



Oil India Limited
(A Govt. of India Enterprise)
P.O. Duliajan – 786602, Assam

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Tender No. & Date	:	SDG9226P19/07 dated: 18.09.2018
Tender Fee	:	INR 30,000.00 OR USD 500.00
Bid Security Amount	:	INR 4,54,000.00 OR USD 6,200.00
Bidding Type	:	SINGLE STAGE TWO BID SYSTEM
Period of Sale of Bid Documents	:	From 21.09.2018 to 31.10.2018; 15:30 Hrs(IST)
Bid Closing on	:	07.11.2018 (at 11.00 Hrs. IST)
Technical Bid Opening on	:	07.11.2018 (at14.00 Hrs. IST)
Pre- Bid Conference	:	04.10.2018 at Oil India Limited, Duliajan (India)
Bid Validity	:	Bid should be valid for 120 days from bid closing date
Bid Bond Validity	:	Bid Bond should be valid up to 07.06.2019
Performance Guarantee	:	Applicable @ 10% of Order value
Integrity Pact	:	Applicable

OIL INDIA LIMITED invites Global Tenders for the following item:

MATERIAL DESCRIPTION	QUANTITY	UOM
SUPPLY, INSTALLATION & COMMISSIONING OF SUCKER ROD PUMP (SRP) UNIT	6	NUMBER

FOR DETAILS PLEASE REFER THE FOLLOWING ANNEXURES:

- a) Annexure – A : Detailed Technical Specifications, General & Special Notes to bidders
- b) Annexure – B : Bid Evaluation & Rejection Criteria
- c) Annexure – C : Commercial Check List
- d) Annexure – D : Certificate of Annual Turnover & Net Worth
- e) Annexure – E : Technical evaluation matrix for Bid Evaluation & Rejection Criteria
- f) Annexure – F : Technical evaluation matrix for Technical specification

AA:: (I) MATERIAL DESCRIPTION, TECHNICAL SPECIFICATIONS & QUANTITY:

ITEM NO.	ITEM DESCRIPTION	QUANTITY IN NUMBERS
<u>10</u>	SUCKER ROD PUMP (SRP) UNIT	6
<u>20</u>	INSTALLATION & COMMISSIONING OF ITEM NO. 10 (TOTAL 6 NOS OF SRP UNIT)	1

(II) DETAILED REQUIREMENT & TECHNICAL SPECIFICATIONS OF SUCKER ROD PUMPS (SRP) SURFACE UNITS (CONVENTIONAL TYPE) :**1.0 SPECIFICATION OF SRP SURFACE UNITS: -**

New and unused conventional type SRP surface unit manufactured according to API Standard 11 E as specified below

Sl. No.	Description	Specification
a	Designation of SRP Surface unit	: C-912D-365-168
b	Gear reducer torque rating	: 912,000 Inch-pounds
C	Structural capacity	: 36500 pounds
d	Stroke Length	: 168,144,124 Inches
e	Strokes per minute	: 5, 7, 9 Strokes per minute.
f	Operating Speed of Gear Reducer	: To be designed by manufacturer.
g	Rating of SRP unit	: To be designed by manufacturer.

2.0 APPLICABLE STANDARDS: -

Sucker Rod Pumping unit shall be designed, constructed and tested in accordance with latest edition of applicable codes/standards listed below but not limited to the following standards: -

- i. API 11 E: For Sucker rod pumping unit.
- ii. API RP 11 L: RP for design calculation for sucker rod pumping systems. (Conventional units)
- iii. API RP 11 ER: Recommended practice for guarding of pumping units
- iv. API RP 11 G: Recommended Practice for Installation, Maintenance, and Lubrication of Pumping Units
- v. API RP 11 L: Design calculation for sucker rod pumping system
- vi. API Bull 11 L2: Catalogue of Analog Computer Dynamometer Cards
- vii. API Bull 11 L3: Sucker Rod Pumping System Design Book
- viii. ASTM-A-193/IS 1367: Specs. For Studs.
- ix. ASTM-A-194/IS 1367: Specs. For nuts.
- x. ASTM-A-36/FE410WA/WB IS 2062: Structural steel testing and materials.
- xi. AWS D1: Structural steel welding code.
- xii. AGMA: Applicable standard for helical and Herringbone speed reducers for oil field pumping units.
- xiii. IS-226 /IS 2062 Standard for structural steel (Standard quality).

3.0 DESCRIPTION OF SRP SURFACE UNITS: -

The SRP surface unit shall be consisting of following items: -

A) Horse Head & Walking Beam

- a. Walking beam
- b. Horse head
- c. Swivelling device of the horse head
- d. Wire line hanger (bridle) and Carrier bar

B) Pitman Arm & Equalizer Beam

- a. Pitman arms
- b. Equalizer beam
- c. Equalizer bearing assembly

C) Crank & Counter Balance

- a. Cranks,
- b. Crank Pin bearing assembly
- c. Counter weights
- d. Wrist pin

D) Samson Post & Base Structure

- a. Samson post
- b. Central bearing assembly
- c. Samson post access caged ladder (on both sides)
- d. foundation elements with cross-beam, complete with studs & nuts and skid holder

E) Gear Reducer

- a. Gear reducer
- b. Gear reducer Support welded on unit base
- c. Brake and brake control
- d. Brake Lever

F) Transmission

- a. Extension shaft for prime mover
- b. Pulleys of all sizes with V-drive section for prime mover for achieving 5, 7, 9 SPM.
- c. Pulley with V-drive section for gear reducer
- d. V-belts (8 nos per unit)
- e. Belt guard

G) Prime Mover

- a. Prime mover for the SRP unit will be Diesel / Gas Engines which will be under the scope of Oil India Limited.
- b. The prime mover will be having 1500 RPM
- c. The required output power of prime mover will be stated by the bidder in the tender and Oil India Limited will procure engines accordingly in line with existing fleet of engines.
- d. However, the prime mover pulley, extension shaft, bearing, bearing housing etc will be supplied by the bidder as described above in Transmission

4.0 IMPORTANT FEATURES: -

A) Horse Head & Walking Beam

- a. Unit should have horse head, which can swing horizontally on one side of walking beam, preferably with the help of gear, to facilitate work over operations.
- b. Horse head should be attached to the walking beam in such a manner as to prevent falling off due to sudden parting of rod or other sudden load changes.
- c. Provision should be made for fitting and removal of horse head pin with operational ease with proper Lubrication system.
- d. Horse head and walking beam should be provided with at least two lifting lugs for safe and balanced handling at the site.
- e. The walking beam should be provided with railing & arrangement for safety belt attachment for safe working during assembly /disassembly & maintenance of the SRP surface unit.
- f. Material of construction of walking beam shall be ASTM A-36/FE 410 WB, IS 2062 structural steel.
- g. The wire line (bridle) for horse head should be supplied as per API RP 11 E.
- h. Carrier bar should be designed and manufactured in three pieces to hold the wire lines and polished rod (1.5”) separately to facilitate removal of polished rod independently.
- i. Torque factor and polished rod positions are to be furnished by the bidders for each 15 degree crank pin position with zero position at 12’O Clock.

