



**OIL INDIA LIMITED**  
(A Government of India Enterprises)  
4, India Exchange Place  
Kolkata -1

TELEPHONE NO. (033) 22301657

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**FORWARDING LETTER**

Tender No & Date : **SKI2484P17**      **Date: 15.09.2016**

Tender Fee : **Rs 1,000.00**

Bid Security Amount : **Rs 24,500.00**

Bidding Type : **Single Stage Two Bid**

Bid Closing on : As mentioned in the Basic Data of e-portal

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Performance Guarantee : Applicable

Integrity Pact : NOT Applicable

Delivery Required : **At DULIAJAN, ASSAM**

OIL invites Bids for **7 nos.** FLP Motor Driven Horizontal Simplex Single Acting Packed Plunger Type Metering (Controlled) Pumps with Starter including Installation & Commissioning **as per Annexure II** through its E-Procurement site. The bidding documents and other terms and conditions are available at Booklet No. MM/CALCUTTA/E-01/2016. The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents.

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

The tender is invited with firm price for the specified quantity. Further details of tender are given below:-

1. Gist of Item with Quantity and Unit of measure are as under:

SL.NO.	MATERIAL DESCRIPTION.	QUANTITY	UNIT
10 ----- 0C000430	FLP Motor Driven Horizontal Simplex Single Acting Packed Plunger Type Metering (Controlled) Pumps with Starter including Installation & Commissioning <b>[Details as per Annexure –II]</b>	7	NOS.

**The tender will be governed by:**

- a) “General Terms & Conditions” for e-Procurement as per Booklet NO. MM/CALCUTTA/E-01/2016 for E-procurement (LCB Tenders).
- b) Technical specifications with BEC/BRC and Qty. as per **ANNEXURE II** .
- c) The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area - > Tender Documents.
- d) Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).
- e) Bidder are advised to fill up the Technical bid **CHECK LIST** and **RESPONSE SHEET** given in MS excel format in Technical RFx -> External Area - > Tender Documents. The above filled up document to be uploaded in the **Technical RFX** Response.

**Special Note:**

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

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

Alternatively application showing full address/email address with Tender Fee (Non-refundable) of Rs. 1,000.00 in the form of crossed "Payee Account only "Bank Draft/Bankers' Cheque drawn by Bank and valid for 90 days from the date of issue of the same or in the form of Indian Postal Orders payable to the OIL is to be sent to DGM-Calcutta Branch, Oil India Limited, 4, India Exchange Place, Kolkata - 700 001. Application shall be accepted only upto one week prior to the Bid closing date (or as amended in e-portal). The envelope containing the application for participation should clearly indicate "REQUEST FOR ISSUE OF USER ID AND PASSWORD FOR E TENDER NO ....." for easy identification and timely issue of user ID and password. On receipt of requisite tender fee, USER\_ID and initial PASSWORD will be communicated to the bidder (through e-mail) and will be allowed to participate in the tender through OIL's e-Procurement portal. No physical tender documents will be provided. Details of NIT can be

viewed using "Guest Login" provided in the e-Procurement portal. The link to e-Procurement portal has been also provided through OIL's web site [www.oil-india.com](http://www.oil-india.com).

For exemption for tender fee, please refer Clause No. 3.3 (Section A) of "General Terms & Conditions" for e-Procurement as per Booklet No. MM/CALCUTTA/E-01/2016 for E-procurement (LCB Tenders).

- 2.0 Please note that all tender forms and supporting documents are to be submitted through OIL's e-Procurement site only except following documents which are to be submitted manually in sealed envelope super scribed with Tender no. and Due date to **DGM-Calcutta Branch, Oil India Limited, 4, India Exchange Place, Kolkata – 700 001** only on or before the Bid Closing Date and Time mentioned in the Tender.
  - a) Original Bid Security except online payment.
  - b) Detailed Catalogue (if any)
  - c) Any other document required to be submitted in original as per tender requirementAll documents submitted in physical form should be signed on all pages by the authorised signatory of the bidder and to be submitted in triplicate
- 4.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the NIT or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in rejection of its offer without seeking any clarifications.
- 5.0 All the Bids must be Digitally Signed using "Class 3" digital certificate (e-commerce application) with organisation name as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India.
- 6.0 Bidders must ensure that their bid is uploaded in the system before the tender closing date and time. Also, they must ensure that above documents which are to be submitted in a sealed envelope are also submitted at the above mentioned address before the bid closing date and time failing which the offer shall be rejected.
- 7.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
- 8.0 To ascertain the substantial responsiveness of the bid OIL reserves the right to ask the bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.
9. 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](mailto:erp_mm@oilindia.in)
10. Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.

