



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

**TELEPHONE NO. (033) 22301657**

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

**FORWARDING LETTER**

Tender No & Date : **SKI 7990 P16** **Date:10.08.2015**

Tender Fee : **Rs 1,000.00**

Bid Security Amount : **Rs 2,03,000.00**

Bidding Type : **Single Stage Two 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 @ 10 % of order value

Integrity Pact : Applicable

Delivery Required : **At DULIAJAN, ASSAM**

OIL invites Bids for Manila Ropes **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-01/2010. 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. Details of Items with Quantity and Unit of measurement are as under:

SL.NO.	MATERIAL DESCRIPTION.	QUANTITY	UOM
10	MANILA ROPES(4 ITEMS OF DIFFERENT SIZES)	AS PER ANNEXURE II	Kg

**The tender will be governed by:**

- a) "General Terms & Conditions" for e-Procurement as per Booklet NO. MM/CALCUTTA/E-01/2010 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) In the event of receipt of only a single offer against the tender within B.C. date, OIL reserves the right to extend the B.C. date as deemed fit by the Company.
- 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** 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 General Qualification Criteria:**

In addition to the general BRC/BEC, following criteria on Bidders' Experience and their financial capabilities shall be considered (documentary evidence to be provided along with the bid in Technical RFx -> External Area -> Tender Documents as on the Bid Closing Date:

**a) Bidder should have experience of successful execution of at least one similar order for **Rs.60.86 Lakhs** during last 3 (three) years as on bid closing date.**

**b) Annual financial turnover of the firm in any of the last 3 financial years or current financial year should not be less than **Rs 202.87 Lakhs.****

Note : For proof of Annual Turnover, any one of the following documents /photocopies (self attested/attested) must be submitted along with the bid :-

(a) A certificate issued by a practicing Chartered/ Cost Accountants Firm with membership no. and Firm's registration no certifying the Average Annual Turnover and nature of business.

or

(b) Audited balance sheet and profit & loss account

**2.0 Application showing full address / e-mail address with Tender fee (non-refundable) of Rs. 1000.00 per tender (excepting PSU and SSI units registered with NSIC) by Demand Draft in favour of M/s. Oil**

India Limited payable at Kolkata and to be sent to Head-Calcutta Branch, Oil India Limited, 4, India Exchange Place, Kolkata – 700 001. Application shall be accepted only upto one week prior to Bid Closing date. The envelope containing the application for participation should clearly indicate “REQUEST FOR ISSUE OF USER ID AND PASSWORD FOR E TENDER NO **SKI 7990P16 dated 10.08.2015**” for easy identification and timely issue of authorisation. On receipt of requisite tender fee and subject to fulfilment of eligibility criteria, 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. USER\_ID AND INITIAL PASSWORD WILL BE ISSUED TILL ONE WEEK PRIOR TO THE BID CLOSING DATE.

Alternatively, applicants already having User ID & Password for OIL’s e-portal can pay the requisite tender fee and bid security against this tender through the online payment gateway. On receipt of request from applicants who do not have USER\_ID and initial PASSWORD, it will be communicated to the bidder (through-e-mail) and will be allowed to participate in the tender through OIL’s e-Procurement portal on payment of requisite tender fees. No physical tender documents will be provided. USER\_ID AND INITIAL PASSWORD WILL BE ISSUED TILL ONE WEEK PRIOR TO THE BID CLOSING DATE.

PSU’s and SSI units registered with NSIC claiming exemption from payment of tender fee should submit their request with all credentials at least 7 days prior to bid closing date for participation in the tender

- 3.0 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 **Head-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
  - 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
- 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 The tender shall be governed by the Bid Rejection & Bid Evaluation Criteria given in enclosed Annexure-II. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria contradict the Clauses of the tender and / or "General Terms & Conditions" as per Booklet No. MM/CALCUTTA/E-01/2010 for E procurement (LCB Tenders) to General Terms and Conditions for Indigenous E-Tender elsewhere, those in the BEC / BRC shall prevail.
- 9.0 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.
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. PSUs and SSI units are provided tender documents Free of Cost (as per govt guidelines), however they have to apply to OIL's designated office to issue the tender documents before the last date of sale of tender document mentioned in the tender. SSI unit to submit valid NSIC certificate specifying the tendered item or its equivalent in their manufacturing range.**

**3. 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 including quantity offered except the prices, which shall be kept blank. The "Price Bid" must contain the price schedule and the bidder's commercial terms and conditions.**

**4. Integrity Pact :**

OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide **Annexure V** 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. In the event bidder declines to submit the integrity pact, their offer shall be rejected



straightaway. 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:**

1. SHRI RAGHAW SHARAN PANDEY, IAS(Retd.),  
e-Mail ID : [rspandey\\_99@yahoo.com](mailto:rspandey_99@yahoo.com)
2. SHRI RAJIV MATHUR, IPS(Retd.),  
e-Mail ID : [rajivmathur23@gmail.com](mailto:rajivmathur23@gmail.com)

Yours Faithfully,

Sd-  
(A.GOGOI)  
SPO  
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)

