



RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY

[An Institute of National Importance established under an Act of Parliament]
Mubarakpur, Mukhetia, Bahadurpur Post: Harbanshganj, Jais, Amethi Pin Code- 229 304
Website: www.rgipt.ac.in

Type of Tender	E-TENDER (OPEN)
E-Tender No.	RGIPT/JAIS/R&D/P-2109/SK/2021-22/01
Item Description	Procurement of 01 no. Flow Loop Setup
Tender Type	Composite Bid System
Earnest Money Deposit (EMD)	No EMD is required as per office memorandum no.F.9/4/2020-PPD, Dated: November 12,2020 Department of Expenditure, Ministry of Finance, Govt. of India.
Mode of Submission	Online Mode
E-Tender Date	08.11.2021 (Monday)
Pre-Bid Meeting	22.11.2021 (Monday) 2.00 pm
Last date of submission of E-Tender	06.12.2021 (Monday) 3.00 pm
Date & Time of Opening of Composite bid	06.12.2021 (Monday) 4.00 pm
Place of Opening of E-Tender	Conference Room, 5th Floor, Academic Block -1, Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi, UP
E-Tender Processing Fee (ITI Limited)	Rs. 1000/- + (Applicable GST @18%) through e-payment Gateway available on https://rgipt.euniwizarde.com
Bid Address to	The Director Rajiv Gandhi Institute of Petroleum Technology, Mubarakpur, Mukhetia, Bahadurpur POST: Harbanshganj, Jais, Amethi – 229304
Technical Clarification	Name: Dr. Shailesh Kumar Email: shaileshk@rgipt.ac.in Contact Nos. 8092722186, +91 535 270 4725 Department: Dept. of Petroleum Engineering and Geoengineering

E-Procurement of 'Flow Loop Setup'

Tenders can be downloaded from www.rgipt.ac.in and <https://rgipt.euniwizarde.com/>

E Tendering Helpdesk Number: 011-49606060/8448288988/8448288980

E Tendering Helpdesk email ID:ewizardhelpdesk@gmail.com, ewizardhelpdesk89@gmail.com

INSTRUCTIONS FOR BIDDERS

The bidders are required to submit soft copies of their bids electronically on the e-tender Portal, using valid class 3 Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-tender Portal, prepare their bids in accordance with the requirements and submitting their bids online on the e-tender Portal.

More information useful for submitting online bids on the e-tender Portal may be obtained at: <https://rgipt.euniwizarde.com>.

REGISTRATION

1. Bidders are required enroll on the e-Procurement Portal (URL: <https://rgipt.euniwizarde.com>) with clicking on the link "Online bidder Registration" on the e-tender Portal by paying the Registration fee of Rs.2360/- Per vendor/per year.
2. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
3. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication with the bidder.
4. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (**Only Class III Certificates with signing + encryption key usage**) issued by any Certifying Authority recognized by CCA India (e.g. Sify / TCS / nCode / eMudhra etc.), with their profile.
5. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
6. Bidder then logs in to the site through the secured log-in by entering their user ID /password and the password of the DSC / e-Token.
7. **The scanned copies of all original documents should be uploaded on portal <https://rgipt.euniwizarde.com>**

SEARCHING FOR TENDER DOCUMENTS

1. There are various search options built in the e-tender Portal, to facilitate bidders to search active tenders by several parameters.
2. Once the bidders have selected the tenders they are interested in, you can pay the form fee and processing fee (NOT REFUNDABLE) by net-banking / Debit / Credit card then you may download the required documents / tender schedules, Bid documents etc. Once you pay both fee tenders will be moved to the respective 'requested' Tab. This would enable the e- tender Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

PREPARATION OF BIDS

1. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
2. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
3. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF formats. Bid Original documents may be scanned with 100 dpi with Colored option which helps in reducing size of the scanned document.
4. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Documents" available to them to upload such documents.
5. These documents may be directly submitted from the "My Documents" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

1. Bidder should log into the website well in advance for the submission of the bid so that it gets uploaded well in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
2. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document as a token of acceptance of the terms and conditions laid down by RGIPT, Jais.
3. Bidder has to select the payment option as "e-payment" to pay the tender fee / EMD as applicable and enter details of the instrument.
4. Bidder should prepare the EMD as per the instructions specified in the tender document.
5. Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to

download the BOQ file, open it and complete the white Colored (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

