

OIL INDIA LIMITED
(A Government of India Enterprise)
P.O. Udayan Vihar -781171
Guwahati, Assam(India)

OIL INDIA LIMITED invites Local Competitive Bid (LCB) through its e-Procurement portal <https://etender.srm.oilindia.in/irj/portal> for the following items:

e-Tender no.	Bid Closing/ Opening Date	Type of Bid	Material Description
SGI6891P16	11.06.2015	Single stage composite bid system	Procurement of Computers
SGI6893P16	11.06.2015	Single stage Two bid system	Procurement, Installation & Commissioning of Flame, Heat & Hydrocarbon Detector.

Tender fee (Non-refundable) : **Rs. 1000.00**; Bid Closing/Opening Time: (11:00Hrs)IST/(14:00Hrs)IST; Period of sale of documents: 27.06.2015 to one week prior to bid closing date. The complete bid documents and details for purchasing bid documents, participation in E-tenders are available on OIL's e-procurement portal <https://etender.srm.oilindia.in/irj/portal> as well as OIL's website www.oil-india.com.

NOTE: All addenda, Corrigenda, time extension etc, to the tenders will be hosted on above website and e-portal only and no separate notification shall be issued in the press. Bidders should regularly visit above website and e-portal to keep themselves updated.



OIL INDIA LIMITED
(A Government of India Enterprises)
PO : Udayan Vihar – 781171
Guwahati, Assam (India)

TELEPHONE NO. (91-361)2643685/688
FAX NO: (91-361) 2643686
Email: panchali@oilindia.in ; erp_mm@oilindia.in

FORWARDING LETTER

Tender No & Date : SGI 6891P16 dated 13.04.2015
Tender Fee : Rs 1,000.00
Bid Security Amount : **Rs. 32, 880.00**
Bidding Type : **SINGLE STAGE COMPOSITE BID SYSTEM**
Bid Closing on : As mentioned in the Basic Data of e-portal
Bid Opening on : -do-
Performance Guarantee : Applicable
Integrity Pact : Not Applicable

OIL invites Bids for Procurement of Computers through its e-Procurement site under **SINGLE STAGE COMPOSITE BID SYSTEM**.

The general details of tender can be viewed by opening the eRFx [Tender] under RFx and Auctions. The details of items tendered can be found in the Item Data and details uploaded under Technical RFX. The bidding document is available in the Technical RFx -> External Area -> Tender Documents

Standard Notes:

1.0 The tender will be governed by “General Terms & Conditions” for e-Procurement as per Booklet No. MM/LOCAL/E-01/2005 for E-Procurement LCB Tenders.

2.0 This Bidding document consists of :
Technical specifications and Quantity as per **Annexure – AAA**,
Bid Rejection & Bid Rejection Criteria as per **Annexure-BBB**
Technical bid check list as per **Annexure –EEE** ,
Response sheet as per **Annexure -FFF** and
Bank Details as per **Annexure-GGG**.

Vendor User Manual and LCB Doc Booklet (revised) have been uploaded separately in the Technical RFx -> External Area -> Tender Documents

3.0 The tender shall also be governed by the Bid Rejection & Bid Evaluation Criteria given in enclosed **Annexure-BBB**. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (as per **Annexure-BBB**) contradict the Clauses of the tender and / or “General Terms &

Conditions” as per Booklet No. MM/LOCAL/E-01/2005 for E-procurement (LCB Tenders) elsewhere, those in the BEC / BRC shall prevail.

4.0 Bidders are advised to fill up the Technical bid check list (**Annexure EEE**), Response sheet (**Annexure FFF**) and Bank Details (**Annexure GGG**) given in the bidding document uploaded in Technical RFX -> External Area -> Tender Documents. The above filled up documents to be uploaded in the Technical RFX Response.

5.0 Please do refer the User Manual provided on the portal on the procedure ‘How to create Response’ for submitting offer.