**NOTE:**

**1. Bidders should submit their bids explicitly mentioning compliance / non compliance to all the NIT terms and conditions.**

**2. The tender is invited under SINGLE STAGE-TWO BID SYSTEM. Bidders shall quote accordingly under Single Stage Two Bid System. The bidder has to submit both the "TECHNO-COMMERCIAL UNPRICED BID" and "PRICED BID" bid through electronic form in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.**

**2.1 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 , techno- commercial details including quantity offered except prices which shall be kept blank 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. The prices of the items should be quoted as per the format and uploaded as Attachment under the attachment option under "Notes & Attachments". Priced bids of only those bidders will be opened whose offers are found to be techno-commercially acceptable.**

Yours Faithfully,

Sd-  
(G. C. Sarma)  
SMM(P)  
For Head-Calcutta Branch



**OIL INDIA LIMITED**  
(A Government of India Enterprise)  
4, India Exchange Place, 4<sup>th</sup> floor,  
Kolkata 700001,  
West Bengal (India)

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**ANNEXURE-II**

**Tender No & Date : SKI2484P17**

**Dated : 15.09.2016**

**OIL INDIA LIMITED invites Indigenous tenders for items detailed below:**

**TECHNICAL SPECIFICATIONS WITH QUANTITY**

<b>Sl No. &amp; MATERIAL CODE NO.</b>	<b>MATERIAL DESCRIPTION.</b>	<b>QUANTITY</b>	<b>UOM</b>
10 ----- OC000430	FLP Motor Driven Horizontal Simplex Single Acting Packed Plunger Type Metering (Controlled) Pumps with Starter	<b>7</b>	<b>NOS.</b>
20	Installation & Commissioning	<b>1</b>	<b>AU</b>

**DETAIL TECHNICAL SPECIFICATION**

<b>A. PUMP</b>	1. Pump Type	Horizontal Simplex Single Acting Packed Plunger Type Metering (Controlled) Pumps
	2. Conforming Standard	API - 675
	3. Make	
	4. Model	
	5. Duty Conditions	
	i. Duty	Continuous Duty (Note : “Continuous duty” means pump having service operation on full load for a period of 8 hours to 24 hours per day as per Hydraulic Institute Standard application .)

	ii. Liquid to be Handled	Crude oil flow improver chemical (pour point depressant) having viscosity of 85 cP at 40°C.
	iii. Maximum Operating Temperature	40°C - 45°C.
	iv. Suction Condition	Flooded
	v. Installation	Outdoors under shed (roof)
	vi. End Connections	Flanged, along with Y-type suction strainers. Suction and discharge flanges shall be flanged and suitable for the working pressure as specified as per ANIS B 16.5. The pumpset(s) shall have to be supplied along with companion flanges, nuts and bolts.
	vii. Site Condition	<ul style="list-style-type: none"> <li>▪ Maximum Temperature : 48 DEG C</li> <li>▪ Minimum Temperature : 05 DEG C</li> <li>▪ Maximum Humidity at 21 DEG C : 100 %</li> <li style="padding-left: 20px;">at 35 DEG C : 95 %</li> <li style="padding-left: 20px;">at 41 DEG C : 70 %</li> <li>▪ Maximum Altitude above sea level : 150 mt</li> </ul>
	6. Capacity	
	i. Rated Capacity	5-55 LPH
	ii. Capacity Adjustment / Variation (Flow Adjustment)	There should be arrangement for stepless variation of capacity by manual stroke adjustment mode. Indicating arrangement for the same to be incorporated.
	iii. Rated Discharge Pressure	10 Kg/cm <sup>2</sup>
	iv. SPM	200 (max)
	v. Plunger Diameter	To be indicated by the bidder
	vi. Stroke Length	To be indicated by the bidder
	vii. Volumetric Efficiency	70%-75%
	viii. Turn Down Ratio	10:1
	7. Design Features	The guiding salient points are detailed below:
	i.	The pump design shall allow access for adjustment or replacement of liquid end components including the packing, seals, check valves and other wetted parts that require maintenance .
	ii.	The check valves should be removable from the liquid end for servicing or replacement.
	iii.	Pressure containing parts shall have to be positively bolted (wing bolts, set screws and clamps shall not be used) and shall be designed to prevent injurious distortion caused by temperature , pressure, torque and allowable external forces and moments.
	iv.	Liquid end Connections: Flanged, along with Y-type suction strainers. Suction and discharge flanges shall be flanged and suitable for the working pressure as specified as per ANIS B 16.5. The pumpset(s) shall have to be supplied along with companion flanges, nuts and bolts.
	v.	Any connection welded on to the liquid end shall have to meet the material requirement of the liquid end, including impact valves, rather than the requirements of the connected pipings. All welding of connections to be done before hydrostatic testing.
	vi.	The suction and discharge check-valve cartridges or seats shall have to field replaceable. Proper guiding of the check valve elements shall have to be provided for quick seating action and maximum seat life.
	vii.	Packed plunger liquid ends shall have to be provided proper guiding of the plunger through out the complete stroke cycle with minimum side loading against the packing.

