



**OIL INDIA LIMITED**  
**(A Govt. of India Enterprise)**  
**P.O. Duliajan – 786602, Assam**

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Tender No. & Date	:	<b>SDG 0732L19/08 dated: 04.03.2019</b>
Tender Fee	:	<b>Not Applicable</b>
Bid Security Amount	:	<b>INR 57,300.00 OR USD 805.00</b>
Bidding Type	:	<b>SINGLE STAGE COMPOSITE BID SYSTEM</b>
Bid Closing on	:	<b>11.04.2019 (at 11.00 Hrs. IST)</b>
Bid Opening on	:	<b>11.04.2019 (at14.00 Hrs. IST)</b>
Bid Validity	:	<b>Bid should be valid for 90 days from bid closing date.</b>
Bid Bond Validity	:	<b>Bid Bond should be valid up to 00.00.2019</b>
Performance Guarantee	:	<b>Applicable @ 10% of Order value</b>
Integrity Pact	:	<b>Not Applicable</b>
List of Annexures Applicable	:	<b>Annexure - I: Specifications, General &amp; Special notes to bidders</b> <b>Annexure- II: Check List (Commercial)</b> <b>Annexure-III: Certificate of Annual Turnover &amp; Net Worth</b> <b>Annexure-IV: Technical Evaluation Matrix (Technical Specs.)</b> <b>Format-A-No Deviation Confirmation</b> <b>Annexure-K-Format of undertaking by Bidders towards submission of authentic information/ documents</b>

**AA:: SPECIFICATION & QUANTITY OF THE ITEMS TO BE PROCURED**

<b>Item no</b>	<b>Material Description</b>	<b>Quantity</b>
10	<p>Two Cone &amp; Plate Rheometers with accessories, with specification as follows:</p> <p>1. Rheometer with Cone &amp; Plate geometry, quantity required : 01 No.</p> <p>The Rheometer should have the following features and technical specification:</p> <p>i. Spring Torque = 3593.5 Dyne-Cm / 0.35935 milli-Newton-m</p> <p>ii. Rotational speed = 0.01 to 250 RPM, at 0.01 RPM increments throughout the range</p> <p>iii. Shear Rate = 0.02 to 500 Sec Inverse</p> <p>iv. Sample volume requirement = 2.0 mL (minimum)</p> <p>v. Accuracy = +/- 1.0% of the viscosity range, Repeatability = +/- 0.2%</p> <p>vi. To be supplied with a sample cup with embedded temperature probe and provision for water circulation for temperature control; and a matching cone spindle with a geometry to allow 2 mL sample volume and to yield Shear Rate = 2.0 x RPM</p> <p>vii. Maximum viscosity measurable at 25 Sec Inverse Shear rate with desired cone-plate configuration = 491 cP or higher</p> <p>viii. Full colour touch screen to display Viscosity, Temperature, Shear Rate / Stress, % Torque, Speed/Spindle, Step Programme Status and Math Model calculations.</p> <p>ix. Stand-alone programming capability, should also have an USB interface for optional control through a computer</p> <p>x. Capability for Yield Stress measurement</p> <p>xi. Enhanced security features like Customizable User Access, Date &amp; Time Stamp File and Password access</p> <p>xii. To operate on 230 Volt AC / 50 Hz / single-phase power supply</p> <p>xiii. Should have all required connecting ports for connection with Power outlet / PC / Water Bath, and one for connecting the temperature probe (embedded on the sample cup) with the rheometer.</p> <p>xiv. To be supplied with operating software (compatible with Windows-8 OS) to programme, control and collect data from the Rheometer through a dedicated PC. The software should be able to analyze data, generate multiple plot overlays, print tabular data and run different math models.</p> <p>xv. To be supplied with all standard attachments, the</p>	<b>02 Nos.</b>

carrying/storage case and the operating manual.