6.0 Bidders shall prepare and shall upload 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 Bid” shall contain all technical and commercial details. **Details of prices as per price format in Appendix-I to be uploaded as attachment in the Attachment Tab “Notes and Attachments”.**

6.1 A screen shot in this regard is given below.

On “EDIT” Mode- The following screen will appear. Bidders are advised to Upload “Techno-Commercial Unpriced Bid” and “Priced Bid” in the places as indicated above:

7.0 General Qualification Criteria:

In addition to the General BRC/BEC, following criteria on Bidders' Experience and their financial capabilities shall be considered (**documentary evidence to be provided along with the bid in Technical RFx -> External Area -> Tender Documents**) as on the Bid Closing Date:

- i). **Successful execution of a single order of value not less than Rs. 9.86 Lakhs for supply of similar items during last 3 years .**
- ii). **Annual turnover of the firm in any of the last 3 financial years or current financial year should not be less than Rs. 32.88 Lakhs.**

8.0 Application showing full address/email address with Tender Fee (Non-refundable) of Rs. 1,000.00 in favour of M/s Oil India Limited and payable at Guwahati is to be sent to Chief Material Manager , Oil India Limited (Pipeline Headquarter) , P.O. Udayan Vihar, Guwahati -781171. Application shall be accepted only upto one week prior to Bid Closing date. The envelope containing the application for participation should clearly indicate "REQUEST FOR ISSUE OF USER ID AND PASSWORD FOR E TENDER NO ... " for easy identification and timely issue of user ID and password. On receipt of requisite tender fee, USER ID and initial PASSWORD will be communicated to the bidder (through e-mail) and will be allowed to participate in the tender through OIL's e- Procurement portal. **No physical tender documents will be provided.** Details of bidding document can be viewed using "Guest Login" provided in the e-Procurement portal. The link to e-Procurement portal has been also provided through OIL's web site www.oil-india.com.

NOTE: PSUs and SSI units are provided bidding documents Free of Cost (as per govt guidelines), however they have to apply to OIL's designated office to issue the tender documents before the last date of sale of bidding document mentioned in the tender.

If the MSE is owned by SC/ST Entrepreneurs, the bidder shall furnish appropriate documentary evidence in this regard. The documents submitted by the bidder shall be duly certified by the Statutory Auditor of the bidder or a practicing Chartered Accountant (not being an employee or a Director or not having any interest in the bidder's company/firm) where audited accounts are not mandatory as per law.

9.0 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 Chief Material Manager , Oil India Limited (Pipeline Headquarter) , P.O. Udayan Vihar, Guwahati -781171** on or before the Bid Closing Date and Time mentioned in the Tender.

- a) **Original Bid Security**
- b) **Detailed Catalogue (if any)**
- 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.

9.1 Tender Fee and Bid Security can also be paid through payment gateway in the e-tender portal. Please refer to Vendor User Manual updated in the e-tender portal as well for further details.

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

11.0 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 the bid closing date and time failing which the offer shall be rejected.

12.0 Bid must be submitted electronically only through OIL's e-procurement portal. Bid submitted in any other form will be rejected. All the Bids must be Digitally Signed using "Class 3" digital certificate (*e-commerce application*) as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than "Class 3" digital certificate, will be rejected.

13.0 Any sum of money due and payable to the contractor (including Security Deposit refundable to them) under this or any other contract may be appropriated by Oil India Limited and set-off against any claim of Oil India Limited (or such other person or persons contracting through Oil India Limited) for payment of sum of money arising out of this contract or under any other contract made by the contractor with Oil India Limited (or such other person or persons contracting through Oil India Limited).

14.0 In the event of receipt of only a single offer against the tender within B.C. date, OIL reserves the right to extend the B.C. date as deemed fit by the Company. During the extended period, the bidders who have already submitted the bids on or before the original B.C. date, shall not be permitted to revise their quotation.

15.0 No press advt. will be published regarding amendment to Bidding Document or extension of BC Date. The same will be uploaded in OIL website and informed to all prospective bidders who have received the bidding documents.

