

**OIL INDIA LIMITED**  
**( A Govt. of India Enterprise )**  
**4, India Exchange Place,**  
**Kolkata – 700 001.**  
**E-mail : [oilcalmn@oilindia.in](mailto:oilcalmn@oilindia.in) / [oilcalmn@dataone.in](mailto:oilcalmn@dataone.in)**  
**INVITATION FOR BID**  
**NATIONAL COMPETITIVE BID**

**OIL INDIA LIMITED** invites National Competitive Bid ( NCB ) through its e-procurement portal – <https://etender.srm.oilindia.in/irj/portal> for the following items :-

<b>E-Tender No.</b>	<b>Bid Closing Date</b>	<b>ITEM</b>
CKI 4331P17/09	05.05.2017	Hiring of Services for Explosives Transportation
SKI 4318P17/03	05.05.2017	Bitumen Felt
SKI 4328P17/01	05.05.2017	Manila Rope
<b>SKI 4288P17/05</b>	<b>05.05.2017</b>	<b>Flange</b>
SKI 4344P18/03	05.05.2017	Bitumen Hard

Tender fee (Non – Refundable ) :Rs.1,000.00 ( to be paid online only : Bid Closing / Opening Time : **(11 Hrs.)IST/(14 Hrs.) IST**; Period of sale of documents: **Till one week prior to bid closing date**. 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 [www.oil-india.com](http://www.oil-india.com).

**Note** : All addenda, corrigenda,time extension etc. to the tenders will be hosted on above website and e-portal only and no separate notification shall be issued in the press. Bidders should regularly visit above website and e-portal to keep themselves updated.

\* \* \*



**OIL INDIA LIMITED**  
**(A Government of India Enterprises)**  
**4, India Exchange Place**  
**Kolkata -700001**

**TELEPHONE NO. (033) 22301657**

**FAX NO: (033) 22302596**

**Email: [kolpur1@oilindia.in](mailto:kolpur1@oilindia.in)**

**FORWARDING LETTER**

Tender No & Date : **SKI4288P17/05 Date: 29.03.2017**

Tender Fee : **Rs 1,000.00**

Bid Security Amount : **Rs 56, 600.00**

Bidding Type : **Single Stage Composite Bid**

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

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

Performance Guarantee : Applicable

Integrity Pact : Not Applicable

Delivery Required : **At DULIAJAN, ASSAM**

OIL invites Bids for **Supply of Flanges** 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 will be governed by:**

- a) **For technical support on various matters viz. Online registration of vendors, Resetting of Passwords, submission of online bids etc, vendors should contact OIL's ERP-MM Department at following: Tel. No.s = 0374-2807178, 0374-2807171, 0374-2807192. Email- id = [erp\\_mm@oilindia.in](mailto:erp_mm@oilindia.in).**
- b) "General Terms & Conditions" for e-Procurement as per Booklet NO. MM/CALCUTTA/E-01/2016 for E-procurement (LCB Tenders).
- c) Technical specifications with Quantity and BEC/BRC and Price bid format as per **ANNEXURE AAA, ANNEXURE BBB and ANNEXURE CCC** respectively .
- d) The prescribed Bid Forms for submission of bids are available in the Technical RFx -> External Area -> Tender Documents.
- e) 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).
- f) Bidder are advised to fill up the **Technical bid check list (Annexure EEE) , Response sheet (Annexure FFF) and Bank Details (Annexure GGG)** given in this bidding document uploaded in Technical RFx -> External Area -> Tender Documents. The above filled up documents to be uploaded in the Technical RFX Response.
- g) Amendments to the NIT after its issue will be published on OIL's website only. Revision, clarification, addendum, corrigendum, time extension etc. to the tender will be hosted on OIL website only. No separate notification shall be issued in the press. Prospective bidders are requested to visit website regularly to keep themselves updated.

Special Note:

**1.0** Bidders to take special note of the following conditions:

**1.1** Against Tender Fee – Payment should be made only through online mode and no other instrument (Cash/DD/Cheques/Cashier Cheque, etc) will be acceptable.