2. Rheometer with Cup & Plate geometry, quantity required : 01 No.

The Rheometer should have the following features and technical specification:

- i. Spring Torque = 14,374 Dyne-Cm / 1.4374 milli-Newton-m
- ii. Rotational speed = 0.01 to 250 RPM, at 0.01 RPM increments throughout the range
- iii. Shear Rate = 0.02 to 500 Sec Inverse
- iv. Sample volume requirement = 2.0 mL (minimum)
- v. Accuracy = +/- 1.0% of the viscosity range, Repeatability = +/- 0.2%
- vi. To be supplied with a sample cup with embedded temperature probe and provision for water circulation for temperature control; and a matching cone spindle with a geometry to allow 2 mL sample volume and to yield Shear Rate = 2.0 x RPM
- vii. Maximum viscosity measurable at 25 Sec Inverse Shear rate with desired cone-plate configuration = 1964 cP or higher
- viii. Full colour touch screen to display Viscosity, Temperature, Shear Rate / Stress, % Torque, Speed/Spindle, Step Programme Status and Math Model calculations.
- ix. Stand-alone programming capability, should also have an USB interface for optional control through a computer
- x. Capability for Yield Stress measurement
- xi. Enhanced security features like Customizable User Access, Date & Time Stamp File and Password access
- xii. To operate on 230 Volt AC / 50 Hz / single-phase power supply
- xiii. Should have all required connecting ports for connection with Power outlet / PC / Water Bath, and one for connecting the temperature probe (embedded on the sample cup) with the rheometer.
- xiv. To be supplied with operating software (compatible with Windows-8 OS) to programme, control and collect data from the Rheometer through a dedicated PC. The software should be able to analyze data, generate multiple plot overlays, print tabular data and run different math models.
- xv. To be supplied with all standard attachments, the carrying/storage case and the operating manual.

3. Additional Spindles for Rheometers, quantity required : 02 Nos.

Cone Spindle fully compatible with the supplied Cone-&-Plate Rheometers (two different models); with required

	<p>geometry to yield Shear Rate = 2.0 x RPM</p> <p>4. Refrigerated Circulating Water Bath, quantity required : 01 No.</p> <p>Compact refrigerated circulating water bath with following technical specifications :</p> <ul style="list-style-type: none"> <li>i. Temp range : zero deg C to +100 deg C or higher</li> <li>ii. Temp Stability : 0.01 deg C</li> <li>iii. Capable of temp control through either internal or external temperature probe. The water bath should be capable of reading and controlling the temperature of the Rheometer sample cup directly both in stand-alone mode as well as through a PC using the software supplied with the Rheometers</li> <li>iv. Reservoir Capacity : 5 to 7 litres</li> <li>v. Variable pump speed with maximum flow rate of 16 LPM</li> <li>vi. Swivel-mounted controller with color touch-screen interface, standalone programmable or PC control through the software supplied with the Rheometers having all required connectors including one for external temperature probe.</li> <li>vii. To be supplied with all standard attachments, cables, power cord and the operating manual.</li> </ul> <p>5. Adaptor for Refrigerated Circulating Water Bath, quantity required : 01 No.</p> <p>Adaptor to fit on the external temperature probe connector of the water bath for connecting the embedded temperature probe in the sample cup of the Rheometers with the water bath through a cable, so that the embedded temperature probe of the sample cup acts as an external temperature probe for the water bath.</p> <p>6. Silicon Viscosity Standards</p> <p>Silicon Viscosity Standards to be supplied in bottles, each bottle containing at least 500 mL of the standard fluid. Each Viscosity Standard should be duly calibrated at three different temperatures (24, 21 and 18 deg C), and supplied with a certificate of calibration. Accuracy should be +/- 1% (or better) of the viscosity value at the specified temperatures.</p> <p>Standards (viscosity) and quantities required :</p> <ul style="list-style-type: none"> <li>i. 50 CPS : 1 bottle</li> <li>ii. 100 CPS : 1 bottle</li> <li>iii. 500 CPS : 1 bottle</li> </ul>	
20	<b>Installation &amp; Commissioning</b>	1 AU

**BB:: SPECIAL NOTES TO BIDDERS:**

1. The Make and Model of the offered instrument should be clearly mentioned in the offer document. The original product catalogue (from the OEM) of the offered model must accompany the quotation submitted against this enquiry.