6. The server time (which is displayed on the bidders' dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
7. All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
8. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
9. Upon the successful and timely submission of bid click "Complete" (i.e. after Clicking "Submit" in the portal), the portal will give a successful Tender submission acknowledgement & a bid summary will be displayed with the unique id and date & time of submission of the bid with all other relevant details.
10. The tender summary has to be printed and kept as an acknowledgement of the submission of the tender. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
2. Any queries relating to the process of online bid submission or queries relating to e-tender Portal in general may be directed to the 24x7 Helpdesk Support. **The contact number for the helpdesk is "011-49606060/8448288988/8448288980" and E Tendering Helpdesk email ID: ewizardhelpdesk@gmail.com**

E-Procurement of 'Flow Loop Setup'

Dated: 08.11.2021

Online Tenders from reputed Original Equipment Manufacturers/ Authorized Dealers for **Flow Loop Setup** are invited by the Rajiv Gandhi Institute of Petroleum Technology, Amethi- 229 304 in **Composite Bid System** as per specifications mentioned below:

ITEM PARTICULARS

TECHNICAL SPECIFICATIONS

Tender No:-RGIPT/JAIS/R&D/P-2109/SK/2021-22/01

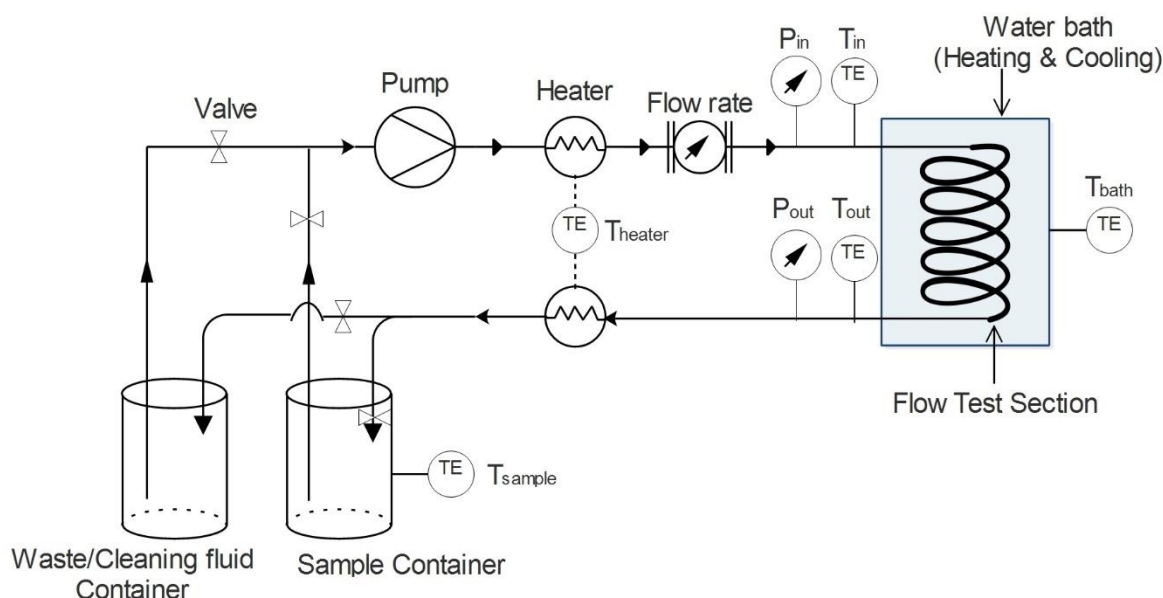
Date:

08.11.2021

Technical specification of Flow Loop Setup

Objectives of the Experimental Setup: The experimental Flow Loop Setup is to be used for the study of pressure drop and wax deposition during the flow of Heavy/Waxy crude oil (viscous crude oils)/oil-in-water emulsion samples through pipe flow test sections under varying flow rate and temperature conditions. The experiments will be performed on crude oils collected from different Indian oil fields, and the desired test sample will be stored in a sample container of setup during experiments. Crude oil shall be heated and circulated through pipe flow test section, and differential pressure and temperature shall be monitored while gradually decreasing the temperature of the flow test section using a water bath. The setup will also be used for quantifying the efficiency of wax deposition inhibitors. The components used in the setup must be suitable for the flow of viscous crude oil samples.