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).

**1.2** Against Bid Security/EMD/Performance Bank Guarantee – Only payments through online mode or Submission of Bank Guarantee will be acceptable. No DD/Cheques/Cashier Cheque or any other mode will be acceptable.

**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 **GM-Kolkata 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

b) Detailed Catalogue (if any)

c) Any other document required to be submitted in original as per tender requirement

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

**3.0** 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.

**4.0** 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.

**5.0** 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.

**6.0** The tender is invited under **SINGLE STAGE-COMPOSITE BID SYSTEM**. Bidders shall quote accordingly under Single Stage Composite Bid System. The bidders are required to submit both the **"TECHNO-COMMERCIAL UNPRICED BID"** and **"PRICED BID"** through electronic format in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.

**6.1** Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical RFx Response-> User - > Technical Bid. The **"TECHNO-COMMERCIAL UNPRICED BID"** shall contain all techno-commercial details **except the prices**.

**6.2** The **"PRICE BID"** must contain the price schedule and the bidder's commercial terms and conditions. **Details of prices as per Bid format / Commercial bid can be uploaded as Attachment under the attachment option under "Notes & Attachments"**.

A screen shot in this regard is given below.

**Display RFX Response:**

Edit | Print Preview | **Technical RFX Response** | Close | Withdraw

RFX Response Number 60006452 RFX Number TEST2 Status Withdrawn  
 RFX Owner WIPRO\_TEST1 Total Value 0.00 INR RFX Response Version Number 2

RFX Information | Items | Notes and Attachments | Conditions

Basic Data | Questions

Event Parameters

Currency: Indian Rupee

Detailed Price Information: Price with Conditions

Terms of Payment: 9010 90% against despatch+10% after receipt

Service and Delivery Information

Incoterms

Status and Statistics

Created On

Created By

Last Processed On

Last Processed By

Partners and Delivery Information

Details | Send E-Mail | Call | Clear

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

Go to this Tab “Technical RFX Response” for Uploading “Techno-commercial Unpriced Bid”.

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

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

**Edit RFX Response:**

Submit | Read Only | Print Preview | Check | **Technical RFX Response** | Close | Save

RFX Response Number 60006452 RFX Number TEST2 Status Withdrawn Submission Deadline 13.04.2013 11:00:00 INDIA  
 RFX Owner WIPRO\_TEST1 Total Value 0.00 INR RFX Response Version Number 2 RFX Version Number 5

RFX Information | Items | Notes and Attachments | Conditions

Notes

Add | Clear

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

Attachments

Sign Attachment | Add Attachment | Edit Description | Versioning | Delete | Create Qualification

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

Bid on “EDIT” Mode

Area for uploading Techno-Commercial Unpriced Bid\*

Area for uploading Priced Bid\*\*

**Note :**

\* The “Techno-Commercial Unpriced Bid” shall contain all techno-commercial details **except the prices**.

\*\* The “Price bid” must contain the price schedule and the bidder’s commercial terms and conditions. For uploading Price Bid, first click on Sign Attachment, a browser window will open, select the file from the PC and click on Sign to sign the file. On Signing a new file with extension .SSIG will be created. Close that window. Next click on Add Attachment, a browser window will open, select the .SSIG signed file from the PC and name the file under Description, Assigned to General Data and click on OK to save the File.

**7.0 Bid must be submitted electronically only through OIL’s e-procurement portal. Bid submitted in any other form will be rejected.**

**8.0** The tender shall be governed by the Bid Rejection & Bid Evaluation Criteria given in enclosed **Annexure-BBB**. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (as per **Annexure-BBB**) contradict the Clauses of the tender and / or “General Terms & Conditions” as per Booklet No. MM/CALCUTTA/E-01/2016 for E-Procurement of Indigenous Tenders elsewhere, those in the BEC / BRC shall prevail.

**9.** 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 (preferably in tabular form) explicitly mentioning compliance / non compliance to all the NIT terms and conditions of NIT.