B) Crank & Counter Balance

- a. The counter weight should have counter balance effect as per SRP designation of C-912D-365-168.
- b. The counter weight should have proper arrangement for lifting, placing, sliding and fitting on crank.
- c. The crank should have rack and pinion/set type arrangement for shifting counter weight and provision to restrict the end travel of counter weight.
- d. The bidder should submit the API rating form for crank counterbalance including calculated counter balance value and diagram that will indicate position of different counterweight sizes on cranks by reading its value on the horizontal scale.
- e. The crank should have graduated scale on both sides for ensuring accurate balancing of the units with counterweights.
- f. The crank should have arrangement to change position of the wrist pin to obtain different stroke length as per unit specification

C) Sampson Post & Base Structure

- a. The unit base should be sufficiently strong and have heavy duty lifting lugs for easy loading and unloading.
- b. The central bearing assembly, which fits on the Sampson post, should be provided with adjustment bolts for precision alignment.
- c. Caged ladders should be provided on both sides of Sampson post for easy accessibility for repair/maintenance of horse head, Central Bearing etc.
- d. Sufficient quantity of suitable foundation bolts with skid holders should be supplied with each unit.
- e. Special care should be taken for Sampson post assembly (legs) dimensions and up down marking so that site assembly can be made without any over tightening and straining of the fasteners.

- f. The SRP unit shall be provided with lifting lug welded on base structure in such a way that it should not damage any equipment while handling.

D) Gear Reducer

- a. The SPP surface unit shall be provided with Double herring bone (Double Helical) gear reducer as per API 11 E Standard.
- b. Gear box direction must be clearly indicated.
- c. The gear reducer shall be having positive feed lubrication to all the bearings in accordance with API-11 E standard.
- d. The gear reducer shall be capable of safely operating at a maximum of 9 SPM.
- e. The gear reducer housing should be provided with Gear oil filling point, Gear inspection cover and gauge stick (with minimum- maximum marking) for checking gear oil level only.
- f. Allen key head type drain plug should be provided in place of normal bolt head type plug on the gear reducer body.
- g. Access steps should be provided to facilitate approach to Gear reducer top inspection cover.

E) Brake

- a. The SPP surface unit shall be provided with braking arrangement having sufficient braking capacity to withstand a torque exerted by the cranks at any crank position with a maximum amount of counter balance torque for the particular unit involved.
- b. This braking torques is to be effective with the pumping unit at rest, under normal operating condition with the well load disconnected.
- c. All the Brake linkages from brake unit of gear reducer to the hand locking lever shall be of stainless steel.
- d. Mechanical locking system also to be provided with Brake drum assembly.

F) Transmission

- a. The SRP unit shall be provided with taper lock bush/sleeves fit type prime mover pulleys of all sizes for achieving 5, 7, 9 SPM.
- b. The bidder should also supply bushing / sleeve to accommodate pulley for prime mover on extension shaft of OD 80 mm.
- c. The bidder should also supply prime mover extension shaft of 80 mm OD & 900 mm length to accommodate pulley for prime mover.
- d. The bidder shall also supply 02 sets of Double row spherical roller bearing (FAG 22217 E1K or equivalent) with bearing housing for the Extension Shaft with each SRP surface unit.
- e. Prime mover pulley and gear reducer pulley should have 8 nos of space saver groove of .C. section and shall be suitable for V-belts.
- f. The bidder shall also supply one set of CP 360 type V belts (Each set consisting of 8 nos.) with each SRP unit
- g. The gear reducer pulley should be properly fitted with sleeve on the pinion gear shaft.
- h. Suitable belt guards to be provided with the units. Belt guard support channels should be detachable type to facilitate easy removal during maintenance.

G) **General Requirement:**

- a. **Painting:** Units should be painted with synthetic enamel rust preventive paint (one coat primer plus two finish coats) after adequate surface preparation.
- b. **Packaging & shipping:**
 - i. Shipping of all components of each individual unit must be done together, and inter mixing of parts should be avoided.
 - ii. Detailed packing list must be provided separately with each unit.
 - iii. All loose items like fasteners should be properly packed in the plastic/polythene sheets and suitable wooden boxes to avoid weather exposure during stocking.
- c. **Bearing:** Bearings of the gear reducer, Central bearing, Equalizer bearing, Pitman bearing and any other bearings used in the unit should be of best industry standard as per API specification 11E.
- d. **Fasteners:** All fastener bolts & nuts of sucker rod pumping unit should be provided with plain and spring washers and lock nuts.
- e. **Interchangeability:** All the parts of one set of surface sucker rod pumping unit must be interchangeable with another set of surface unit of the same specification supplied by the same vendor.
- f. **API Monogram:** Each SRP surface unit and Gear reducer shall be duly provided with API monogram.
- g. **Name Plate:** A name plate bearing following information's is to be provided with each unit.
 - i. Name of the manufacturer
 - ii. Model Number
 - iii. Year of manufacture
 - iv. Stroke length
 - v. Structural unbalance
 - vi. API monogram
- h. **Manuals:** One Set of following technical manuals and catalogues are to be supplied with each SRP surface units with soft copy in CD/USB drive, without any extra cost:
 - i. General Arrangement drawing (GAD) giving part details of Gear reducer, centre bearing assembly, (rear) tail-equalizer bearing assembly and crank pin bearing assembly with respective bearing identification numbers.
 - ii. Foundation drawing: Foundation drawing to be provided well in advance for making the foundation ready for installation of unit on arrival.
 - iii. Installation and Commissioning manual.
 - iv. Operation and maintenance manual including lubrication instructions and spare parts list.
 - v. Stroke and Torque Factor tables as per approved data form A2 of API-11 E.
 - vi. Crank counter balance tables as per approved data form A1 of API-11 E.

- vii. Completed manufacturers Gear Reducer data sheets as per figure-14 of API-11 E.
 - viii. Pulley combination table.
- i. **Accessories:** The following accessories should be provided along with each SRP unit
- i. Stroke Counter: One set of mechanical stroke counting meter should be provided with each SRP unit for recording the Total number of strokes of the unit run.
 - ii. Tools Box with tool: Each surface unit should be provided with one complete set of all the suitable standard & special tools, spanners, wrenches, allen keys (with a metallic tool box) required to install the SRP unit including fastening of all the nuts & bolts.
 - iii. Accessories for Prime mover : the prime mover pulley, extension shaft, bearing, bearing housing etc will be supplied by the bidder as described above in Transmission
- j. **Mandatory Spares:** The following items required for regular operation & maintenance, overhauling etc., shall be supplied along with the SRP surface units additionally as spares. The bidder shall quote for the same indicating **Unit Price, Part NO, which shall be a part of the bidding price.**
- i. Central Bearing : 2 nos. for each unit
 - ii. Equalizer Bearing : 2 nos. for each unit:
 - iii. Brake cable : 1 no. for each unit
 - iv. Brake shoes : 1 no. for each unit
 - v. Arm bearing : 4 nos. for each unit
 - vi. Dog clutch : 1 no. for each unit
 - vii. V-belt: 2 sets for each unit (Each set consisting of 8 nos.)
 - viii. Stud & Bolt with Nuts: 01 set for Sampson Post
 - ix. Stud & Bolt with Nuts: 01 set for Base Structure
- k. **Recommended Spares:** Additionally, the bidder shall furnish a list of recommended spares & components which are not included in mandatory spares above that may be required for regular operation and maintenance, overhauling etc. throughout the life of the equipment complete with Part No, Unit price and annual consumption pattern of them. **THE PRICE QUOTED FOR RECOMMENDED SPARES WILL NOT BE TAKEN IN TO ACCOUNT FOR BID EVALUTION.** OIL shall have the right to procure and include them in its inventory as and when required.
- l. **Spares availability:** The bidders must submit a written undertaking along with the bid that they would be able to supply all the requisite spares and consumables (including bought out items) for a minimum period of 5 (five) years from the date of completion/ successful field commissioning of the unit.

