

OIL INDIA LIMITED
 (A Govt. of India Enterprise)
 P.O. Duliajan-786602, Assam
 E-mail: Adarsh.Padhy@oilindia.in

Tender No. & Date : SSG4304P21/05 15.05.2020

Tender Fee : INR 0.00 OR USD 0.00
 Bid Security Amount : INR 1,017,050.00 OR USD 13,325.00
 (or equivalent Amount in any currency)

Bidding Type : Two Bid

Bid Closing On : 02.09.2020 at 11:00 hrs. (IST)

Bid Opening On : 02.09.2020 at 14:00 hrs. (IST)

Performance Guarantee : Applicable

OIL INDIA LIMITED invites Global tenders for items detailed below:

Item No./ Mat. Code	Material Description	Quantity	UOM
10 85055038	<p>OIL SOLUBLE DEMULSIFIER (OSD) FOR REGULAR USE</p> <p>1. <u>PHYSICAL CHARACTERISTICS</u> :</p> <p>a) <u>Appearance</u> : The product should be completely homogeneous, free flowing liquid, between temperature 5 Deg.C and 45 Deg.C.It should be free for any insoluble matter and should not be foul smelling.</p> <p>b) <u>Solubility</u> : Should be soluble in dry crude oil, and also in water-in crude emulsions containing between 10 to 60% water.</p> <p>c) <u>Flash Point</u> : 50 Degree Centigrade minimum (PMCC Method).</p> <p>d) <u>Compatibility</u> : The product should be non-corrosive; it must have pH between 6 & 8, and must be compatible with all materials of construction,including alloys.</p> <p>e) <u>Shelf Life</u> : 12 Months minimum.</p> <p>2. <u>PERFORMANCE</u> :</p> <p>a) <u>Laboratory</u> : From a representative crude emulsion collected on the same day, the product should be able to separate at least 80% water within 30 minutes and 95% water within 60 minutes at 60 Deg.C in a conventional laboratory bottle test, at a dosage normally not exceeding 20 PPM and also not exceeding that of a field proven product giving specified water separation under identical test conditions. The separation should be clear and distinct - without any water or oil droplets remaining in the other phase, or any sludge formation at the interface. The separated water should be clear, and should not contain more than 2000 PPM of oil, as measured spectrophotometrically.</p> <p>b) <u>Field</u> : This product will be used at field installations in Naharkatia and</p>	300000	KG

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Item No./ Mat. Code	Material Description	Quantity	UOM
	<p>Jorjan oilfilds-where it has to bring down the water content in croude below 1 (one) percent in the Emulsion Treater (ET) vessel itself, at a dosage normally not exceeding 20 PPM, and also not exceeding that of a standard, field-proven product effectively working under indential field conditions. The oil content in separated water from ET outlet should be less than 2000 PPM, and should also compare favorably with that given by the standard product. The supplied material against normal orders will be accepted after its passing the specification test in the laboratory upon arrival at Duliajan.</p> <p>c) <u>Packing</u> : 180 - 200 Kg. Nett in new epoxy coated M.S. drums. DEMULSIFIER FOR REGULAR USE should be stenciled with indelible paint in bold letters followed by name of the Product, Supplier's Name, Order No., OIL's material code (85055038), Batch No., Drum No., and Date of Manufacture both at the top and on the side of every drum.</p>		

Note description for item no./nos. : 10

NOTE :

Submission of tender sample is mandatory for all the bidders including those who were earlier exempted from submission of tender samples. All the exemption letters issued by OIL in this regard stand withdrawn. Hence all the bidders are to ensure strict compliance of the above.

The supplier must provide all relevant product information detailed below, without which his offer will not be considered.

PRODUCT INFORMATION TO BE PROVIDED BY THE SUPPLIER ALONGWITH THE BID DOCUMENTS.

1) GENERAL DESCRIPTION

Product Name :

Colour :

Generic Composition :

Type of Solvent & its boiling

point/range(degreeC):

Flash Point (PMCC)(degree C):

Solubility :

pH :

Date of Manufacture :

Shelf Life (months):

2) MATERIAL COMPATIBILITY :

Compatibility with materials of construction like Mild Steel, Galvanised Iron, Brass, PVC Rubber, Polypropylene, Polyethylene (HD), Neoprene, Vinyl, Ethylene, Propylene and Polyurethane.