2. **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).

Yours Faithfully,

Sd-  
(Panchali Thakuria)  
MM(P)  
For GM-Kolkata Office

**ANNEXURE-AAA**

**Tender No& Date : SKI4288P17/05 DATED 29.03.2017**

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

**TECHNICAL SPECIFICATIONS WITH QUANTITY**

SLNO& MATERIAL CODE .	MATERIAL DESCRIPTION.	QUANTITY	UNIT	Please confirm if clause by clause Complied/ Not Complied, reasons, if any.
10 ----- <b>09150522</b>	FLANGES FLANGE, FORGED CARBON STEEL, RF, 150 CLASS, THREAD: NPT DIM.: ANSI B16.5, MATERIAL: ASTM A-105. SCOPE OF INSPECTION-B SIZE: 200 mm (8")	300	NO.	
20 ----- <b>09160231</b>	FLANGES FLANGE, FORGED CARBON STEEL, RF, 300 CLASS, THREAD: API LP DIM.: ANSI B16.5, MATERIAL: ASTM A-105. SCOPE OF INSPECTION-B SIZE: 50 mm (2")	300	NO.	
30 ----- <b>09196314</b>	FLANGES FLANGE, FORGED CARBON STEEL, RTJ, 900 CLASS, THREAD: API LP DIM.: ANSI B16.5, MATERIAL: ASTM A-105. SCOPE OF INSPECTION-B SIZE: 100 mm (4")	800	NO.	

**THIRD PARTY INSPECTION(TPI)**

1. "Materials must be inspected and certified by any one of the OIL authorized third party inspection agencies viz. M/s. BV / IRS / Lloyds / RITES / DNV / Tuboscope Vetco prior to despatch. **Bidders must quote the inspection charges separately in % (percentage) in the offer for evaluation of offer, failing which it shall be construed that the quoted rates are inclusive of 3rd party inspection charges.**"

When a bidder mentions third party inspection charges as extra without specifying the amount, either the offer will be loaded with maximum value towards third party inspection charges quoted against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading and in the event of order on that bidder, third party inspection charges mentioned by OIL on the Purchase Order will be binding on the bidder or if TPI charges quoted by other bidders is inclusive, then the bidder who mentions third party inspection charges as extra without specifying the amount, their offer will be considered as incomplete and shall be rejected.

**Please also quote minimum TPI charges in case of part order or the same will be calculated on pro-rata basis.**

2. Scope of Inspection-B

(i) Original Mill Test Certificates for raw material i.e. rolled bar/billet/pipe to be shown to Inspector for verification of certificate and co-relation with heat numbers/ bath numbers of material. Certified copies of certificates must be forwarded to us for record.

(ii) For forged fittings: Forged should be closed die type (closed die forging is not applicable for couplings and bull plugs) and in oil furnace preferably with calibrated temperature gauge.

Forging operation may be witnessed by Inspector. Forged materials to be shown to Inspector before machining at the place of forging. Heat number should be embossed on each and every piece.

(iii) For bends, Elbows and other forged fittings: Materials are to be heat treated properly before machining. Necessary heat treatment graph chart and certificate to be produced at the time of inspection.

(iv) One/two piece(s) against each heat treated lot and size after formation and before machining will be selected and stamped by Inspector for physical and chemical testing. For Bend below 2", Butt Weld Elbow & Tee below 4", Swadge Nipple and Butt Weld Reducer, physical testing (only hardness) and chemical testing will be carried out. Physical testing of the materials at Govt. Approved Laboratories/ OIL approved Laboratories will be witnessed and certified by Inspector.

(v) Dimensional check (min. 15% of offered quantity) will be done as per the relevant standard/ specification/ OIL approved drawings by Inspector and it must be certified by them.

(vi) All the threads must be gauges and checked as per relevant original master gauges and certified by Inspector.

(vii) Each and every piece must bear identification mark of the manufacturer, size, class, pressure rating, heat no. etc.