		viii. All gears used in the pump drive assembly should be metallic and shall have to be designed with AGMA criteria as guide, with a minimum service factor of 1.5. The gear lubrication should self contained.
		ix. The drive enclosure should be provided with an oil drain at the low point of the housing and with fill up provisions so that oil may be changed without disturbing the pump installation.
		x. The enclosure should be suitable for mounting on concrete slabs or masonry and shall be weather proof and dust tight.
		xi. All static seals and gaskets on the drive enclosure should be leakage free for at least 03 (three) years. Dynamic seals have to be easily replaceable.
		xii. Lubrication: Bidder to specify offered type. The amount and specification of the oil also to be furnished.
		xiii. Capacity Adjustment / Variation (Flow Adjustment):
		a. By manual stroke adjustment.
		b. The device used to vary capacity manually to be provided with visual indication of capacity setting. Manual control should have a locking device to positively retain the capacity setting.
		c. The direction of movement to increase or decrease the pump flow shall have to be clearly marked. All adjustment means and indicators shall have to be easily accessible with the pump installed.
	8. Material of Construction (MoC)	i. The material of construction (MoC) of the offered pump components shall have to be suitable for operating conditions as mentioned in the tender. The bidder shall have to mention in their offer the MoC of the components of the offered pump with the applicable ASTM, AISI, ASME or SAE numbers, including material grade. When no such designation is available, the bidder's material specification, giving physical properties, chemical compositions, and test requirements, shall be included in the offer.
		ii. Bidder furnish the MoC the followings as specified in <ul style="list-style-type: none"> <li>a. Housing</li> <li>b. Connecting rod</li> <li>c. Head</li> <li>d. Gear and Shaft</li> <li>e. Ball</li> <li>f. Pump suction and discharge valves</li> <li>g. Plunger</li> <li>h. Gland packing</li> <li>i. Gland bush and nut</li> <li>j. Lantern Ring</li> </ul>
		iii. The bidder shall specify the ASTM optional tests and inspection procedures that may be necessary to ensure that materials are satisfactory for the service. Such test shall have to be mentioned in the bidder's offer. The bidder shall have to submit detail test certificates for the material testing mentioned in their offer prior to pre- dispatch inspection of the pump sets.
		iv. The bidder shall have to provide undertaking in writing along with the offer that the materials of construction of the offered pump are suitable for the specified operating conditions (as mentioned in the tender).
		v. The bidder shall have to provide undertaking in writing