5.0 INSPECTION:-

- A. Third Party inspection of the unit is to be carried out for all the component of the unit by any one of OIL approved TPI agency (viz M/s Lloyds / M/s Bureau Veritas /

M/s IRS / M/s DNV / M/s Rites / M/s Tuboscope Vetco only). The scope of 3rd party inspection shall be as under:

- a. Witness the manufacturing and assembly
- b. Witness the functional and performance tests
- c. Review of inspection procedure
- d. Any other requirement of the inspection agency to satisfy of the equipment as per applicable standards.

Note: Bidders will quote Third Party Inspection charges separately in the price bid only, which will be considered for bid evaluation.

B. Pre shipment inspection shall be carried out by OIL (by representatives of WSS & ALP section of OGPS Deptt., P&D Section of PSS Deptt., and Field Engineering Deptt. etc.) at manufacturer's site. The supplier shall inform OIL at least 2 (two) months ahead for such inspection to enable OIL to send its inspectors. The supplier has to arrange to inspect the unit by a team of 04 (four) OIL's engineers. OIL will bear the expenses towards traveling and accommodation etc. of the OIL's inspection team. The Inspection cum Acceptance process would include the following minimum steps/tasks but not limited to -

- a. Physical verification/inspection of all the items/fittings/accessories including all Parts Catalogue, Maintenance & Service Manuals, documents, etc. The supplier shall arrange all infrastructures & technical support during the process of inspection as and when required.
- b. Supplier shall have to take note of any minor modification(s) for operational requirement suggested by the inspectors and comply with the same at no extra cost to OIL.
- c. The inspection report would be prepared at the end of the inspection and jointly signed by both the parties.
- d. Supplier shall confirm in writing compliance to all the points raised in the inspection report as well as any other subsequent additions/changes, following deliberation with the inspectors after arrival at Duliajan.
- e. Supplier will affect dispatch of the unit only on receipt of OIL's despatch advice.

Note: Pre-Despatch Inspection charges (if any) should be quoted separately in the price bid only, which shall be considered for bid evaluation.

6.0 COMMISSIONING:-

6.1 The supplier shall provide the complete RCC Foundation Drawing as per applicable standards after receipt of Letter Of Credit (for foreign bidders) or receipt of Purchase Order (for indigenous bidders). The foundation drawing shall be submitted to OIL three (03) months prior to final shipment of the consignment so that foundation can be made ready for installation & commissioning of the surface units.

6.2 The Supplier shall depute their competent commissioning personnel for installation & commissioning of the complete units at OIL's operating site in Assam Oil Field (India). The Supplier's commissioning engineer shall be available at

Duliajan, Assam within fifteen (15) days of the intimation given by OIL for commissioning the units.

6.3 Bidder must quote for commissioning charges which should include the to and fro charges, food & lodging and daily charges of the personnel. OIL may provide accommodation (on payment basis) subject to availability. However, OIL will provide local transportation to the commissioning personnel.

6.4 Bidders shall quote Commissioning charges, for bid evaluation purposes. The charges should be shown in Commercial bid only.

6.5 The unit shall be **deemed to be commissioned** after successful completions of **06 wells** with supplied Sucker Rod Pump Units.

6.6 The bidders are to confirm categorically the commissioning clause/clauses as mentioned in 6.0 of Technical Specification.

7.0 GUARANTEE / WARRANTY:-

7.1 Goods, materials or plant (s) to be supplied shall be new, of recent make, of the best quality & workmanship and shall be guaranteed by the supplier for a period of 12 months from the date of successful commissioning against defects arising from faulty materials, workmanship or design. Defective goods/ materials or parts notified by OIL to the Supplier shall be replaced immediately by the supplier on F.O.R destination basis including payment of all taxes and duties at Supplier's expense. This guarantee shall survive and hold good not –withstanding the inspection, payment for and acceptance of the goods.

7.2 OIL reserves the right to inspect, test and if necessary reject any part/parts after delivery at site (including incomplete manuals, catalogues, etc.) in case of any fault on the part of the supplier. It shall in no way be waived by the reason that the unit/item was previously inspected and passed by OIL as per Inspection Clause detailed elsewhere in this tender document.

7.3 To keep the unit fully operational, in case of failure of any item during the warranty period, it shall be the supplier's responsibility to arrange replacement/repairing at site at their cost including customs, freight, etc. within a period of maximum three (03) weeks from the date of notification of such failure and warranty for such items shall be extended accordingly.

8.0 TRAINING TO OIL PERSONNEL ON SRP SURFACE UNIT INSTALLATION, COMMISSIONING & OPERATION:-

8.1 The supplier shall have to provide training to OIL personnel in two (02) phases –

a. During the pre-dispatch inspection visit of OIL's engineers the supplier shall arrange comprehensive training at their manufacturing plant/works for a period of minimum five (05) days on Operation & Maintenance, Troubleshooting and Working Principle of SRP units covering the following areas: -

- i. Basics of SRP Unit
- ii. Different types of SRP Units
- iii. Functions of different components with their specification
- iv. SRP Unit normal operation

- v. Designing of SRP Unit
- vi. Maintenance schedule
- vii. Preventive maintenance
- viii. Safe operating procedure
- ix. Troubleshooting etc.


b. During installation and commissioning of the unit at OIL's operating site in Assam Oil Field (India), the commissioning engineer shall have to provide field training to OIL Engineers and technicians on Maintenance, troubleshooting, Working Principle and repair/ replacement of different equipment etc.

8.2 Bidders should quote their training charges separately in the price bid only, which shall be considered for bid evaluation.

8.3 The bidders are to confirm categorically the training clause/clauses as mentioned in 8.0 of Technical Specification.

BB :: GENERAL NOTES TO BIDDERS:

Sl No	Clause description
1.0	Tender Fee – Tender fee must be paid online through OIL’s payment gateway only and no other instrument (Cash/DD/Cheques/Cashier Cheque, etc) will be acceptable.
2.0	<p>Bid Security/EMD/Performance Bank Guarantee – Must be paid either through online mode or Submission of Bank Guarantee/LC only. No DD/Cheques/Cashier Cheque or any other mode will be acceptable.</p> <p>The Bank Guarantee issued by bank must be routed through SFMS platform as per following details:</p> <p>a. (i) “MT760/ MT760 COV for issuance of bank guarantee (ii) MT767/ MT767 COV for amendment of bank guarantee</p> <p>The above message/intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Duliajan Branch, IFS Code: UTIB0001129. Branch Address: Axis Bank Ltd., Duliajan Branch, Daily Bazar, Jyotinagar, Duliajan, Dist-Dibrugarh, Pin- 786602.</p> <p>b. The vendor shall submit to OIL the copy of the SFMS message as sent by the issuing bank branch along with the original bank guarantee.</p>
3.0	The tender will be governed by “General Terms & Conditions” for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders) including Amendments & Addendum to “General Terms & Conditions” for e-Procurement.
4.0	Bid must be submitted online through OIL’s e-procurement portal. Bid submitted in any other form will be rejected.
5.0	<p>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 scribing tender no. and due date to The GM Materials, Materials Department, Oil India Limited, Duliajan- 786602, Assam on or before 13:00 hrs (IST) on the Bid Closing Date mentioned in the Tender.</p> <p>a) Original Bid Security along with two duplicate copies of Bid Security. b) Any other documents which have been particularly asked for in this tender for submission.</p>
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	The tender is invited under SINGLE STAGE-TWO BID SYSTEM . The bidder has to submit both the “TECHNO-COMMERCIAL UNPRICED BID” and “PRICED BID” 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” shall contain all technical and commercial details except the prices which shall be kept blank. Details of prices as per Bid format / Commercial bid to be uploaded as attachment in the Attachment Tab “Notes and Attachments”. Any offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in the tender.