2. The bidder shall be a sole selling agent / authorized supply houses / authorized dealer / authorized distributor of an Original Equipment Manufacturer (OEM) of the tender items. Valid copy of authorization letter / dealership certificate with proper guarantee/warranty back up on the supplied products from the Original Equipment Manufacturer (the principal) shall be submitted along with the technical bid.

3. The Bidders should quote for all the items in NIT. Incomplete bids shall be rejected.

4. The offered item should conform to every point in the technical specification as outlined in the enquiry. Any offer either not mentioning or deviating from any of the technical specifications outlined in the enquiry for that item will be rejected.

**5. Installation & Commissioning:**

a) The successful bidder will be required to install and commission the Rheometers and accessories at R&D Department, Oil India Limited, Duliajan, Assam, India by OEM trained and authorized service engineer. The installation engineer should demonstrate all features of the system at the time of installation and impart operational training at site to the laboratory personnel for at least two full working days (excluding the day of arrival and departure).

b) The supplier should clearly mention the Installation and Commissioning terms (Free-of-Cost / chargeable as extra). In case the supplier wishes to charge an additional amount for installation and commissioning, they should clearly mention this installation term and the changeable amount in their offer.

c) The Bidder/Supplier should provide pre-installation requirements along with the offer.

6. The original operation and maintenance manuals should be supplied with the instrument.

7. The bid documents should include a confirmation from the original equipment manufacturer (OEM) that the spares for the quoted model shall be available for a minimum period of five years from the date of installation of the instrument.

8. The bid documents should include the standard warranty offered by the OEM, which should be for one year (minimum) from the date of commissioning of the instrument.

**9. ANNUAL MAINTENANCE CONTRACT (AMC):**

a) The rate for AMC (non-comprehensive) for three years from the date the warranty is over, should be quoted with year-wise breakup, which shall be taken into account for evaluation of the bids.

b) While quoting for AMC, the bidder should take into account one (01) preventive maintenance visit and two (02) breakdown visits per year by an OEM trained and authorized service engineer. In case of breakdown visit, the service engineer must come to attend the equipment to make it operational within 15 (fifteen) days after receiving the intimation. In case he cannot rectify the problem during his first visit, and has to visit again to rectify the problem reported/identified originally, all those visits would be considered as single breakdown visit.

c) The bidders must submit a written undertaking that they would be able to provide AMC service at the quoted rates after expiry of warranty.

10. Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.

11. Bidder shall submit the duly filled in and signed "Commercial check list" and "Technical Evaluation Matrix" along with the technical bid.

12. Bidder should categorically confirm in the technical bid a delivery schedule **within Four (04) months**, FOB Port of dispatch, after establishment of letter of credit (in case of foreign bidder) or for despatch of the equipment **within Four (04) months** after receipt of formal order (in case of indigenous bidder) failing which their offer will be rejected.

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**CC:: GENERAL NOTES TO BIDDERS:**

Sl No	Clause description				
1.0	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.				
2.0	<b>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.</b>				
3.0	Bid must be submitted online through OIL’s e-procurement portal. Bid submitted in any other form will be rejected.				
4.0	Please note that all tender forms and supporting documents are to be submitted through OIL’s e-Procurement site only except following documents which are to be submitted manually in sealed envelope super 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. <b>a) Any documents which have been particularly asked for in this tender for submission.</b>				
5.0	<p>The tender is invited under <b>SINGLE STAGE-COMPOSITE BID SYSTEM</b>. 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”.</p> <p>Any offer not complying with above submission procedure will be rejected as per Bid Rejection Criteria mentioned in the tender.</p> <table border="1"><tr><td>Notes and Attachments</td><td>→ Only Price Details Should Be Uploaded</td></tr><tr><td>Technical attachments</td><td>→ All technical bid documents except price details</td></tr></table> <p><b>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.</b></p>	Notes and Attachments	→ Only Price Details Should Be Uploaded	Technical attachments	→ All technical bid documents except price details
Notes and Attachments	→ Only Price Details Should Be Uploaded				
Technical attachments	→ All technical bid documents except price details				