The rough design of the experimental setup is given below:



Technical Specifications	
Flow Test Section 1	<ul style="list-style-type: none"> - Length 10 met, diameter 1/8-inch - Helical coil shape - Submerged in temperature-controlled water bath
Flow Test Section 2	<ul style="list-style-type: none"> - Length 5 met, diameter ¼ inch - Helical coil shape - Submerged in temperature-controlled water bath
Flow Test Section 3	<ul style="list-style-type: none"> - Length 5 met, diameter 1/8 inch - Horizontally straight (2 met x 2 met) with single U-shape bend (1 met) - With 5 met jacketing of ¼ inch SS tubing for temperature control
Circulating Water Bath	<ul style="list-style-type: none"> - To control and achieve the desired temperature of flow test sections - Provision for both heating and cooling - Temperature: 1 to 90 °C, or better (Accuracy ±1 °C) - Digital display
Pump	<ul style="list-style-type: none"> - Suitable for recirculation of viscous heavy/waxy crude oils, with pulse damper or without any pulsation - Digital display - Flow rate: 5 to 40 ml/min, or better - Ability to withstand minimum 450 psi pressure, or better
Flow meter	<ul style="list-style-type: none"> - Suitable to measure continuous flow discharge of pump

Line heaters	- To control and indicate the temperature of flow line
Digital Pressure Sensors	- Installed at inlet (P _{in}) and outlet (P _{out}) of flow test section - P _{in} : 0-1000 psi, ±0.25% Accuracy - P _{out} : 0-100 psi, ±0.25% Accuracy
Digital Temperature sensors	- Installed at inlet-outlet of flow test section, at heaters, and at sample container - 0-100 °C
Sample container	- 1000 ml capacity - With heating (up to 100 °C) and stirring capacity
Waste/cleaning fluid container	- 1000 ml capacity
Valves	To control flow of sample and cleaning fluid
Connectors	To easily interchange flow test sections
Material of wetted part	All wetted parts material must be able to handle crude oil
Electronic control, real time data acquisition and local display	Complete setup must be electronically controlled with power supply and should have the provision of local display of all associated data (all temperature, pressure and flow data).
Data acquisition software	Software to store and display all associated data in real time in external computer
Mounting Panel	Complete setup (including all components) must be mounted on a common platform in a space-efficient manner
Wetted Part Material	Must be able to handle viscous crude oil (e.g., SS316 grade or better)
Warranty	Minimum one year comprehensive on-site warranty after successful installation of the setup

Additional requirements

1. The supplier shall be responsible for the installation, commissioning and test run of the equipment to the satisfaction of the user. The firm shall provide one day training on proper operation of setup to the user.
2. All the manuals necessary for operating and servicing will have to be provided along with supply of the setup.
3. The total cost of the item must include the cost of transportation and installation.
4. Since setup is design based and to be fabricated, its performance must meet the desired objectives. The firms must assure to fulfil indented need with their offered setup, otherwise the offer will be rejected.
5. The user inputs during fabrication of the setup and the software, after final acceptance, must be considered.
6. Bidder should give every detail of fabrication so that the suitability of offered setup with user's need could be compared. This should essentially cover these points:
 - a) Actual Drawing of offered setup with dimensions.
 - b) List of Main Units/Parts/Components to be used with Make/Model and their technical detail.
 - c) Detail of auxiliary parts.
 - d) Detail of piping with material, thickness, and size.
 - e) Outer dimension of the whole assembly to know the total space it will occupy.
7. Qualified Service Engineer and customer support staff should be available with the firm to attend to the fault within 15 days.
8. Firm must provide extra sets of spare/consumable parts for the smooth operation of setup for at least two years.
9. The firm must provide a 'Technical Compliance Report' against each specification and additional requirements.

Optional:

AMC: AMC for 3 years after the warranty period may be separately quoted and AMC must include Spares, Consumables and Service Engineer charges.