Yours Faithfully

Sd-

(P.THAKURIA)

DEPUTY MANAGER MATERIALS (PL)
FOR CHIEF MANAGER MATERIALS (PL)
FOR : GENERAL MANAGER (PLS)

Tender No. SGI 6891P16 Dated:13.04.2015

Item srl no	Material Description	Quantity	Unit
10	<p>Desktop PC</p> <p><u>TECHNICAL SPECIFICATION</u></p> <p>S/No. Items Detailed Specification</p> <ol style="list-style-type: none"> 1. Model Vendor should mention the make and model. 2. Processor <ol style="list-style-type: none"> a) Minimum Intel ® Core i7,3.4 GHz,8MB Cache, 4 cores. b) Generation : Generation of the processor must be 4th Generation or higher with specification as given in Point 2(a). 3. Memory: Minimum 8-GB (2 X 4GB) DDR3 SDRAM 1333-MHz 4. Hard Disk Drive & controller: Minimum 1 TB SATA 3Gbps HDD, 7200rpm. 5. Optical Drive: 16X DVD +/-RW with Dual Layer Write Drive Capabilities Complete with driver software on CD media,standard accessories and cables. 6. Ethernet:Integrated 10/100/1000 Mbps Ethernet Controller and IPV6 compliant. 7. Expansion Slots: Min 2 nos of PCI series slots. 8. Audio & Sound: Integrated HD audio controller with 1 set of external stereo speaker with minimum 2 watts(rms) output. 9. I/O Interface : <p>Front I/O Ports : Minimum 2 USB ports ;Headphone and Mic jacks</p> <p>Rear I/O Ports: 1 x VGA (D-sub) video port ;Minimum 4 USB ports</p> <p>1 x Fast Serial Port;1 x Gigabit Ethernet (RJ-45) port</p> <p>Headphone and Microphone Jacks; Note: Out of the six USB ports, atleast one port must be USB 3.0 port.</p> 10. SystemChassis: Must have enough cooling fans, one free internal peripheral bay and suitable power supply. 11. Monitor: OEM 21.5" diagonal viewable image size Flat Panel LED Monitor (1920 x 1080 Resolution) with standard accessories and cables (same make & color as CPU box) & TCO certified. 12. Keyboard:104 Keys OEM keyboard with new Indian Rupee logo (Same make & color as CPU box). 13. Mouse:OEM optical scroll mouse with mouse pad(Preferably same make & color as CPU box). 14. PowerSupply:Min 240-watts power supply with surge protection and 85% efficiency or better, Energy Star 5.0 compliant. 15. OS: Preloaded Genuine Microsoft ® Windows 8.1 professional 64 bit OS or latest version with recovery CD/DVD and latest service pack in DVD/CD media & documentation. 16. Power management& DMI :System with Power management features & Desktop Management Interface implementation. 17. Others <ol style="list-style-type: none"> a. Power Cables. b. All system drivers, monitor drivers on DVD/CD media. c. Power Extension spike guard with 4nos. of 5 Amps output - 	4	No.

