



ऑयल इंडिया लिमिटेड
(भारत सरकार का उद्यम)
Oil India Limited
(A Government of India Enterprise)

Conquering Newer Horizons

NEF Project, P.O.- Duliajan, Assam-786602, India

INVITATION FOR BIDS

OIL INDIA LIMITED (OIL) invites online Indigenous Competitive Bid (ICB) under Single Stage Composite Bid from reputed eligible Bidders for the following Materials for its NEF Project, Duliajan, Assam through e-Procurement portal- <https://etender.srm.oilindia.in/irj/portal>

e-tender No. and Date	SNI3232P15 dated 16.04.2014
Materials description	Procurement of Three (3) Nos. of High End Dual Monitor Graphic Workstation Computer
Period of sale of Document	22.04.2014 to 09.05.2014
Bid Closing Date & Time	16.05.2014 (11:00 hrs. IST)
Bid Opening Date & Time	16.05.2014 (14:00 hrs. IST)
Tender Fee	` 1000.00
Bid Security Amount	` 25,000.00

The interested Bidders must submit their applications latest by **09.05.2014** (during office hours only) i.e. one week prior to the scheduled Bid Closing Date to the **GENERAL MANAGER (NEF), OIL INDIA LIMITED, P.O. DULIAJAN-786602, ASSAM** clearly indicating their **mailing address** and **e-mail ID** along with the non-refundable **Tender Fee** in favour of M/s OIL INDIA LIMITED and payable at DULIAJAN. On receipt of application and Tender fee as above in original, **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 Document will be issued by OIL. Details of NIT can be viewed using "Guest Login" provided in the e-Procurement portal. The link to e-Procurement portal has been also provided through OIL's web site www.oil-india.com

Late application will not be entertained. Company shall not be responsible for any postal delay/transit loss. Timely delivery of the Application complete with requisite documents shall be the sole responsibility of the Applicant.

Note: PSU and Units registered with NSIC/SME for above service(s) are exempted from submission of tender fee, provided they submit a valid registration certificate to this effect.



OIL INDIA LIMITED
(A Government of India Enterprises)
NEF Project
Duliajan, Assam-786602

TELEPHONE NO. (0374) 2807451
FAX NO: (0374) 2801799
Email: nef@oilindia.in
erp_mm@oilindia.in
nayanmoni@oilindia.in

FORWARDING LETTER

Tender No. : SNI3232P15 dated 16.04.2014
Tender Fee : Rs 1,000.00
Bid Security Amount : Rs 25,000.00
Bidding Type : SINGLE STAGE COMPOSITE BID SYSTEM
Bid Closing on : As mentioned in the e-portal
Bid Opening on : -do-
Performance Security : Applicable
Integrity Pact : Not Applicable
Delivery Required : At NEF Project office Duliajan

OIL invites Bids for the supply of **3(three) nos. of High End Dual Monitor Graphic Workstation Computer** as per **Annexure-I** through its E-Procurement site under **SINGLE STAGE COMPOSITE BID SYSTEM**. The bidding documents and other terms and conditions are available at Booklet No. MM/NEF/E-01/2010. The prescribed Bid Forms for submission of bids are available in the Technical RFx->External Area-> Tender Documents.

The details of the Tender can be viewed in OIL's website **www.oil-india.com** and link to e-procurement portal has also been provided through this website.

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:

Item No.	Description	Tendered Qty. in Nos.	Unit of Measure
01	<p style="text-align: center;">High End Dual Monitor Graphic Workstation Computer</p> <p>Details specifications and quantities are as per <u>ANNEXURE I</u></p>	3	NO.

The tender will be governed by:

- a) “General Terms & Conditions” for e-Procurement as per Booklet NO. MM/NEF/E-01/2010 for E-procurement (LCB Tenders).
- b) Technical specifications and Qty. as per **ANNEXURE I** .
- 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) Bidders are advised to fill up the Technical Bid **CHEAK 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.