## Oil India Limited e-Procurement

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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	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.
8.0	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.
9.0	Other terms and conditions of the tender shall be as per "General Terms & 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 document shall prevail.
10.0	All the Bids must be Digitally Signed using "Class 3 [Organization]" 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[Organization]" digital certificate, will be liable for rejection.
11.0	Please do refer the User Manual provided on the portal on the procedure How to create Response for submitting offer. "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



	<p>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>
12.0	<p>The items shall be brand new, unused &amp; of prime quality. The manufacturer shall warrant (in the event of an order) that the product supplied will be free from all defects &amp; fault in material, workmanship &amp; manufacture and shall be in full conformity with ordered specifications. This clause shall be valid for a period of 18 months from the date of dispatch or 12 months from the date of receipt at destination, whichever is earlier. 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.</p>
13.0	<p>Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.</p>
14.0	<p><b>Original Bid Closing Date shall be considered by OIL for evaluation, in case of any extension of the original bid closing date.</b></p>
15.0	<p>Bidder to sign and submit completely filled up Commercial check lists.</p>
16.0	<p><b>Payment terms: 80% against shipment/dispatch documents and balance 20% after successful commissioning/testing along with commissioning/testing charges.</b></p>
17.0	<p><b>Liquidated Damage: Refer to "General Terms &amp; 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.</b></p>
18.0	<p><b>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 during import will be applicable. Indigenous bidder shall be eligible for concessional rate of GST against Essentiality Certificate for invoice valuing 01 lakh and above.</b></p> <p><b>In the event of an order on indigenous bidder, OIL will issue Project Authority Certificate (PAC) under Deemed Export, where import content is declared by the bidder for availing Custom Duty benefit on the import content.</b></p> <p><b>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.</b></p>
19.0	<p>Bidders are required to submit the summary of the prices in their price bids as per bid format (Summary), given below (strike out whichever is not applicable)</p> <p>(i) <u>Price Bid Format (SUMMARY) for Foreign Bidders:</u></p> <p>(A) Basic Material Value (to indicate HSN code):</p> <p>(B) Pre-despatch Inspection Charges, if any:</p> <p>(C) Packing &amp; FOB charges:</p> <p>(D) FOB Value, A+B+C:</p> <p>(E) Ocean Freight Charges upto Kolkata, India:</p> <p>(F) Banking &amp; Insurance, @1.5% of D :</p> <p>(G) CIF Landed Value, D+E+F :</p>

- (H) IGST @ 5% on G:
- (I) Compensatory Cess, if any:
- (J) CIF+GST Landed Value, G+H+I :
- (K) Training Charges, if any:
- (L) Applicable rate of GST charges on K:
- (M) Installation & Commissioning Charges:
- (N) Applicable rate of GST charges on M:
- (O) AMC Charges, if any:
- (P) Applicable rate of GST charges on O:
- (Q) Cost of AMC operational/maintenance spares, if any:
- (R) Applicable rate of GST charges on Q :
- (S) Total, J+K+L+M+N+O+P+Q+R:
- (T) Total Value in words :
- (U) Gross Weight:
- (V) Gross Volume :

