



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

TELEPHONE NO. (033) 22301657

FAX NO: (033) 22302596

Email: oilcalmn@dataone.in; oilcalmn@oilindia.in

FORWARDING LETTER

Tender No. : SKI 2928 P14 dated 19.03.2014

Tender Fee : Rs 1,000.00

Bid Security Amount : Rs 356000.00

Bidding Type : SINGLE STAGE TWO BID SYSTEM

Bid Closing on : As mentioned in the e-portal

Bid Opening on : As mentioned in the e-portal

Performance Security : Applicable

Integrity Pact : Applicable

Delivery : Duliajan , Assam .

Date of pre-bid conference : 13.05.2014

Venue of pre-bid conference : Guwahati, India

OIL invites Bids for the DESIGN, ENGINEERING, SUPPLY, INSTALLATION & COMMISSIONING OF PROCESS MONITORING AND CONTROL SYSTEM FOR HEVADA OCS WITH CCTV SYSTEM, FIRE ALARM PANEL & ONLINE GAS DETECTORS through its E-Procurement site under Single Stage Two Bid System. 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.**

Note:-

1. A Pre-Bid Conference with the Parties will be held in Guwahati (India) on 13.05.2014 to discuss on the technical specifications and other terms and conditions of the tender. **All the Parties applies for User ID and Password to participate in the tender within the Last date of Tender Fee Payment i.e. 29.04.2014 (or amended otherwise) will be eligible to attend the Pre-Bid Conference.** The exact venue and time of the Pre-Bid conference will be intimated to the Parties at a later date.
2. Clarification on the technical specifications and other terms & conditions of the tender shall be provided to the parties during the Pre-bid Conference. Parties should come fully prepared to the Pre-bid Conference and submit their queries to OIL in the Pre-bid Conference for clarification. The set of queries may also be sent to OIL at least 7 (seven) days before the Pre-bid Conference for study by OIL. At the most 2 (Two) representatives from each party shall be allowed to participate in the pre-bid conference. All costs for attending the pre-bid conference shall be to the bidder's account.
3. Any changes in the technical specifications and other terms & conditions of the tender arising out of discussion in the Pre -bid Conference shall also form part of the tender document.
4. Parties, immediately after getting the USER ID AND PASSWORD, shall inform OIL at the following address about their participation in the Pre-Bid Conference with details of the persons to enable OIL to make arrangement for the Pre-Bid Conference.

Head-Calcutta Branch,
Oil India Limited,
4, India Exchange Place,
Kolkata - 700 001.
TELEPHONE NO. (033)22301657
FAX NO: (033) 22302596
Email: oilcalmn@dataone.in;oilcalmn@oilindia.in

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 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**.

g) 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. **Any bid not accompanied by Integrity Pact Proforma duly signed (digitally) by the bidder shall be rejected straightway.** 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

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 successfully executing similar order for at least **Rs. 1.068 Crore** during last 3 years.
- 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. 3.56 Crores**.

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 29.04.2014. The envelope containing the application for participation should clearly indicate “REQUEST FOR ISSUE OF USER ID AND PASSWORD FOR E TENDER NO SKI 2928 P14 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