Notes:

1. All items should be **Brand New**, unused and of prime quality. Bidder to confirm the same while quoting.

2. Bidder should indicate the name of manufacturer and country of origin.
3. Bidder to indicate the dimensions including the weight of each item.

SPECIAL NOTES:

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 in Technical RFx-> External Area->Tender Documents as on the Bid Closing date):

- a) Bidder should have experience of successfully executing similar order of Rs 7.43 Lakhs during last 3 years as on the Bid Closing Date.
- b) Annual financial turnover of the firm in any of the last 3 financial years or current financial year should not be less than Rs 24.75 Lakhs.

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 Duliajan and to be sent to **General Manager(NEF), NEF Project, Oil India Limited, Duliajan, Assam-786602** only. 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. CNI3232P15”** 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.**

Note: PSU and Units registered with NSIC/SME for above service(s) are exempted from submission of tender fee, provided they submit a valid registration certificate to this effect.

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 **General Manager (NEF), NEF Project, Oil India Limited, Duliajan - 786602, Assam** 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 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.

5.0 Bid must be submitted electronically only through OIL's e-Procurement portal. Bid submitted in any other form will be rejected.

6. 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.

7.0 Bidders are requested to examine all instructions, forms, terms and specifications in the bid. Failure to furnish all information required as per the bid or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in the rejection of its offer without seeking any clarifications.

8.0 The tender shall be governed by the Bid Rejection & Bid Rejection Criteria given in enclosed Annexure II. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (as per Annexure-II) contradict the Clauses of the tender and / or "General Terms & Conditions" as per Booklet No. MM/NEF/E-01/2010 for E-procurement (LCB Tenders) elsewhere, those in the BEC / BRC shall prevail.

9.0 Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.

Yours Faithfully
Sd-

N.M. Kakati
Sr. Purchase Officer (M&C-NEF)
For Chief Manager (Materials)-NEF
For General Manager-NEF



OIL INDIA LIMITED
(A Government of India Enterprises)
NEF PROJECT
Duliajan, Assam-786602

TELEPHONE NO.- (0374) 2807451

FAX NO:- (0374) 2801799

Email: nef@oilindia.in

erp_mm@oilindia.in

nayanmoni@oilindia.in

Tender No.: SNI3232P15 Dated 16.04.2014

DETAILS TECHNICAL SPECIFICATIONS WITH QUANTITY:

ANNEXURE-I

DETAILS TECHNICAL SPECIFICATIONS WITH QUANTITY:

ITEM NO. 1: - HIGH END DUAL MONITOR GRAPHIC WORKSTATIONS.

Sr. No.	Parameter	Specification of the workstation	Compliance (Yes/ No)
1.	Mounting/Form Factor	Mini Tower/ Micro Tower.	
2.	Chipset of the workstation	Intel C602 Chipset or equivalent.	
3.	Processor	2 x Intel Xeon Six-Core Intel E5-2640, 2.50Ghz clock speed, 15MB 1333 6Core Processor.	
4.	No. of CPU per Workstation	Two processors should be configured in the workstation.	
5.	Processor Front Side Bus	Min 1330 Mhz FSB or Higher.	
6.	Processor L3 Cache	Minimum 15 MB or highest available in the processor offered by the Bidder.	
7.	RAM	32 GB DDR3 (1600 MHz or better) ECC RDIMM (16 GB per CPU), ECC Memory can be scaled to 192 GB in the workstation.	
8.	Hot Plug/Hot Swappable Hard Disk drive per Workstation and Interface for HDD	Min 4 x 600 GB 10KRPM 2.5" SFF SAS 2.0 Drive. Hard disks should RAID 5 configured. The workstation should also support Solid State SED Drives.	
9.	RAID Controller	8-port 6 Gb/s SAS HW RAID 0, 1, 5, 10 capable.	
10.	Software loading device	DVD+RW Drive (Dual layer).	
11.	Graphics Accelerator/ Adaptor	NVIDIA Quadro K5000 4 GB Card supporting display resolution 1920x1200 pixels or better depending on aspect ratio: 16x9 or higher, dual	

