



OIL INDIA LIMITED
(A Government of India Enterprises)
PO : Duliajan – 786602
Assam (India)

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TENDER NO. SSG0499L19/03

Date: 12.02.2019

INVITATION TO e-BID UNDER COMPOSITE BID SYSTEM

Dear Sirs,

OIL invites Bids for the supply of CHAIN/OFFSET ASSY. FOR DRAW-WORKS through its e-Procurement site under **Limited Composite Bid System**. One complete set of Bid Document for above is uploaded in OIL's e-procurement portal. You are invited to submit your most competitive bid on or before the scheduled bid closing date and time through OIL's e-procurement portal.

The general details of tender can be viewed by opening the RfX [SSG0049L19/03] under RfX and Auctions page. The details of items tendered can be found under Item tab. The detail tender documents are available in the Technical RfX -> External Area -> Tender Documents. For your ready reference, few salient points of the Tender are highlighted below:

E-Tender No	SSG0499L19/03
Type of Bidding	SINGLE STAGE COMPOSITE BID SYSTEM
Tender Fee	Not Applicable
Bid Closing Date & Time	As mentioned in Online E-tender portal
Bid Opening Date & Time	As mentioned in Online E-tender portal
Bid Submission Mode	Bids must be uploaded online in OIL's e-procurement portal
Bid Validity	Bid should be valid for 90 days from actual bid closing date.
Bid Security	Not Applicable
Performance Guarantee	Applicable
Integrity Pact	Not Applicable
THE TENDER WILL BE GOVERNED BY:	
Annexure-I	Item Specification and various notes to bidders
General Terms & Conditions	MM/GLOBAL/01/2005 for Global Tenders
Others	Any other document uploaded online in OIL's e-procurement portal.

SPECIAL NOTE:

1.0 Please note that all tender forms and supporting documents are to be submitted through OIL's e-Procurement site only. However, following documents may also be submitted manually (in addition to submission through online mode) in sealed envelope super scribed with 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.

a) Detailed Catalogue.

b) 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.

2.0 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.

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

4.0 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. As part of the new system, the intending bidder must have Encryption Certificate along with Digital Signature Certificate (DSC) of Class III [Organization]. The date for implementation of new system is 12th April 2017 and the requirement of the new DSC will be applicable for the tenders floated on 12th April 2017 onwards. All our current and prospective esteemed bidders are therefore requested to acquire Class III DSC [Organization] along with Encryption Certificate issued by any of the Licensed Certifying Authorities (CA) operating under Controller of Certifying Authorities (CCA) of India as per Indian IT Act 2000. Guideline for getting Digital Signature and other related information are available on the e-tender website www.oil-india.com. The bid signed using any other digital certificate or digital certificate without organization name of the bidder, will be liable for rejection.

5.0 Encryption certificate is mandatorily required for submission of bid. In case bidder created response using one certificate (using encryption key) and bidder subsequently changes the digital signature certificate then the old certificate (used for encryption) is required in order to decrypt his encrypted response for getting the edit mode of his response. Once decryption is done, the bidder may use his new DSC certificate for uploading and submission of his offer. It is the sole responsibility of the bidder to keep their DSC certificate properly. In case of loss of DSC certificate, Oil India Limited is not responsible.

6.0 Bidders must ensure that their bid is uploaded in the system before the bid 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 13:00 Hrs (IST) on the bid closing date failing which the offer shall be rejected.

7.0 Please ensure that Technical Bid / all technical related documents related to the tender are uploaded in the Technical Attachments under Rfx Information tab only. The “TECHNO-COMMERCIAL UNPRICED BID” shall contain all techno-commercial details.

8.0 The “PRICE BID” must contain the price schedule and the bidder’s commercial terms and conditions. **The prices of the items should be quoted separately in “Notes and Attachments” tab as per the Price Bid Format uploaded.**

9.0 OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. All the bidders are requested to go through the E-Tender User Manual before uploading their bid. This document is also uploaded as part of NIT.

10.0 Bids containing incorrect statement shall be rejected. **Along with the technical bid, bidders must submit duly filled undertaking as per format provided vide Annexure-II as undertaking towards submission of authentic information/documents.**

11.0 To ascertain the substantial responsiveness of the bid, OIL reserves the right to ask the bidder for clarifications and such clarifications must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

Yours faithfully,

OIL INDIA LIMITED

Sd/-

(AAYUSH SOMANI)
SR. PURCHASE OFFICER (FS)
FOR GM-MATERIALS (HoD)
FOR RESIDENT CHIEF EXECUTIVE

OIL INDIA LIMITED
 (A Govt. of India Enterprise)
 P.O. Duliajan-786602, Assam
 Fax No. 91-374-2800533, E-mail:material@oilindia.in