		along with the offer that the materials of construction of the offered pump are not prohibited under API-675.
	9. Name plate and Rotation Arrows	i. A nameplate shall be securely attached at a readily visible location wherein the manufacturer's name, purchaser name and purchase order number, machine serial number, maximum and minimum design limits and rating data, maximum allowable working pressure and temperatures, hydrostatic test pressure etc. should be clearly indicated.
		ii. Rotation arrows indicating direction of rotation of major items should be cast in.
	10. Accessories	Following Accessories are required to supply along with each pump set:
		i. Safety Relief Valve : Suitably rated Safety Relief Valve to be supplied along with the Pumpset(s) for installation on the discharge piping for protection of the pump. Qty- 01 no for each pumpset.
		ii. Pressure Gauge: Pressure gauge shall be furnished with AISI standard type 316 stainless steel bourdon tubes and stainless steel movements. 115 mm(4 ½ inch) dials and NPS ½ male alloy steel connections. In no case shall the maximum reading of on the dial be less than the applicable relief valve settings plus 10 percent.
	11. Pump Package Unitization	i. The pump(s) coupled with the prime mover/ driver (electric motor) should be mounted on a common base frame (base plate). The base plate should have provisions for bolting the complete unit rigidly to a masonry foundation.
		ii. The machinery supports shall be designed to limit a change of alignment caused by the worst combination of pressure, torque and piping stress to 0.003 inch at the coupling flange.
		iii. The type, make and model of the coupling to be used for coupling the driver(Electric motor) to the pump for the offered pump set(s) should be clearly mentioned in the offer.
		iv. All the exposed rotating parts of the offered pump set(s) should be covered with non – sparking type guards.
		v. The pump set(s) is to be supplied in assembled condition, ie: coupled prime mover (electric motor) and all valves , accessories , etc fitted and mounted on a common base plate. The pump set(s) to be so supplied that, after construction of recommended foundation and completion of necessary grouting, the pump set can be run by simply connecting the motor and pump suction – discharge pipings. Necessary Civil work, pump suction – discharge pipings and electrical connection of the motor shall be done by OIL.



<b>B. Electric Motor (prime mover) and starter</b>	1. Brief Description of motor	The electric motor for driving the pump shall be totally enclosed flameproof (explosion proof) Ex-d type, squirrel cage induction motor, horizontal foot mounted with bi-directional cooling fan at NDE, suitable for operation on 415 V, 3 phase, 50 Hz AC supply (alternatively, 240 VAC, 50 Hz single phase supply) with 45 Degree C Ambient and altitude less than 1000 m MSL. The motor shall be suitable for use in Gas group IIA & IIB, Zone 1 Hazardous areas of oil mines/process installations. Make: M/s Bharat Bijlee, Crompton Greaves, Kirloskar (in case of Indian manufacturers)
	2. Motor ratings and specifications	<ul style="list-style-type: none"> <li>i) Rated voltage: 415 V+/-10% AC, 3 phase (or 240 VAC, single phase)</li> <li>ii) HP/KW: As per pump/ load requirement</li> <li>iii) Frequency: 50 Hz +/-3%</li> <li>iv) Speed: As per pump requirement</li> <li>v) Insulation class: Class F, temperature rise limited to class B</li> <li>vi) Rating: Continuously rated, S1 duty</li> <li>vii) Enclosure: Flameproof enclosure as per IS: 2148</li> <li>viii) Protection: IP 55 Minimum</li> <li>ix) Frame size: As per load requirement</li> <li>x) The motor shall conform to the following Indian standards: IS: 2148-2004, IS: 5572-1994, IS: 9570-1980, IS: 325-1996, IS: 4722</li> <li>xi) Connection: Terminal studs of sufficient capacity brought out to terminal box.</li> <li>xii) Painting: Epoxy DA grey</li> <li>xiii) Terminal box: Motor terminal box (Flameproof) suitable for use in oil and gas mines, fitted with double compression FLP cable gland. The gland shall be suitable for entry of suitably sized (as per motor rating) 4 core PVC insulated, PVC sheathed, multi-stranded aluminum armoured cable.</li> <li>xiv) Earthing: 1 (one) no. inside terminal box and 2 (two) nos. on the body of the Motor</li> <li>xv) DGMS Approval: A metal plate embossed with DGMS approval no. and DGMS logo shall be riveted on the motor body at a conspicuous place.</li> <li>xvi) Guarantee: The motor shall be guaranteed (besides</li> </ul>

