions Technical Attachments

Go to this Tab “Notes and Attachments” for Uploading “Priced Bid” files.

Go to this Tab “Technical Attachments” for Uploading “Technical Bid” files.

▼ Notes

Clear

Category

Conditions of Participation

Bid Invitation/Auction Text

Bidder's Remarks

Purchaser's Remarks

▼ Attachments

▼ cFolder Attachments

Add Attachment Delete Verify Signature

cFolder Name	Category	Description	File Name	Version	Processor	Chr
The table does not contain any data						

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.



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 Compostability Settings](#)

[General Guidelines to bidders](#)

[Click for User Manuals](#)

Click here for the New Manual & Instruction

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- 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/omissionstherein, 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 prires 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 header information includes: **RFX Response Number** 60038748, **RFX Number**, **RFX Owner** BHARALI, and **Total Value** 0.00 INR. The main form is divided into sections: **RFX Information** (selected), **Items**, and **Notes and Attachments**. Under **RFX Information**, there are sub-tabs: **Basic Data**, **Questions**, and **Technical Attachments**. The **Event Parameters** section contains the following fields:

- Currency:** A dropdown menu showing 'Indian Rupee'.
- Detailed Price Information:** A dropdown menu showing 'No Price'.
- Terms of Payment:** A field with a small icon.
- Total Bid Value:** A yellow input field.

Four blue callout boxes provide additional instructions:

- One pointing to the **Currency** dropdown: "Bidder to select the currency of the Response".
- One pointing to the **Detailed Price Information** dropdown: "'Total Bid Value' is mandatory in 'No Price' RFX".
- One pointing to the **Total Bid Value** input field: "'Total Bid Value' considering all the taxes & duties."
- A fourth callout box is present but its text is partially obscured.

- 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 Bidders to note the following Addendum dated 04.12.2020 to the General Terms & Conditions of the tender pertaining to **TAX COLLECTED AT SOURCE(TCS)** and be guided accordingly while submitting the offers:

Addendum dated 04.12.2020 to the General Terms & Conditions of tender:

New Provisions –

Tax Collectible at Source (TCS) applicable under the Income-tax Law and charged by the SUPPLIER shall also be payable by OIL along with consideration for procurement of goods/materials/equipment. If TCS is collected by the SUPPLIER., a TCS certificate in prescribed Form shall be issued by the SUPPLIER to OIL within the statutory time limit. Payment towards applicable TCS u/s 206C (1 H) of Income Tax Act.1961 will be made to the supplier provided they are claiming it in their invoice and on submission of following undertaking along with the invoice stating that:

- a. TCS is applicable on supply of goods invoiced to OIL as turnover of the supplier in previous year was more than Rs. 10 Cr. And
- b. Total supply of goods to OIL in FY ... exceeds Rs. 50 Lakh and
- c. TCS as charged in the invoice has already been deposited (duly indicating the details such as challan No. and date) or would be deposited with Exchequer on or before the due date and
- c. TCS certificate as provided in the Income Tax Act will be issued to OIL in time.

However, Performance Security deposit will be released only after the TCS certificate for the amount of tax collected, is provided to OIL. Supplier will extend the performance bank guarantee (PBG), wherever required, till the receipt of TCS certificate or else the same will be forfeited to the extent of amount of TCS. if all other conditions of Purchase order are fulfilled. The above payment condition is applicable only for release of TCS amount charged by supplier u/s 206C (1 H) of Income tax Act, 1961.

- 26.0 **RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES A LAND BORDER WITH INDIA:** It is for information of all Bidders that Office Memorandum No. F.No.6/18/2019-PPD dated 23.07.2020 issued by Public Procurement Division under Department of Expenditure of Ministry of Finance will also be applicable against the tender. Therefore, all bidders are requested to be guided by the Clauses stipulated in the enclosed Annexure-N of this tender. In this respect, the format of Undertaking to be submitted by the bidders is given vide Annexure-XX of this tender.
- 27.0 **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: EXECUTIVE DIRECTOR (PLS)

ANNEXURE – BB

BID REJECTION CRITERIA/BID EVALUTION CRITERIA

Bid Rejection Criteria & Bid Evaluation Criteria.

(I) BID REJECTION CRITERIA (BRC)

The bid must conform to the specifications and terms and conditions given in the enquiry. Bid will be rejected in case the items offered do not conform to all the required technical 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 following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected.

BID REJECTION CRITERIA (BRC)

(A) TECHNICAL:

1.0 BIDDER'S ELIGIBILITY:

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

OR

1.2 The bidder should be an authorized dealer/authorized distributor/authorized supplier/wholly owned subsidiary of an Original equipment manufacturer (OEM) of the tendered item(s).

2.0 IN CASE THE BIDDER IS AN ORIGINAL EQUIPMENT MANUFACTURER (OEM):

The bidder must comply with the following:

2.1 The bidder (OEM) should have at least 5 (five) years of manufacturing experience of tendered item **(Automated Core Saturator Apparatus)** preceding to the original Bid Closing date of the tender.

2.2 In addition to above, the bidder (OEM) should have supply experience of successfully executed at least three (03) orders of **Automated Core Saturator Apparatus** to various clients (other than their own subsidiaries/sister concerns), either directly by them or through their authorized dealers/distributor/supplier / subsidiaries, during last 5 (five) years preceding to the original bid closing date of the tender.

2.3 Documentary evidences to substantiate manufacturing & supply records must be submitted in the form of copies of relevant Purchase Order(s) and anyone of the following documents evidencing satisfactory execution of those Purchase Order(s), such as:

- (i) Satisfactory supply / completion / installation report (OR)
 - (ii) Bill of Lading, Commercial Invoice / Payment Invoice (OR)
 - (iii) Consignee receipt delivery receipt (OR)
 - (iv) Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/ Vat.
 - (v) Any other documents which shall prove that the bidder has successfully executed such order (s).
- 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.