	d. Patch cord - 3 metre. 18. UPS: 1KVA		
20	Item Specs same as Line Item 10	1	No.
30	Item Specs same as Line Item 10	1	No.
40	Item Specs same as Line Item 10	1	No.
50	Item Specs same as Line Item 10	1	No.
60	Item Specs same as Line Item 10	1	No.
70	Item Specs same as Line Item 10	1	No.
80	Item Specs same as Line Item 10	1	No.
90	Item Specs same as Line Item 10	1	No.
100	Item Specs same as Line Item 10	1	No.
110	Item Specs same as Line Item 10	1	No.
120	Item Specs same as Line Item 10	1	No.
130	Item Specs same as Line Item 10	1	No.
140	Item Specs same as Line Item 10	1	No.
150	Item Specs same as Line Item 10	1	No.
160	Item Specs same as Line Item 10	1	No.
170	Item Specs same as Line Item 10	1	No.
180	Item Specs same as Line Item 10	1	No.
190	Item Specs same as Line Item 10	1	No.
200	Item Specs same as Line Item 10	1	No.
210	Item Specs same as Line Item 10	1	No.
220	Item Specs same as Line Item 10	1	No.
230	Item Specs same as Line Item 10	1	No.
240	Item Specs same as Line Item 10	1	No.
250	Item Specs same as Line Item 10	1	No.
260	Item Specs same as Line Item 10	2	Nos.
270	<p>TECHNICAL SPECIFICATIONS</p> <p>S/N. Items Detailed Specification</p> <p>1. Model Vendor should mention the make and model.</p> <p>2. Processor a) Minimum Intel ® Core i3,3.2 GHz,8MB Cache, 4 core b) Generation : Generation of the processor must be 4th Generation or higher with specification as given in Point 2(a).</p> <p>3. Memory Minimum 4-GB (Expandable upto 8GB) DDR3 SDRAM</p> <p>4. Hard Disk Drive &controller: Minimum 500 GB SATA 3Gbps HDD,7200rpm.</p> <p>5. Optical 16X DVD +/-RW with Dual Layer Write Drive Capabilities Complete with driver software on CD media,standard accessories and cables.</p> <p>6. Ethernet compliant: Integrated 10/100/1000 Mbps Ethernet Controller and IPV6 .</p> <p>7. Expansion Slots : Min 2 nos of PCI series slots.</p> <p>8. Audio & Integrated HD audio controller with 1 set of Sound external stereo speaker with minimum 2 watts(rms)output.</p> <p>9. I/O Interface: Front I/O Ports : Minimum 2 USB ports,Headphone and Microphone Jacks; Rear I/O Ports: 1 x VGA (D-sub) video port,Minimum 4 USB ports,1 x Fast Serial Port,1 x Gigabit Ethernet (RJ-45) port;Headphone and Micr Jacks Note: Out of the six USB ports, atleast one port must be USB 3.0 port.</p> <p>10. System: With enough cooling fans, one Chassis free internal peripheral bay and suitable power supply.</p> <p>11. Monitor OEM 19.5" diagonal viewable image size :19.5" diagonal Flat Panel LED Monitor (1920 x 1080 Resolution) with standard accessories and cables (same make & color as CPU box) & TCO certified.</p> <p>12. Keyboard 104 Keys OEM keyboard with new Indian Rupee logo (Same make & color as CPU box).</p> <p>13. Mouse OEM optical scroll mouse with mouse pad</p>	3	Nos.

	<p>(Preferably same make & color as CPU box).</p> <p>14. PowerSupply: Min 240-watts power supply with surge protection and 85% efficiency or better, Energy Star 5.0 compliant.</p> <p>15. OS:Preloaded Genuine Microsoft ® Windows 8.1 professional 64 bit OS or latest version with recovery CD/DVD and latest service pack in DVD/CD media & documentation.</p> <p>16. Power management & DMI : System with Power management features & Desktop Management Interface implementation.</p> <p>17. Others a. Power Cables. b. All system drivers, monitor drivers on DVD/CD media. c. Power Extension spike guard with 4nos. of 5 Amps output - . d. Patch cord - 3 metre.</p> <p>18. UPS: 1KVA</p>		
280	<p>TECHNICAL SPECIFICATION S/N. Items Detailed Specification</p> <p>1. Model Vendor should mention the make and model.</p> <p>2. Processor a) Minimum Intel ® Core i5,3.2 GHz,8MB Cache, 4 core b) Generation : Generation of the processor must be 4th Generation or higher with specification as given in Point 2(a).</p> <p>3. Memory: Minimum 8-GB (in 2 x 4GB slots) DDR3 SDRAM</p> <p>4. Hard Disk Drive & controller: Minimum 750 GB SATA 3Gbps HDD, 7200rpm.</p> <p>5. Optical 16X DVD +/-RW with Dual Layer Write Drive Capabilities Complete with driver software on CD media,standard accessories and cables.</p> <p>6. Ethernetcompliant:Integrated 10/100/1000 Mbps Ethernet Controller and IPV6 .</p> <p>7. Expansion Slots: Min 2 nos of PCI series slots.</p> <p>8. Audio & Integrated HD audio controller with 1 set of Sound external stereo speaker with minimum 2 watts(rms) output.</p> <p>9. I/O Interface: Front I/O Ports :Minimum 2 USB ports,Headphone and Microphone Jacks Rear I/O Ports: 1 x VGA (D-sub) video port,Minimum 4 USB ports, 1 x Fast Serial Port,1 x Gigabit Ethernet (RJ-45) port, Headphone and Microphone Jacks. Note: Out of the six USB ports, atleast one port must be USB 3.0 port.</p> <p>10. System: With enough cooling fans, one free internal peripheral bay and suitable power supply.</p> <p>11. Monitor: OEM 21.5" diagonal viewable image size :21.5" diagonal Flat Panel LED Monitor (1920 x 1080 Resolution) with standard accessories and cables.(Same make & color as CPU box) & TCO certified.</p> <p>12. Keyboard 104 Keys OEM keyboard with new Indian Rupee logo (Same make & color as CPU box).</p> <p>13. Mouse OEM optical scroll mouse with mouse pad (Preferably same make & color as CPU box)</p> <p>14. Power Min 240-watts power supply with surge Supply protection and 85% efficiency or better, Energy Star 5.0 compliant.</p> <p>15. OS : Preloaded Genuine Microsoft ® Windows 8.1 professional 64 bit OS or latest version with recovery CD/DVD and latest service pack in DVD/CD media & documentation.</p> <p>16. Power System management & DMI: With Power management features & Desktop Management Interface implementation.</p> <p>17. Others a. Power Cables. b. All system drivers, monitor drivers on DVD/CD media. c. Power Extension spike guard with 4nos. of 5 Amps output - d. Patch cord - 3 metre.</p> <p>18. UPS: 1KVA</p>	4	Nos.