	<div style="display: flex; flex-direction: column; align-items: flex-start;"> <div style="margin-bottom: 10px;"> <div style="border: 1px solid black; padding: 2px 5px; display: inline-block;">Notes and Attachments</div> → Only Price Details Should Be Uploaded </div> <div> <div style="border: 1px solid black; padding: 2px 5px; display: inline-block;">Technical attachments</div> → All technical bid documents except price details </div> </div> <p style="margin-top: 20px;">Please do refer “NEW INSTRUCTION TO BIDDER FOR SUBMISSION” for the above two points and also please refer “ New Vendor Manual (effective 12.04.2017) ” available in the login Page of the OIL’s E-tender Portal.</p> <div style="text-align: center; margin-top: 20px;">  </div>
8.0	<p>In Technical Bid opening, only Technical Rfx will be opened. Therefore, the bidder should ensure that “TECHNO-COMMERCIAL UNPRICED BID should contain details as mentioned in the technical specifications as well as BEC/ BRC and upload the same in the Technical RFX Response-> User - > Technical Bid. No price should be given in above Technical Rfx otherwise the offer will be rejected. Please go through the help document in details before uploading the document and ensure uploading of technical bid in the Technical RFX Response-> User - > Technical Bid only. The “PRICE BID” must contain the price schedule and the bidder’s commercial terms and conditions. Details of prices as per Bid format / Commercial bid can be uploaded as Attachment under the attachment option under “Notes & Attachments”.</p>
9.0	<p>PRICED BIDS OF ONLY THOSE BIDDERS WILL BE OPENED WHOSE OFFERS ARE FOUND TO BE TECHNO-COMMERCIALLY ACCEPTABLE.</p>
10.0	<p>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 rejection of its offer without seeking any clarifications.</p>
11.0	<p>Please mention clearly in your quotation the Net. Weight, Gross Weight & Volume, Indian Agent's Name and its Commission, Payment Terms, Ocean Freight, Port of Loading, Delivery period, Country of origin with manufacturer's name, etc.</p>
12.0	<p>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 OIL, failing which the offer will be summarily rejected.</p>
13.0	<p>Other terms and conditions of the tender shall be as per “General Terms &</p>

	Conditions” for e- Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders). However, if any of the Clauses of the Bid Rejection Criteria (BRC) / Bid Evaluation Criteria (BEC) mentioned here contradict the Clauses in the “General Terms & Conditions” for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders) of the tender and/or elsewhere, those mentioned in this BEC / BRC shall prevail.
14.0	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.
15.0	<p>Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer.</p> <p>"In order to bid for OIL e-tenders all the vendors are required to obtain a legally valid Digital Certificate Class III [Organization] along with Encryption Certificate as per Indian IT Act from the licensed Certifying Authorities (CA) operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. Digital Signature Certificate comes in a pair of Signing/verification and Encryption/decryption certificate. Bidder should have both the Signing/verification and Encryption/Decryption certificate for Signing and encryption, decryption purpose respectively. The driver needs to be installed once, without which the DSC will not be recognized. While participating on e-Tendering the DSC token should be connected to your system.</p> <p>Encryption certificate is mandatorily required for submission of bid. In case bidder created response with one certificate (using encryption key) and bidder change his Digital Signature Certificate then old certificate (used for encryption) is required in order to decrypt his encrypted response for getting the edit mode of the response. Once decryption is done, bidder may use new DSC certificate for uploading and submission of their offer. It is the sole responsibility of the bidder to keep their DSC certificate properly. In case of loss of the certificate, OIL INDIA LTD is not responsible."</p>
16.0	Bidders to note that Govt. of India under Micro, Small and Medium Enterprises Development (MSMED) Act 2006, has proclaimed the Public Procurement Policy, 2012 with effect from 1st April, 2012 in respect of procurement of goods and services, produced and provided by micro and small enterprises, by its Ministries, Departments and Public Sector Undertakings for promotion and development of Micro and Small Enterprises. A new Clause on applicability of Public Procurement Policy for procurement of goods from Micro and Small Enterprises (MSE) in the tender is furnished vide Amendment to General Terms and Conditions for Global Tender (MM/GLOBAL/E-01/2005). Bidders are requested to take note of the same and to submit their offers accordingly.
17.0	The items shall be brand new, unused & of prime quality. The manufacturer shall warrant (in the event of an order) that the product supplied will be free from all defects & fault in material, workmanship & manufacture and shall be in full conformity with ordered specifications. This clause shall be valid for a period of twelve (12) months from the date of successful commissioning of the items at destination. The defective materials, if any, rejected by OIL shall be replaced by the supplier at their own expense. Bidders must confirm the same in their quotations.
18.0	Quantity of Individual item may be increased or decrease at the time of final placement of order. The minimum FOB charges in case of partial order for reduced quantity/enhanced quantity shall have to be indicated by the bidder. In case, this is not indicated specifically, the charges quoted would be

	pro-rata calculated and the same will be binding on the bidder.
19.0	Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.
20.0	<p>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- IX 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. 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. If any bidder refuses to sign Integrity Pact or declines to submit Integrity Pact with the offer, their bid shall be rejected straightway.</p> <p>OIL's Independent External Monitors at present are as under:</p> <p>SHRI RAJIV MATHUR, IPS (Retd.), Former Director (IB) Govt. of India e-Mail ID : rajivmathur23@gmail.com</p> <p>SHRI SATYANANDA MISHRA, IAS(Retd.) Former Chief Information Commissioner & Ex-Secretary, DOPT, Govt. of India E-mail Id : satyanandamishra@hotmail.com</p> <p>SHRI JAGMOHAN GARG, Ex-Vigilance Commissioner, CVC e-Mail id : jagmohan.garg@gmail.com</p>
21.0	Original Bid Closing Date shall be considered by OIL for evaluation of BRC Criteria in case of any extension of the original bid closing date.
22.0	<p>Performance Security clause (Clause No. 10.0 of Section-A) of "General Terms & Conditions for Global Tenders (MM/GLOBAL/01/2005)" has been amended and the new clause is detailed in the Amendment dated 25.04.2016 issued to MM/GLOBAL/01/2005. Successful bidder will be required to furnish a Performance Bank Guarantee @10% of the order value which should remain valid for the period execution, including extension, if any and the entire warranty period in line with tender requirement. The successful bidder shall submit Performance Security within 30 days of award, failing which OIL reserves the right to cancel the order and forfeit their Bid Security. Bidders should undertake in their bids to submit Performance Security as stated above. Bidders to note the same and to confirm its acceptance in their offers.</p> <p>The Bank Guarantee issued by bank must be routed through SFMS platform as per following details:</p> <p>a. (i) "MT760/ MT760 COV for issuance of bank guarantee (ii) MT767/ MT767 COV for amendment of bank guarantee</p> <p>The above message/intimation shall be sent through SFMS by the BG issuing bank branch to Axis Bank, Duliajan Branch, IFS Code: UTIB0001129. Branch Address: Axis Bank Ltd., Duliajan Branch, Daily Bazar, Jyotinagar, Duliajan, Dist-Dibrugarh, Pin- 786602.</p> <p>b. The vendor shall submit to OIL the copy of the SFMS message as sent by the issuing bank branch along with the original bank guarantee.</p>