3.0 IN CASE, THE BIDDER IS AN AUTHORIZED DEALER/ AUTHORIZED DISTRIBUTOR / AUTHORIZED SUPPLIER / WHOLLYOWNED SUBSIDIARY OF OEM:

The bidder must fulfill the following requirements:

3.1 The bidder / OEM (the Principal) should have at least 5 (five) years of manufacturing experience of each tendered item (**Automated Core Saturator Apparatus**) preceding to the original Bid Closing date of the tender

3.2 The bidder / OEM (the Principal) should have supply experience of successfully executed at least three (03) orders of **Automated Core Saturator Apparatus** to various clients (other than their own subsidiaries/sister concerns), either directly by them or through their authorized dealers/distributor/supplier / subsidiaries, during last 5 (five) years preceding to the original bid closing date of the tender.

3.3 Documentary evidences to substantiate manufacturing & supply records must be submitted in the form of copies of relevant Purchase Order(s) and any of the following documents evidencing satisfactory execution of those Purchase Order(s), such as:

- (i) Satisfactory supply / completion / installation report (OR)
- (ii) Bill of Lading, Commercial Invoice / Payment Invoice (OR)
- (iii) Consignee receipt delivery receipt (OR)
- (iv) Central Excise Gate Pass/Tax Invoice issued under relevant rules of Central Excise/ Vat.
- (v) Any other documents which shall prove that the bidder has successfully executed such order (s).

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.

3.4 The bidder shall submit valid Authorization Certificate/Letter issued by its Original Equipment Manufacturer (OEM), confirming the Bidder's status as their authorized supplier / dealer / distributor/wholly owned subsidiary (as the case may be) to sell their products with proper warranty and guarantee back -up. Such authorization certificate/ letter shall be valid for the entire period of execution of the order. Offers shall be rejected straightway, if such authority letter is not submitted along with the technical bid.

3.5 The bidder shall submit letter from the OEM stating that the OEM will provide any necessary support/backup required during the life of the equipment(at least 10 years) for smooth and proper functioning of the equipment.

NOTES TO BIDDER:

a. Authorization letter must be issued on the official letter head of the OEM clearly mentioning the status of Bidder i.e., whether 'authorized dealer' or 'authorized distributor' or 'authorized supplier' or wholly owned subsidiary of Original Equipment Manufacturer (OEM),failing which the bid shall not be considered for evaluation and in that case the offer shall be rejected straightway.

b. Authorization letter issued by the OEM in any other form such as Direct Chanel Partner / Indirect Chanel Partner / Chanel Partner / seller/ Reseller/ Sub Dealer / Sub Distributor/Sister Concern shall not be considered for bid evaluation and the offer shall be rejected.

c. In case the bidder is a wholly owned subsidiary company of the parent company (OEM), in addition to the authorization letter including warranty/guarantee back-up, the bidder shall also upload/submit the documents such as board resolution / certificate of incorporation / any other legal certificate along with their offer that would establish the relation between the parent company with the subsidiary company without which the bid will not be evaluated and will be rejected straightway.

4.0 Bidders showing supply experience towards supply to its sister concern/ subsidiaries shall not be considered as experience for the purpose of meeting BRC.

5.0 Authorization letter and warranty/guarantee back-up as aforesaid must be issued to the bidder by the Original Equipment Manufacturer (OEM)in their official letter head only. Such certificates/authority letter issued by a party other than the OEM shall not be considered as valid authorization letter and in such case the bid shall be rejected without any further reference.

6.0 Unsolicited bids shall be straightway rejected.

7.0 Bidder/OEM must submit an undertaking along with the Technical Bid that their offered equipment is not going to become obsolete during the next 5 (five)years from the date of successful installation & Commissioning, if order is awarded on them by OIL and must guarantee uninterrupted supply of spares and availability of services for at least for ten (10)years with effect from the successful installation & Commissioning of the equipment, without which offer will not be considered for evaluation/placement of order.

8.0 DELIVERY PERIOD: Delivery and Installation & Commissioning shall be completed within 06(**six**) **months** 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.

9.0 GENERAL:

9.1 In case Bidder takes exception to any clause of Tender Document not covered under BEC/BRC, then the Company has the discretion to load or reject the offer on account of such exception if the Bidder does not withdraw/ modify the deviation when/as advised by the Company. The loading so done by the Company will be final and binding on the Bidders. No deviation will however, be accepted in the clauses covered under BEC/BRC.

9.2 Any exceptions/deviations to tender must be spelt out/discussed by Bidder in the Pre Bid Meeting which will be organized at Pipeline Head Quarter, Guwahati. Any additional information/terms/conditions furnished in 'Price Bid' will not be considered by Company for evaluation/award of contract.

(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 27,00,000.00**

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 previous financial year 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 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.

(A) COMMERCIAL

1.0 Bids are invited under **SINGLE STAGE TWO BID SYSTEM**. Bidders shall quote accordingly. **Please note that no price details should be furnished in the Technical (i.e. Unpriced) bid.** The “Unpriced Bid” shall contain all techno-commercial details except the prices, which shall be kept blank. The “Price Bid” must contain the price schedule and the bidder’s commercial terms and conditions. Bidder not complying with above submission procedure will be rejected. Bids shall be submitted under single stage Two Bid System i.e. Technical Bid and Priced Bid separately in the OIL’s e-Tender portal. The Technical Bid is to be uploaded as per Scope of Work & Technical Specification of the tender in “Technical Attachments” Tab and Priced Bid uploaded in the “Notes & Attachments” Tab. Bids shall be rejected outright if the prices are indicated in the technical bids. Bids not conforming to this two-bid system shall be rejected outright.

2.0 Bid security/EMD is not required against the tender. However, **Bid Security Declaration** is required and same must be submitted along with technical bid. The Bid Security Declaration format is attached vide Annexure AA1. Any bid not accompanied with Bid Security Declaration (As per Format) will be rejected without any further consideration.

3.0 Warranty shall be as per point no. 8.0 of Annexure-AA. Bidder to confirm acceptance of the same in their bid.

4.0 MSME Bidders are also required to furnish the Bid Security Declaration as per format.

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 120 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” and “Organization” digital certificate, will be rejected.

