



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

TELEPHONE NO. (033) 22301657

FAX NO: (033) 22302596

Email: kolpur2@oilindia.in

FORWARDING LETTER

Tender No & Date : **SKI 9711 P16** **Date: 21.22.2015**

Tender Fee : **Rs 1,000.00**

Bid Security Amount : **Rs. 10,100.00**

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 6 nos tool kit **as per Annexure- IA** 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 measure are as under:

SL.NO.	MATERIAL DESCRIPTION.	QUANTITY	UNIT OF MEASUREMENT
10	Supply of Tools with toolbox (Details as per Annexure-IA)	6	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 IA**.
- 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. 3.02 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.**

"Similar order" means "supply of tools with tool box" to any Central/State Government organisations or Central/State PSU's or Public/Private Ltd companies.

- b) **Annual financial turnover of the firm in any of the last 3 (three) financial years or current financial year should not be less than **Rs 10.06 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 SKI 9711P16 dated 21.12.2015

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-IA. 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.**

Yours Faithfully,

Sd-

(A.GOGOI)

SPO

For Head-Calcutta Branch



OIL INDIA LIMITED
(A Government of India Enterprise)
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Kolkata 700001,
West Bengal (India)

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ANNEXURE-IA

Tender No& Date : SKI 9711P16
21.12.2015

Dated :

OIL INDIA LIMITED invites Indigenous tenders for items detailed below:

TECHNICAL SPECIFICATIONS WITH QUANTITY

Sl No. & MATERIAL CODE NO.	MATERIAL DESCRIPTION.	QUANTITY	UOM
10 ----- 0C000596	Supply of Tools with toolbox for ICE-Field crew <u>DETAILS ARE GIVEN BELOW</u>	6	NO.

THE TOOL BOX SHOULD CONFIRM TO THE FOLLOWING:

- MADE OF SPECIAL ZINC PLATED SHEET STEEL FOR HEAVY EVERYDAY USE.
- OPTIMUM CORROSION PROTECTION.
- SPRAY WATER PROTECTED.
- MANUFACTURED IN PRESSURE JOINTING TECHNIQUE.
- GAURANTEE HIGH STURDINESS.
- ROBUST METAL FITTING AND PROTECTED HINGES.
- STOPPER TO HOLD THE LID OPEN AND WIDE CARRYING HANDLE.
- MAXIMUM LOADING CAPACITY 150KG.
- LOCKABLE THROUGH PADLOCK.
- REMOVABLE TRAY FOR SMALL PARTS.
- SIZE:- 320 X 698 X 387mm

QUANTITY: 06 NOs

Each tool box set must consist of the following items (Sr. No. 1 to 22)

LIST OF TOOLS:

1.DOUBLE OPEN END SPANNER SET (METRIC) - 01 (ONE) SET

Double Open End Spanner set: Slim pattern, oval shaft made from 31CrV3 vanadium steel, heads finely polished, chrome plated, according to DIN 3110, ISO 3318, 1085 and 10102.

Size: 6x7, 8x9, 10x11, 12x13, 14x15, 16x17, 18x19, 20x22 , 21x23, 24x 27, 25x28, 30x32 (Set of 12 Pcs)

2.DOUBLE OPEN END SPANNER SET (INCH)- 01 (ONE)SET

Double Open End Spanner Set slim pattern, oval shaft made from 31CrV3 vanadium steel, heads finely polished, chrome plated, according to DIN 3110 ISO 3318, 1085 and 10102.

Size: 1/4 x 5/16 , 3/8 x 7/16 , 1/2 x 9/16 , 5/8 x 11/16 , 11/16 x 3/4 , 13/16 x 7/8 , 15/16 x 1, 1.1/16 x 1.1/8 , 1.1/4 x 1.3/8 (set of 9 pcs)

3.DOUBLE ENDED DEEP OFFSET RING SPANNER SET (METRIC)- 01 (ONE)SET

Double Ended Deep Offset Ring Spanner Set made of 31CrV3 Chrome plated, polished ring according to DIN 838 ISO 3318, 1085 and 10104.

Metric Size: 6x7, 8x9, 10x11, 12x13, 14x15, 16x17, 18x19, 20x22, 21x23, 24x27, 25x28, 30x32 (set of 12 pcs)

4.DOUBLE ENDED DEEP OFFSET RING SPANNER SET (INCH)- 01 (ONE)SET

Double Ended Deep Offset Ring Spanner Set made from 31CrV3 chrome plated, polished ring according to DIN 838, ISO 3318, 1085 and 10104.