**TELEPHONE NO. (033) 2230 1657 / 58 / 59**

**FAX NO: (91-033) 2230 2596**

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

**ANNEXURE-II**

**Tender No& Date : SKI7990P16 DATED 10.08.2015**

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

**TECHNICAL SPECIFICATIONS WITH QUANTITY**

SLNO & MATERIA L CODE NO.	MATERIAL DESCRIPTION.	QUANTITY	UOM
	<b><u>ROPE MANILA, CONFORMING TO IS-1084:2005 (FOR LATEST EDITION / REVISION) CONSTRUCTION : HAWSER-LAID NO. OF STRANDS : 3 LAY OF ROPE : Z ANGLE OF LAY : 37 DEGREE GRADE OF ROPE : 2 PITCH OF ROPE : 2.5 D TO 3.5 D (where D is the diameter of the rope)</u></b>		

10 ----- 84400321	<u>Ropes, Manila, Diameter : 12mm</u> Diameter : 12 mm Minimum No. of yarn per Strand : 6 Minimum Braking Strength : 9.37 KN (955 kgf) Linear density : 0.105 Kg/Mtr. (105 ktex)	4,000.00	KG
20 ----- 84400354	<u>Rope, Manila, Diameter : 18mm</u> Diameter : 18 mm Minimum No. of yarn per Strand : 13 Minimum Braking Strength : 20.94 KN (2135 kgf) Linear density : 0.22 Kg/Mtr. (220 ktex)	20,000.00	KG
30 ----- 84400401	<u>Rope, Manila, Diameter : 28mm</u> Diameter : 28 mm Minimum No. of yarns per Strand : 31 Minimum Braking Strength : 52.22 KN (5325 kgf) Linear density : 0.532 Kg/Mtr. (532 ktex)	40,000.00	KG
40 ----- 84400434	<u>Rope, Manila, Diameter : 36mm</u> Diameter : 36 mm Minimum No. of yarns per Strand : 52 Minimum Braking Strength : 84.68 KN (8635 kgf) Linear density : 0.89 Kg/Mtr. (89 ktex)	7,000.00	KG

**COMMON NOTES:-**

Bidder must confirm the following while quoting :

1. The ropes shall be manufactured as per IS-1084:2005 specifications.
2. The evenly spun 4.6 ktex yarn throughout the length processed on Hard Fibre Processing Plant shall be used for manufacture of the ropes. Hard hackled or hand spun yarn shall not be used.
3. The ropes shall be well laid & free from defects. Each coil shall be continuous throughout its length & shall not contain loose ends, splices or joints in strands or in the rope.

4. The ropes shall be supplied in coils duly packed as per IS-3256 specifications.
5. The length of rope in each coil should be 220 Mtrs.
6. The maximum permissible variations in length of each coil under zero tension shall be restricted to the ranges specified below :
  - a) Rope Diameter up to 14 mm diameter - Tolerance  $\pm$  5%
  - b) Rope Diameter above 14 mm diameter - Tolerance  $\pm$  3%
7. The Mass of each coil & tolerance thereof should be as per Clause 8.1 of IS-1084:2005 specifications.
8. Each coil shall have at both ends labels securely attached on which the following shall be marked :
  - a) Manufacturer's name & /or trade mark
  - b) Length of rope in the coil
  - c) Diameter of rope in mm
  - d) Month & Year of Manufacture
  - e) Grade
  - f) Purchase order number
9. Each coil shall also be marked with BIS Certification Marking / "ISI" mark as per Clause 12.2 of IS-1084:2005 specifications.
10. Rope should be rots proofed by application of suitable rot-proofing agent throughout the length as per Clause 6.6 of IS-1084:2005 specifications.
11. Bidders should forward a copy of valid IS-1084:2005 certificate (license to use ISI Standard Mark) along with their quotations.
12. Supply houses / authorized representative / dealer / supplier submitting offer against this tender should forward the following along with their quotation :
  - a) Letter of Authorization from manufacturer whose product they are offering.
  - b) Copy of valid IS-1084:2005 certificate (license to use ISI Standard Mark) of manufacturer whose product they are offering.

## **BID EVALUATION CRITERIA/BID REJECTION CRITERIA**

### **BID REJECTION CRITERIA**

The following BRC/BEC will govern the evaluation of the bids received against this tender. Bids that do not comply with stipulated BRC/BEC in full will be treated as non responsive and such bids shall prima-facie be rejected. Bid evaluation will be done only for those bids that pass through the "Bid Rejection Criteria" as stipulated in this document.



Other terms and conditions of the enquiry shall be as per General Terms and Conditions vide MM/CALCUTTA/E-01/2010 for E-Procurement LCB Tenders. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BRC / BEC) contradict the Clauses of the tender or MM/CALCUTTA/E-01/2010 elsewhere, those in the BRC / BEC shall prevail.