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

- (A) Basic Material Value (to indicate HSN code):
- (B) Pre-despatch Inspection Charges, if any:
- (C) Packing & Forwarding charges, if any:
- (D) Total Ex-Works Value, A+B+C:
- (E) Applicable rate of GST on D:
- (F) Compensatory Cess, if any:
- (G) Total FOR Despatching Station Value, D+E+F:
- (H) Inland Freight Charges upto Duliajan, Assam including GST :
- (I) Transit Insurance Charges, if any including GST:
- (J) Training Charges, if any:
- (K) Applicable rate of GST on J:
- (L) Installation & Commissioning Charges, if any:
- (M) Applicable rate of GST on L:
- (N) AMC Charges, if any:
- (O) Applicable rate of GST on N:
- (P) Cost of AMC operational/maintenance spares, if any:
- (Q) Applicable rate of GST on P:
- (R) Total, G+H+I+J+K+L+M+N+O+P+Q:
- (S) Total Value in words :
- (T) Gross Weight:
- (U) Gross Volume:
- (V) Import Content, if any:

20.0

**Clauses related to GST**

1. For the purposes of levy and imposition of GST, the expressions shall have the following meanings:
  - (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

	<p>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.</p> <p>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 &amp; 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.</p> <p>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 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. <b>When Input tax credit is available for Set Off</b> 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</p> <p><b>When Input tax credit is NOT available for Set Off</b> 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>
21	<p><b>Along with the technical bid, bidders must submit duly filled undertaking as per format provided vide Appendix-K as undertaking towards submission of authentic information/ documents.</b></p>
21.0	<p>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</p>

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 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 thee-tender.

**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.

**A.COMMERCIAL**

Sl#	REQUIREMENT	COMPLIANCE
1.0	Whether bid submitted under Single Stage Composite Bid System?	Yes / No
2.0	Whether quoted as manufacturer?	Yes / No
2.1	Whether quoted as OEM Dealer / Supply House. To Specify-	
2.2	If quoted as OEM Dealer / Supply House	
	(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?	
<b>3.0</b>	<b>Whether ORIGINAL Bid Bond (not copy of Bid Bond) as per Revised Format Sent separately? If YES, provide details</b>	Yes / No
	<b>(a) Amount :</b>	
	<b>(b) Name of issuing Bank :</b>	
	<b>(c) Validity of Bid Bond :</b>	
4.0	Whether offered firm prices ?	Yes / No
4.1	Whether quoted offer <b>validity of 90 days from</b> 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 tender Payment Terms of 80% against shipment/dispatch documents and balance 20% after successful commissioning/testing along with commissioning/testing charges?	Yes / No
<b>5.0</b>	<b>Whether confirmed to submit PBG as asked for in NIT?</b>	<b>Yes / No</b>
<b>5.1</b>	<b>Whether agreed to submit PBG within 30 days of placement of order?</b>	<b>Yes / No</b>
6.0	Whether Price submitted as per Price Schedule indicated in 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	Yes / No

	specify:	
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 tender clauses accepted ?	Yes / No
12.0	Whether all documents as per BRC Financial have been uploaded?	Yes / No

**B. TO BE FILLED UP IN DETAIL:**

Sl No	Requirement	Bidder's Reply
01	Make and Model of the Items	
02	Bid validity	
03	Payment Terms	
04	Guarantee/Warranty Terms	
05	Delivery Period	
08	Port of Despatch / Despatching Station	
09	Confirm submission Integrity pact, if required as per NIT	
10	Confirm submission PBG, if required as per NIT	

11	Compliance to: a) Liquidated Damage b) Warranty/Guarantee c) Arbitration/Resolution of Dispute d) Force Majeure e) Applicable laws	
12	Exception/Deviations quoted, if any, to be given in details or refer to respective page of the bid documents	

*Signature* \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_



**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

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

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

Place:

Date:

Seal

Membership No:

Registration Code:

Signature

**\*Applicable only for GLOBAL tenders**



Sub: Bid for “Cone & Plate Rheometers with accessories”