23.0	Bidder to sign and submit completely filled up Technical & Commercial check list.
24.0	<p>Payment terms: Payment shall be released as follows:</p> <p>(i) 80% of the Sucker Rod Pump units value shall be paid against shipment/dispatch documents.</p> <p>(ii) Remaining 20 % of the Sucker Rod Pump units value alongwith commissioning charges shall be paid after successful commissioning and acceptance of the Sucker Rod Pump units at OIL's site.</p> <p>(iii) Payment towards training will be released after successful completion of training.</p>
25.0	<p>Liquidated Damage: Refer to “General Terms & Conditions” for e- Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders). In case of deduction of LD, LD amount will be deducted along with applicable rate of GST.</p>
26.0	<p>The items covered by this enquiry shall be used by Oil India Limited in the PEL/ML areas which are issued/renewed after 01/04/99 and hence Nil Customs Duty & concessional IGST during import will be applicable.</p> <p>In the event of an order on indigenous bidder, OIL will issue Project Authority Certificate (PAC) under Deemed Export benefit, where import content is declared by the bidder for availing Advance Licence for intermediate Supply. However, Indian bidders will not be issued Recommendatory Letter. Details of Deemed Export benefit are furnished vide Addendum to “General Terms & Conditions” Booklet No. MM/GLOBAL/E-01/2005. The bidders are requested to check the latest position on the subject on their own and OIL shall not accept any liability, whatsoever, on this account.</p> <p>Indigenous Supplier shall furnish the invoice to OIL before the despatch for obtaining Essentiality Certificate from DGH towards concessional rate of GST against invoice valuing 10 lakh and above.</p> <p>Supplier shall arrange to provide all necessary documents to apply for the essentiality certificate on receipt of request from OIL, if any. Further, supplier shall affect dispatch only on receipt of relevant certificates from OIL, failing which all related liabilities shall be to Supplier's account.</p>
27.0	<p>Bidders to note that Ministry of Petroleum & Natural Gas, Government of India implemented PPLC Policy to provide Purchase Preference (linked with local content) by notification no. Ref. O-27011/44/2016-ONG-II/FP dtd.25.04.2017. A new Clause on applicability of Purchase Preference (linked with local content) policy in the tender is furnished as Annexure-VIII of the tender document. Bidders are requested to take note of the same and to submit their offers accordingly wherever applicable.</p>
28.0	<p>Pre-Bid Conference:</p> <p>(i) A pre-bid conference to explain Company's exact requirements and to reply queries of Bidders, if any, on the tender stipulations will be held on 04.10.2018 at OIL's Field Head Quarters at Duliajan, Dist.: Dibrugarh, Assam, (India). Bidders interested to attend the pre-bid conference as above must contact/communicate with GM (FP), Oil India Limited, P.O. Duliajan-786602, ASSAM, Phone: 91-0374-2808721/91-374-2808705, Fax: (91)374-2800533, E-mail: pradiplrds@oilindia.in / km_kumar@oilindia.in well in advance regarding the venue & other related details.</p> <p>(ii) Maximum two (2) representatives from each prospective Bidder, who</p>

	<p>purchased the tender document, shall be allowed to participate in the pre-bid conference. All costs associated to attend the pre-bid conference by their representatives shall be borne by the interested Bidders.</p> <p>(iii) The prospective bidders may submit their queries, if envisaged against the tender conditions any, through e-mail/fax/letter to the above mentioned address prior to the date of pre-bid conference. OIL expects that the Bidders should comply to the tender conditions in toto. However, clarifications/exceptions/deviations, if required any, should be brought out by the bidders prior to or during the Pre-Bid Conference only. After processing these suggestions, as a sequel to the pre-bid conference, Company shall communicate the changes in this regard, if agreed any, through an addendum to tender document in e-portal.</p>
29.0	<p><u>Clauses related to GST:</u></p> <ol style="list-style-type: none"> 1. For the purposes of levy and imposition of GST, the expressions shall have the following meanings: <ol style="list-style-type: none"> (a) GST - means any tax imposed on the supply of goods and/or services under GST Law. (b) Cess – means any applicable cess, existing or future on the supply of Goods and Services as per Goods and Services Tax (Compensation to States) Act, 2017. (c) GST Law - means IGST Act 2017, CGST Act 2017, UTGST Act, 2017 and SGST Act, 2017 and all related ancillary Rules and Notifications issued in this regard from time to time. 2. The rates quoted by the bidders shall be inclusive of all taxes, duties and levies. However, bidders are required to provide separately the rate and amount of all types of taxes, duties and levies. In case, the quoted information related to various taxes, duties & levies subsequently proves wrong, incorrect or misleading, OIL will have no liability to reimburse the difference in the duty/ tax, if the finally assessed amount is on the higher side and OIL will have to right to recover the difference in case the rate of duty/ taxes finally assessed is on the lower side. Further, bidders have to clearly show the amount of GST separately in the Tax Invoices. Further, it is the responsibility of the bidders to make all possible efforts to make their accounting / IT system GST compliant in order to ensure availability of Input Tax Credit (ITC) to Oil India Ltd. 3. Offers without giving any of the details of the taxes (Including rates and amounts) as specified above will be considered as inclusive of all taxes including GST. When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by OIL on the Purchase Order/ Contracts will be binding on the bidder. 4. Bidders are required to pass on the benefit arising out of introduction of GST, including seamless flow of Input Tax Credit, reduction in Tax Rate on inputs as well as final goods by way of reduction of price as contemplated in the provision relating to Anti-Profiteering Measure vide Section 171 of the CGST Act, 2017. Accordingly, for supplies made under GST, the bidders should confirm that benefit of lower costs has been passed on to OIL by way of lower prices/taxes and also provide details of

	<p>the same as applicable. OIL reserves the right to examine such details about costs of inputs/input services of the bidders to ensure that the intended benefits of GST have been passed on to OIL.</p> <p>5. Oil India Ltd. shall declare the value of free issue of materials and services, if any, involved in the execution of the contract. The Contractor should consider the same while working out the GST liability, if any. Further in cases where GST is leviable on any facilities provided by OIL and used by bidders and the consideration for which is recovered by OIL in the form of reduction in the invoice raised by bidders then OIL will raise GST invoices on such transactions and the same will be reimbursed by bidders.</p> <p>6. When Input tax credit is available for Set Off Evaluation of L-1 prices shall be done based on Quoted price after deduction of Input Tax Credit (ITC) of GST, if available to OIL.OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders When Input tax credit is NOT available for Set Off Evaluation of L-1 prices shall be done based on Quoted price only. OIL shall evaluate the offers on the basis of the quoted rates only and any claim subsequently by the bidders for additional payment/liability shall not be admitted and has to be borne by the bidders</p> <p>7. Bidders agree to do all things not limited to providing GST compliant Tax Invoices or other documentation as per GST law relating to the supply of goods and/or services covered in the instant contract like raising of and /or acceptance or rejection of credit notes / debit notes as the case may be, payment of taxes, timely filing of valid statutory Returns for the tax period on the Goods and Service Tax Network (GSTN), submission of general information as and when called for by OIL in the customized format shared by OIL in order to enable OIL to update its database etc. that may be necessary to match the invoices on GSTN common portal and enable OIL to claim input tax credit in relation to any GST payable under this Contract or in respect of any supply under this Contract.</p> <p>8. In case Input Tax Credit of GST is denied or demand is recovered from OIL by the Central / State Authorities on account of any non-compliance by bidders, including non-payment of GST charged and recovered, the Vendor/Supplier/Contractor shall indemnify OIL in respect of all claims of tax, penalty and/or interest, loss, damages, costs, expenses and liability that may arise due to such non-compliance. OIL, at its discretion, may also withhold/recover such disputed amount from the pending payments of the bidders.</p>
30.0	<p>Along with the technical bid, bidders must submit duly filled undertaking as per format provided vide Annexure-X as undertaking towards submission of authentic information/documents.</p>