		<p>manufacturer's standard guarantee) for a period of twelve months from the date of commissioning. Any repair/ replacement during the guarantee period will be done free of cost by the supplier including to and fro transportation from OIL site.</p> <p><b>Notes:</b>  A) Motor and any other accessories shall be approved by DGMS (India) for operation in hazardous area Zone 1 and Zone 2, Gas Groups IIA and IIB of oil mines. DGMS approval should have validity for minimum 6 (six) months at the time of supply of the equipment.  b) Copies of valid DGMS (India) approval letter and CIMFR (or any other Government approved, NABL accredited test laboratory for Indian origin motors) test certificates (in case of foreign suppliers, certificates from equivalent competent certifying authorities from the country of origin) for the motor shall be submitted along with the offer for scrutiny.</p>
	<p>3. Starter description</p>	<p>Separate Flameproof starter shall be supplied with the motor. The starter shall be suitable for self-mounting with proper supports, with provisions for grouting on floor/wall. The starter shall be FLAMEPROOF type, suitable for installation in Zone 1 Hazardous Area, Gas Group IIA and IIB of Oil Mines. The starter shall be certified by Central Industrial Mining and Fuel Research Institute (CIMFR), or any government approved NABL accredited test laboratory and approved by Director General of Mines Safety (DGMS), Govt. of India, for FLP construction and use in above area. Standards: IS-13947, 2148. Enclosure: FLP with Degree of protection -IP55.</p> <ul style="list-style-type: none"> <li>i) Starter shall be suitable for <math>415 \pm 6\%</math> volts, 3 Phase, 50 cycles, AC supply and should withstand specified voltage fluctuation. Freq.: <math>50 \text{ Hz} \pm 3\%</math>.</li> <li>ii) There shall be a power isolator built-in with the FLP enclosure for isolating the power supply to the starter. Alternately, a separate FLP box with isolator, mounted with the main starter enclosure, can also be provided. However, the complete enclosure shall be certified for flameproof quality and approved by DGMS.</li> <li>iii) The starter shall have Power contactor(s) with auxiliary contacts. The Power Contactor(s) normal current rating shall be selected for long life operation of the contactors. One bimetallic thermal overload relay with AUTO/ MANUAL reset (reset button to be mounted on door of the starter and shall be accessible from front) shall be provided for overload protection of the motor.</li> </ul>

		<p>iv) Start/stop push button shall be provided on the front the starter.</p> <p>v) Control circuit of the starter shall operate on 240/415V AC.</p> <p>vi) Make of Contactor, Relay, electronic timer: Siemens/GE/Schneider/L&amp; T/ABB/Indo-Asian</p> <p>vii) Terminal Box: Cable termination box with brought out terminals suitable for terminating PVCA aluminum/copper cables of proper size as per rating of motor (01 no. for DOL; 02 Nos. for YD starter). Terminal shall be of brass with non-hygroscopic insulation support (FRP or DMC) suitable for tropical climate.</p> <p>viii) Glands: Adequate nos. of FLP glands (depending on rating and type of starter and cable rating) shall be supplied with the starter. The FLP glands shall be suitable for installation in Hazardous Area Zone 1 and Gas Group IIA and IIB of Oil Mines. The glands shall be certified by Central Industrial Mining and Fuel Research Institute (CIMFR), Dhanbad, or any government approved NABL accredited test laboratory for FLP construction and use in above area.</p> <p>ix) Earthing: Two nos. of earthing studs to be provided on both sides of the enclosure. Earthing system for the starter shall be as per the IS: 3043.</p> <p>x) Markings: Name plate details with name of manufacturer, type, rated voltage, rated output CIMFR/other certification details, DGMS approval details and DGMS logo as per DGMS approval.</p> <p>xi) DGMS logo and approval no. shall be engraved type on a separate metallic plate (brass/SS) and fixed on the starter body in a conspicuous place, in a permanent manner (riveted on the starter body).</p> <p>xii) Any other electrical accessory such as push button station, junction box etc. required for the system shall also be FLAMEPROOF type, suitable for installation in Zone 1 Hazardous Area, Gas Group IIA and IIB of Oil Mines. The items shall be certified by Central Industrial Mining and Fuel Research Institute (CIMFR), Dhanbad, or any government approved NABL accredited test laboratory and approved by Director General of Mines Safety (DGMS), Govt. of India, for FLP construction and use in above area. Standards: IS-2148. Enclosure: FLP with Degree of protection -IP55.</p> <p>xiii) Make of Starter shall be FCG/Baliga/Flexpro/FEPL/ExEc.</p>
<b>C. PRE DESPATCH INSPECTION AND</b>	<b>I.</b>	<p>The pump set shall be inspected by OIL's deputed engineer at manufacturers / assembler's works / factory prior to dispatch. However, such inspection will not relieve the supplier of his responsibility to ensure that the equipment supplied conforms to the correct specifications and is free from manufacturing and all other defects.</p>