Tender No. & Date : SSG0499L19/03 12.02.2019

Bid Security Amount : INR 0.00 OR USD 0.00
 (or equivalent Amount in any currency)

Bidding Type : Single Bid (Composite Bid)

Bid Closing On : 08.05.2019 at 11:00 hrs. (IST)
 Bid Opening On : 08.05.2019 at 14:00 hrs. (IST)

Performance Guarantee : Applicable

OIL INDIA LIMITED invites Limited tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
10 04080479	ROLLER CHAIN, STEEL,PER ANSI/ASA SPECIFICATION CONFORMING TO API STD. 7F(FOR DRAW-WORKS TRANSMISSION SYSTEM OF DRILLING & WORKOVER OPERATIONS). Single-Pitch Off-Set Assembly for Roller Chain 38.1 mm (1.1/2") Pitch, Sextuple Cotteded, (Chain No. 24A-6 ISO, 120-6 ASA/ANSI/Diamond). Application : E-2000 Draw works and 110 compound transmission	10	NO
20 04081017	Chain, Roller ASA/ANSI/Diamond : 200H-3, Pitch Dia. : 2.1/2" Strand : Triple Type : Cotteded Roller Size : 1.1/2" x 1.562" Average Tensile Strength : 3,30,000 Lbs	300	LNK

Note description for item no./nos. : 10, 20

NOTE :

- 1) The chain shall be marked with the ANSI chain number and the manufacturer's identifying mark at least once in every foot (0.3m).
- 2) API Spec. 7F, API monogram, date of manufacture and API license number shall appear on the packaging.
- 3) Bidder to forward a copy of valid API Spec.7F certificate alongwith their quotation.
- 4) The chain will be supplied in the length, each consisting of 100 links, unless otherwise indicated.

Standard Notes: 1.0 The tender is invited under SINGLE STAGE-COMPOSITE BID SYSTEM. The bidder has to submit both the "TECHNO-COMMERCIAL UNPRICED BID" and "PRICED BID" through electronic form in OIL's e-Tender portal within the Bid Closing Date and Time stipulated in the e-Tender. The Techno-Commercial Bid is to be submitted as per Scope of Work & Technical Specification of the Tender and the Priced Bid as per the Online Price Bid Format. The Techno-Commercial Bid should be submitted in the "Technical Rfx", while the prices are to be quoted in "Notes & Attachment" Tab.

Special Notes : 1.0 CATEGORY OF VENDOR:

The bid should be from Original Equipment manufacturer (OEM). However, the bid(s) from authorised distributor(s) / authorised dealer(s) / authorised supply house(s) can also be considered, provided such bid(s) is/are accompanied with back-up authority letter (valid at the time of bidding) from the manufacturer authorising them to market their product(s).

The bidder has to explicitly indicate their category (as applicable) pertaining to tendered item(s) in their offer/quotation as listed below:

- (i) Manufacturer of tendered item(s)
- (ii) Authorised Distributor of OEM
- (iii) Authorised Dealer of OEM
- (iv) Authorised supply houses of OEM

If the bidder(s) is/are non-manufacturer of tendered item(s), then quotation(s)/bid(s) must be accompanied by back-up authority letter (valid at the time of bidding) from the manufacturer. OIL INDIA LIMITED reserves the right to reject bid(s) / offer(s) without back up authority letter on exclusive basis from manufacturer.

2.0 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 against CIF valuing INR 5.00 Lakh and above & concessional IGST during import will be applicable. Indigenous bidder shall be eligible for concessional rate of GST (for invoice valuing INR 1.00 Lakh and above) against Essentiality Certificate wherever applicable, as per Notification No.3/2017 - Integrated/ Central Tax (Rate) dated 28th June, 2017. However, Indian bidders are requested to quote actual rate of GST with HSN Code.

3.0 Bidders are required to quote with minimum validity of 90 days from the Bid Closing Date as per NIT requirement. BIDS with lesser validity shall be rejected.

4.0 Bidders have to indicate the minimum FOB / FCA charges in case of partial order for reduced quantity/items. In case this is not indicated specifically, the charges quoted would be prorated calculated and the same will be binding on the bidder.

5.0 Bidders are required to mention the weight of each item individually. QUOTATION must be submitted in TRIPLICATE with original company catalogues as well as necessary certificates.

6.0 Please mention clearly in your quotation the Net. Weight, Gross Weight & Volume, Indian Agent's Name and its Commission, Payment Terms, Ocean Freight/Air Freight Charges, Port of Loading, Delivery period, Country of origin with manufacturer's name, etc.