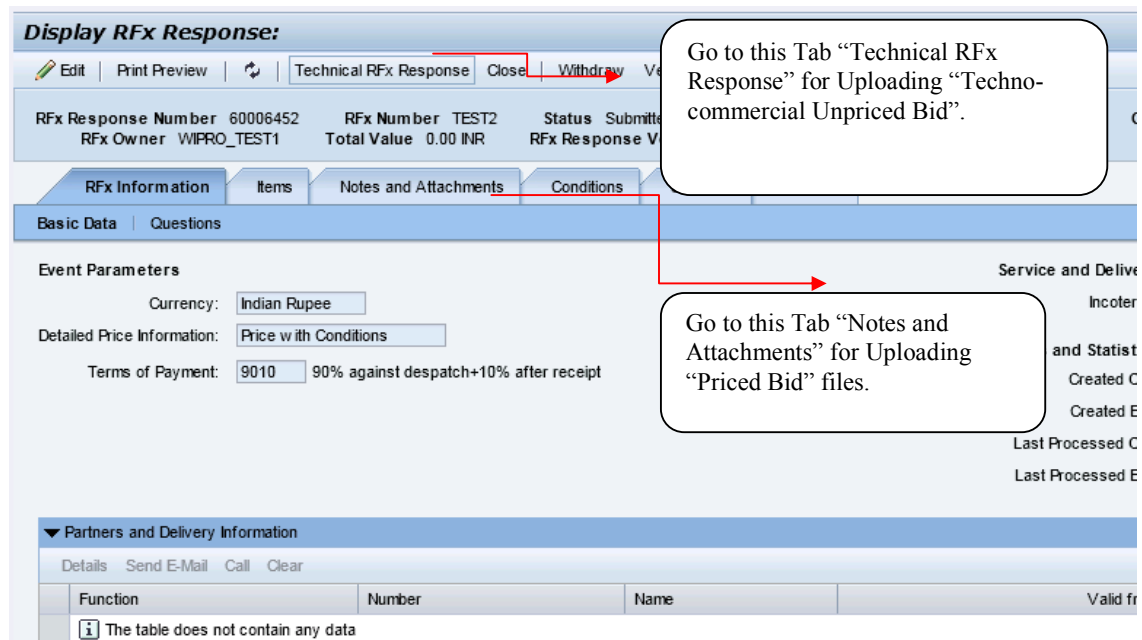
(through-e-mail) and will be allowed to participate in the tender through OIL's e-Procurement portal. No physical tender documents will be provided.

3.0 The tender is invited under SINGLE STAGE-TWO BID SYSTEM. The bidders are required to submit both the "TECHNO-COMMERCIAL UNPRICED BID" and "PRICED BID" through electronic format in the OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender.

3.1 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical RfX Response-> User -> Technical Bid only. The "TECHNO-COMMERCIAL UNPRICED BID" shall contain all techno-commercial details except the price. Please note that no price details should be uploaded in Technical RfX Response.

3.2 The Price along with price related conditions should be submitted online as per PRICE BID FORMAT. All other technical documents to be submitted as per tender requirement in the 'Technical RfX response. Price bid as per price bid format to be uploaded as Attachment in the attachment link under "Notes & Attachments" Tab.

3.3 A screen shot in this regard is given below. Offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria .



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

Bid on "EDIT" Mode

Edit RFX Response:

Submit | Read Only | Print Preview | Check | Technical RFX Response | Close | Save | Verify signature of Response | Sign Response

RFX Response Number 60006452 RFX Number TEST2 Status Withdrawn Submission Deadline 13.04.2013 11:00:00 INDIA
RFX Owner WIPRO_TEST1 Total Value 0.00 INR RFX Response Version Number 2 RFX Version Number 5

RFx Information | Items | Notes and Attachments | Conditions | Summary

Area for uploading Techno-Commercial Unpriced Bid*

▼ Notes

Add ▲ Clear

Assigned To	Category	Text Preview

▼ Attachments

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

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

Area for uploading Priced Bid**

Note :

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

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

4.0 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

5.0 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.

6.0 All the Bids must be Digitally Signed using “Class 3” digital certificate with Organisation’s name (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 with Organisation’s Name” digital certificate, will be rejected.

7.0 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.

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

9.0 **SINGLE STAGE TWO BID SYSTEM** shall be followed for this tender and only the PRICED-BIDS of the bidders whose offers are commercially and technically acceptable shall be opened for further evaluation.

10.0 **a) The Integrity Pact is applicable against this tender.** 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. Any bid not accompanied by Integrity Pact Proforma duly signed (digitally) by the bidder shall be rejected straightway. 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.

b) The name of the OIL’s Independent External Monitors at present are as under:

- i) **SHRI N. GOPLASWAMI, I.A.S. (Retd.),**
Former Chief Election Commissioner of India
E-mail Id : gopaldaswamin@gmail.com
- ii) **SHRI RAMESH CHANDRA AGARWAL, IPS (Retd.)**
Former Director General of Police
E-mail Id : rcagarwal@rediffmail.com

11.0 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.