TESTING	II. The supplier shall carry out full load performance test on the pump set ,at duty conditions , in the presence of OIL’s deputed representative .	
	III. N.B. : a) The QAP (Quality Assurance Plan) for the Pump sets shall have to be submitted to OIL for approval prior to Pre despatch inspection at supplier’s works. b) Charges for carrying out the above tests at the manufacturer’s facility should be included in the purview of the offer. However, cost of travelling, boarding, lodging of OIL’s engineers will be to OIL’s account.	
	IV. A draft copy of the composite operation manual of the complete pump packages shall have to be submitted to representative of OIL during pre-despatch Inspection at supplier’s works for approval. Three (03) copies of the approved copy of the composite operation manual to be supplied along with the documents as mentioned under Clause G.4	
D. CERTIFICATES AND DOCUMENTS TO BE FORWARDED	1. Documents should be forwarded along with the quotations:	a) Product line catalogue, specifying materials of construction and constructional features of the offered pump and technical literatures of all ancillary equipment.
		b) Performance chart of the offered pump including all technical calculations such as hydraulic horse power, volumetric efficiency, mechanical efficiency, RPM, gear ratio, maximum piston load, NPSH requirement, etc.
		c) Detail calculation to justify that HP/KW of the offered prime mover motor is suitable to meet the pumping requirement as specified in the tender. The power losses or mechanical efficiency of each component of the drive system such as coupling etc. are to be mentioned clearly.
	2. The following documents shall have to be forwarded within a month of issue of LOI or placement of firm order	a) A foundation diagram for the complete pump set indicating the static and dynamic loads of the package.
		b) Pump Package Unitization plan/ drawing.
	3. Material test (MOC) certificate of the fluid end components and power end components must be forwarded along with the pre-despatch inspection notice from supplier.	
	4. The following documents must be forwarded along with the supply of equipment	a) Certified test results b) Certificate of hydrostatic testing c) Manufacturers certificate of authenticity d) Certificate of test / conformance of pump and associated ancillaries like relief valves, pressure gauges etc. e) Two sets of operation and maintenance manuals including trouble shooting, parts catalogue of pump, motor and all other accessory equipment for each set. f) Three (03) sets of composite operational manual per pump set for the complete pump package consisting of clear cut simple instruction for start, stop, restart , significance of various display in the control panel, and negotiation of alarms etc.
NOTE: All the above mentioned document Under Clause G.4 shall have to be packed separately with a packing list and prominently labelled with OIL’s Purchase order No:_____ and to be dispatched to: To, HEAD- FIELD ENGINEERING OIL INDIA LIMITED DULIAJAN- 786602 ASSAM, INDIA		