Tender No :SDG0732L19/08

**TECHNICAL EVALUATION MATRIX  
(TO BE FILLED IN BY BIDDER DULY SIGNED)**

**ITEM SPECIFICATION**

SL. No.	Tender Specification	Bidders Remarks (Complied / Not Complied / Deviation)	Relevant Page number of their Bid to support the remarks / Compliance	Remarks*
<b>Rheometer with Cone &amp; Plate geometry, quantity required : 01 No.</b>				
1	Spring Torque = 3593.5 Dyne-Cm / 0.35935 milli-Newton-m			
2	Rotational speed = 0.01 to 250 RPM, at 0.01 RPM increments throughout the range			
3	Shear Rate = 0.02 to 500 Sec Inverse			
4	Sample volume requirement = 2.0 mL			
5	Accuracy = +/- 1.0% of the range, Repeatability = +/- 0.2%			
6	To be supplied with a sample cup with embedded temperature probe and provision for water circulation for temperature control; and a matching			

7	<p>cone spindle with a geometry to allow 2 mL sample volume and to yield Shear Rate = 2.0 x RPM</p> <p>Maximum viscosity measurable at 25 Sec Inverse Shear rate with desired cone-plate configuration = 491 cP or higher</p>			
8	<p>Full color touch screen to display Viscosity, Temperature, Shear Rate / Stress, % Torque, Speed/Spindle, Step Programme Status and Math Model calculations.</p>			
9	<p>Stand-alone programming capability, should also have an USB PC interface for optional computer control and automated data collection</p>			
10	<p>Capability for Yield Stress measurement</p>			
11	<p>Enhanced security features like Customizable User Access, Date &amp; Time Stamp File and Password access</p>			
12	<p>To operate on 230 Volt AC / 50 Hz / single-phase power supply</p>			
13	<p>Should have all required connectors/cables for connection with Power outlet / PC / Printer / Water Bath, and one for connecting the external temperature probe (embedded on the sample cup) with the water bath.</p>			
14	<p>To be supplied with operating software (compatible with Windows-8 OS) to programme, control and collect data</p>			

15	<p>from the Rheometer through a dedicated PC. The software should be able to analyze data, generate multiple plot overlays, print tabular data and run different math models.</p> <p>To be supplied with all standard attachments, the carrying/storage case and the operating manual.</p>			
<b>Rheometer with Cone &amp; Plate geometry, quantity required : 01 No.</b>				
16	Spring Torque = 14,374 Dyne-Cm / 1.4374 milli-Newton-m			
17	Rotational speed = 0.01 to 250 RPM, at 0.01 RPM increments throughout the range			
18	Shear Rate = 0.02 to 500 Sec Inverse			
19	Sample volume requirement = 2.0 mL			
20	Accuracy = +/- 1.0%, Repeatability = +/- 0.2%			
21	To be supplied with a sample cup with embedded temperature probe and provision for water circulation for temperature control; and a matching cone spindle with a geometry to allow 2 mL sample volume and to yield Shear Rate = 2.0 x RPM			
22	Maximum viscosity measurable at 25 Sec Inverse Shear rate with desired cone-plate configuration= 1964 cPor higher			
23	Full color touch screen to display Viscosity, Temperature, Shear Rate / Stress, % Torque, Speed/Spindle, Step Programme Status and Math Model			

24	<p>calculations. Stand-alone programming capability, should also have an USB PC interface for optional computer control and automated data collection</p>			
25	<p>Capability for Yield Stress measurement</p>			
26	<p>Enhanced security features like Customizable User Access, Date &amp; Time Stamp File and Password access</p>			
27	<p>To operate on 230 Volt AC / 50 Hz / single-phase power supply</p>			
28	<p>Should have all required connectors/cables for connection with Power outlet / PC / Printer / Water Bath, and one for connecting the external temperature probe (embedded on the sample cup) with the water bath. To be supplied with operating software (compatible with Windows-8 OS) to programme, control and collect data from the Rheometer through a dedicated PC. The software should be able to analyze data, generate multiple plot overlays, print tabular data and run different math models.</p>			
30	<p>To be supplied with all standard attachments, the carrying/storage case and the operating manual.</p>			
<b>Additional Spindles for Rheometers, quantity required : 02 Nos.</b>				
31	<p>Cone Spindle fully compatible with the supplied Cone-&amp;-Plate Rheometers</p>			