12.0 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 to must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

13.0 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.

Yours Faithfully

**Sd-
(Prayas Chakravorty)
Dy. Manager Materials (Purchase)
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. (91-33) 2230 1657 / 58 / 59
FAX NO: (91-33) 2230 2596
Email : oilcalmn@oilindia.in
oilcalmn@dataone.in

ANNEXURE-II

Tender No& Date : SKI 2928 P14

DATED 19.03.2014

OIL INDIA LIMITED invites Indigenous tenders for items detailed below:

TECHNICAL SPECIFICATIONS WITH QUANTITY

SLNO & MATERIAL CODE NO.	MATERIAL DESCRIPTION.	QUANTITY	UNIT
10 OC000295	<p>DESIGN, ENGINEERING, SUPPLY, INSTALLATION & COMMISSIONING OF PROCESS MONITORING AND CONTROL SYSTEM FOR HEVADA OCS WITH CCTV SYSTEM, FIRE ALARM PANEL & ONLINE GAS DETECTORS.</p> <p><u>The tender consists of following documents</u></p> <ol style="list-style-type: none">1) Detailed technical specification (Refer Annexure IIA)2) Graphical representation of each vessel with instrument tags.(Refer Annexure IIB)3) Plant tentative P&ID with instrument tags.(Refer Annexure IIC)4) Plant plot plan5) Control room layout.6) CCTV system configuration layout7) List of approved vendors for control room and field instruments to be used in PMCS. (Refer Annexure IID)	01	NO.

20	<u>Installation & Commissioning</u>	01	AU
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BID EVALUATION CRITERIA/BID REJECTION CRITERIA

BID REJECTION CRITERIA (BRC)

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 :

a) BIDDERS must be in the relevant business of supply of DCS based Control systems and Oil field Instruments for a period of at least last 5 (FIVE) years preceding from the B.C.date. BIDDERS are required to produce documentary evidence for the same in the prescribed format as given in Section E-4.

b) The BIDDER must be the OEM (Original Equipment Manufacturer) or it's authorized dealer of the DCS based control system. The OEM of the Control system must be a member of the FONDATION FIELDBUS consortium. BIDDERS are required to produce documentary evidence for the same.

c) At least TWO (2) Nos. installations of similar system offered by the BIDDER should have been supplied, designed, engineered, installed & commissioned by the SUPPLIER or his principal and in continuous operation for a period of at least two years from the Bid Closing date. Out of the two mentioned system one system must be of minimum value of Rs.106.8 Lakhs. Documentary evidence to support the same to be produced.

Note: Similar system stands for FOUNDATION FIELDBUS based DCS control system used for process control instrumentation in oil & gas industries.

d) The SUCCESSFUL BIDDER will be required to submit DGMS (Director General of Mines safety), Dhanbad, India's valid approval certificate/DGMS field trail permission

for all the field instruments (as per Section C) along with supply. Bidders are required to confirm in writing in their bid for submission of the same along with the supply in the event of an order on them. In case of items supplied with DGMS field trial permission, it will be bidders responsibility to obtain the DGMS approval for the same item and the entire system (project) shall be considered as successfully commissioned only after obtaining valid DGMS approval for all the constituent equipment / instruments of the system (project).

e) The BIDDER shall furnish along with the bid, the information called for in CHECK LIST (Section E2), Data sheets (Section D) and various schedules in section E in the prescribed format only, failing which the bid will be considered incomplete and OIL INDIA LIMITED (OIL) reserves the right to reject the bid.

f) The bid shall be in accordance with the specification and shall be complete in all respects. The bidder shall clearly indicate in his offer the list of deviations on a separate sheet (refer section E-3) even though these may be mentioned somewhere else in the quotation.