8.0 Successful bidder will be required to furnish a **Performance Bank Guarantee @3%** 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.
- iv. In case the party refuses to sign Integrity Pact.

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. Performance Security Clause
 - (i) Liquidated Damages (Note: In case of deduction of LD, LD amount will be deducted along with applicable rate of GST) Refer to “General Terms & Conditions” for e-Procurement as per Booklet No. . MM/LOCAL/E-01/2005 for E-procurement
- ii. Guarantee of material
- iii. Arbitration / Resolution of Dispute
- iv. Force Majeure
- v. Applicable Laws

14.0 DELIVERY AND INSTALLATION LOCATION: Centre of Excellence for Energy Studies,Guwahati

15.0 PRICE SCHEDULE:

Bidder shall submit the Price Break up as per Annexure DD. Bidders should fill up the annexures, sign and upload under “Notes & Attachments” > “Attachments” only. Evaluation of offers shall be done on F.O.R. Destination basis.

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 including TPI, if any
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 (*Guwahati, Assam*)
9. GST on Freight Charges (8)
10. Insurance Charges @0.5% of (7) inclusive of GST
11. Installation & Commissioning Charges
12. GST on Installation & Commissioning Charges
13. AMC Charges (1st year, 2nd year and 3rd year to be shown separately)
- 14. Total GST on AMC Charges**
- 15. Total Value (7+8+9+10+11+12+13+14)**

15.2 Comparison of offers shall be done on Total Value vide Srl. No. 15 . Evaluation will be done on total cost basis for both the item as per Price Schedule (Annexure-DD)

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 Price bids of only those bidders will be opened whose offers are found to be techno-commercially acceptable.

16. The Integrity Pact is applicable against this tender. OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure XII of the tender document. This Integrity Pact proforma has been duly signed digitally by OIL's competent signatory. The proforma has to be returned by the bidder (along with the technical bid) duly signed (digitally) by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid. The name of the OIL's Independent External Monitors at present are as under:

a. Shri SutanuBehuria, IAS (Retd.),
E-mail: sutanu2911@gmail.com

b. Shri RudhraGangadharan, IAS (Retd.); Ex-Secretary,
Ministry of Agriculture
E-mail id: rudhra.gangadharan@gmail.com

c. Shri Om Prakash Singh, IPS (Retd.),
Former DGP, Uttar Pradesh
E-mail: Ops2020@rediffmail.com

17. 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.

18. 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:**Supply, Installation, Commissioning and Training of Automated Core Saturator Apparatus**

Sl.No	Item	Quantity	UOM
10	Automated Core Saturator Apparatus	1	NO
20	Installation & Commissioning and Training	1	AU

CORE SATURATOR APPARATUS**Quantity: 01 No.**

Item Description: Automated Core Saturator Apparatus

1.0 General Description:

The Core Saturator should be capable of carrying out automated computer controlled saturation of multiple core plug samples.

The core samples are first taken in the saturation cell and are initially subjected to high vacuum for several hours to remove any air or liquid in the system. Thereafter, the cores are allowed to be saturated with the saturation liquid by applying a high pressure which has to be maintained constantly for several hours.

2.0 Technical specifications:

2.1 Core dimensions: The saturation cell must be able to accommodate core samples of 1 inch and 1.5 inch diameter and core length of variable sizes upto 12 inches.

2.2 Pump Pressure: The injection pump must be capable of pressurizing the saturation liquid upto 2000 psi.

2.3 Construction material: All wetted parts to be made of Stainless Steel

2.4 Vacuum pump: The vacuum pump must be equipped with a manometer and filter.

2.5 Saturating fluid: The fluid used for saturation may be water, brine or any other liquid.

2.6 Computer & software: The saturator should be fully computer controlled with a dedicated software to carry out unattended saturation of multiple core plug samples. The automated controls should allow for programming the vacuum and pressurization cycles.

2.7 Power supply requirement: 230 $\pm$ 10% volts, 50 hz single phase AC

2.8 Data Acquisition and interpretation facility

A state of the art computer facility with interface for recording/logging the experimental data during the studies to be provided.

Specifications:

i. Branded PC with latest windows operating system and color Laser printer fully compatible with the software installed for measuring all the important parameters and interpreting the recorded data.

ii. Software for data acquisition, supervision and reporting facilities.

iii. Measurement logging in the computer for further compilations.

iv. Printout facilities

v. Supervision facilities displaying the general synoptic of the system and indicating the status of each main component, the values of the measurement and set points.

vi. Computer-controlled fault diagnoses

vii. Monitoring facilities.

viii. Operational Control and Safety Device:

a. All controls should be displayed and have built in safety system.

3.0 Power Supply requirements

230 $\pm$ 10% volts, 50hz single phase AC

4.0 Consumables

The bidder should quote the following consumables for smooth and trouble free operation of the equipment

- i. 20 no. of fuses
- ii. 5 no. of seals for pressure vessel

Any other consumable required for smooth running of the equipment for at least 2 years to be quoted by the bidder.

5.0 Maintenance requirement

A maintenance kit comprising of all the tools relevant for usage and repair/maintenance of the equipment to be provided

6.0 Essential Accessories

All the necessary accessories e.g. software/ hardware required for smooth and complete functioning of the unit to be included in the quote.

7.0 Reliability and Performance Requirements

- i. The life expectancy of the major components of the system should be at least for 10 years.
- ii. Product/service support along with uninterrupted and timely supply of spare parts for at least 10 years for the quoted model must be specifically ensured by the bidders/ representatives.

8.0 Warranty & Guarantee

The complete instrument and computer/printer should be under warranty for a period of one year from the date of installation. In case of breakdown during the warranty period, a competent service engineer of the supplier should make as many visits as are necessary to rectify the instrument. The supplier should provide any spares required for making the instrument operational.

9.0 Installation & Commissioning

- (i) The supplier will be responsible for on-site installation and commissioning of equipment at customer's premises viz. Centre of Excellence for Energy Studies, Oil India Limited, Guwahati, within one month from the date of intimation given to him or his representative regarding readiness of the equipment for installation at the site.