(viii) Hydraulic test: Finished materials (min. 10% of the offered quantity) will be tested hydraulically at 1.5 times of working pressure or specified test pressure as per specification in presence of Inspector. Inspector must write the number of pieces tested and test pressure in the Inspection Certificate. Not applicable for Butt weld fittings and flanges (unless specifically called for).

(ix) Flanges must be machined completely on both the sides only after getting the forged flanges inspected by the Inspector.

(x) All the certificates (original + 2 certified copies) should be checked verified and signed by Inspector under official seal and must be submitted alongwith dispatch documents.

## Annexure BBB

### BID REJECTION & BID EVALUATION CRITERIA

#### **I) BID REJECTION CRITERIA**

The bids must conform to the specifications, terms, and conditions given in the NIT. Bids shall be rejected in case the items offered do not conform to the required minimum / maximum parameters stipulated in the technical specifications and to the respective international /national standards wherever stipulated. Notwithstanding the general conformity of the bids to the stipulated specifications and terms and conditions, the following requirements shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected:

##### **A) TECHNICAL:**

1. Bid should be complete in all aspect covering the entire scope of supply and should conform to the technical specifications indicated in the bid documents duly supported with technical catalogues / literatures wherever required. Incomplete and non-conforming bids will be rejected outright.

2. Manufacturer's Experience :

In case the bidder is a manufacturer of the offered items, bidder should satisfy the following with documentary evidence, which should be enclosed along with the Bid.

- a) Minimum 5 ( five ) years experience in manufacturing and supply of the item :  
(For this purpose the period reckoned shall be the period prior to the original stipulated bid closing date of the tender )
- b) Should have experience of successfully executing at least one (1) similar order (for same or higher size and class item) of value not less than **Rs.14, 14, 783.00** in preceding 05 (five ) years from the original stipulated bid closing date of the tender.

Documentary evidence in respect of the above should be submitted in the form of copies of relevant purchase orders along with copies of any of the documents in respect of satisfactory execution of each of those purchase orders, such as (i) Satisfactory inspection report ( OR ) (ii) Satisfactory supply completion / installation report ( OR ) (iii) Consignee Receipted Delivery Challans (OR) (IV) Central Excise Gate Pass / Tax Invoices issued under relevant rules of Central Excise/VAT (OR) (V) any others documentary evidence that can substantiate the satisfactory execution of each of the purchase orders cited above.

2.1 In case the bidder is not a manufacturer, then the bidder is required to submit documentary evidence in respect of 2 (a) and 2 (b) of the concerned manufacturer along with the bid.

##### **B) FINANCIAL:**

0.0 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.14, 14, 783.00**.

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

1.0 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:** (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-B.**

OR

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

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

## **C) COMMERCIAL:**

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

**2.0 Bid security of Rs. 56, 600.00** 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)). The Bid Security may be submitted manually in sealed envelope superscribed with Tender no. and Bid Closing date to GM-KOLKATA OFFICE, OIL INDIA LIMITED, 4 INDIA EXCHANGE PLACE, ICC BUILDING, 4<sup>TH</sup> FLOOR, KOLKATA – 700001, INDIA on or before the Bid Closing Date and Time mentioned in the Tender.

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

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 01.11.2017 (i.e. 90 days from the Bid Validity)**

**3.0** Successful bidder will be required to furnish a Performance Bank Guarantee @10% of the order value. Validity of the performance security shall be valid for 90 days beyond contract period/duration and applicable warranty/guarantee/defect liability period (if any. Bidder must confirm the same in their Technical Bid. Offers not complying with this clause will be rejected.

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

**5.0 Validity of the bid shall be minimum 90 days from the Bid Closing Date. Bids with lesser validity will be rejected.**

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

- (a) Validity of bid shorter than the validity indicated in the Tender.**
- (b) Original Bid Security not received within the stipulated date & time mentioned in the Tender.**
- (c) Bid Security with (i) Validity shorter than the validity indicated in Tender and/or (ii) Bid Security amount lesser than the amount indicated in the Tender.**
- (d) Annual Turnover of a bidder lower than the Annual turnover mentioned in the Tender.**

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

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

**9.0** 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.

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

## **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 10.0** 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 FOR Destination 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.

