



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

TELEPHONE NO. (033) 22301657

FAX NO: (033) 22302596

Email: kolpur1@oilindia.in

FORWARDING LETTER

Tender No & Date : **SKI9428P16** **Date: 03.12.2015**

Tender Fee : **Rs 1,000.00**

Bid Security Amount : **Rs 13,000.00**

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 **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-01/2010. 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. Gist of Item with Quantity and Unit of measure are as under:

SL.NO.	MATERIAL DESCRIPTION.	QUANTITY	UNIT
10 ----- OC000430	FLP Motor Driven Horizontal Simplex Single Acting Packed Plunger Type Metering (Controlled) Pumps with Starter including Installation & Commissioning [Details as per Annexure –II]	7	NOS.

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. During the extended period, the bidders who have already submitted the bids on or before the original B.C. date, shall not be permitted to revise their quotation.
- 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. 3.88 lakhs** during last 3 (three) years as on bid closing date to companies under the Government, Semi Government, Public sector undertakings or Public Limited Companies.**

- b) Average Annual financial turnover during the last three years, ending 31st March of the previous financial year should not be less than **Rs 12.93 Lakhs**.**

2.0 Application showing full address / e-mail address with Tender fee (non-refundable) of ` 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 **SKI9428P16** dated 03.12.2015 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 Composite Bid System. Bidders shall quote accordingly under Single Stage Composite Bid System.

Yours Faithfully,

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



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

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

FAX NO: (033) 2230 2596

Email : kolpur1@oilindia.in

ANNEXURE-II

Tender No & Date : SKI9428P16

Dated : 03.12.2015

OIL INDIA LIMITED invites Indigenous tenders for items detailed below:

TECHNICAL SPECIFICATIONS WITH QUANTITY

SI No. & MATERIAL CODE NO.	MATERIAL DESCRIPTION.	QUANTITY	UOM
10 ----- 0C000430	FLP Motor Driven Horizontal Simplex Single Acting Packed Plunger Type Metering (Controlled) Pumps with Starter	7	NOS.
20	Installation & Commissioning	1	AU

DETAIL TECHNICAL SPECIFICATION

A. PUMP	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 ⁰ C - 45 ⁰ 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"> ▪ Maximum Temperature : 48 DEG C ▪ Minimum Temperature : 05 DEG C ▪ Maximum Humidity at 21 DEG C : 100 % <li style="padding-left: 20px;">at 35 DEG C : 95 % <li style="padding-left: 20px;">at 41 DEG C : 70 % ▪ Maximum Altitude above sea level : 150 mt
	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 ²
	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 or 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"> a. Housing b. Connecting rod c. Head d. Gear and Shaft e. Ball f. Pump suction and discharge valves g. Plunger h. Gland packing i. Gland bush and nut j. Lantern Ring
		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. Electric Motor (prime mover) and starter	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"> i) Rated voltage: 415 V+/-10% AC, 3 phase (or 240 VAC, single phase) ii) HP/KW: As per pump/ load requirement iii) Frequency: 50 Hz +/-3% iv) Speed: As per pump requirement v) Insulation class: Class F, temperature rise limited to class B vi) Rating: Continuously rated, S1 duty vii) Enclosure: Flameproof enclosure as per IS: 2148 viii) Protection: IP 55 Minimum ix) Frame size: As per load requirement x) The motor shall conform to the following Indian standards: IS: 2148-2004, IS: 5572-1994, IS: 9570-1980, IS: 325-1996, IS: 4722 xi) Connection: Terminal studs of sufficient capacity brought out to terminal box. xii) Painting: Epoxy DA grey 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. xiv) Earthing: 1 (one) no. inside terminal box and 2 (two) nos. on the body of the Motor 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. xvi) Guarantee: The motor shall be guaranteed (besides

		<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>Notes: 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"> i) Starter shall be suitable for $415 \pm 6\%$ volts, 3 Phase, 50 cycles, AC supply and should withstand specified voltage fluctuation. Freq.: $50 \text{ Hz} \pm 3\%$. 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. 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.

		<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& 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>
C. PRE DESPATCH INSPECTION AND	I.	<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		

E. INSTALLATION & COMMISSIONING	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.
F. WARRANTY	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.
G. SPARE PARTS AND SPECIAL TOOLS	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
H. AFTER SALES SERVICE	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) / BID EVALUATION CRITERIA (BEC)

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.

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. The offered pump(s) should be a Horizontal Simplex Single Acting Packed Plunger Type Metering (Controlled) Pump, suitable for meeting the delivery parameters (Volume and Pressure) mentioned in the tender, conforming to API - 675.
2. The driver motor should be a 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.
3. The bidder should be an OEM of pump or authorized dealer of OEM of the pump or an OEM (of pump) recommended assembler of pump sets. Bidders other than OEM must furnish valid authorization certificate from OEM (of

pump) clearly stating whether the bidder is an authorized dealer of OEM (of pump) or an OEM (of pump) authorized assembler of pumpset. In all cases the bidder has to purchase the driver motor from an OEM of motor or their Authorized Dealer. Undertaking from the bidder in this regard must be enclosed with the offer.