(ii) Pre shipment inspection: Pre shipment inspection shall be carried out by OIL's representative at manufacturer's site. The supplier shall inform OIL at least 2 (two) months ahead for such inspection to enable OIL to send its inspectors. The supplier has to arrange for 2 (two) OIL engineers for inspection and training for a working week. OIL will bear the expenses towards traveling and accommodation etc. of the OIL's inspection team. The Inspection cum Acceptance process would include the following minimum steps/tasks but not limited to:

- a. Verification of all material test certificates.
- b. Physical verification/ inspection of all the items/ fittings/ accessories including all Parts Catalogue, Maintenance & Service Manuals together with Operational testing of the equipment. During inspection/ verification, if any faults/ defects on part(s)/ equipment(s)/ accessories have found, supplier have to replace the faulty/ defective items and rectify the same at no extra cost to OIL.
- c. Supplier shall have to take note of any minor modification(s) for operational requirement suggested by the inspector and comply with the same at no extra cost to OIL.
- d. The inspection report would be prepared at the end of the inspection and jointly signed by both the parties.
- e. Supplier will confirm in writing compliance of all the points raised in the inspection report.
- f. Supplier will affect dispatch of the unit only on receipt of OIL's dispatch advice.
- g. During the pre-dispatch inspection visit of OIL's engineers, the supplier shall arrange comprehensive training at their manufacturing plant/ works for a period of minimum 01 (one) week on operation & maintenance, troubleshooting and working principle of the system/ item used in the unit.

(iii) It may be noted that a representative from OEM should visit CoEES, Guwahati during installation/commissioning of the equipment. Bidder shall arrange for to & fro travel to the installation site, local conveyance and boarding & lodging during the installation. All charges shall be borne by the bidder and should be quoted accordingly separately which shall be inclusive of GST and all other taxes including Income Tax/Corporate Tax/ Personal Tax shall be deducted at source.

(iv) A certificate will be issued by the authorized representative of OIL regarding satisfactory installation and commissioning of the equipment and about the system acquaintance by way of work association by the supplier.

10.0 Training

A group (around 5) of scientific staff of OIL should be trained in the operation of the software and the instrument and routine maintenance of the instrument at site for 5 working days by

Application Specialist of OEM after the installation is over. The training should be free of cost basis.

OIL may also depute its scientific staff for training on the operation and maintenance of the instrument at OEM's factory. Provision should be kept to provide free of cost training to two persons for five days or one person for ten days at OEM's factory. However, to and fro and board and lodging for OIL's staff will be borne by OIL.

11.0 General

The original equipment manufacturer (OEM) should confirm in writing that the spares for the quoted model will be available for a period of ten years after installation of the instrument. In case the OEM is bidding through an Indian agent, the OEM should give a written undertaking that they will be responsible for providing the warranty and annual maintenance as per the clauses above, even if there is a change in the Indian agency of the manufacturer. The undertaking from OEM should also include that, if in future, OEM does not have any Indian agency, the service will be provided directly by the service engineer of the OEM without any extra charge. Printed documents in support of claimed specification should be provided. System should be upgradeable at site for future applications.

12.0 DOCUMENTATION:

All the documents are to be provided in English language.

At the time of offer

- (i) Literature in support of the offered equipment: 2 sets.
- (ii) List of users worldwide to whom the equipment was sold during the last five years.

Required undertaking from Manufacturer

- (i) Manufacturer's Certificate: Document evidence such as POs along with invoice / installation report for manufactured and supplied at least 05 units during the last 10 years.
- (ii) Manufacturer's Experience: Document evidence such as POs along with invoice / installation report for manufactured and supplied at least 01 unit beyond last 05 years.

At the time of supply.

- (i) Certificate of recent manufacture
- (ii) Certificate of Warranty
- (iii) Certificate of test and inspection with Third Party.
- (iv) Operation manual: 2 sets on CD/DVD ROM.

- (v) Repair and maintenance manual with all the electric/electronic circuit diagrams: 2 sets
- (vi) Parts catalogue: 2 sets.
- (vii) Trouble shooting manual with detail blocks diagram and circuit diagram of cards up to component level.

13.0 CONFORMITY TO TENDER SPECIFICATIONS:

13.1 The bidder must fill the Technical Datasheet enclosed with the offer (Annexure -CC)

13.2 The technical specifications must conform to the requirements as mentioned in Specifications.

13.3 The bidder must confirm that the offered unit/goods are newly manufactured.

13.4 The bidder offering other than the specified make of the equipment will be rejected.

13.5 For any bought out item their Catalogue/Technical literature etc. showing sectional drawing of each component along with the necessary maintenance spare parts, identification number etc. shall be provided.

13.6 The bids and the accompanied technical documentation must be in English language only. The bids other than English language must have an English version.

13.7 The technical documents to be submitted along with the bid shall include -

- a) Literature with detailed specifications, Make & Model of items.
- b) Technical documents & Layout/Process flow diagram of the whole system.
- c) Piping & Instrumentation Diagram (P&ID) for Instrumentation and Control System

13.8 The bidder shall quote separately Installation/commissioning cost, if any.

13.9 The bidder must confirm that the offered Core saturator apparatus shall perform at the desired level as mentioned in the specifications.

13.10 Bidder's response to all tender stipulations should clearly be defined. Bidder shall furnish specific details/specifications of all major components, systems with Make & Model, etc. Generalized response like "As per NIT Specifications/Technical Leaflet", "Noted", "and Accepted" or in any similar fashion is not acceptable.

13.11 The priced bid should clearly indicate the following cost break up:

- a) Cost of the Core saturator apparatus
- b) Cost of installation/commissioning, if any.
- c) Cost of AMC for three years after expiry of warranty.

13.12 The commercial bid will be evaluated based on the price quoted for 13.11 a), 13.11 b) and 13.11 c) as a whole.

13.13 The supplier should also submit a list of companies to whom similar systems have been sold and are presently in operation.