		monitor support.	
12.	Display/Monitor (2 Nos. display for each workstation).	<p>Dual Head (two nos.) 24 inch or better TFT Monitors with Faceplate Anti-glare and Anti-Static Treatment. Monitors should have features same or higher than the specifications given below:</p> <p>Panel Size: 24"/24". Panel Type: VA-Vertical Alignment. Maximum Resolution: 1920x1200 pixels. Contrast Ration: 1000:1. Brightness: 400 cd/m2 . Response Time: 6 ms (gray to gray). Viewing Angle: 178/178 degree. Color Support: 16.7 million colors; 100 % color gamut. Pixel Pitch: 0.270 mm.</p> <p><u>Connectivity:</u> Video input connector: Minimum Two dual-link DVID inputs with necessary cables. Control Panel: Input select, brightness up, brightness down, power on/off, plug & play support, High Definition Multimedia Interface(HDMI) Digital Visual Interface- Digital (DVI-D) with High Definition. Content Protection (HDCP). Display Port. Video Port. Video Graphics arrays (VGA). Component Video. Separate Video(S-Video), Composite Video Stand: Height adjustment stand, tilt, swivel, pivot and built -in -cable management.</p>	
13.	Keyboard/ Mouse.	Standard (two nos.) PS/2 ports supported 101 keys keyboard & 3 buttons USB optical Mouse with mouse pads.	
14.	I/O Expansion slots.	Minimum 7 PCI Slots (Minimum 4 Slots must be PCIe).	
15.	Built in IO/Ports.	Minimum 4 nos. USB 3.0 Ports. Min 4 Nos. USB 2.0 Ports. MIC, speaker & 1 No fire wires IEEE 1394a Port. Card Reader.	
16.	NIC Ports.	Integrated one no. Gigabit Port. Two Nos. of 10G Ethernet Ports, with Remote Wake UP and PXE support,	

		should support features like Teaming, Load Balancing and Failover.	
17.	FC HBA Card (Host Bus Adapter).	Dual Port 8 Gb/s FC HBA Card to connect to SAN Switch	
18.	Connectivity to PC Cluster System	Each Workstation is to be connected to cluster through the Gigabit Ethernet Cloud.	
19.	Operating System to be installed in workstation	Windows 8 professional down gradable to Windows XP Professional x64 with all latest service packs.	
20.	OS Compatibility & Certification	Red Hat Enterprise Linux WS (Latest Version) for x86_64 & Microsoft Windows Server 2008 and above (Latest Version) x86_64.	
21.	Standard Certifications to be present with offered Workstation	Workstation should have EPEAT GOLD certification, FCC certification, ROHS certified hardware.	
22.	Advance features	Dual Booting in Linux and Windows.	
23.	Power	1100 Watts 85%+Efficiency Power Factor Correcting (PFC) Power Supply. Power cord/cords supplied with the system should confirm to Indian standard.	
24.	Graphic Features	The supplied graphics accelerator must support demanding Geo-Technical applications, Visualization and Simulation. It must have hardware graphics acceleration, hardware anti-aliasing, hardware texture image and texture mapping capabilities support for dual display or more without degradation in performance. It must have multisampling and high speed specular lighting capability.	
25.	Configuration	The bidder shall configure and integrate the offered workstations to run processing application software. All required hardware, software, cables connectors, fixtures, fittings and accessories shall fully operational. All documents, licenses, media etc. shall be included in the offered package.	
26.	Make/Model	To be quoted by bidder	
27.	Warranty	3 years onsite warranty should be provided.	