Size: 1/4 x 5/16, 3/8 x 7/16, 1/2 x 9/16, 5/8 x 11/16, 5/8 x 3/4, 13/16 x 7/8, 15/16 x 1, 1.1/16 x 1.1/8, 1.1/16 x 1.1/4 (set of 9 pcs)

5. 1/2" BI-HEXAGONAL UD PROFILE SOCKET SET (INCH)- 01 (ONE)SET

1/2" Bi-Hexagonal UD Profile Socket Set nickel-plated and matt chrome-plated, made of vanadium steel 31CrV3, square drive manufactured as per DIN 3120-C 12.5, ISO 1174 with ball retaining groove.

Size: 7/16", 1/2", 9/16". (Set of 3 pieces)

6. 3/4" BI-HEXAGONAL UD PROFILE SOCKET SET (INCH)- 01 (ONE)SET

3/4" Bi-Hexagonal UD Profile Socket Set nickel-plated and matt Chrome-plated, made of vanadium steel 31CrV3, square drive manufactured as per DIN 3120-C 12.5 ISO 1174 with ball retaining groove. Set consisting of
Size: 7/8, 15/16, 1, 1.1/16, 1.1/8, 1.1/4 (Set of 6 pieces)

7. 1/2" BI-HEXAGONAL UD PROFIL SOCKET SET (METRIC)- 01 (ONE)SET

1/2" Bi-Hexagonal UD Profile Socket Set nickel-plated and matt Chrome-plated, made of vanadium steel 31CrV3, square drive manufactured as per DIN 3120-C 12.5 ISO 1174 with ball retaining groove.

Size: 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23mm (set of 14 pcs)

8. 3/4" Bi-Hexagonal UD Profile Socket Set (Metric)- 01 (ONE)SET:

3/4" Bi-Hexagonal UD Profile Socket Set nickel-plated and matt Chrome-plated, made of vanadium steel 31CrV3, square drive manufactured as per DIN 3120-C 12.5 ISO 1174 with ball retaining groove.

Size: 24, 27, 30, 32mm (set of 04 pcs)

9. SLIDING T-HANDLE SET FOR 1/2" AND 3/4" SQ.DRIVE SOCKETS -01(ONE)SET

(i) Sliding T-handle made of vanadium steel 31CrV3 chrome plated for Hand operated socket with Sq. Drive as per DIN 3120, ISO 1174 with locking pin manufacturer according to DIN 3122, ISO 3315.

Size : 1/2" Sq. Drive length 292mm.

Weight not more than 0.62kg

(ii) Sliding T-handle made of vanadium steel 31CrV3 chrome plated for Hand operated socket with Sq. Drive as per DIN 3120, ISO 1174 with locking pin, manufactured according to DIN 3122, ISO 3315.

Size: 3/4" Sq. Drive length 500mm.

Weight not more than 1.20kg

10. EXTENSION BAR OF 1/2" & 3/4" SQ. DRIVE SOCKETS - 01 (ONE)SET

(i) Extension bar made of vanadium steel 31CrV3, chrome plated for hand operated sockets with sq. Drive as per DIN 3120 ISO 1174 with Locking pin, manufactured according to DIN 3122 ISO 3316.

Size: 1/2" length 180mm.

Weight not more than 300 gram

(ii) Extension bar made of vanadium steel 31CrV3, chrome plated for hand operated sockets with Sq. Drive as per DIN 3120 ISO 1174 with Locking pin, manufactured according to DIN 3122, ISO 3315.

Size: - 3/4" Length 200mm.

Weight not more than 700 g

11. REVERSIBLE RATCHET HANDLE WITH LEVER CHANGE LOCK - 01 (ONE)NO.

(i) Reversible ratchet handle with recessed lever change lock in middle position, return angle 11.25 degree, push- fit tube handle, made of vanadium steel 31CrV3 chrome plated, Sq. Drive manufactured as per DIN 3120 D-20, ISO 1174 with locking pin manufactured according to DIN 3122, ISO 3315.

Size: 3/4" Sq. Drive Length 620mm.

Weight should not be more than 1.5 kg

(ii) Reversible Ratchet made of 31crV3 vanadium steel, chrome plated with small, drop sharp head for confined area, fine toothed with Lever change and push button release. Manufactured as per DIN 3122 and ISO 3315.