NOTE: ALL THE POINTS FROM 1.0 TO 13.0 HAVE TO BE SUPPORTED BY LITERATURE OR CLEARLY STATED ALONG WITH CATALOGUE/ LITERATURE OF THE PRODUCT FOR EVALUATION OF THE BID.

SPECIAL TERMS & CONDITIONS:

1.1 THREE YEARS AMC OF CORE SATURATOR APPARATUS

OIL may decide to go for Annual Maintenance Contract for a period of three years after the warranty period is over. Charges for the Annual Maintenance Contract (AMC) for three years, after the warranty period is over, should be quoted with year-wise break up. These charges will be used for evaluation purposes only. The AMC requirements are mentioned below. However, the detailed and final scope for the AMC shall be as per contract of AMC at the time of awarding AMC contract.

1.2 SPECIAL TERMS & CONDITIONS:

1.2.1 The AMC shall come into effect after warranty period of the equipment.

1.2.2 The service contract will remain in force for three years w.e.f. date of acceptance of AMC contract.

1.2.3 The job will be certified by HoD, CoEES, OIL India Ltd

1.2.4 The payment will be released after each preventive maintenance visit on the instrument. It shall be certified and verified for the payment by HoD, CoEES, OIL on each of the bill copy.

1.2.5 OIL will not provide any accommodation or to and fro fare to the engineer deputed for preventive and breakdown maintenance.

1.2.6 The service agency will always depute trained service engineers with necessary tools and kits for servicing of instruments.

1.2.7 The bill should be submitted in triplicate in favour of HoD, CoEES, OIL India Ltd, Guwahati, Assam

1.2.8 Non Performance Deductions (NPD):

(i) If Preventive Maintenance is not carried out by the CONTRACTOR within the time schedule as agreed through mutual consent, the NPD shall be made for amount equivalent to 10% of the Annual contract value.

(ii) In case of the Breakdown Maintenance/Repair, contractor's service engineer has to report within one week from the time of sending Phone / Fax / Email to the contractor. In case of failure to report within the stipulated time, NPD shall be made @ ½ % of contract value per week or part thereof for delay in reporting, subject to a ceiling of 7.5% of total one-year contract price.

1.3 COMMITMENTS OF THE SPARES

1.3.1 The bidders must submit a written undertaking that they would be able to supply all the requisite spares and consumables for a minimum period of 10 (ten) years from the Certified date of completion/successful field commissioning of the unit.

1.3.2 The bidders must provide the commissioning spares at their cost along with the Equipment. They must submit a list of such spares.

1.3.3 Spares list for whole unit for 3-years trouble free operation must be quoted in their bids. The spare list shall contain the details of part nos., name OEM and other details as may be necessary for procurement of the parts quoted. While quoting for these spares the bidders must take in to account the consumption pattern of the spares as deemed fit. However, the same will be not considered for bid evaluation. OIL reserves the right to decide to procure the whole of the quoted spares or part thereof. It is to be noted that the price quoted shall remain firm during this 3(Three)years period i.e which shall be valid for entire duration of the AMC.

1.3.4 Performance Security @3 % of the order value. The original Performance Security of order will be returned only after submission and verification of AMC Performance Security for 3% of total AMC value valid up to AMC period plus 3 months (if there is no other claim). (Undertaking of acceptance to be uploaded with bid).

ANNEXURE – CC COMMERCIAL COMPLIANCE SHEET

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 Two Bid System? i.e. Whether Price are uploaded in "Notes & Attachment" and technical unpriced bid submitted under "Technical Attachment"?		
2	Whether <u>BID SECURING DECLARATION</u> been submitted as per format Annexure AA1 as a part of technical bid.		
3	In case MSE, whether MSE certificate submitted along with <u>BID SECURING DECLARATION</u> as per format Annexure AA1 as a part of technical bid.		
4	Whether offered firm prices?		
5	Whether quoted offer validity of 120 days from the date of final bid closing of the tender?		
6	Whether quoted firm delivery period?		
7	Whether quoted delivery as per BRC Criteria?		
8	Whether quoted as per tender (without any deviations)?		
9	Whether quoted any deviation?		
10	Whether deviation separately highlighted?		
11	Whether agreed to the Warranty clause?		
12	Whether Price Bid submitted as per Price Schedule		
13	Whether quoted all the items/qty. of tender?		
14	Whether indicated the country of origin for the items quoted?		
15	Whether technical literature / catalogue enclosed?		
16	Whether confirmed acceptance of tender Payment Terms?		
17	Whether indicated the place from where the goods will be dispatched. To specify:		
18	Whether road transportation charges up to Destination quoted?		
19	Whether offered Ex-works price including packing/forwarding charges?		
20	Whether weight & volume of items offered indicated?		
21	If Pre-despatch/shipment inspection charges applicable, whether quoted separately?		
22	Whether confirmed to submit PBG as asked for in tender?		
23	Whether agreed to submit PBG within 30 days of placement of order?		
24	Whether indicated import content in the offer?		
25	Whether all applicable Taxes & Duties have been quoted?		
26	Whether all BRC/BEC clauses accepted?		

27	Whether MSME? If yes, whether documents enclosed as per tender.		
28	Whether Annexure EE - Annual turnover & Net worth Certificate submitted?		
29	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?		
30	Whether Annexure – FF - Undertaking towards submission of authentic information/documents submitted.		
31	Whether the Digital signature used is Class III digital certificate (e-commerce application) with 'Certificate Type: Organization Certificate '		
32	Whether Submit Annexure XII of Integrity Pact		
33	Whether comply all terms & condition of GTC (General Terms & Contion)		

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 securityor
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.

Annexure-XX

Format for Undertaking by Bidders towards compliance of office memorandum F.
No. 6/18/2019-PPD dated 23rd July, 2020 (Public Procurement no. 1) issued by
Department of Expenditure, Ministry of Finance, Govt. of India
(To be typed on the letter head of the bidder)

Ref. No. _____

Date _____

Tender No. _____ **Dated** _____

OIL INDIA LIMITED

.....