A. Delivery, Installation & Commissioning Terms:

Delivery, Installation and Commissioning should be completed within 30 days of confirmed order at the following address:

NEF Project
OIL INDIA LIMITED
Duliajan, Assam-786602

B. Warranty Service Terms:

1. Comprehensive on-site warranty for a period of 3 years from the date of successfully commissioning.
2. The Bidder has to be OEM/Joint Venture of OEM/Subsidiary of OEM/Authorized Dealer of OEM. Joint Venture companies, subsidiaries and authorized dealers must submit documentary evidence to this effect and authorisation letter (in Original) from OEM to quote for the Enquiry, as per OIL format attached herewith, failing which, their offer will be liable for rejection.
3. In case of Dealer, Authorisation Certificate (in original) from OEM, as per Annexure-I, should be attached, stating that the OEM will provide support directly or through the particular dealer during the warranty period including replacement of spares and the validity of the certificate should be for a minimum period of 18 months from the date of submission of offers/bids, failing which, their offer will be liable for rejection.
4. The Bidder should provide an Undertaking of authenticity of IT Hardware/Software supplies,(in original), from OEM, as per Annexure-B, stating that no refurbished/ duplicate/ second hand components/ parts/ assembly/ software, shall be used, failing which, their offer will be liable for rejection.
5. Preventive & corrective maintenance of all hardware supplied including replacement of defective parts during warranty period, at no extra cost.
6. The defective parts under warranty should be first repaired / replaced and thereafter the defective items can be taken out of OIL's premises. Failure to repair or replace a defective part(s) under warranty within the 48 hours the period of warranty will be extended by that number(s) of days, at no extra cost.
7. Bidder will have to arrange its own transport facility for the engineer to attend service calls, and for movement of spare parts.

C. Payment Terms:

- 1.0 70 % after complete delivery of Materials and Balance 30 % after successfully Installation and Commissioning of the Hardware at Company's designated site.

D. Penalty Terms:

1. In case bidder fails to repair or replace a defective part(s) under warranty services mentioned in warranty service clause, within 24 hours, from the time of reporting the breakdown, a penalty @ Rs. 200 per day / per PC will be levied. In case of absence of the engineer for more than 24 hours, a penalty of

Rs. 500/- per engineer will be levied on per day basis. If for any reason, the bidder fails to provide services within seven successive days from the date of reporting, the period of warranty will be extended by that number(s) of days, at no extra cost, in addition to the above penalty, subject to a maximum of 15% of the total order value.

2 The penalty amount will be adjusted from any of the bidder's outstanding bill(s), irrespective of this Purchase Order submitted to OIL INDIA LTD or from the Performance Bank guarantee for the amount as deemed fit.

E. Technical Bidding Format:

Details of Technical Specification of High End Dual Monitor Graphic Workstation offered:

NIT Specifications	Offered Specifications	Deviation
1. Make / Model		
2. Chipset of the workstation		
3. Mounting/Form Factor		
4. Processor		
5. No. of CPU per workstation		
6. No. of processor cores per CPU		
7. Processor Front Side Bus		
8. Processor L3 Cache		
9. External Cache per Processor		
10. RAM		
11. Hot Plug/ Hot Swappable Hard Disk drive per Workstation and Interface for HDD		
12. Software loading device		
13. Graphics Accelerator/ Adaptor		
14. Display/ Monitor		
15. Key Board /Mouse		
16. I/O Expansion slots		
17. Built in I/O Ports		
18. NIC Ports		
19. HBA (Host Bus Adaptor)		
20. Connectivity to PC Cluster System		
21. Operating System		
22. Licenses		
23. OS Compatibility		
24. Advanced features		
25. Redundant Modules		
26. Hot -Swap Components		
27. Power		

28. Features		
29. Graphic Features		
30. Configuration		
31. General		
32. 2 KVA UPS (4 Nos)		
33. Others		

Note : Add Extra Sheet if there are more item.

F. General Terms & Conditions:

1. Bidder not complying with Delivery, Installation, Commissioning, Warranty and payment term clauses shall be liable for rejection.
2. Bids must be submitted in the specified format. A bid in any other format will be liable for rejection.
3. Printed Technical Brochure/Product Catalogue for the make/model offered must be attached with the Bid. Bids not accompanied by technical brochures/catalogues shall be liable for rejection.
4. Bids not accompanied with **Annexure-A** and **Annexure-B** shall be liable for rejection.