4. If the bidder is an OEM (of pump) recommended assembler of pump sets, he must purchase the pump and the driver motor from OEM or their authorized dealer. Undertaking from the bidder in this regard must be enclosed with the offer. Bidders other than the OEM must furnish the following undertaking from the OEM:

"Date of manufacture, make, model, serial no, test certificate, literatures and parts book of the pump and also the operation & maintenance manual of pump will be supplied if order is placed on the bidder."

5. The bidder shall have to provide undertaking that in case the order is placed on the bidder, the pump packages to be supplied (including major component and all it's accessories), will be manufactured after the bid closing date of this tender.
6. The bidder should have experience of successfully executing at least one similar order for **Rs 3.88 lakhs** during last 03 years as on bid closing date to companies under the Government, Semi Government, Public sector undertakings or Public Limited companies. Documentary evidence as per following note must be submitted along with the offer, failing which the offer will be rejected.

Note:

- (a) The bidder shall submit documentary evidence/details of the previous supply of such pump set in a tabular format along with the bid.
- (b) In case the bidder submits documentary evidences of more than one Purchase Order in support of the bid, then the total value of the Purchase Orders should be at least **Rs 3.88 lakhs** during the last three years as on the Bid Closing Date of the tender.
- (c) Similar nature pump means EMD Packed Plunger Type Metering (Controlled) Pumps of Capacity minimum 60 LPM or above conforming to API - 675.
- (d) The bidder must submit the followings as documentary evidence (attested/self attested) 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.
- (e) 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.

2.0 FINANCIAL:

2.1 The Annual financial turnover of the firm in any of the last 03 financial years or current financial year should not be less than **Rs 12.93 lacs**. In support of annual financial turnover, any one of the following documents/photocopies (self attested/attested) must be submitted along with the bid:

- ▶ A certificate issued by a practicing chartered/cost accountants firm with membership no. certifying the annual turnover and nature of business.
- ▶ Audited balance sheet and profit & loss account.

B:COMMERCIAL

- i) Bids are invited under **Single Stage Composite Bid System**. Bidders shall quote accordingly under Single Stage Composite Bid System.
- ii) **Bid security in the form of Demand Draft / Bank Guarantee as per format given in the LCB booklet MM/CALCUTTA/E-01/2010 of Rs 13,000.00** shall be submitted manually in sealed envelope superscribed with BID SECURITY AGAINST Tender no. **SKI9428P16 dated 03.12.2015 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. 13,000.00** 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 shall be valid for 180 days more than the Bid validity, i.e., for 300 days from the date of bid opening.
- iii) 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 twelve months from the date of successful commissioning 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 and no extra cost to OIL.
- iv) 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.
- v) 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.

The Bank Guarantee should be allowed to be encashed at all branches within India.

- vi). 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.
- vii). **Validity of the bid shall be minimum 120 days from the Bid Closing Date. Bids with lesser validity will be rejected.**
- viii). Bids containing incorrect statement will be rejected.
- ix). 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.

C. GENERAL:

- i) The Compliance statement must be filled up by bidders and to be submitted/uploaded along with their bids. In case bidder takes exception to any clause of the bidding document not covered under BEC/BRC, then the Company has the discretion to load or reject the offer on account of such exception if the bidder does not withdraw/modify the deviation when/as advised by Company. The loading so done by the company will be final and binding on the bidders.
- ii) If any of the clauses in the BRC contradicts with other clauses of bidding document elsewhere, then the clauses in the BRC shall prevail.

2.0 BID EVALUATION CRITERIA (BEC):

A. TECHNICAL:

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.

- i) In the event of computational error between unit rate and total price, the unit rate as quoted by the bidder shall prevail.
- ii) Similarly in the event of discrepancy between words and quoted figure, words will prevail.
- iii) Evaluation will be done on ‘total contract cost’ basis to ascertain the lowest bid.

B. COMMERCIAL:

- i) 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.
- ii) 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 to must be received on or before the dead line given by the company, failing which the offer will be summarily rejected.
- iii) To ascertain the inter-se-ranking, the comparison of the responsive bids will be made as under, subject to corrections / adjustments given herein:
 - (A) Total material cost of Main Equipment:
 - (B) Total cost of tools/tackles/accessories/mandatory spares/ repair kit for commissioning
 - (C) Total Material Cost,(A+B)
 - (D) Packing and Forwarding Charges
 - (E) Total Ex-works value, (C+D) above :
 - (F) Excise Duty including Cess
 - (G) Sales Tax, (Please indicate applicable rate of Tax)
 - (H) Total FOR Despatching station price, (E+F+G) above
 - (I) Road Transportation charges to Duliajan
 - (J) Insurance Charges @0.5% of Total For Despatching StationValue (H) above
 - (K) Assam Entry Tax
 - (L) Total FOR Duliajan value, (H+I+J+K) above
 - (M) Installation/Commissioning Charges including Service Tax, if any :
 - (N) Training Charges including Service Tax, if any :
 - (O) Grand Total value, (L+M+N)

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 (except for the bidders who has paid the same online). 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).

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