Place:

Date:

Signature and seal of the Manufacturer/ Bidder

Technical Specifications Compliance Statement of "Flow Loop Setup" should be submitted as per format given in Annexure – I (On the Company's Letter Head)

Terms & Conditions

1. Tender filling up and submission

- a. Tender offer must refer to the letter/Notice inviting the Tender.
- b. The bid should be uploaded online mentioning "Supply, Installation and Commissioning of 'Flow Loop Setup'" to Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi.
- c. Bids must be submitted online against above mentioned tender.
- d. The prices can be quoted INR/FOREIGN CURRENCY in figures and in words and the same will be considered for price comparison. Where there is a difference between the two, the rates given in words will be taken as authentic. Should there be any discrepancy between unit rate and amount; the unit rate will be considered as the correct one.
- e. The rates quoted should include freight charges upto Jais, Amethi clearly mentioning the percentage/rate of GST and the rates quoted should be valid for at- least 60 days from the date of opening of the quotation. The rates must be quoted both in figures and words and overwriting should be avoided. However all cuttings/corrections must be duly authenticated.
- f. The bid submitted must not contain any ambiguity. Any such ambiguity in the quote submitted shall make it liable for rejection.
- g. The tender document is not transferable.
- h. No amendment to the bid in any form by the bidder will be permitted after opening of the tender. No conditional offers shall be accepted.
- i. Submission of bid will bind the bidder to the acceptance of all conditions specified in the tender document.
- j. Canvassing in any form is for bidden and will be a criterion for disqualification.
- k. **Price bid submission for imported equipment:** In case of imported equipment, price (quote) shall be in two parts –(a) CIF –(Cost, Insurance, Freight) price upto Airport in Foreign currency, and (b) from Airport to destination (RGIPT, Jais, Amethi) in Indian currency. The components covered in this schedule consist of custom duty; custom clearance charges; freight charges, & Installation and training charges etc, which will be reimbursed in Indian currency to the Indian counterpart as per actual (Up to the maximum limit quoted in the bid), on submission of the original supporting bills duly certified and stamped by the Chairman Purchase Committee.
- l. The Purchase Order (PO) to import any equipment shall be placed on the name of 'foreign principal' only in foreign currency.
- m. A principal manufacturer of the equipment can submit only one bid either themselves or through their authorized channel partner.

2. Special Instructions:

- i. Non-receipt of quote in foreign currency for imported equipment may lead to the rejection of their bid without assigning any reason thereof.
- ii. RGIPT shall provide custom/excise duty exemption certificate and GST exemption certificate on request by the bidder.
- iii. RGIPT, Jais, Amethi avails custom duty exemption in terms of Government Notification No. 51/96-Customs dated 23 July, 1996, and Central Excise Duty Exemption in terms of Government Notification No. 10/97-Central Excise dated 01 March, 1997, as amended time to time.
- iv. RGIPT, Jais, Amethi avails GST concession under notification No. **TU/V/RG-CDE (1083)/2021 Dated: 09-09-2021**, as amended time to time.
- v. The company before the opening of letter credit (LC) or wire transfer shall submit the performance security. The company shall submit the performance security at the rate of three percent (3%) of contract in Indian Rupees in the form of demand draft/FDR, issued in the favor of "Rajiv Gandhi Institute of Petroleum Technology" payable at bank of Baroda, RGIPT of the schedule bank.
- vi. The performance guarantee should remain valid at least for a period of 60 days of beyond the date of completion of all contractual obligations of supplier.

3. EMD (Earnest Money Deposit):

- a) No EMD is required as per the office memorandum no: F.9/42020-PPD, Dated: November 12, 2020. Department of Expenditure, Ministry of Finance, Govt. of India. The Bidder must submit the Bid Security Declaration as an **Annexure-7**
- b) The firms registered with DGS&D, MSME & NSIC, if any, are exempted from payment of EMD provided such registration includes the item they are offering which are manufactured by them and not for selling

products manufactured by other companies. **(Latest Copy must be submitted online for claiming exemption).**