3) SAFETY, HANDLING & STORAGE INSTRUCTIONS.

4) TOXICITY AND ECOLOGICAL EFFECTS : Chemical Oxygen Demand, Dissolved Organic Carbon, Biodegradability, Toxicity for Bacteria etc

SPECIAL NOTE :

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Only the products which are field-proven will be considered for bulk procurement against this tender. The supplied material against orders will be accepted after its passing the specification test in the laboratory upon arrival at Duliajan. The supplied product must meet the order specification, and perform at par with the corresponding tender sample submitted by the bidder against this tender during the quality assessment test in the laboratory. In case the supplied product is found to perform only at a higher dosage during such test, OIL will normally reject the consignment and ask for replacement. However, OIL reserves the right to use (in part or full) such inferior supply at any optimally performing higher dosage - as determined during the quality assessment test in the laboratory - because of operational exigency, and deduct payment from the supplier's bill on pro-rata basis.

Standard Notes: 1.0 The tender will be governed by "General Terms & Conditions" for e-Procurement as per Booklet No. MM/GLOBAL/E-01/2005-July2012 for E-procurement (ICB Tenders) including Amendments and Addendums.

2.0 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. 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. The price bid of the items should be uploaded as an attachment under Notes & Attachments tab as per Annexure-P. No price should be given in above Technical Rfx otherwise the offer will be rejected.

3.0 Bid should be valid for minimum 120 days from bid closing date, failing which offer shall be rejected.

4.0 The original bid security (Amount is mentioned above and also in Rfx Parameters of the tender in OIL's e-portal) should reach us before bid closing date and time of the technical bid. Bid without original Bid Security will be rejected. The bidders who are exempted from submitting the Bid Bond should attach documentary evidence in the Technical RFX Response-> User-> Technical Bid as per General Terms and conditions for Global Tender MM/GLOBAL/E-01/2005-July2012. **The bid security shall be valid up to 31.03.2021.**

5.0 Performance Security @10% of order value (excluding taxes & duties) is applicable against this tender.

6.0 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 The Head 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) Original Bid Security.
- b) Detailed Catalogue.
- 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.

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 bidder's risk and may result in the rejection of its offer without seeking any clarifications.

8.0 Bidder's response to all NIT stipulations shall clearly be defined. Bidder shall furnish

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specific details/ specifications of all major components, systems with Make & Model etc. Generalised response like-'As per NIT Specifications/ Technical Leaflet', 'Noted', 'and Accepted' or in any similar fashion is not acceptable.

9.0 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.oilindia.com. The bid signed using any other digital certificate or digital certificate without organization name of the bidder, will be liable for rejection.

10.0 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.

11.0 The items covered by this tender shall be used by Oil India Limited in the PEL/ ML areas which are issued/ renewed after 01/04/99 and hence Nil Custom Duty during import will be applicable. Indigenous bidder shall be eligible for concessional rate of GST against Essentiality Certificate wherever applicable, as per Notification No. 3/2017#Integrated/ Central Tax (Rate) dated 28th June, 2017/ Deemed Export Benefit against this purchase. Details of Deemed Export are furnished vide Addendum to MM/GLOBAL/01/2005 enclosed.

12.0 Bidders to take special note of the following conditions:

- a) 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 E-tender site <https://etender.srm.oilindia.in/irj/portal>.
- b) 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.
- c) Categorisation and various criteria applicable to MSE bidders shall be guided by the Gazette notification no. CG-DL-E-26062020-220191 dated 26.06.2020 issued by Ministry of Micro, Small and Medium Enterprises. The existing enterprises registered under EM-Part-II or UAM till 30th June, 2020 shall continue to be valid only for a period up to the 31st day of March, 2021.

The bidder claiming as MSE status (MSE-General, MSE-SC/ST, MSE -Woman) against this tender has to submit following documents for availing the benefits applicable to MSEs:

- i. Udyam Registration No. with Udyam Registration certificate
OR
- ii. Proof of registration with District Industry Centres or Khadi & Village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts & Handloom or Udyog Adhar registration or registration

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with any other body specified by Ministry of MSME.