B) COMMERCIAL:

1. Bidders are required to submit their offer under Single stage "Two Bid System". Bidders have to submit both the "Techno-commercial Unpriced Bids" and "Priced Bids" through electronic form in the OIL's e-Tender portal within the bid Closing date and time stipulated in the e-tender. The Techno-commercial Unpriced bid is to be submitted as per scope of works and Technical specification of the tender and the priced bid as per the online Commercial bid format. For details of submission procedure, please refer relevant para of General Terms and Conditions vide MM/CALCUTTA/E-01/2005 for E-Procurement LCB Tenders. Any offer not complying with the above mentioned procedure, will be rejected straightway.

a. Bid Security :

Bid security of Rs 3,56,000.00 (Rupees Three Lakh Fifty Six thousand) only shall be submitted manually in sealed envelope superscribed with Tender no. and Bid Closing date to Head Calcutta Branch, Oil India Limited, 4-India Exchange Place, Kolkata - 700001, WB 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 and time, the bid submitted through electronic form will be rejected without any further consideration. For exemption for submission of Bid Security, please refer Clause No. 8.8 of General Terms and Conditions vide MM/CALCUTTA/E-01/2005 for E-Procurement LCB Tenders. The Bid Security shall be valid 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 BC Date, such

bidders will extend validity of bid security covering the extended period of the bid closing date.

b. Performance Bank Guarantee:

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 Clause No. 7.11 of MM/CALCUTTA/E-01/2005. Performance Bank Guarantee shall be valid for 12 months from the date of commissioning or 18 months from the date of despatch whichever concludes earlier.

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

d. Validity of the bid shall be minimum 120 days from the Bid Closing Date. Bids without minimum validity shall be rejected.

e. 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.

f. 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.

g. 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.

h. Technical RFX Response folder is meant for Technical bid only. Therefore, No price should be given in Technical RFX Response folder, otherwise the offer will be rejected.

i. Price should be maintained in the "online price schedule" only. The price submitted other than the "online price schedule" shall not be considered.

INTEGRITY PACT:

OIL shall be entering into an Integrity Pact with the bidders as per format enclosed vide Annexure DDD 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. Any bid not accompanied by Integrity Pact Proforma duly signed (digitally) by the bidder shall be rejected straightway. 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 names of the OIL's Independent External Monitors at present are as under:

i. SHRI N. GOPLASWAMI, I.A.S. (Retd.),
Former Chief Election Commissioner of India
E-mail Id: gopaldaswamin@gmail.com

ii. SHRI RAMESH CHANDRA AGARWAL, IPS (Retd.)
Former Director General of Police
E-mail Id: rcagarwal@rediffmail.com

(II) BID EVALUATION CRITERIA (BEC):

The bids conforming to the technical specifications, terms and conditions stipulated in the tender and considered to be responsive after subjecting to the Bid Rejection Criteria as well as verification of original of any or all documents/ documentary evidences pertaining to BRC will be considered for further evaluation as per the Bid Evaluation Criteria given below.

(A) TECHNICAL :

1. All materials as indicated in the indent should be offered. If any of the items not offered by the bidder, 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. 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. Priced bids of only those bidders will be opened whose offers are found technically acceptable. The technically acceptable bidders will be informed before opening of the "priced bid".

Payment Terms:

- A. 70% of the cost of equipment shall be paid against shipping / dispatch documents and balance 30% of the equipment cost along with the installation and commissioning charges shall be paid after successfully commissioning of the system provided bidder submits valid DGMS approval or DGMS Field Trial permission for the entire field Instruments to be used in Hazardous area alongwith the shipping/ dispatch documents.
- B. (i) In case valid DGMS approval is not available and equipment/instrument is supplied with DGMS field trial permission, 50% of the cost of the equipment/instrument shall be paid against dispatch documents.
(ii) Balance amount shall be paid after submission of valid DGMS approval and as per general terms and conditions of payment as defined in **para (A)**.
- C. The Price of each electronics/electrical equipment/instrument shall be quoted separately

Note: A system shall be considered as successfully commissioned only after obtaining valid DGMS approval for all the constituent equipment / instruments of the system.

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).**