**PRICE SCHEDULE****Tender No. ....**

With reference to your above tender we quote our best prices as under :

<b>Tender Item No./Mat. code</b>	<b>Brief Description</b>	<b>Quantity (X)</b>	<b>Unit of measurement</b>	<b>Unit price ( In figure ) ( Y )</b>	<b>Unit Price ( In words)</b>	<b>Extended Price ( Z ) ( X x Y = Z )</b>
10/ <b>09150522</b>	FLANGE, FORGED CARBON STEEL, RF, 150 CLASS, SIZE: 200 mm (8")	300	NO.			
20/ <b>09160231</b>	FLANGE, FORGED CARBON STEEL, RF, 300 CLASS, SIZE: 50 mm (2")	300	NO.			
30/ <b>09196314</b>	FLANGE, FORGED CARBON STEEL, RTJ, 900 CLASS, SIZE: 100 mm (4")	800	NO.			

<b>Sl. No.</b>	<b>Item</b>	<b>Rupees</b>
(A)	Total Ex-Works Value	
(B)	Packing and Forwarding Charges, if any	
(C)	Third Party Inspection charges ( if applicable)	
(D)	Excise Duty <u>including</u> Cess	
(E)	Sales Tax, (Please indicate applicable rate of Tax)	
(F)	Other charges ( Please specify )	
(G)	Total FOR Despatching station price, ( A+B+C+D+E+F )	
(H)	Freight charges to Destination	
(I)	Insurance Charges	
(J)	Assam Entry Tax (wherever applicable)	
(K)	Total FOR Duliajan/Destination value, (G+H+I+J)	
<b>Total value in words : Rupees</b>		

Name of Despatching Station :

Delivery Period :

Validity :

Payment terms :

Name of original manufacturer :

Other terms if any :

We agree to all the terms and conditions given in the Tender Document. We confirm that material will conform to OIL's specification.

\_\_\_\_\_  
Signature & Seal of Bidder

Full Name :

Address :

Date :

**COMMERCIAL CHECKLIST**  
(To be filled up and submitted along with the bid)

<b>Tender no.</b>	
<b>Bidder's name</b>	

SL. NO.	BEC / TENDER REQUIREMENTS	COMPLIANCE BY BIDDER	
		Indicate 'Confirmed'/'Not Confirmed' /Not applicable	Indicate Corresponding page ref. of unpriced bid or Comments
1	Confirm that validity has been offered as per NIT.(90 days from BC date).		
2	Confirm that Bid Security / Earnest Money has been submitted as per NIT (Wherever Applicable)?		
3	Confirm that you shall submit Performance security (in the event of placement of order) (Wherever Applicable)?		
4	Confirm that duly signed Integrity Pact has been submitted as per NIT (Wherever Applicable)?		
5	Confirm that you have submitted documentary evidence as per BRC Technical		
6	Confirm that you have submitted Balance Sheet and Profit and Loss Account certified by a chartered accountant as mentioned in BRC Financial.		
7	Confirm that the offers and all attached documents are digitally signed using Class 3# digital certificate (e-commerce application) in Organization Name issued by an acceptable Certifying Authority (CA) as per Indian IT.		
8	Confirm that you have not taken any exception/deviations to the NIT.		
9.	Confirm that the product offered strictly conform to the technical specifications.		
10	Confirm that the prices offered are firm. (Conditional offer shall be liable for rejection.)		

**NOTE: Please fill up the greyed cells only.**

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

**Bidder's Response Sheet**

**Annexure-FFF**

<b>Tender No.</b>
<b>Bidders Name</b>

**Bidders Response Sheet**

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

**NOTE: Please fill up the greyed cells only.**

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

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

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

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

Office Seal  
Signature of Vendor

Counter Signed by Banker:  
Seal of Bank:

**Enclosure: Self attested photocopies of the following documents-**

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