4. **Performance Security:** The successful bidder will provide “Performance Security” for an amount of 3% of the contract value in the form of valid Account payee Demand Draft/ FDR from a scheduled bank favouring “Rajiv Gandhi Institute of Petroleum Technology” payable at RGIPT, Jais, Amethi Campus Branch. Performance security should remain valid at least for a period of 60 days beyond the date of completion of all contractual obligations of supplier (Total Period of FDR/Demand Draft – Warranty Period plus 60 days). Thereafter the security will be returned, provided there is no defect in the equipment supplied.
5. **Evaluation Criteria:** The order will be awarded to the vendor, who fulfills all the technical specifications & conditions mentioned in the tender document for Technical Bid and whose rate is L1 in grand total in Financial Bid. Evaluation of Lowest bid will be calculated on the total price of all items tendered for basic equipment along with accessories, packing & forwarding, Installation & Commissioning, GST and other charges etc. as mentioned in the tender (Bidder must submit the technical bid & financial bid separately). The Financial bid will be considered only of those firms, who will be found technically qualified after evaluation of their technical bids.
6. **Bid Validity:** The bid must be valid for 180 days from the date of opening of Technical Bid.
7. **Payment terms:**
 - a) **In Indian Currency Payment terms** – 80% payment will be released against successful supply of equipment at site i.e Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi and balance 20% after installation & commissioning of the equipment and subject to submission of original Bill/ Invoice as certified by the Indenter.
 - b) **In Foreign currency payment** -80% payment by an irrevocable letter of credit favouring Principal Company and for compliance of payment term, two weeks prior to dispatch of the equipment on submission of letter from Principal Company confirming that the equipment is ready for dispatch and on receipt of documents without any discrepancies and balance 20% will be paid after satisfactory installation and commissioning as certified by the indenter.
Reimbursement of Expenses in Indian Rupees: The Institute will reimburse the expenses in Indian Rupees related to custom duty, custom clearance charges, transportation charges upto RGIPT, Jais, Amethi to the Indian Counterpart after the installation and commissioning of equipment at site (Upto maximum limit defined in the bid) i.e Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi – 229304 and subject to submission of original bill certified by the Indenter.
8. **Clearance and delivery:** On arrival of shipment/consignment, the supplier is required to arrange custom clearance and transportation of the consignment up to RGIPT, Jais, Amethi premises. The Tenderer/ bidder will do all types of clearance work and formalities to deliver/provide the equipment at the site of installation. The expenses incurred will be reimbursed on actual basis not exceeding the quoted amount. Institute will provide all types of documentary support including Customs Duty exemption certificate. The custom duty, custom clearance charges, transportation charges etc. will be reimbursed in Indian Rupees on subject of submission of documentary proof. This may be included in your quotation as a separate item. Principals will themselves have to procure any requisite permission from the Govt. of country of origin of equipment.
9. **Part Shipment not allowed:** Part Shipment will NOT be allowed.
10. **Insurance:** For delivery of goods at the purchaser’s premises, the insurance shall be obtained by the supplier in an amount equal to 110% of the value of the goods from “warehouse to warehouse” (final destinations) on “All Risks” basis including War Risks and Strikes. The insurance shall be valid for a period of not less than 3 months after installation and commissioning. If orders placed on CIF/CIP basis, the insurance should be up to RGIPT, Jais, Amethi.
11. **Bank Charges:** All the bank charges within India will be borne by the Institute and outside India will be borne by the Supplier.
12. **Site Preparation:** The supplier shall inform to the Institute about the site preparation, if any, needed for the installation of equipment, immediately after the receipt of the purchase order. The supplier must provide complete details regarding space and all the other infrastructural requirements needed for the equipment, which the Institute should arrange before the arrival of the equipment to ensure its timely installation and smooth operation thereafter. The supplier shall visit the Institute and see the site where the equipment is to be installed and may

offer his advice and render assistance to the Institute in the preparation of the site and other pre-installation requirements.

