



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

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TENDER NO. SSG1963L20/03

DATE: 15.07.2019

INVITATION TO e-BID UNDER SINGLE STAGE COMPOSITE BID SYSTEM

Dear Sirs,

OIL invites Bids for the supply of **WING UNION** through **E-Procurement**. The details of the tender are as under:

1. Details of items with specification, quantity and special notes are given in Technical RFX – External Area- Tender Documents as Annexure– I.
2. General terms and Conditions of the tender are as per attached document No.MM/GLOBAL/E-01/2005-July2012.
3. The prescribed Bid Forms for submission of bids are available in the tender document folder. Technical Checklist and Commercial Checklist vide Annexure IV must be filled-up and submitted along with the technical bid.
4. Type of Bidding : **SINGLE STAGE COMPOSITE BID SYSTEM**
5. Tender Fee : NIL
6. Bid Security Amount : **Not Applicable**
7. Performance Security : **Applicable @10% of Order Value**
8. Bid Closing Date & Time : 09.10.2019 at 11:00 hours (IST)
9. Bid Opening Date & Time : 09.10.2019 at 14:00 hours (IST)
10. Bid Validity : Bid should be valid for **90 days** from bid opening date
11. Bid Bond Validity : Not Applicable
12. Integrity Pact : Not Applicable

Special Note:

- 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 Amendment and Addendum.
- 2.0 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 addition to uploading in e-tender portal*) 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 as 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.

- 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 bid or submission of offers not substantially responsive to the bid in every respect will be at the bidders risk and may result in the rejection of its offer without seeking any clarifications.
- 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.oilindia.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 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 up to seven days from the date of Price-Bid opening of the e-tender.
- 7.0 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 for order having material value of INR 1.00 Lakh & above. 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. However, Indian Bidders are requested to quote the actual rate of GST with HSN code.
- 8.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected.
- 9.0 Please refer to the **"New Vendor Manual (effective 12.04.2017)"** available in the login Page of the OIL's E-tender Portal.
- 10.0 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) **MSEs Units (manufacturers/Service Providers only and not their dealers/distributors) who are already registered with District Industry Centers or Khadi & Village Industries Commission or Khadi & Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts & Handloom or any other body specified by Ministry of MSME are exempted from payment of Bid Security (EMD) irrespective of monetary limit**

mentioned in their registration, provided they are registered for the item they intend to quote/participate.

- d) For availing benefits under Public Procurement Policy (Purchase preference & EMD exemption), the interested MSE Bidders must ensure that they are the manufacturer/ service provider of tendered item(s) and registered with the appropriate authority 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 communication in this regard and request for bid closing date extension on that plea shall not be entertained by Company.
- e) Against Bid Security/EMD/Performance Bank Guarantee – Only payments through online mode or Submission of Bank Guarantee/LC will be acceptable. **No DD/Cheques/Cashier Cheque or any other mode will be acceptable.**
- f) OIL INDIA LIMITED (OIL) has upgraded its E-tender Portal. All the bidders are requested to go through the uploaded document named “Guidelines & Instruction to bidders-MM-Global GTC” before uploading their bid.

11.0 **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 as under along with their offer failing which their offer shall be liable for rejection.

Yours Faithfully

Sd/-
(NAYAN MONI KAKATI)
SR. MANAGER MATERIALS (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