.....

Dear Sirs,

“We have read the clause regarding restrictions on procurement from a bidder or a country which shares a land border with India; We certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. We hereby certify that this bidder fulfils all requirements in this regard and is eligible to be considered. [Where evidence of valid registration by the Competent Authority shall be attached.]”

We also agree that, during any stage of the tender/contract agreement, in case the above information/documents submitted by us are found to be false, Oil India Limited has the right to immediately reject our bid/terminate contract at any stage and carry out further legal action on us in accordance with law.

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)

Note : This form should be returned along with offer duly signed.

ANNEXURE-N

RESTRICTIONS ON PROCUREMENT FROM A BIDDER OF A COUNTRY WHICH SHARES A LAND BORDER WITH INDIA

1.0 Ministry of Finance of Govt. of India, Department of Expenditure, Public procurement Division vide office memorandum F. No. 6/18/2019-PPD dated 23rd July, 2020 (order-Public Procurement no.1) has proclaimed the insertion of Rule 144 (xi) in the General Financial Rules (GFRs), 2017 w.e.f. 23rd July, 2020 regarding restrictions on procurement from a bidder of a country which shares a land border with India on the grounds of defence of India on matters directly or indirectly related thereto including national security. Bidders are requested to take note of the following clauses and submit their offers accordingly wherever applicable.

Bidders must submit duly sealed & signed undertaking as per format provided vide, “**Annexure-XX**” along with the technical bid.

- I. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority.

Validity of Registration:

In respect of tenders, registration should be valid at the time of submission of bids and at the time of acceptance of bids. In respect of supply otherwise than by tender, registration should be valid at the time of placement of order. If the bidder was validly registered at the time of acceptance/placement of order, registration shall not be a relevant consideration during contract execution.

- II. “Bidder” (including the term ‘tenderer’, ‘consultant’ or ‘service provider’ in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.

III. “Bidder from a county which shares a land border with India “for the purpose of this Order means: -

- a. An entity incorporated, established or registered in such a country; or
- b. A subsidiary of an entity incorporated, established or registered in such a country; or
- c. An entity substantially controlled through entities incorporated, established or registered in such a country; or
- d. An entity whose beneficial owner is situated in such a country; or
- e. An Indian (or other) agent of such an entity; or
- f. A natural person who is a citizen of such a country; or
- g. A consortium or joint venture where any member of the consortium or joint venture falls under any of the above.

IV. The beneficial owner for the purpose of (iii) above will be as under:

1. In case of a company or Limited Liability Partnership, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means.

Explanation –

- a. “Controlling ownership interest” means ownership of or entitlement to more than twenty-five per cent of shares or capital or profits of the company;
 - b. “Control” shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholders agreements or voting agreements;
2. In case of a partnership firm, the beneficial owner is the natural person (s) who, whether acting alone or together, or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership.
 3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;

4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;
 5. In case of trust, the identification of beneficial owner(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control or ownership.
- V. An Agent is a person employed to do any act for another, or to represent another in dealings with third person.
- VI. The successful bidder shall not be allowed to sub-contract any job related to the procurement (e.g. installation and commissioning, Annual Maintenance Contract etc.) to any contractor from a country which shares a land border with India unless such contractor is registered with the Competent Authority.

ANNEXURE-M

UNDERTAKING BY VENDOR ON SUBMISSION OF PERFORMANCEBANK GUARANTEE

To,
The Oil India Limited
Materials/Contracts Department
Guwahati, Assam
We

M/s

..... are
submittingthe performance security in favour of Oil India Limited, Guwahati in the form of bank
guarantee bearing reference
no. for an amount of INR/USD/EUR
.....valid up to as per terms and
conditions of our Purchase Order/Contract No.....

PBG issuing bank details:-

Bank
Branch
IFS Code
Contact Details
E-mail Addresses Mobile
Telephone
Fax
Correspondence Address
H No/Street/City State
Country
Pin Code

Declaration:-

We have arranged to send the confirmation of issuance of the performance bank guarantee via SFMS
portalthrough our bank using the details mentioned in the contract/purchase order and hereby
confirming the correctnessof the details mentioned.

Authorised Signature_____

Name_____

Vendor Code_____

Email ID_____

Mobile No _____

Encl: Original performance bank guarantee

Annexure AA1

BID SECURING DECLARATION

To,

OIL INDIA LIMITED

PIPELINE HEADQUARTER, Guwahati,ASSAM, INDIA

Whereas (herein after called 'the Bidder') has submitted their Bid No. dated..... against OIL INDIA LIMITED, 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 if I/We withdraw or modify our Bid during the period of validity, or if I/We are awarded the contract and I/We fail to sign the contract, or to submit a performance security before the deadline defined in the NIT / Purchase Order, then I/We shall be suspended for the period of two (2) years. This suspension of two years shall be automatic without conducting any enquiry.

Signature & Seal of the Bidder

Annexure NN

GeM Registration ID Declaration

To,

OIL INDIA LIMITED

PIPELINE HEADQUARTER, Guwahati,ASSAM, INDIA

CONFIRMATION OF GOVERNMENT E-MARKET PLACE REGISTRATION NUMBER(GeM)

We hare by confirmed the following:

Name of the Bidder:

Address:

GeM Registration ID:

Signature & Seal of the Bidder

ANNEXURE - CC**TECHNICAL DATA SHEET**

The check list must be completed and submitted with your offer. Please ensure that all these points are covered in your offer. These will ensure that your offer is properly evaluated. Please mark 'Yes' or 'No' and specify relevant page no. of your bid document where detail or compliance has been confirmed.