<b>E. INSTALLATION &amp; COMMISSIONING</b>	I. The pump set(s) is to be supplied in assembled condition, ie: coupled prime mover (electric motor) and all valves , accessories , etc fitted and mounted on a common base plate. The pump set(s) to be so supplied that, after construction of recommended foundation and completion of necessary grouting, the pump set can be run by simply connecting the motor and pump suction – discharge pipings. Necessary Civil work, pump suction – discharge pipings and electrical connection of the motor shall be done by OIL.
	II. Commissioning of the Pump set(s) shall have to be carried out by the bidder in the presence of OIL’s representatives at its fields at Duliajan, Assam (India). Services of qualified and competent personnel from equipment manufacturer is essential during installation and commissioning of the pump sets. Only competent service personnel shall be engaged for installation, testing and commissioning of pump sets. OIL will provide necessary statutory permits in classified areas as and when required. Arc welding / Gas Cutting services if required shall be provided by OIL.
	III. Installation / commissioning charges should be quoted separately which shall be considered for evaluation of the offers. These charges should included amongst others to and fro fares, boarding/ lodging and other expenses of the commissioning engineers during their stay at Duliajan, Assam (India). Bidders should also confirm about installation/ commissioning in the Technical Bid.
	IV. The pump set shall be treated as commissioned only after successful completion of a trial run on available load for a minimum period of 72 hrs and on satisfactory performance shall be subsequently handed over to OIL.
<b>F. WARRANTY</b>	The warranty period for the pump set, motor and all ancillary equipment shall be a minimum of 18 months from the date of dispatch / shipment or 12 months from the date of commissioning.
<b>G. SPARE PARTS AND SPECIAL TOOLS</b>	I. The bidder has to quote for fast moving and insurance spares of the offered pump set(s) indicating individual part numbers, which shall be required for maintenance of the pump set(s) for minimum 02 (two) years. THE PRICES OF THESE SPARES SHALL BE CONSIDERED FOR COMMERCIAL EVALUATION OF THE OFFERS.
	II. The following special tools / spares (one set against each pump set) should also be quoted separately WHICH SHALL BE CONSIDERED FOR EVALUATION OF THE OFFERS. Moreover commissioning spares, if any shall be quoted separately WHICH SHALL ALSO BE CONSIDERED FOR EVALUATION OF THE OFFERS. a) A set of each type and size of coupling installed in the pump set(s). b) Tool box for regular maintenance of the offered pump sets(s).
	Note: In the event of an order, all the above mentioned Spares/ tools [as detailed under clause nos: J. I & II], shall have to be packed separately indicating OIL’s Purchase order No with packing list and to be supplied along with the supply of the pump packages addressed to : HEAD- FIELD ENGINEERING OIL INDIA LIMITED DULIAJAN- 786602 ASSAM, INDIA
<b>H. AFTER SALES SERVICE</b>	I. The nature of after sales service , which can be offered by the bidder during initial commissioning and also subsequently should be clearly stated.
	II. Bidders should also confirm that spares , both regular consumable ones as well as vital / insurance spares, for pump, motor and all accessories quoted, shall be available for at least 10 years after the delivery of the material.

### Special terms and conditions:

1. Bidders are to submit their offer(Technical) by duly filling up the “Bidder’s Offer” column of the attached Bidder’s Response Sheet. Additional sheets may be used as and where necessary and the same to clearly marked as: “ Annexure No: \_\_\_\_\_, for Point No\_\_\_\_\_.

2. Offers submitted in other form than filling up of the “Bidder’s Offer” column of the attached Bidder’s Response Sheet shall not be accepted for evaluation.

3. All the Annexures / Attachments are to be suitably marked and a list of the same to be submitted along with the offer.

### **BID REJECTION CRITERIA (BRC):**

The bids shall conform generally to the specifications and terms as well as conditions laid out in the tender. Bids will be rejected in case the items offered do not conform to the required 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 will have to be met by the bids, without which, the same shall be considered as non-responsive and stand rejected.

#### **A – TECHNICAL**

1. Bidders should have the experience of successful execution of at least 01 (one) order of total value of **Rs 6.04 lacs** only in the last Five (05) years preceding the bid closing date (technical) of the tender against supply of pump set(s) of similar nature in PSUs, State/ Central Govt. Undertakings, Public Limited Companies. Copies of purchase orders clearly mentioning the gross price of the order are to be forwarded with the offer.

Note: Similar nature pump means EMD Packed Plunger Type Metering (Controlled) Pumps of Capacity minimum 50 LPH or above.

- (a) The bidder must submit the followings as documentary evidence in support of the experience:
  - (i) For OIL Purchase Order, copy of "Purchase Order" of completed supply must be submitted as per BRC Clause 5. above
  - (ii) For supply to other Govt/Semi Govt/PSU or Public Limited Company, copy (s) of Purchase Order of the supply along with invoice against the purchase order or Completion certificate of the supply from the end user are/ is to be submitted.
- (b) In case the bidder submit Completion certificate from the end user, the completion certificate should clearly mention the Purchase Order No(s), Total Value of Supply and complete description of the supplied item.