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

In addition to BRC/BEC criteria vide SECTION – ‘D’ of General Terms and Conditions for Global Tender (MM/ GLOBAL/E-01/2005), the following clause will be applicable against this tender.

The bid must conform to the specifications and terms and conditions given in the tender. Bid will be rejected in case the items offered do not conform to all the required technical 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 shall have to be particularly met by the bidders, without which the offer will be considered as non-responsive and rejected.

(I) BID REJECTION CRITERIA (BRC)

A. TECHNICAL:

1.0 Bidder’s Qualification:

1.1 The bidder shall be an Original Equipment Manufacturer (OEM) of Conventional Type Sucker Rod Pump Unit.

OR

1.2 The bidder shall be an Authorized Dealer/Authorized Agent of OEM of Conventional Type Sucker Rod Pump Unit.

1.3 In case the bidder is an Authorized Dealer/Authorized Agent of OEM of Conventional Type Sucker Rod Pump Unit, the bidder shall submit copy of valid authorization / dealership certificate issued by the OEM (the principal) with backup warranty / guarantee along with the technical bid.

1.4 Offers made by Agents/Consultant/Representatives/Retainer/Associate in India on behalf of the foreign bidder will not be acceptable.

1.5 The bidder shall categorically confirm that there will be no change of the proposed OEM after submission of the bid.

2.0 Bidder’s Experience:

2.1 In case the Bidder is an Original Equipment Manufacturer (OEM), the following criteria shall be met by the Bidder:

2.1.1 The bidder shall have the experience of successful completion of order of **Three (3) Numbers Conventional Type Sucker Rod Pump Unit** in last five (05) years preceding from the bid closing date of this tender to any E&P company or service provider to an E&P company.

2.2 In case the Bidder is an Authorized Dealer/ Authorized Agent of the Original Equipment Manufacturer (OEM) of Conventional Type Sucker Rod Pump Unit, the following criteria shall be met by the Bidder and the principal:

2.2.1 The principal (OEM) shall have the experience of successful completion of order of **Three (3) Numbers Conventional Type Sucker Rod Pump Unit** in last five (05) years preceding from the bid closing date of this tender to any E&P company or service provider to an E&P company, either by himself or through his Authorized Dealer/ Authorized Agent.

2.2.2 Also, the Bidder as an Authorized Dealer/ Authorized Agent shall have the experience of successful completion of order of **Three (3) Numbers Conventional Type Sucker Rod Pump Unit** in last five (05) years preceding from the bid closing date of this tender to any E&P company or service provider to an E&P company, from the proposed OEM (principal).

2.3 The bidder shall submit the following documents in support of previous supply experience of himself and the principal, as applicable in 2.1.1, 2.2.1 & 2.2.2

(a) Copy (ies) of Purchase Order(s)/Contract document(s), **and**

(b) Any one or combination of the following documents that confirms the successful execution of each of the purchase order(s) / contract(s) -

- Signed and sealed Completion report/performance certificate from the clients(in original on user's letter head)
- Bill of lading
- Consignee delivery receipt / challan
- Central Excise Gate Pass / Tax Invoice issued under relevant rules of Central Excise / Vat / GST
- Commercial Invoice / Payment Invoice
- Any other documentary evidence that can substantiate the successful execution of each of the Purchase Order(s) /contract(s) cited above

Note:

1) The Purchase Order date need not be within 5 (five) years preceding original bid closing date of this tender. However, the execution of supply should be within 5 (five) years preceding original bid closing date of this tender.

2) Order copy to be enclosed with relevant page number bearing signature of purchaser or authenticated by purchaser. Satisfactory supply / completion report should be issued on company's letterhead with signature and stamp.

3.0 Bidder should categorically confirm in the technical bid a delivery schedule within Eight (08) months, FOB Port of dispatch, after establishment of letter of credit (in case of foreign bidder) or for dispatch of the equipment within Eight (08) months after receipt of formal order (in case of indigenous bidder) failing which their offer will be rejected.

B. FINANCIAL:

1.0 **Annual Turnover:** The bidder shall have an annual financial turnover of minimum **US\$ 1,60,107.00 or INR 114.00 Lacs** during any of the preceding 03 (three) financial years reckoned from the original bid closing date, irrespective of whether their bid is for all the tendered items or not.

- 2.0 "Net Worth" of the bidder should be positive for the financial/accounting year just preceding to the original bid closing date of the tender (i.e. FY 2017-18).
- 3.0 Considering the time required for preparation of Financial Statements, if the last date of preceding financial / accounting year falls within the preceding six months reckoned from the original bid closing date and the Financial Statements of the preceding financial / accounting year are not available with the bidder, then the financial turnover of the previous three financial / accounting years excluding the preceding financial / accounting year will be considered. In such cases, the Net worth of the previous financial / accounting year excluding the preceding financial / accounting year will be considered. However, the bidder has to submit an affidavit/undertaking certifying that 'the balance sheet/Financial Statements for the financial year 2017-18 has actually not been audited so far'.

Note:

- a) For proof of Annual Turnover & Net worth any one of the following document must be submitted along with the bid:-

- i) A certificate issued by a practicing Chartered/Cost Accountant (with Membership Number and Firm Registration Number), certifying the Annual turnover & Net worth as per format prescribed in ANNEXURE-D.

OR

- ii) Audited Balance Sheet along with Profit & Loss account. In case of Foreign bidders, self-attested/digitally signed printed published accounts are also acceptable

- b) In case the bidder is a Central Govt. Organization/PSU/State Govt. Organization/Semi-State Govt. Organization or any other Central/State Govt. Undertaking, where the auditor is appointed only after the approval of Comptroller and Auditor General of India and the Central Government, their certificates may be accepted even though FRN is not available. However, bidder to provide documentary evidence for the same.

- 4.0 In case the Audited Balance Sheet and Profit & Loss Account submitted along with the bid are in currencies other than INR or US\$, the bidder shall have to convert the figures in equivalent INR or US\$ considering the prevailing conversion rate on the date of Balance Sheet and Profit & Loss Account. A CA certificate is to be submitted by the bidder regarding converted figures in equivalent INR or US\$.

C. COMMERCIAL:

Commercial Bid Rejection Criteria will be as per Section D of General Terms & Conditions of Global Tender (MM/GLOBAL/E-01/2005) with following Special Bid Rejection Criteria.