290	Item Specs same as Line Item 280	2	No.
300	Item Specs same as Line Item 270	1	No.
310	Item Specs same as Line Item 280	1	No.
320	Item Specs same as Line Item 270	2	No.
330	Laptop Computer Specs:Model and make needs to be mentioned : [Replacement of Tejas LCT] 1. Intel Core i7- Quad Core processor; 2. 8GB 1333MHZ DDR3 RAM 3. 750GB 5400RPM SATA Hard Disk 4. Standard HD Graphics 5. Integrated 10/100/1000 Gigabit Ethernet port 6. WLAN A802.11 , Bluetooth 7. DVD +/- RW Supermulti 8. Ports: Microphone, Headphone, HDMI, USB 3.0(Minimum 4 nos), VGA 3.0, VGA 2.0 9. AC Adapter with cables 10. 6 cell 47 Whr Li-ion Battery 11. Preloaded Genuine Microsoft ® Windows 8.1 professional 64 bit OS (OEM version) or latest version with recovery CD/DVD and latest service pack in DVD/CD media & documentation. 12. Optical USB Mouse 13. Laptop Carry bag(briefcase type)	1	No.
340	(Item Specs same as Line Item 330) – Local Croft Terminal Replacement of Tejas LCT	1	No.
350	Item Specs same as Line Item no 330 –Additional LAN debug terminal	1	No.
360	Item Tech Specs same as Line Item no: 330 Debug and Diagnostic Tool	1	No.
370	Item Specs same as Line Item 280(Core i5)	1	No.
380	Item Specs same as Line Item 280 (i5)	1	No.

Bid Rejection Criteria (BRC) & Bid Evaluation Criteria (BEC)

1.0 BID REJECTION CRITERIA (BRC)

The bid shall conform generally to the specifications and terms and conditions given in this bidding document. Bids shall be rejected in case the goods/materials offered do not conform to required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bids to the stipulated specifications, the following mandatory requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and rejected. All the documents related to BRC must be uploaded alongwith the Technical Bid.