Note: In case bidding MSE is owned by Schedule Caste or Schedule Tribe entrepreneur, valid documentary evidence issued by the agency who has registered the bidder as MSE owned by SC/ ST entrepreneur/ Woman Entrepreneurs should also be enclosed.

d) For availing benefits under Public Procurement Policy (Purchase preference), the interested MSE Bidders must ensure that they are the manufacturers of tendered item(s) and registered with the appropriate authority (as mentioned above) for the said item(s). Bids without EMD shall be rejected, if the technical offer does not include a valid copy of relevant MSE Certificate issued by appropriate authority specifying the item as per tender. Therefore, it is in the interest of such MSE Vendors to furnish a copy of complete certificate to the concerned tender handling officer of OIL at least seven (7) days prior to the scheduled Bid Closing Date of the tender; seeking clarification/ confirmation as to whether their registered item is eligible for EMD exemption or not. Late communications in this regard and request for bid closing date extension on that plea shall not be entertained by Company.

e) Bid Security/EMD/Performance Bank Guarantee- Kindly refer **Annexure-A** attached.

13.0 In case a Start-up [defined as per Ministry of Commerce and Industry (Department of Industrial Policy and Promotion, DIPP) latest notification]/ MSE is interested in supplying the tendered item but does not meet the Pre-Qualifying Criteria (PQC)/ Proven Track Record (PTR) indicated in the tender document, the Start-up/ MSE is requested to write a detailed proposal separately, and not against the present tender requirement, to the tender issuing authority about its product. Such proposals shall be accompanied by relevant documents in support of MSE (where applicable) or in case of Start-up, following documents shall be given:

- i. Certificate of Recognition issued by the Department of Industrial Policy and Promotion, Ministry of Commerce and Industry, Government of India.
- ii. Certificate of incorporation.
- iii. Audited Profit & Loss (P&L) Statement of all the Financial Years since incorporation. In case where the Balance sheet has not been prepared, bidder shall submit a certificate in original from its CEO/ CFO stating the turnover of the bidding entity separately for each Financial Years since incorporation along with a declaration stating the reason for not furnishing the audited P&L Statement. This certificate shall be endorsed by a Chartered Accountant/ Statutory Auditor.

The Proposal shall be examined by OIL and OIL may consider inviting a detailed offer from the Start-up/ MSE with the intent to place a TRIAL or TEST Order, provided the Start-up/ MSE meet the Quality and Technical Specifications.

In case the Start-up/ MSE is successful in the Trial Order, the vendor shall be considered for PQC exemption/ relaxation (as the case may be) for the next tender for such item till the time it remains a Start-up/ MSE.

14.0 Oil India Limited (OIL) has upgraded its E-tender Portal. All the bidders are requested to go through the following documents available on the login Page of the OIL's E-tender Portal before uploading their bid.

- a) Guidelines to Bidders for participating in OIL.
- b) New Vendor Manual.

15.0 Please refer **Annexure-CCC** for BEC/ BRC applicable against this tender. Please ensure compliance to BEC/ BRC and submit requisite documentation, failing which offer may be liable for rejection.

16.0 To ascertain the substantial responsiveness of the bid, OIL reserves the right to ask the

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bidder for clarification in respect of clauses covered under BRC also and such clarifications fulfilling the BRC clauses must be received on or before the deadline given by the company, failing which the offer will be summarily rejected.

17.0 The prices of the items should be quoted as per **Annexure-P** and uploaded separately under the tab "Notes & Attachment".

18.0 In view of implementation of GST w.e.f. 01.07.2017, bidders to take note of **Annexure-GST** and to submit their offers complying with the same.

19.0 **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. In this regard, bidders are requested to submit an Undertaking as per **Annexure-K** along with their offer failing which their offer shall be liable for rejection.

20.0 **ONLINE VIEWING OF PRICE BY BIDDERS:** For convenience of the qualified Bidders and to improve transparency, the rates/costs 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 form 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 considering 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.