#### **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 **Rs 6.04 lacs**.

- 1.1 **Net worth** of bidder must be positive for preceding financial/ accounting year.

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

**Note:** 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**.  
OR
- ii) Audited Balance Sheet along with Profit & Loss account."

**C) COMMERCIAL:**

**1.0** Bids are invited under **Single Stage Two Bid** System. Bidders shall quote accordingly under Single Stage Two Bid System. **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.

**2.0 Bid security of Rs. 24,500.00** shall be furnished as a part of the TECHNICAL BID (refer Clause No. 8.0 (Section A) of "General Terms & Conditions" for e-Procurement as per Booklet No. MM/CALCUTTA/E-01/2016 for E-procurement (LCB Tenders)). A bid shall be rejected straightway if Original Bid Security is not received within the stipulated date & time mentioned in the Tender and/or if the Bid Security validity is shorter than the validity indicated in Tender and/or if the Bid Security amount is lesser than the amount indicated in the Tender.

2.1 For exemption for submission of Bid Security, please refer Clause No. 8.16 (Section A) of "General Terms & Conditions" for e-Procurement as per Booklet No. MM/CALCUTTA/E-01/2016 for E-procurement (LCB Tenders).

2.2 The **Bank Guarantee towards Bid Security shall be valid upto 20.07.2017.**

**3.0** Successful bidder will be required to furnish a Performance Bank Guarantee @10% of the order value. The Performance Bank Guarantee must be valid for a period of 18 months from the date of despatch or twelve(12) months from the date of successful installation & commissioning of the items at site, whichever is earlier. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected.



**4.0** Bidders must confirm that Goods, materials or plant(s) to be supplied shall be new of recent make and of the best quality and workmanship and shall be guaranteed for a period of 18 months from the date of despatch or twelve(12) months from the date of successful installation & commissioning of the items at site, whichever is earlier against any defects arising from faulty materials, workmanship or design. Defective goods/materials or parts rejected by OIL shall be replaced immediately by the supplier at the supplier's expenses at no extra cost to OIL.

**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 Bid Closing Date. Bids with lesser validity will be rejected.

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

**8.0** Bids containing incorrect statement will be rejected.

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

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

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

<b>Sl. No.</b>	<b>Item</b>	<b>Rupees</b>
<b>(A)</b>	Total material cost	
<b>(B)</b>	Packing and Forwarding Charges	
<b>(C)</b>	Total Ex-works value, ( A+B )	
<b>(D)</b>	Excise Duty <u>including</u> Cess	
<b>(E)</b>	Sales Tax, (Please indicate applicable rate of Tax)	
<b>(F)</b>	Total FOR Despatching station price, ( C+D+E )	



<b>(G)</b>	Road Transportation charges to Duliajan	
<b>(H)</b>	Insurance Charges @0.5% of Total For Despatching Station Value (H) above	
<b>(I)</b>	Assam Entry Tax (wherever applicable)	
<b>(J)</b>	Total FOR Duliajan value, ( F+G+H+I)	
<b>(H)</b>	Installation & Commissioning charges including Service Tax	
<b>(I)</b>	TOTAL VALUE (J+H)	
<b>Total value in words : Rupees</b>		

## **II) BID EVALUATION CRITERIA**

**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 mentioned below:**

**1.0** The evaluation of bids will be done as per the Price Schedule (SUMMARY) detailed vide **Para 11.0** of Bid Rejection Criteria.

**2.0** In the event of computational error between unit price and total price, unit price shall prevail and adopted for evaluation. Similarly, in the event of discrepancy between words and quoted figure, words will prevail.

**3.0** To ascertain the inter-se-ranking, the comparison of the responsive bids will be done on TOTAL VALUE basis, subject to corrections / adjustments given herein.

**4.0** Purchase Preference, if any will be as per Section B of “General Terms & Conditions” for e- Procurement as per Booklet No. MM/CALCUTTA/E-01/2016 (LCB Tenders).

**5.0** In case 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 the Tender and/or elsewhere, those mentioned in this BEC / BRC shall prevail.

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