(two different models); having a geometry to allow 2 mL sample volume and to yield Shear Rate = 2.0 x RPM

**Refrigerated Circulating Water Bath, quantity required : 01 No.**

32	Temp range : zero deg C to +100 deg C or higher			
33	Temp Stability : 0.01 deg C			
34	Temp control through internal or external temperature probe. The water bath should be capable of reading and controlling the temperature of the Rheometer sample cup directly both in stand-alone mode as well as through a PC using the software supplied with the Rheometers (two different models)			
35	Reservoir Capacity : 5 to 7 litres			
36	Variable pump speed with maximum flow rate of 16 LPM			
37	Swivel-mounted controller with color touch-screen interface, standalone programmable or PC control through the software supplied with the Rheometers (two different models); having all required connectors including one for external temperature probe.			
38	To be supplied with all standard attachments, cables, power cord and the operating manual.			
<b>Adaptor for Refrigerated Circulating Water Bath, quantity required : 01 No.</b>				
39	Adaptor to fit on the external temperature probe connector of the water bath (Item No. 5), for connecting			

	<p>the embedded temperature probe in the sample cup of the Rheometers (Item No.1 &amp; 2) with the water bath through a cable, so that the embedded temperature probe of the sample cup acts as an external temperature probe for the water bath.</p>			
40	<p>Silicon Viscosity Standards to be supplied in bottles, each bottle containing at least 500 mL of the standard fluid. Each Viscosity Standard should be duly calibrated at three different temperatures (24, 21 and 18 deg C), and supplied with a certificate of calibration. Accuracy should be +/- 1% (or better) of the viscosity value at the specified temperatures.</p> <p>Standards (viscosity) and quantities required :</p> <ul style="list-style-type: none"> <li>i. 50 CPS : 1 bottle</li> <li>ii. 100 CPS : 1 bottle</li> <li>iii. 500 CPS : 1 bottle.</li> </ul>	<p><b>Silicon Viscosity Standards</b></p>		
41	<p>The Make and Model of the offered instrument should be clearly mentioned in the offer document. The original product catalogue (from the OEM) of the offered model must accompany the quotation submitted against this enquiry.</p>			

42	The bidder shall be a sole selling agent / authorized supply houses / authorized dealer / authorized distributor of an Original Equipment Manufacturer (OEM) of the tender items. Valid copy of authorization letter / dealership certificate with proper guarantee/warranty back up on the supplied products from the Original Equipment Manufacturer (the principal) shall be submitted along with the technical bid.			
43	The Bidders should quote for all the items in NIT. Incomplete bids shall be rejected.			
44	The offered item should conform to every point in the technical specification as outlined in the enquiry. Any offer either not mentioning or deviating from any of the technical specifications outlined in the enquiry for that item will be rejected.			
45	Installation & Commissioning: a) The successful bidder will be required to install and commission the Rheometers and accessories at R&D Department, Oil India Limited, Duliajan, Assam, India by OEM trained and authorized service engineer. The installation engineer should demonstrate all features of the system at the time of installation and			

	<p>impart operational training at site to the laboratory personnel for at least two full working days (excluding the day of arrival and departure).</p> <p>b) The supplier should clearly mention the Installation and Commissioning terms (Free-of-Cost / chargeable as extra). In case the supplier wishes to charge an additional amount for installation and commissioning, they should clearly mention this installation term and the changeable amount in their offer.</p> <p>c) The Bidder/Supplier should provide pre-installation requirements along with the offer.</p>			
46	The original operation and maintenance manuals should be supplied with the instrument.			
47	The bid documents should include a confirmation from the original equipment manufacturer (OEM) that the spares for the quoted model shall be available for a minimum period of five years from the date of installation of the instrument.			
48	The bid documents should include the standard warranty offered by the OEM, which should be for one year (minimum) from the date of commissioning of the instrument.			
49	<b>ANNUAL MAINTENANCE CONTRACT (AMC):</b>			