S/NO.	PARTICULARS	COMPLIED/NOT COMPLIED	REMARKS /PAGE NO. IN BID/ REFERENCE OF DOCUMENT IN BID
1.0	TECHNICAL SPECIFICATIONS		
1.1	Core dimensions: The saturation cell must be able to accommodate core samples of 1 inch and 1.5 inch diameter and core length of variable sizes upto 12 inches.		
1.2	Pump Pressure: The injection pump must be capable of pressurizing the saturation liquid upto 2000 psi.		
1.3	Construction material: All wetted parts to be made of Stainless Steel		
1.4	Vacuum pump: The vacuum pump must be equipped with a manometer and filter.		
1.5	Saturating fluid: The fluid used for saturation may be water, brine or any other liquid.		
1.6	Computer & software: The saturator should be fully computer controlled with a dedicated software to carry out unattended saturation of multiple core plug samples. The automated controls should allow for programming the vacuum and pressurization cycles.		
1.7	Power supply requirement: 230 $\pm$ 10% volts, 50 hz single phase AC		
1.8	Data Acquisition and interpretation facility: A state of the art computer facility with interface for recording/logging the experimental data during the studies to be provided. Specifications:		
1.8.1	Branded PC with latest windows operating system and color Laser printer fully compatible with the software installed for measuring all the important parameters and interpreting the recorded data.		
1.8.2	Software for data acquisition, supervision and reporting facilities.		
1.8.3	Measurement logging in the computer for further compilations.		
1.8.4	Printout facilities		
1.8.5	Supervision facilities displaying the general synoptic of the system and indicating the status of each main component, the values of the measurement and set points		
1.8.6	Computer-controlled fault diagnoses		

1.8.7	Monitoring facilities.		
1.8.8	Operational Control and Safety Device: All controls should be displayed and have built in safety system		
2.0	POWER SUPPLY		
	230 ± 10% volts, 50hz single phase AC		
3.0	CONSUMABLES		
	The bidder should quote the following consumables for smooth and trouble free operation of the equipment		
i.	20 no. of fuses		
ii.	5 no. of seals for pressure vessel		
4.0	MAINTENANCE REQUIREMENT		
	A maintenance kit comprising of all the tools relevant for usage and repair/maintenance of the equipment to be provided.		
5.0	ESSENTIAL ACCESSORIES		
	All the necessary accessories e.g. software/ hardware required for smooth and complete functioning of the unit to be included in the quote.		
6.0	RELIABILITY AND PERFORMANCE REQUIREMENTS		
i.	The life expectancy of the major components of the system should be at least for 10 years.		
ii.	Product/service support along with uninterrupted and timely supply of spare parts for at least 10 years for the quoted model must be specifically ensured by the bidders/ representatives		
7.0	Warranty & Guarantee		
	The complete instrument and computer/printer should be under warranty for a period of one year from the date of installation. In case of breakdown during the warranty period, a competent service engineer of the supplier should make as many visits as are necessary to rectify the instrument. The supplier should provide any spares required for making the instrument operational.		
8.0	Installation & Commissioning		
i.	The supplier will be responsible for on-site installation and commissioning of equipment at customer's premises viz. Centre of Excellence for Energy Studies, Oil India Limited, Guwahati, within one month from the date of intimation given to him or his representative regarding readiness of the equipment for installation at the site.		
ii.	Pre shipment inspection: Pre shipment inspection shall be carried out by OIL's representative at manufacturer's site. The supplier shall inform OIL at least 2		

	(two) months ahead for such inspection to enable OIL to send its inspectors. The supplier has to arrange for 2 (two) OIL engineers for inspection and training for a working week. OIL will bear the expenses towards traveling and accommodation etc. of the OIL's inspection team. The Inspection cum Acceptance process would include the following minimum steps/tasks but not limited to:		
	a) Verification of all material test certificates		
	b) Physical verification/ inspection of all the items/ fittings/ accessories including all Parts Catalogue, Maintenance & Service Manuals together with Operational testing of the equipment. During inspection/ verification, if any faults/ defects on part(s)/ equipment(s)/ accessories have found, supplier have to replace the faulty/ defective items and rectify the same at no extra cost to OIL		
	c) Supplier shall have to take note of any minor modification(s) for operational requirement suggested by the inspector and comply with the same at no extra cost to OIL.		
	d) The inspection report would be prepared at the end of the inspection and jointly signed by both the parties.		
	e) Supplier will confirm in writing compliance of all the points raised in the inspection report		
	f) Supplier will affect dispatch of the unit only on receipt of OIL's dispatch advice.		
	g) During the pre-dispatch inspection visit of OIL's engineers, the supplier shall arrange comprehensive training at their manufacturing plant/ works for a period of minimum 01 (one) week on operation & maintenance, troubleshooting and working principle of the system/ item used in the unit.		
iii.	It may be noted that a representative from OEM should visit CoEES, Guwahati during installation/commissioning of the		

	equipment. Bidder shall arrange for to & fro travel to the installation site, local conveyance and boarding & lodging during the installation. All charges shall be borne by the bidder and should be quoted accordingly separately which shall be inclusive of GST and all other taxes including Income Tax/Corporate Tax/ Personal Tax shall be deducted at source.		
iv.	A certificate will be issued by the authorized representative of OIL regarding satisfactory installation and commissioning of the equipment and about the system acquaintance by way of work association by the supplier.		
9.0	TRAINING		
	A group (around 5) of scientific staff of OIL should be trained in the operation of the software and the instrument and routine maintenance of the instrument at site for 5 working days by Application Specialist of OEM after the installation is over.		
	OIL may also depute its scientific staff for training on the operation and maintenance of the instrument at OEM's factory. Provision should be kept to provide free of cost training to two persons for five days or one person for ten days at OEM's factory. However, to and fro and board and lodging for OIL's staff will be borne by OIL.		
10.0	GENERAL		
	The original equipment manufacturer (OEM) should confirm in writing that the spares for the quoted model will be available for a period of ten years after installation of the instrument. In case the OEM is bidding through an Indian agent, the OEM should give a written undertaking that they will be responsible for providing the warranty and annual maintenance as per the clauses above, even if there is a change in the Indian agency of the manufacturer. The undertaking from OEM should also include that, if in future, OEM does not have any Indian agency, the service will be provided directly by the service engineer of the OEM without any extra charge. Printed documents in support of claimed specification should be provided. System should be upgradeable at site for future applications.		
11.0	DOCUMENTATION		