ANNEXURE-I

Tender No. : SSG1963L20/03
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Item No./ Mat. Code	Material Description	Quantity	UOM
10 09473026	WING UNIONS WING UNION, RIGID TYPE, PRECISION SEATING SURFACE DIM - AS PER WECO FIG. 100 MAT (SUB & NUT) - MIC THREAD (SUB) - API LP AS PER API 5B (NUT)- ACME 3 TPI MODIFIED CWP : 1000 PSI Union,Wing,MIC, 4" x 1000 PSI Size : 100 mm (4") Part No. SD-2516-2	150	NO
20 09473037	Wing Union, 1000 PSI, Size : 2" Size : 50 mm (2") Part No. H010100-02A of SARA SAE PVT. LTD.	250	NO
30 09473709	WING UNION, RIGID TYPE, HAVING REPLACEABLE LIP-TYPE SEAL RING OF BUNA-NDIM - AS PER WECO FIG. 602 MAT (SUB & NUT) - STEEL FORGING THREAD (SUB) - API LP AS PER API 5B (NUT) - ACME 3 PTI MODIFIED CWP : 6000 PSI Size : 80 mm (3")	35	NO
40 09474202	WING UNION, RIGID TYPE, HAVING REPLACEABLE LIP-TYPE SEAL RING OF BUNA-NDIM - AS PER WECO FIG.1002 MAT(SUB & NUT) - STEEL FORGING THREAD (SUB) - API LP AS PER API 5B (NUT) - ACME 6 TPI STANDARD CWP : 10000 PSI Size : 25 mm (1") Part No. H011002-01A of SARA SAE PVT. LTD. Part No. SD-4333-2	200	NO
50 09474246	WING UNION, RIGID TYPE, HAVING REPLACEABLE LIP-TYPE SEAL RING OF BUNA-NDIM - AS PER WECO FIG. 1002 MAT (SUB & NUT) - STEEL FORGING THREAD (SUB) - API LP AS PER API 5B (NUT) - ACME 4 TPI STD CWP : 10000 PSI Wing Union, 10,000 PSI, Size : 4" Size : 100 mm (4") Part No. H011002-04A of SARA SAE PVT. LTD.	15	NO
60 09475615	SPARES FOR 125 MM (5") WECO WING UNION AS PER WECO FIG. 1003 `O' Ring type seal ring,Material : Buna-N	100	NO

Note description for item no./nos. : 10, 20, 30, 40, 50

Note :

The supplier must fulfill the following conditions :

- Supplier must provide valid API Certificate of manufacture of high pressure Wing Unions and its parts as per various Weco Fig's from the manufacturer alongwith the offer,

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without which the offer will be liable for rejection.

2. Quotation must be accompanied with relevant product catalogue/drawing, showing dimensional details, bill of material of various parts etc. without which the offer will be liable for rejection.

3. The Product must be embossed with the following:

- a) Maker's Name
- b) Weco Fig No.
- c) CWP & TP rating in PSI
- d) Size in inch.

4. The Supplier must forward the following certificates from the manufacturer:

- a) Hydraulic test certificate for wing unions.
- a) Physical & Chemical test certificate of SF, SC & Rubber parts as per relevant API standard/specifications

Note description for item no./nos. : 60

The supplier must fulfill the following conditions :

1. Supplier must provide valid API Certificate of manufacture of high pressure Wing Unions and its parts as per various Weco Fig's from the manufacturer alongwith the offer, without which the offer will be liable for rejection.

2. Quotation must be accompanied with relevant product catalogue/drawing, showing dimensional details, bill of material of various parts etc. without which the offer will be liable for rejection.

3. The Supplier must forward the following certificates from the manufacturer:

- a) Physical & Chemical test certificate of SF, SC & Rubber parts as per relevant API standard/specifications

Standard 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 Material value of INR 1.00 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.

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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 E-PORTAL 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 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.

8.0 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.

9.0 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.

10.0 FURNISHING FRAUDULENT INFORMATION/ DOCUMENT: If it is found that a Bidder has furnished fraudulent document/information, the Bid Security/Performance Security (if any) 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, bidder must submit duly filled undertaking as per format provided vide 'Annexure-K' as undertaking towards submission of authentic information/documents.

11.0 The General Terms & Conditions for Global Tenders (MM/GLOBAL/01/2005) has been amended to include the following clauses:

- (i) Clause No. 5.1 (sea shipment) of Section B-Special Terms and conditions for Foreign Bidders only has been amended for incorporating additional clauses 5.1.1, 5.1.2 & 5.1.3
- (ii) Amendment dated 06.08.2018 regarding change in bid evaluation methodology
- (iii) Amendment dated 21.08.2017 incorporating GST clause

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.

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12.0 CONFIRMATION OF PERFORMANCE SECURITY:**PERFORMANCE SECURITY:**

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. The successful bidder shall submit Performance Security @10% of PO value within 30 days of receipt of the formal purchase order failing which OIL reserves the right to cancel the order. Bidders should undertake in their bids to submit Performance Security as stated above. 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 760 / 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, Assam- 786602.

- b. The supplier shall submit to oil the copy of SFMS message as sent by the issuing Bank Branch along with the Original Bank Guarantee.

Special Notes :**Annexure-K**

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.

ANNEXURE-I

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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)