- 1.0 Bids are invited under **Single Stage Two Bid System**. Bidders shall quote accordingly under Single Stage Two Bid System. **Please note that no price details should be furnished in the Technical (i.e. Unpriced) bid**. The "Unpriced Bid" shall contain all techno-commercial details except the prices, which shall be kept blank. The "Price Bid" must contain the price schedule and the bidder's commercial terms and conditions. Bidder not complying with above submission procedure will be rejected.

- 2.0 The prices offered shall 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.
- 3.0 Bids received in physical form against online invitation through e-portal shall be rejected (except the documents specifically called for in hard copies, if any). Similarly, Bids received after the bid closing date and time shall be rejected. Also, modifications to bids received after the bid closing date & time shall not be considered.
- 4.0 Bids containing incorrect statement shall be rejected.
- 5.0 Validity of the bid shall be **minimum 120 days** from the date of actual Bid Closing Date. Bids with lesser validity will be straightway rejected.
- 6.0 **Bid security of INR 4,54,000.00 OR US\$ 6,200.00;** shall be furnished as a part of the TECHNICAL BID. **Any bid not accompanied by a proper bid security in ORIGINAL will be rejected without any further consideration.** A bid shall be rejected straightway if Original Bid Security is not received within the stipulated date & time mentioned in the Tender and/or if the Bid Security validity is shorter than the validity indicated in Tender and/or if the Bid Security amount is lesser than the amount indicated in the Tender.
 - 6.1 For exemption for submission of Bid Security please refer Clause No. 9.8 (Section A) of “General Terms & Conditions” for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005 for E-procurement (ICB Tenders).
 - 6.2 Bank Guarantee towards Bid Security shall remain valid up to **07.06.2019**.
- 7.0 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 (12) months from the date of successful commissioning of the items at destination, 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 at no extra cost to OIL.
- 8.0 Successful bidder shall be required to furnish a Performance Security equivalent to ten (10%) of total evaluated value of Order, which should remain valid throughout the period execution, including extension, if any and the entire warranty period in line with tender requirement. The successful bidder shall submit Performance Security within 30 days of award, failing which OIL reserves the right to cancel the order and forfeit their Bid Security. Bidders should undertake in their bids to submit Performance Security as stated above.
- 9.0 Offers should be submitted along with Integrity Pact duly signed by the authorized signatory of the bidder. If any bidder refuses to sign Integrity Pact or declined to submit Integrity Pact with the offer, their bid shall be rejected straightway.
- 10.0 All the tendered items are to be procured from the same source; hence bidders are requested to quote accordingly for all the items, else their bid will be rejected straightway.

11.0 Bidders are required to submit the summary of the prices in their price bids as per bid format (Summary), given below:

(i) Price Bid Format (SUMMARY) for Foreign Bidders :

(A)	Unit Cost of Sucker Rod Pump:
(B)	Total material cost (Unit Cost X 6) (other than Sl. No. C & D below):
(C)	Cost of Accessories & Mandatory Spares:
(D)	Third party Inspection charges :
(E)	Total Material Cost (B+C+D):
(F)	Pre-shipment Inspection charges, if any:
(G)	Packing and FOB Charges:
(H)	Total FOB Port of Shipment value, (E + F + G):
(I)	Ocean Freight Charges upto Kolkata, India:
(J)	Banking & Insurance Charges @ 1.5% on Total FOB Value vide (H) above:
(K)	Total CIF Kolkata value, (H + I + J):
(L)	IGST @ 5% on (K):
(M)	Compensatory Cess on (L), If any:
(N)	Total CIF + IGST Landed Value (K + L + M):
(O)	Total Installation & Commissioning Charges: (i.e for all 6 Nos of SRP Units)
(P)	GST & Applicable Compensatory Cess If any; on Installation & Commissioning Charges vide (O) above:
(Q)	Total Training charges :
(R)	GST & Applicable Compensatory Cess If any; on Training charges vide (Q) above:
(S)	Grand Total value(N + O + P + Q + R) :
(T)	Grand Total value in words:
(U)	Gross Weight :
(V)	Gross Volume :

(ii) Price Bid Format (SUMMARY) for Indigenous Bidders :

(A)	Unit Cost of Sucker Rod Pump:
(B)	Total material cost (Unit Cost X 6) (other than Sl. No. C & D below):
(C)	Cost of Accessories & Mandatory Spares:
(D)	Third party Inspection charges :
(E)	Total Material Cost (B+C+D):
(F)	Pre-shipment Inspection charges, if any:
(G)	Packing and Forwarding Charges:
(H)	Total Ex-works value, (E + F + G) above:
(I)	GST on (H) above:
(J)	Compensatory Cess, If any on (I) :
(K)	Total FOR Despatching Station value (H + I +J):
(L)	Inland Freight Charges upto Duliajan, Assam including GST :
(M)	GST included Transit Insurance Charges @ 0.5 % of (K):
(N)	Total FOR Duliajan value, (K + L + M) above :
(O)	Total Installation & Commissioning Charges:

	(i.e for all 6 Nos of SRP Units)
(P)	GST & Applicable Compensatory Cess If any; on Installation & Commissioning Charges vide (O) above:
(Q)	Total Training charges :
(R)	GST & Applicable Compensatory Cess If any; on Training charges vide (Q) above:
(S)	Grand Total Value (N +O + P + Q+ R) :
(T)	Grand Total value in words:
(U)	Gross Weight :
(V)	Gross Volume :
(W)	Import Content, if any:

Note : i) Please indicate HSN Code of the quoted material. Cost of the individual items should be shown separately and total thereto should be shown as called in the Price Bid Format (SUMMARY).

ii) Domestic Bidders must quote inland freight charges upto Duliajan. In case bidder fails to quote inland freight charges, highest freight quoted by domestic bidder (considering pro-rata distance) against this tender or OIL's estimated freight, whichever is higher, shall be loaded to their offer for comparison purpose.

iii) The items covered under this enquiry shall be used by OIL in the PEL/ML areas issued/renewed after 01/04/99 and hence, applicable customs duty for import of goods shall be zero. However, IGST @5% shall be applicable during import. IGST /Concessional GST @5% shall be applicable for Indigenous bidders also. Indigenous bidders must quote Deemed Export prices. OIL will issue Project Authority Certificate (PAC) under Deemed Export benefit, where import content is declared by the bidder for availing Advance Licence for intermediate Supply. However, Indian bidders will not be issued Recommendatory Letter towards import, but EC will be provided by OIL for concessional GST @5% on the finished product.

iv) Training charges , if any must be quoted separately on lumpsum basis which shall be considered for evaluation of the offers. Training charges at OIL's premises should include amongst others to and fro fares, boarding/lodging, local transport at Duliajan and other expenses of supplier's training personnel during their stay at Duliajan, Assam(India). In case of training at Bidder's premises, to and fro fares, boarding/lodging and other en-route expenses of OIL's personnel shall be borne by OIL.

v) Installation/Commissioning charges must be quoted separately on lumpsum basis which shall be considered for evaluation of the offers. These charges should include amongst others to and fro fares, boarding/lodging, local transport at Duliajan and other expenses of supplier's commissioning personnel during their stay at Duliajan, Assam (India).

vi)All Income, GST, Corporate, Personal Taxes etc. towards the services provided under installation / Commissioning and Training shall be borne by the supplier and will be deducted at source at the time of releasing the payment.