11.1	All the documents are to be provided in English language.		
11.2	At the time of offer i. Literature in support of the offered equipment: 2 sets. ii. List of users worldwide to whom the equipment was sold during the last five years.		
11.3	Required undertaking from Manufacturer i. Manufacturer's Certificate: Document evidence such as POs along with invoice / installation report for manufactured and supplied at least 05 units during the last 10 years. ii. Manufacturer's Experience: Document evidence such as POs along with invoice / installation report for manufactured and supplied at least 01 unit beyond last 05 years.		
	At the time of supply i. Certificate of recent manufacture ii. Certificate of Warranty iii. Certificate of test and inspection with Third Party. iv. Operation manual: 2 sets on CD/DVD ROM. v. Repair and maintenance manual with all the electric/electronic circuit diagrams: 2 sets vi. Parts catalogue: 2 sets. vii. Trouble shooting manual with detail blocks diagram and circuit diagram of cards up to component level.		
12.0	CONFORMITY TO TENDER SPECIFICATIONS		
12.1	The bidder must fill the Technical Datasheet enclosed with the offer (Annexure -CC)		
12.2	The technical specifications must conform to the requirements as mentioned in Specifications		
12.3	The bidder must confirm that the offered unit/goods are newly manufactured		
12.4	The bidder offering other than the specified make of the equipment will be rejected		
12.5	For any bought out item their Catalogue/Technical literature etc. showing sectional drawing of each component along with the necessary maintenance spare parts, identification number etc. shall be provided.		

12.6	The bids and the accompanied technical documentation must be in English language only. The bids other than English language must have an English version.		
12.7	The technical documents to be submitted along with the bid shall include - a) Literature with detailed specifications, Make & Model of items. b) Technical documents & Layout/Process flow diagram of the whole system. c) Piping & Instrumentation Diagram (P&ID) for Instrumentation and Control System		
12.8	The bidder shall quote separately Installation/commissioning cost, if any		
12.9	The bidder must confirm that the offered Core Saturator apparatus shall perform at the desired level as mentioned in the specifications.		
12.10	Bidder's response to all tender stipulations should clearly be defined. Bidder shall furnish specific details/specifications of all major components, systems with Make & Model, etc. Generalized response like "As per NIT Specifications/Technical Leaflet", "Noted", "and Accepted" or in any similar fashion is not acceptable.		
12.11	The priced bid should clearly indicate the following cost break up: a) Cost of the Core Saturator apparatus b) Cost of installation/commissioning, if any. c) Cost of AMC for three years after expiry of warranty.		
12.12	The commercial bid will be evaluated based on the price quoted for 13.11 a), 13.11 b) and 13.11 c) as a whole		
12.13	The supplier should also submit a list of companies to whom similar systems have been sold and are presently in operation.		
13.0	TECHNICAL TERMS & CONDITIONS		
13.1	<u>THREE YEARS AMC OF CORE SATURATOR APPARATUS</u> OIL may decide to go for Annual Maintenance Contract for a period of three years after the warranty period is over. Charges for the Annual Maintenance Contract (AMC) for three		

	years, after the warranty period is over, should be quoted with year-wise break up. These charges will be used for evaluation purposes only. The AMC requirements are mentioned below. However, the detailed and final scope for the AMC shall be as per contract of AMC at the time of awarding AMC contract.		
13.2	<u>SPECIAL TERMS & CONDITIONS</u>		
13.2.1	The AMC shall come into effect after warranty period of the equipment.		
13.2.2	The service contract will remain in force for three years w.e.f. date of acceptance of AMC contract		
13.2.3	The job will be certified by HoD, CoEES, OIL India Ltd		
13.2.4	The payment will be released after each preventive maintenance visit on the instrument. It shall be certified and verified for the payment by HoD, CoEES, OIL on each of the bill copy		
13.2.5	OIL will not provide any accommodation or to and fro fare to the engineer deputed for preventive and breakdown maintenance.		
13.2.6	The service agency will always depute trained service engineers with necessary tools and kits for servicing of instruments		
13.2.7	The bill should be submitted in triplicate in favour of HoD, CoEES, OIL India Ltd, Guwahati, Assam		
13.2.8	<u>Non Performance Deductions (NPD):</u> - If Preventive Maintenance is not carried out by the CONTRACTOR within the time schedule as agreed through mutual consent, the NPD shall be made for amount equivalent to 10% of the Annual contract value. - In case of the Breakdown Maintenance/Repair, contractor's service engineer has to report within one week from the time of sending Phone / Fax / Email to the contractor. In case of failure to report within the stipulated time, NPD shall be made @ ½ % of contract value per week or part thereof for delay in reporting, subject to a ceiling of 7.5% of total one-year contract price.		
13.3	<u>COMMITMENTS OF THE SPARES</u>		
13.3.1	The bidders must submit a written undertaking that they would be able to supply all the requisite spares and consumables for a minimum period of		

	10 (ten) years from the Certified date of completion/successful field commissioning of the unit.		
13.3.2	<u>The bidders must provide the commissioning spares at their cost along with the Equipment.</u> They must submit a list of such spares.		
13.3.3	<u>Spares list for whole unit for 3-years trouble free operation must be quoted in their bids.</u> The spare list shall contain the details of part nos., name OEM and other details as may be necessary for procurement of the parts quoted. While quoting for these spares the bidders must take in to account the consumption pattern of the spares as deemed fit. <u>However, the same will be not considered for bid evaluation.</u> OIL reserves the right to decide to procure the whole of the quoted spares or part thereof. It is to be noted that the price quoted shall remain firm during this 3(Three)years period.		
	<u>TECHNICAL CHECK LIST</u>		
13.4	The enclosed technical checklist (supplied in Hard Format) must be completed and returned with bidder's offer. Bidders must ensure that all these points are covered in the offer. Bidders to tick mark in 'Comply' or 'Not Comply' column against each point mentioned and mention the details if not comply.		