Size: 1/2" Sq. Drive Length 270mm.

Weight should not be more than 700 gram.

12. CONVERTOR 1/2" to 3/4" AND 3/4" CONVERTOR - 01

(ONE)SET Convertor made of 31CrV3 vanadium steel, chrome plated for hand operated sockets with sq. drive as per DIN 3120, ISO 1174 with all locking device manufactured

Size : 1/2" x 3/4" & 3/4" x 1/2" (set of 02pcs)

13. CIRCLIP PLIER SET CONSISTING OF STRAIGHT EXTERNAL, STRAIGHT INTERNAL, BEND EXTERNAL AND BEND INTERNAL - 01 (ONE)SET :

Circlip Plier Set of 4 Pcs consisting of Straight External, Straight Internal, Bend External, Bend Internal.

" Packed in environmentally friendly cardboard box

" Particularly suitable for barely accessible place

" Internal and External Circlip Ring

" With straight and 90 Degree angle tips

(i) External Straight Size: 3/4" to 2.3/8"

(ii) External Bend Size: 3/4" to 2.3/8"

(iii) Internal Straight Size: 3/4" to 2.3/8"

(iv) Internal Bend Size: 3/4" to 2.3/8"

(set of 04 pcs)

14. HEXAGONAL ALLENKEY SET - 01 (ONE)SET:

Hexagonal Allen Key set for inch-hex screw made of vanadium steel 61CRSIV5, zinc plated comes in blue plastic holder (LPDE) manufactured According TO DIN ISO 2963.

SIZE :- 1.3 , 1.5 , 2 , 2.5 , 3 , 4 , 5 , 6 , 8 , 10MM

(set of 10 pcs)

15. HEXAGONAL ALLENKEY SET IN INCH - 01 (ONE)SET:

Hexagonal Allen Key Set (inch)for Inch hex screw made of 61CrSIV5 zinc plated, manufactured according to DIN ISO 2936. Size : 1/8 , 5/23 , 3/16 , 1/4 , 5/16 , 3/8 , 1/2 , 9/16"

(set of 08 pcs)

16. MULTIPLE PLIER (6") - 01 (ONE)NO.:

Multiple plier with cutting edge, serrated, straight pattern having following features:

- " Holding, Cutting, Insulation-Stripping, Crimping, Squeezing.
- " Flat round jaws, straight gripping face, serrated.
- " Induction-hardened precision cutting edge, hardness 62-64hrc.
- " Can crimp conductor end sleeve of 0.5 to 2.5mm²

Squeeze insulation flat plug 1.0-2.5mm²
 Stripping of wire size:- 0.5 / 1.5/2.5mm²
 Size:- 180MM Length

17. Engineers Hammer 500 gram - 01 (ONE)NO.:

Engineers hammer with ash or hickory handle , enameled face and ball ground hardened and tempered steel to EN 10083.

Size :- 500grm x 320mm.

Total weight not more than 0.750kg

18. Engineer Hammer - 1 Kg - 01 (ONE)NO.

Engineers hammer with ash or hickory handle. Handle enameled face and ball ground hardened and tempered steel to EN 10083.

Size :- 1000grm x 360mm.

Total weight not more than 1.50kg

19. Foot Rule with Inch and Millimeter Graduation - 01 (ONE)NO.:

as per DIN ISO 6768.

Size :- 300mm

20. HEAVY DUTY SCREW DRIVER SLOTTED HEAD SCREW - 01 (ONE)SET:

(i) Blade tipped manufactured according to DIN ISO 2380-1 Form B, blade made of vanadium Plus steel with 3 component handle with hole.

Size :- 5.5mm x 150mm & 10.0mm x 300mm (set of 02 pcs)

(ii) Blade tipped manufactured according to DIN ISO 8764-1PH Blade made of vanadium plus steel, 3 component handle with hanging Hole.

Size:- M3.5-M5 x 150mm & M5.5- M7 x 150mm (set of 02 pcs)

21. FLAT COLD CHISEL (OCTAGONAL)- 01 (ONE)SET: (set of 2 pcs)

Flat cold chisel (Octagonal) made of chrome molybdenum- vanadium air hardened steel 255CrMoV7. Carefully hardened and tempered along the Full length. Striking Head inductively tempered work edge polished and clearly varnished.