G. Annual Maintenance Contract (AMC):

1. Bidder has to quote for Three (3) years post warranty Annual Maintenance Contract separately for Hardware & Software to be supplied against this tender.
2. AMC will start after successful completion of warranty period.
3. AMC will include preventive and breakdown maintenance on call against all the workstations.
4. Bidder should enclose the standard terms and conditions of post warranty AMC.

**Sample authorisation letter from OEM
(To be typed on the letterhead of the Issuing Company)**

Ref. No _____

Date _____

The General Manager (NEF)

NEF Project
Oil India Limited,
Duliajan-786 602
Assam

Sir,

Sub: Authorisation Certificate

Ref: Your Tender enquiry No. CNI3232P15 Dated 16.04.2014

We hereby authorize M/s_____ to quote and provide onsite warranty support, including replacement of spares, for the above tender, on our behalf.

This certificate is valid up to _____ (18 months from the date of submission of offer).

Yours faithfully,
For (type name of the firm here)

Signature of Authorised Signatory

Name :

Designation :

Phone No.

Place :

Date :

(Affix Seal of the Organization here)

**Sample authenticity letter from OEM
(To be typed on the letterhead of the Issuing Company)**

Ref. No. _____

Date _____

The General Manager (NEF)
NEF Project
Oil India Limited,
Duliajan-786 602, Assam

Sir,

Sub: Undertaking of Authenticity of IT Hardware/Software supply

Ref: Your Tender enquiry No. CNI3232P15 Dated 16.04.2014.

With reference to the Servers being quoted to you vide our quotation No. dated..... cited above, we hereby undertake that all the components/ parts/ assembly/ software used in the Servers under the above like Hard disk, Monitors, Memory, etc., shall be original, new components/ parts/ assembly only, from respective OEMs of the products and that no refurbished/ duplicate/ second hand components/ parts/ assembly/ software, are being used or shall be used.

We also undertake that in respect of licensed operating system, it shall be sourced from the authorised source (Authorised Microsoft Channel).

Should you require, we hereby undertake to produce the certificate from our OEM supplier in support of above undertaking at the time of delivery/installation. It will be our responsibility to produce such letters from our OEM supplier's at the time of delivery or within a reasonable time.

In case of default and we are unable to comply with above at the time of delivery or during installation, for the IT Hardware/ Software billed, we agree to take back the Servers without demur, if already supplied and return the money, if any, paid to us by you in this regard.

We also take full responsibility of both Parts & Service SLA as per the content, even if there is any defect by our authorized Service Centre/ Reseller/SI, etc.

Yours faithfully,
For (type name of the firm here)

Signature of Authorised Signatory

Name :

Designation :

Phone No.

Place :

Date :

(Affix Seal of the Organization here)

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/NEF/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/LOCAL/E-01/2010 elsewhere, those in the BRC / BEC shall prevail.

1.0 BID REJECTION CRITERIA (BRC)

A. Technical

The bid shall conform generally to the specifications and terms and conditions given in this document. Notwithstanding the general conformity of the bids to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected.

- i) Bidder must quote the name of manufacturer.
- ii) Bid(s) not complying with Delivery, Installation & Commissioning, Warranty and penalty clauses will be rejected.
- iii) The Bidder has to be OEM/Joint Venture of OEM/Subsidiary of OEM/Authorized Dealer of OEM. Joint Venture companies, subsidiaries and authorized dealers must submit Authorization certificate (in original) from OEM, as per **Annexure-A**, attached herewith, stating that the OEM will provide support directly or through the particular dealer during the warranty period including replacement of spares and the validity of the certificate should be for a minimum period of 18 months from the date of submission of offers/bids, failing which, their offer will be rejected.
- iv) The Bidder should provide an Undertaking of authenticity of IT Hardware/Software supplies,(in original), from OEM, as per **Annexure-B**, should be attached, stating that no refurbished/ duplicate/ second hand components/ parts/ assembly/ software, shall be used, failing which, their offer will be rejected.
- v) Printed Technical Brochure/Product Catalogue for the make/model offered must be attached with the Bid. Bids not accompanied by technical brochures/catalogues will be rejected.