#### **A. TECHNICAL**

- i) The party should preferably be a Manufacturer of the product. In case the bidder is not a manufacturer, he should be an authorized representative / dealer / supplier of the product. The authorized representative / dealer / supplier should produce authority letter in original from its manufacturer along with the bid. Such authority letter should be valid for the entire period of execution of the order.
- ii) The manufacturer should have valid authorization from Bureau of Indian Standard (BIS) to manufacture the quoted items of manila rope. The validity of the license should be for the entire period of execution of the order.
- iii) The manufacturer should have at least 3 years of manufacturing experience with bulk supply records to various E&P companies. Documentary evidences in support of the order executed with quantity must be submitted along with offer/bid.
- iv) Each coil of manila rope should bear "ISI" mark/ BIS certification marking.
- v) The bid should also accompany test report in original of their latest manufactured product.
- vi) The offered product should be strictly as per OIL's specifications.
- vii) The manila ropes should be supplied in the original packing of the manufacturer with markings conforming to the tender specifications.
- viii) Valid test certificate from National Test House (Govt. Of India) for the ordered batch as per the IS norms has to be provided along with the consignment. The bidder has to confirm their acceptance categorically in their offer for the tendered sizes of ropes on the same.

#### **B: COMMERCIAL**

- i). **Bid security amounting to Rs. 2,03,000.00 can be paid in three modes, viz., Bank Guarantee/ DD/ Online. Bid security in the form of Bank Guarantee as per format given in the LCB booklet MM/CALCUTTA/E-01/2010 of Rs 2,03,000.00 shall be submitted manually in sealed envelope superscribed with BID SECURITY AGAINST Tender no. SKI 7990P16 to Head Calcutta Branch, Oil India Limited, 4 India Exchange Place, Kolkata-700001 only on or before the Bid Closing Date and Time mentioned in the Tender. If bid security in**

**ORIGINAL of above mentioned amount is not received within bid closing date , the bid submitted through electronic form will be rejected without any further consideration.** In lieu, Bid Security of **Rs. 2,03,000.00** can also be paid online through our e-procurement portal as per procedure given in user manual in OIL's e-procurement portal. For exemption for submission of Bid Security, please refer relevant para of General Terms and Conditions vide MM/CALCUTTA/E-01/2010 for E-Procurement LCB Tenders. **The Bid Security if submitted in the form of Bank Guarantee shall be valid for 180 days more than the Bid validity, i.e., for 300 days from the date of bid opening.**

**In case of extension of Bid Closing Date against the tender where a bidder has already submitted his bid with requisite bid security validity within the original B.C. date, such bidders will extend validity of bid security covering the extended period of the bid closing date.**

- ii) 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.
- iii) Successful bidder will be required to furnish a **Performance Bank Guarantee @10%** of the order value. For exemption for submission of Performance Bank Guarantee, please refer relevant para of General Terms and Conditions vide MM/CALCUTTA/E-01/2010 for E-Procurement LCB Tenders. The Performance Bank Guarantee must be valid for one year from the date of successful commissioning of the equipment or 18 months from the date of despatch whichever is earlier. **Bidder must confirm the same in their bid. Offers not complying with this clause will be rejected.**

**The validity requirement of Performance Security is assuming despatch within stipulated delivery period and confirmation to all terms and conditions of order. In case of any delay in despatch or non-confirmation to all terms and conditions of order, validity of the Performance Security is to be extended suitably as advised by OIL.**
- iv) ***The Bank Guarantee should be allowed to be encashed at all branches within India.***
- v) 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.
- vi) Validity of the bid shall be minimum **120 days from the Bid Closing Date.** Bids with lesser validity will be rejected.
- vii) Bids containing incorrect statement will be rejected.

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

**IX). INTEGRITY PACT :**

OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide **Annexure V** 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. In the event bidder declines to submit the integrity pact, their offer shall be rejected straightaway. 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

**BID EVALUATION CRITERIA :**

**TECHNICAL/COMMERCIAL:**

The bids conforming to the technical specifications, terms and conditions stipulated in the bidding document and considered to be responsive after subjecting to Bid Rejection Criteria (BRC) will be considered for further evaluation as per the Bid Evaluation Criteria given below.

- a. To evaluate the inter-se-ranking of the offers, Assam Entry Tax on purchase value will be loaded as per prevailing Govt. of Assam guidelines as applicable on bid closing date. Bidders may check this with the appropriate authority while submitting their offer.
- b. In the event of computational error between the unit price and total price, unit price shall prevail for evaluation.
- c. Similarly in the event of discrepancy between the words and figure, words shall prevail and adopted for evaluation.
- d. 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.
- e. Each item shall be normally evaluated independently unless otherwise stated.

**Standard Notes:**

- A. The original bid security (Amount is mentioned above and also in Basic Data of the tender in OIL's e-portal) should reach us before bid closing date and time .Bid without original Bid Security will be rejected. The bidders who are exempted from submitting the Bid Bond should attach documentary evidence in the Collaboration folder as per General Terms and conditions for e-Procurement as per Booklet NO. MM/CALCUTTA/E-01/2010 for E-procurement (LCB Tenders).**
- B. "General Terms & Conditions" for e-Procurement as per Booklet NO. MM/CALCUTTA/E-01/2010 for E-procurement (LCB Tenders).**
- C.O 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) In case the Party refuses to sign Integrity Pact.**
  - (e) Average Annual Turnover of a bidder lower than the average Annual turnover mentioned in the Tender.**

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