(A) Technical

The bid shall conform generally to the specifications and terms and conditions given in this bidding document

(B) COMMERCIAL :

i) The Bidder shall furnish requisite Bid Security by way of a Bank Guarantee/Bank Draft in the manner and as specified in Section 'Bid Security' which shall be furnished alongwith the Bid. Any bid not accompanied by a proper bid security will be rejected.

ii) Validity of the bid shall be minimum 120 days from the Bid Closing Date, otherwise the bid shall be rejected.

iii) The prices offered will have to be firm through delivery and not subject to variation on any account. A bid submitted with an adjustable price will be treated as non-responsive and rejected.

iv) Bids received after the bid closing date and time will be rejected.

v) All the Bids must be Digitally Signed using #Class 3# digital certificate (e-commerce application) as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India. The bid signed using other than #Class 3# digital certificate, will be rejected.

vi) The User ID & Password are not transferable. Bids submitted by parties to whom the User ID & Password was not issued by the Company will be rejected.

vii) Conditional offers will be rejected.

viii) Bids received in any form or media other than through OIL's e-Procurement portal will not be accepted.

ix) Bid documents uploaded in the e-Procurement Portal shall be typed/written and scanned clearly and contain no inter lineation, erasures or overwriting except as necessary to correct errors made by bidder, in which case such corrections must be initialed by the person(s) signing the bid. Any bid not meeting this requirement shall be rejected.

x) Bidder must accept and comply with the following clauses as given in the Bidding document in toto, failing which offer will be rejected:

- a. Performance Bank Guarantee clause
- b. Force Majeure Clause
- c. Tax Liabilities clause
- d. Arbitration clause
- e. Liquidated damage clause

C. GENERAL:

- i) In case bidder takes exception to any clause of Bidding Document not covered under BEC/BRC, then the Company has the discretion to load or reject the offer on account of such exception if the bidder does not withdraw/modify the deviation when/as advised by the Company. The loading so done by the

Company will be final and binding on the Bidders. No deviation will however, be accepted in the clauses covered under BRC.

ii) In case any of the clauses in the BRC contradict with other clauses of Bidding Document elsewhere, then the clauses in the BRC will prevail.

iii) Any exceptions/deviations to the Bidding Document and applicable statutory duties and levies must be spelt out by bidder in their bid only.

iv) The originals of such documents (furnished by bidder(s)) shall have to be produced by bidder(s) to OIL as and when asked for.

2.0 BID EVALUATION CRITERIA (BEC):

i) The bids confirming to the technical specifications, term and conditions stipulated in the bidding documents and considered to be responsive after subjecting to Bid Rejection Criteria will be considered for further evaluation as per the Bid Evaluation Criteria.

ii) To evaluate the inter-se-ranking of the offers, Assam entry tax on purchase value will be loaded as per prevailing Govt. of Assam guidelines as applicable on bid closing date. Bidders may check this with the appropriate authority while submitting their offer.

iii) Other terms and conditions of the enquiry shall be as per General Terms and Conditions vide MM/LOCAL/E-01/2005 for E-Procurement LCB Tenders. However, if any of the Clauses of the Bid Rejection Criteria / Bid Evaluation Criteria (BRC / BEC) contradict the Clauses of the Bidding document or MM/LOCAL/E-01/2005 elsewhere, those in the BRC / BEC shall prevail.

iv) To ascertain the inter-se-ranking, the comparison of the responsive bids will be made as per price format given in Appendix-I.

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

Priced Bid Format (SUMMARY):

Srl No	Item Description	UOM	Qty Required	Unit Price	Total Price
10	Desktop Computer as in item no. 10 above	Nos.	30		
20	Desktop Computer as in item no. 270 above	Nos.	6		
30	Desktop Computer as in item no. 280 above	Nos.	9		
40	Laptop Computer as in item no. 330 above	Nos.	4		

- (A) Total material value (Sl nos. 10, 20, 30,40)
- (B) Packing and Forwarding Charges
- (C) Total Ex-works value (A+B)
- (D) Excise Duty including Cess, (Please indicate applicable rate of Duty)
- (E) Total Ex-works value including Excise Duty & Cess (C+D)
- (F) Sales Tax, (Please indicate applicable rate of Tax)
- (G) Total FOR Despatching station value (E+F)
- (H) Transportation charges to Guwahati
- (I) Insurance Charges
- (J) Assam Entry tax
- (K) Total FOR Guwahati value (G+H+I+J)
- (L) Total value in words :
- (M) Gross Weight :
- (N) Gross Volume :
- (O) Payment Terms:

Note: Packing & forwarding Charges, Excise duty, Sales Tax if not shown separately will be considered as inclusive while evaluating the offers.