12.0 Bidder shall accept and comply with the following clauses as given in the Bid Document, failing which bid shall be liable for rejection:

i) Liquidated Damages

- ii) Warranty/Guarantee of material
- iii) Arbitration / Resolution of Dispute
- iv) Force Majeure
- v) Applicable Laws

(II) BID EVALUATION CRITERIA (BEC)

The bids conforming to the specifications, terms and conditions stipulated in the enquiry and considered to be responsive after subjecting to the Bid Rejection Criteria will be considered for further evaluation as per General Terms and Conditions for Global Tender and the Bid Evaluation Criteria given below:

- 1.0 The evaluation of bids shall be done as per the Price Bid Format (SUMMARY) provided under (I), (C), BRC Commercial Para 11.0 and detailed below.
- 2.0 If there is any discrepancy between the unit price and the total price, the unit price will prevail and the total price shall be corrected. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.
- 3.0 For conversion of foreign currency into Indian currency, B.C. selling (Market) rate declared by State Bank of India, one day prior to the date of price bid opening shall be considered. However, if the time lag between the opening of the bids and final decision exceed 3(three) months, then B.C. Selling(Market) rate of exchange declared by SBI on the date prior to the date of final decision shall be adopted for conversion and evaluation.
- 4.0 To ascertain the inter-se-ranking, bid prices shall be converted into Indian Rupees and the comparison of responsive bids shall be made as under, subject to corrections / adjustments, if any.

4.1 When only foreign bidders are involved:

Comparison of bids will be done on the basis of "TOTAL VALUE" as mentioned in para **11.0, (i), (S) of BRC Commercial** above.

NOTE: *Banking charge in the country of the foreign bidder shall be borne by the bidder. Banking charge 1% for payment through Letter of Credit. If confirmed L/C at buyer's account is required, 1.5 % will be loaded.

4.2 When only domestic bidders are involved:

Comparison of bids will be done on the basis of "TOTAL VALUE" as mentioned in para **11.0, (ii), (S) of BRC Commercial** above.

4.3 When both foreign and domestic bidders are involved:

The Grand Total Value of domestic bidder **as per para 11.0, (ii), (S) of BRC Commercial excluding (L + M) i.e** Grand Total Value of domestic bidder excluding inland transportation charges including GST and Insurance charges including GST worked out as above and Grand Total Value of the foreign bidder worked out **as per para 11.0, (i), (S) of BRC Commercial** will be compared.

Note: When more than one domestic bidders fall within price preference range, inter-se-ranking will be done on Grand Total Value basis. If the Government of India revises these evaluation criteria the same as applicable on the bid closing date will be adopted for evaluation of the offers.

- 5.0 Other terms and conditions of the enquiry shall be as per General Terms and Conditions for Global Tender. However, if any of the Clauses of the Bid Evaluation Criteria (BEC) mentioned here contradict the Clauses in the General Terms & Conditions of Global Tender of the tender and/or elsewhere, those mentioned in this BEC shall prevail.

COMMERCIAL CHECK LIST

THE CHECK LIST MUST BE COMPLETED AND RETURNED WITH YOUR OFFER. PLEASE ENSURE THAT ALL THESE POINTS ARE COVERED IN YOUR OFFER. THESE WILL ENSURE THAT YOUR OFFER IS PROPERLY EVALUATED. PLEASE SELECT "Yes" OR "No" TO THE FOLLOWING QUESTIONS, IN THE RIGHT HAND COLUMN.

SI#	REQUIREMENT	COMPLIANCE
1.0	Whether bid submitted under Single Stage Two Bid System?	Yes / No
2.0	Whether quoted as manufacturer?	Yes / No
2.1	Whether quoted as OEM Dealer . To Specify-	Yes / No
2.2	If quoted as OEM Dealer	Yes / No
	(a) Whether submitted valid and proper authorization letter from manufacturer confirming that bidder is their authorized Dealer / supply House for the product offered ?	
	(b) Whether manufacturer's back-up Warranty/Guarantee certificate submitted?	
3.0	Whether ORIGINAL Bid Bond (not copy of Bid Bond) as per Revised Format Sent separately? If YES, provide details	Yes / No
	(a) Amount :	
	(b) Name of issuing Bank :	
	(c) Validity of Bid Bond :	
4.0	Whether offered firm prices ?	Yes / No
4.1	Whether quoted offer validity of 120 days from the bid closing date of tender?	Yes / No
4.2	Whether quoted a firm delivery period?	Yes / No
4.3	Whether agreed to the NIT Warranty clause?	Yes / No
4.4	Whether confirmed acceptance of NIT Payment Terms	Yes / No
5.0	Whether confirmed to submit PBG as asked for in NIT?	Yes / No
5.1	Whether agreed to submit PBG within 30 days of placement of order?	Yes / No
6.0	Whether Price submitted as per Price Schedule of the tender?	Yes / No
7.0	Whether quoted as per NIT (without any deviations)?	Yes / No
7.0	Whether quoted any deviation?	Yes / No
7.1	Whether deviation separately highlighted?	Yes / No
8.0	Whether indicated the country of origin for the items quoted?	Yes / No
8.1	Whether technical literature / catalogue enclosed?	Yes / No
8.2	Whether weight & volume of items offered indicated?	Yes / No
9.0	For Foreign Bidders - Whether offered FOB / FCA port of despatch including sea / air worthy packing & forwarding?	Yes / No
9.1	For Foreign Bidders – Whether port of shipment indicated. To specify:	Yes / No
9.2	For Foreign Bidders only - Whether indicated ocean freight up to Kolkata port (Excluding marine insurance) ?	Yes / No
9.3	Whether Indian Agent applicable ?	Yes / No

	If YES, whether following details of Indian Agent provided?	
	(a) Name & address of the agent in India – To indicate	
	(b) Amount of agency commission – To indicate	
	(c) Whether agency commission included in quoted material value?	
10.0	For Indian Bidders – Whether indicated the place from where the goods will be dispatched. To specify :	Yes / No
10.1	For Indian Bidders – Whether road transportation charges up to Duliajan quoted?	Yes / No
10.2	For Indian Bidders only - Whether offered Ex-works price including packing/forwarding charges?	Yes / No
10.3	For Indian Bidders only - Whether indicated import content in the offer?	Yes / No
10.4	For Indian Bidders only - Whether offered Deemed Export prices?	Yes / No
10.5	For Indian Bidders only – Whether all applicable Taxes & Duties have been quoted?	Yes / No
11.0	Whether all BRC/BEC clauses accepted ?	Yes / No
12.0	Whether Integrity Pact with digital signature uploaded?	Yes / No
12.1	Whether all the clauses in the Integrity Pact have been accepted?	Yes / No
12.2	Whether all Financial documents as per BRC Financial have been uploaded?	Yes / No

Signature _____

Name _____

Designation _____

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CERTIFICATE OF ANNUAL TURNOVER & NET WORTH

TO BE ISSUED BY PRACTISING **CHARTARD ACCOUNTANTS' FIRM** ON THEIR LETTER HEAD

TO WHOM IT MAY CONCERN

This is to certify that the following financial positions extracted from the audited financial statements of M/s.....(Name of the bidder) for the last three (3) completed accounting years upto..... **(as the case may be)** are correct

YEAR	TURN OVER In INR (Rs.) Crores/ US \$ Million) *	NET WORTH In INR (Rs.) Crores / US \$ Million) *

*Rate of conversion (if used any): USD 1.00 = INR

Place:

Date:

Seal

Membership No:

Registration Code:

Signature

***Applicable only for GLOBAL tenders**