	<p>a) The rate for AMC (non-comprehensive) for three years from the date the warranty is over, should be quoted with year-wise breakup, which shall be taken into account for evaluation of the bids.</p> <p>b) While quoting for AMC, the bidder should take into account one (01) preventive maintenance visit and two (02) breakdown visits per year by an OEM trained and authorized service engineer. In case of breakdown visit, the service engineer must come to attend the equipment to make it operational within 15 (fifteen) days after receiving the intimation. In case he cannot rectify the problem during his first visit, and has to visit again to rectify the problem reported/identified originally, all those visits would be considered as single breakdown visit.</p> <p>c) The bidders must submit a written undertaking that they would be able to provide AMC service at the quoted rates after expiry of warranty.</p>			
50	Any deviation(s) from the tender specification should be clearly highlighted specifying justification in support of deviation.			
51	Bidder shall submit the duly filled in and signed "Commercial check list" and "Technical Evaluation Matrix" along with the technical bid.			

52	Bidder should categorically confirm in the technical bid a delivery schedule <b>within Four (04) months</b> , FOB Port of dispatch, after establishment of letter of credit (in case of foreign bidder) or for despatch of the equipment <b>within Four (04) months</b> after receipt of formal order (in case of indigenous bidder) failing which their offer will be rejected			

\* Remarks: to be filled in, if any. Additionally, Bidders are required to Fill-in and submit Format – A “No Deviation Confirmation”, without which the offer shall be treated as incomplete and liable for rejection.

Place:  
Date:

[Signature of Authorized Signatory of Bidder]  
Name:  
Designation:  
Seal:

**NO DEVIATION CONFIRMATION**

Ref. No. \_\_\_\_\_

Date: \_\_\_\_\_

From: \_\_\_\_\_(Insert name and address of Bidding Entity)

\_\_\_\_\_

Tel.:

Fax:

E-mail address:

**To**

GM (MATERIALS)  
MATERIALS DEPARTMENT  
OIL INDIA LIMITED  
DULIAJAN  
District : DIBRUGARH (Assam)  
PIN 786602

**Sub:** Bid for

“

”

—

**Tender No :**

**Dear Sir,**

We understand that any 'deviation / exception' in any form may result in rejection of Bid. We, therefore, certify that we have not taken any 'exception / deviation' anywhere in the Bid and we agree that if any 'deviation / exception' is mentioned or noticed, our Bid may be rejected.

Place:

[Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation:

Seal:

**Format of undertaking by Bidders towards submission of authentic information/documents  
(To be typed on the letter head of the bidder)**

Ref. No \_\_\_\_\_

Date \_\_\_\_\_

**Sub: Undertaking of authenticity of information/documents submitted**

**Ref: Your tender No. \_\_\_\_\_ Dated \_\_\_\_\_**

To,  
The HOD-Materials  
Materials Deptt,  
OIL, Duliajan

**Sir,**

With reference to our quotation against your above-referred tender, we hereby undertake that no fraudulent information/documents have been submitted by us.

We take full responsibility for the submission of authentic information/documents against the above cited bid.

We also agree that, during any stage of the tender/contract agreement, in case any of the information/documents submitted by us are found to be false/forged/fraudulent, OIL has right to reject our bid at any stage including forfeiture of our EMD and/or PBG and/or cancel the award of contract and/or carry out any other penal action on us, as deemed fit.

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

Signature of Authorised Signatory

Name :

Designation :

Phone No.

Place :

Date :

(Affix Seal of the Organization here, if applicable)

**-----End of Document-----**