21.0 **APPLICABILITY OF BANNING POLICY OF OIL INDIA LIMITED:** Banning Policy dated 6th January, 2017 as uploaded in OIL's website will be applicable against the tender (and order in case of award) to deal with any agency (bidder/ contractor/ supplier/ vendor/ service provider) who commits deception, default, fraud or indulged in other misconduct of whatsoever nature in the tendering process and/or order execution processes. Applicability of the policy shall include but not limited to the following in addition to other actions like invoking bid security/performance security/cancellation of order etc. as deemed fit and as mentioned elsewhere in the tender:

- a) Backing out by bidder within bid validity
- b) Backing out by successful bidder after issue of LOA/ Order/ Contract
- c) Non/ Poor performance and order/ contract execution default

The bidders who are on Holiday/ Banning/ Suspension list of OIL on due date of submission of bid/ during the process of evaluation of the bids, the offers of such bidders shall not be considered for bid opening/evaluation/ award. If the bidding documents were issued inadvertently/ downloaded from website, the offers submitted by such bidders shall also not be considered for bid opening/ evaluation/ Award of Work.

22.0 **CONFIRMATION OF BID SECURITY/ PERFORMANCE SECURITY:** The following clause is applicable for bid security/ performance security submitted in the form of bid bond/LC. Bidders are requested to strictly comply to this clause:

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The bank guarantee issued by the bank must be routed through SFMS platform as per following details:

- a. (i)"MT 760 / MT 760 COV for issuance of bank guarantee
- (ii) "MT 767 / MT 767 COV for amendment of bank guarantee

The above message/ intimation shall be sent through SFMS by the BG issuing bank branch to HDFC Bank, Duliajan Branch, IFS Code-HDFC0002118; SWIFT Code-HDFCINBBCAL.
Branch Address: HDFC Bank Limited, Duliajan Branch, Utopia Complex, BOC Gate, Jayanagar, Duliajan, Dibrugarh, PIN-786602."

b. The vendor shall submit to OIL the copy of SFMS message as sent by the issuing bank branch along with the original bank guarantee.

23.0 Revision, clarification, addendum, corrigendum, time extension etc to the tender will be hosted on OIL website only. No separate notification shall be issued. Bidders are requested to visit OIL website regularly to keep them updated.

Special Notes : 1.0 Being a two bid tender, Price Bids of only those bidders will be opened whose offers are found techno-commercially acceptable. The techno-commercially acceptable bidders will be informed before the opening of the "price bid".

2.0 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 XII of the tender document. This Integrity Pact pro forma has been duly signed by OIL's competent signatory. The pro forma has to be uploaded by the bidder (along with the technical bid) duly signed by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. The names of the OIL's Independent External Monitors at present are as under:

- a) SHRI SUTANU BEHURIA, IAS (Retd.),
E-mail: sutanu2911@gmail.com
- b) SHRI JAGMOHAN GARG,
Ex-Vigilance Commissioner, CVC
E-mail: jagmohan.garg@gmail.com
- c) Shri RUDHRA GANGADHARAN, IAS (Retd.),
Ex-Secretary, Ministry of Agriculture
E-mail: rudhra.gangadharan@gmail.com

3.0 Bidders to note that Ministry of Petroleum & Natural Gas, Government of India has implemented PPLC Policy to provide Purchase Preference (linked with local content) by notification No. Ref. FP-20013/2/2017-FP-PNG dated 07.10.2019. A new clause on applicability of Purchase Preference (linked with local content) policy is furnished in the tender. Bidders are requested to take note of the same and to submit their offers accordingly wherever applicable. Bidders seeking benefits, under Purchase Preference Policy (linked with Local Content) (PP-LC) shall have to comply with all the provisions of the referred policy and shall have to submit all undertakings/ documents applicable for this policy. Bidders to take note of **Annexure-PPLC** and to submit their offers complying with the same.

4.0 **Delivery requirement:** Delivery of materials is to be made in 4 equal lots as under:

- (i) 1st lot of 75 MT is required ASAP.
- (ii) 2nd lot of 75 MT is required tentatively in December, 2020.
- (iii) 3rd lot of 75 MT is required tentatively in February, 2021.
- (iv) 4th lot of 75 MT is required tentatively in May, 2021.