Size:- 12 x 125mm & 22 x 200mm

22. POWER COMBINATION PLIER - 01 (ONE)NO.:

Power combination plier useful for heavy continuous use with the following features and functions:

- " Good lever action for easy cutting.
- " Useful for flat and round material.

" Can cut all wire type including piano wire 1.6mm dia.
" Induction hardened precision cutting edges, hardness 62-64hrc.
" Plier is chrome plated.
" Manufactured according to DIN 5746.
Size:- 200mm length.

Special Terms and Conditions:

1. All items shall be brand new and of reputed make as per the specifications, standards and description given in the tender.
2. Bidder shall be OEM or authorized dealer or authorized Stockist of OEM.
- 3.(i) In case of bidder other than OEM, tender specific authorization certificate from the manufacturer shall be submitted along with valid authorized dealership certificate.
- 3.(ii) In case of imported item, certificate of country of origin is to be provided along with the offer.
4. Offer by a bidder shall include all the items in the tender. Offer for only part of the tender items shall not be accepted.
5. The entire tools should be of single make and the manufacturer's product catalogue shall be furnished with the offer. Item specifications, standards or descriptions furnished in the offer shall be supported by the manufacturer's catalogue. Specifications, standards furnished in offer without supporting manufacturer's catalogue shall not be accepted.

UNDERTAKING:

- 1.0 The items shall be warranted for the material, the design and the purported operation. Such warrantee shall be to the extent, that if any defect/failure attributable to faulty workmanship, design or material occur in the tools within a period of 12 months (one year) from the date of successful commissioning or 18 months from the date of despatch/shipment (whichever is earlier), the supplier shall replace such defective tools free of cost.
- 2.0 The supplier shall provide warrantee certificate covering the terms mentioned in point 1.0 above at the time of supply and all bidders shall furnish with their offer undertaking to provide the aforesaid warrantee in the event of an order.

BID REJECTION CRITERIA (BRC) / BID EVALUATION CRITERIA (BEC)

1. BID REJECTION CRITERA (TECHNICAL):

The bids must conform to the specifications and terms and conditions given in the tender. Bid shall be rejected in case the items(s) offered do not conform to the required minimum / maximum parameters stipulated in the technical specifications and to the respective international / national standards wherever specified.

2. BID REJECTION CRITERA COMMERCIAL:

- i). **Bid security amounting to Rs. 10,100.00 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 10,100.00** shall be submitted manually in sealed envelope superscribed with BID SECURITY AGAINST Tender no. **SKI 9711P16 dated 21.12.2015 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. 10,100.00 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.**
- 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). **The annual turnover in any of the last 3 (three) financial years or current financial year should not be less than Rs. 10.06 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

- iv). 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.

- v). **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.
- 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.

2.0 BID EVALUATION CRITERIA (BEC):

A. TECHNICAL:

The bids conforming to the specifications, terms and conditions stipulated in the NIT and considered to be responsive after subjecting to Bid Rejection criteria will be considered for further evaluation.

A) Technical:

1.0 All materials as indicated in the material description of the NIT should be offered. If any of the items are not offered by the bidders, the offer will not be considered for evaluation.

B. COMMERCIAL:

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) 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
- (B) Packing and Forwarding Charges
- (C) Total Ex-works value, (A+B) above :
- (D) Excise Duty including Cess
- (E) Sales Tax, (Please indicate applicable rate of Tax)
- (F) Total FOR Despatching station price, (C+D+E) above
- (G) Road Transportation charges to Duliajan
- (H) Insurance Charges @0.5% of Total For Despatching Station Value (F) above
- (I) Assam Entry Tax
- (J) Total FOR Duliajan value, (F+G+H+I) above

c. In the event of computational error between the unit price and total price, unit price shall prevail for evaluation.

d. Similarly in the event of discrepancy between the words and figure, words shall prevail and adopted for evaluation.

e. 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.

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. No deviation will, however, be accepted in the clauses covered under BRC.
- 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.
- iii) Price should be maintained in the “online price schedule” only. The price submitted other than the “online price schedule” shall not be considered.
- iv) **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.

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. In lieu, bidders can also pay the Bid Security amount online through e-procurement portal. 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.All the Bids must be Digitally Signed using "Class 3" digital certificate (*e-commerce application*) only 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 liable for rejection.
- C. "General Terms & Conditions" for e-Procurement as per Booklet NO. MM/CALCUTTA/E-01/2010 for E-procurement (LCB Tenders).

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