Tender No.

SGI6891 P16 dated 13.04.2015

Annexure EEE**Matrix for Technical & Commercial Evaluation**

Note :- Only Grey coloured boxes are to be filled by the bidder

Name of Bidder :

SL. NO.	BEC / TENDER REQUIREMENTS	Compliance by Bidder	
		Indicate 'Confirmed' / 'Not Confirmed' / Not applicable	Indicate Corresponding page ref. of bid
1	Bidder to confirm that they have not taken any exception/deviations to the bidding document .		
2	Confirm that the product offered strictly conform to the technical specifications.		
3	Confirm that the Offer has been made with Bid Security along with the offer ?		
4	Confirm unconditional validity of the bid for 120 days from the date of opening of techno-commercial bid.		
5	Confirm that the prices offered are firm. Conditional offer will be liable for rejection?		
6	Confirm that all relevant fields in the on-line bidding format been filled in by the bidders for the items quoted by them.		
7	Confirm that the price bid is in conformity with OIL's online bidding format ?		
8	Confirm that the Bid comply with all the terms & conditions ?		
9	Confirm that the offers and all attached documents are digitally signed using digital signatures issued by an acceptable Certifying Authority (CA) as per Indian IT Act 2000.		
10	CONFIRM THAT YOU SHALL SUBMIT PERFORMANCE BANK GUARANTEE AS PER bidding document IN THE EVENT OF PLACEMENT OF ORDER ON YOU		

Bidders Response Sheet

Sl No.	Description	Remarks
1	Name of Bidder	
2	Place of Despatch (Ex- Works)	
3	Whether Freight charges have been included in your quoted prices	
4	Whether Transit Insurance charges have been included in your quoted prices	
5	Make of quoted Product	
6	Offered Validity of Bid from Bid Closing Date	
7	Delivery Period in days/weeks/months from placement of order	
8	Complied to Standard Payment Terms of OIL or not. (Please refer to clause 23.2 of LCB Doc Booklet)	
9	Bid Security Submitted (if applicable) Details of Bid Security Submitted to OIL (if applicable) a) Bid Security Amount (In Rs): b) Bid Security Valid upto: c) Name and Full Address of Issuing Bank:	
10	Confirm that the Bid Security submitted (In case of Bank Guarantee) is in toto as per format provided in the bidding document.	
11	Bid Security if Not submitted, reasons thereof	
12	Whether you shall submit Performance Security in the event of placement of order on you.	
13	Whether submitted documents in support of General qualification criteria of bidding document.	
14	If bidder is Small scale unit whether you have quoted your own product.	
15	If bidder is Small scale unit , whether you are owned by SC/ST entrepreneur.	

**(TO BE FILLED UP BY ALL THE VENDOR IN THEIR OWN LETER HEAD)
(ALL FIELDS ARE MANDATORY)**

Tender No. :.....
Name of Beneficiary :M/s.....
Vendor Code :.....
Address :.....
:.....
Phone No. (Land Line) :.....
Mobile No. :.....
E-mail address :.....
**Bank Account No. (Minimum
Eleven Digit No.)** :.....
Bank Name :.....
Branch :.....
**Complete Address of your
Bank** :.....
:.....
IFSC Code of your Bank
 a) RTGS :.....
 b) NEFT :.....
PAN :.....
VAT Registration No. :.....
CST Registration No. :.....
Service Tax Registration No. :.....
Provident Fund Registration :.....

I/We confirm and agree that all payments due to me/us from Oil India Limited can be remitted to our above mentioned account directly and we shall not hold Oil India Limited responsible if the amount due from Oil India Limited is remitted to wrong account due to incorrect details furnished by us.

.....

Office Seal

Signature of Vendor

**Counter Signed by Banker:
Seal of Bank:**

Enclosure: Self attested photocopies of the following documents-

- 1) PAN Card
- 2) VAT Registration Certificate
- 3) Service Tax Registration
- 4) CST Registration
- 5) Provident Registration Certificate
- 6) Cancelled cheque of the bank account mentioned above (in original).
- 7) Bank Statement not older than 15 days on the date of submission.