7.0 Bidders to take note of clause no.10.1.3 which has been added in Section-C, special terms & conditions for Indian bidders of General Terms and Conditions for Global Tender (MM/ GLOBAL/01/2005-July2012) regarding transportation of materials.

8.0 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/ 01/2005). Bidders are requested to take note of the same and to submit their offers accordingly wherever applicable.

9.0 OIL reserves the right to convert the order from FOB Port of export to C&F Kolkata term considering the ocean freight quoted by the bidder in their offer. In case the order is converted to C&F Kolkata port, the Performance Security amount, if applicable, shall also be enhanced considering the quoted ocean freight charges.

10.0 Bidder should confirm in their quotation that in case of C&F order, their nominated freight forwarder should provide Delivery Order under Single window facility having office of local agent in India at Kolkata and offer 14 days free detention time of container(s) at discharging port.

11.0 All foreign bidder(s) should note that a new clause on shipment of the goods by sea from port of export to the Indian port (i.e. Kolkata port unless otherwise specified) has been included in the tender through an addendum to "General Terms and Conditions for Global Tender" (MM/GLOBAL/01/2005). The addendum is also available in OIL's Website (www.oil-india.com). Bidder(s) is/are requested to take note of the same and to submit their offer(s) accordingly.

12.0 The General Terms & Conditions for Global Tenders (MM/GLOBAL/01/2005)" has been amended and the Amendment dated 06.08.2018 has been issued in this regard which is uploaded in OIL Website. Bidders to note the changes made to "The General Terms & Conditions for Global Tenders (MM/GLOBAL/01/2005)" and to submit their offers complying with the same.

13.0 In view of implementation of GST w.e.f. 01.07.2017, The General Terms & Conditions for Global Tenders (MM/GLOBAL/01/2005)" has been amended and the Addendum dated 21.08.2017 has been issued in this regard which is uploaded in OIL Website. Bidders to note the changes made to "The General Terms & Conditions for Global Tenders (MM/GLOBAL/01/2005)" and to submit their offers complying with the same.

14.0 FURNISHING FRAUDULENT INFORMATION/ DOCUMENT: If it is found that a Bidder has furnished fraudulent document/information, the Bid Security/Performance Security shall be forfeited and the party will be debarred for a period of 3(three) years from date of detection of such fraudulent act, besides the legal action. In case of major and serious fraud, period of debarment may be enhanced.

However, along with the technical bid, bidders must submit duly filled undertaking as per format provided vide, "Annexure-II" as undertaking towards submission of authentic information/documentation.

15.0 Bidders to take note of clause no.10.1.3 which has been added in Section-C, special terms & conditions for Indian bidders of General Terms and Conditions for Global Tender (MM/GLOBAL/01/2005-July2012) regarding transportation of materials.

16.0 Bidders without having E-tender Login ID and Password should complete their online registration at least seven (7) days prior to the scheduled bid closing date and time of the tender. For online registration, Bidder may visit the OIL's Etender site <https://etender.srm.oilindia.in/irj/portal>.

17.0 Necessary Login ID & Password will be issued by OIL only after submitting the complete online registration by the Bidder. In the event of late registration/incomplete registration by Bidder, OIL INDIA LIMITED shall not be responsible for late allotment of User ID & Password and request for bid closing date extension on that plea shall not be entertained by Company.

18.0 For convenience of the qualified Bidders and to improve transparency, the rates/cost quoted by bidders against OIL's e-tenders shall be available for online viewing by such Bidders whose price bids are opened by Company. A Bidder can view item-wise rates/costs of all other such peer bidders against the tender immediately after price bid opening, if the e-tender is floated by Company with PRICE CONDITION. In case the Price-Bid is invited by Company

through attachment from under "Notes & Attachment" (i.e. NO PRICE CONDITION), Bidders must upload their detailed Price-Bid as per the prescribed format under "NOTES & ATTACHMENT", in addition to filling up the "TOTAL BID VALUE" tab taking into account the cost of all individual line items and other applicable charges like freight, tax, duties, levies etc. Under NO PRICE condition (i.e. Price Bid in attachment form), the "Total Bid Value" as calculated & quoted by the Bidder shall only be shared amongst the eligible bidders and Company will not assume any responsibility whatsoever towards calculation errors/omissions therein, if any. Notwithstanding to sharing the "Total Bid Value" or the same is whether filled up by the Bidder or not, Company will evaluate the cost details to ascertain the inter-se-ranking of bidders strictly as per the uploaded attachment and Bid Evaluation Criteria only. Online view of prices as above shall be available to the Bidders only upto seven days from the date of Price-Bid opening of the e-tender.

19.0 Please refer to the "New Vendor Manual (effective 12.04.2017)" available in the login Page of the OIL's E-tender Portal.