B. Commercial

- i). **Bid security of Rs 25,000.00** (Rupees Twenty five thousand)only shall be submitted manually in sealed envelope super scribed with Tender no. and Bid Closing date to **General Manager , NEF Project, Oil India Limited, Duliajan, Assam -786602**, 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.** For exemption for submission of Bid Security, please refer Clause No. 8.8 of General Terms and Conditions vide MM/NEF/E-01/2010 for E-Procurement LCB Tenders. **The Bid Security shall be valid upto six month from the date of bid opening.**
- ii). **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. 9.12 of General Terms and Conditions vide MM/NEF/E-01/2010 for E-Procurement LCB Tenders. The Performance Security shall be valid for 18 months from the date of dispatch or 12 months from the date of commissioning whichever concludes earlier.
- 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.**
- iii). ***The Bank Guarantee should be allowed to be encashed at all branches within India.***
- iv). 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.
- v). **Validity of the bid shall be minimum 120 days from the Bid Closing Date. Bids with lesser validity will be rejected.**
- vi). Bids containing incorrect statement will be rejected.
- vii). 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. 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.

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.
- iv) For evaluation of bids, the cost of the material including installation & commissioning and warranty charges are to be considered (in case the bidder quotes charges for installation & commissioning and warranty services separately).

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.

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/NEF/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/NEF/E-01/2010 for E-procurement (LCB Tenders).**

- D. Offers should be valid for minimum 120 days from the date of Technical Bid closing Date, failing which offer shall be rejected.**

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

Tender No.....
Name of Beneficiary :M/s.....
Vendor Code:
Address:.....
.....
Phone No. (Land Line):.....
Mobile No.:.....
E-mail address :.....
Bank Account No. (Minimum
Eleven Digit No.) :.....
Bank Name :.....
Branch :.....
Complete Address of your Bank:
:.....

IFSC Code of your Bank

a) RTGS :.....
b) NEFT :.....
PAN :.....
VAT Registration No. :.....
CST Registration No. :.....
Service Tax Registration No. :.....
Provident Fund Registration :.....

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

Office Seal

.....
Signature of Vendor

Counter Signed by Banker:

Seal of Bank:

Enclosure: Self attested photocopies of the following documents-

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

Matrix for Technical & Commercial Evaluation
Note: Only grey coloured boxes are to be filled by the bidder

Name of the Bidder	
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SL. No.	BEC/Tender Requirements	Compliance by Bidder	
		Indicate "Confirmed/ Confirmed"/ Applicable	Indicate "Not Confirmed" / Not
1	Bidder to confirm that he has not taken any exception/deviations to the bid document.		Indicate Corresponding page ref. Of unpriced bid
2	Confirm that the product offered strictly conform to the technical specifications.		
3	Confirm that the Offer has been made with Bid Bond / Bank Guarantee / Earnest Money along with the offer?		
4	Confirm unconditional validity of the bid for 120 days from the date of opening of techno-commercial bid.		
5	Confirm that the prices offered are firm and / or without any qualifications?		
6	Confirm that all relevant fields in the on-line bidding format been filled in by the bidders for the items quoted by them.		
7	Confirm that the price bid is in conformity with OIL's online bidding format?		
8	Confirm that the Bid comply with all the terms & conditions?		
9	Confirm that the offers and all attached documents are digitally signed using digital signatures issued by an acceptable Certifying Authority (CA) as per Indian IT Act 2000.		

Bidders Response Sheet

Tender No.: SNI3232P15

Sl. No.	Description	Remarks
1	Name of Bidder	
2	Place of Despatch (Ex- Works)	
3	Make & Model of quoted Product	
4	Validity of Bid from Bid Closing Date	
5	Delivery Period in weeks from placement of order	
6	Have you quoted Payment Terms as per NIT	
7	Bid Bond Submitted	
8	Bid Bond if Not submitted reasons thereof	
9	Whether you shall submit PBG in the event of placement of order on you	