- 13. Resolution of Disputes:** The dispute resolution mechanism to be applied pursuant shall be as follows:
- i. In case of Dispute or difference arising between the Purchaser and a domestic supplier relating to any matter arising out of or connected with this agreement, such disputes or difference shall be settled in accordance with the Indian Arbitration & Conciliation Act, 1996, the rules there under and any statutory modifications or re-enactments thereof shall apply to the arbitration proceedings. The dispute shall be referred to the Director, Rajiv Gandhi Institute of Petroleum Technology, Jais, Amethi and if he is unable or unwilling to act, to the sole arbitration of some other person appointed by him willing to act as such Arbitrator. The award of the arbitrator so appointed shall be final, conclusive and binding on all parties to this order.
 - ii. In the case of a dispute between the purchaser and a Foreign Supplier, the dispute shall be settled by arbitration in accordance with provision of sub-clause (a) above. But if this is not acceptable to the supplier then the dispute shall be settled in accordance with provisions of UNCITRAL (United Nations Commission on International Trade Law) Arbitration Rules.
The venue of the arbitration shall be the place from where the order is issued.
- 14.** Live working product Demo of same or similar item is necessary (at the cost of bidder) for all the bidders, if asked for, within the ONE week of opening the technical bid.
- 15. Printed Conditions of the Company – Not Acceptable to the Institute:** RGIPT does not accept the printed conditions of any Tenderer. It will be ignored without any reference; hence tenderers should withdraw such printed conditions if they have any. RGIPT shall accept only unconditional tender.
- 16. Technical Deviations – Sole discretion of RGIPT for consideration:** If technical deviations furnished by the Tenderer are not agreeable to RGIPT, the offers may be ignored. However it will be solely at discretion of RGIPT to consider the technical deviations OR not for considering the Tenderer. No correspondences of the Tenderer will be entertained in this matter.
- 17. Price Validity:** The price quoted by the bidder shall remain valid till the supply is completed. During the tenure of the supply period, no price increase will be considered, except for change in statutory levies imposed by Centre Govt. / state Govt. or Local authorities.
- 18. Warranty: As specified in the Technical Specification.**
- 19. Delivery:** The timely delivery of “Flow Loop Setup” is the essence of contract. The supply should be completed with the specified delivery. Delivery shall be completed within maximum 12 weeks from the placement of purchase order/from the date of opening of LC.
- 20. Bid Acceptance and Rejection:**
- i. RGIPT reserves the right to reject the bid without assigning any reason what so ever.
 - ii. RGIPT does not bind itself to accept the lowest or any quotation and reserves the right to reject any or all without assigning any reason.
- 21. Late Receipt of Bids:** No bids will accepted or considered after the due date and time.
- 22. Liquidity Damage Clause:** In case of any damages and delay in supply of material, liquidated damages at the rate of 0.5% of the order value per day of delay or part thereof, subject to a maximum of 5% of the order value shall be recovered from the vendor's bill/invoice.
- 23. Withdrawal of Tender:** The Institute reserves the right to withdraw the tender at any stage of tendering process with the approval of the Competent Authority.
- 24. Replacements of Goods Broken, Damaged or Short:** If whole or part of the goods/ equipment supplied against the order is found defective/ non-functional or without specification the supplier will have to replace the defective goods/equipment to make equipment operational within a reasonable time (not exceeding two months from the

date of intimation to the supplier or the Indian Agent), failure to which the supplier will have to refund the full cost of the equipment including freight, Insurance etc.

25. A quotation submitted with false information will not only be rejected but the vendor may also be debarred for participation in future tendering processes.
26. Authorized representative may choose to be present at the time of opening of quotation at their own cost.
27. **Only on Price Bid should be submitted for the above equipment. A bidder who submits more than one Price Bid, shall be disqualified and considered non-responsive.**

Sd/-

Chairman Purchase Committee

Documents required for eligibility in the tender

Sl. No.	Description
1	Technical Specification Compliance Statement -(On the letter head of the Company) – Annexure -1
2	Manufacturer's Authorization Form – In defined format OR Self Declaration of Manufacturing Unit – Annexure - 2
3	Price Reasonability Certificate – In defined format (On the letter head of the Company)- Annexure – 3
4	Declaration Certificate (Acceptance of terms & conditions of the tender) – In defined format (On the letter head of the Company) - Annexure – 4 and Declaration Sheet as per Annexure - 4A .
5	As on date of submission of the proposal, the Bidder is neither blacklisted by Central Government/ State Government or Instrumentalities thereof nor is any criminal case against the Bidder/ its Partners/ Directors/ Agents pending before any court of law. Non-Blacklisting Certificate on Rs. 100.00 non-Judicial Stamp Paper – In defined format - Annexure - 5
6	Copy of Firm Registration
7	Copy of PAN Card & GST No.
8	Bidder should have at least 3 years' experience in the selling and providing service (upstream oil and gas equipment) to reputed Central Government Institutes/Engineering Colleges/ Universities/ Oil Companies/PSUs/Research Institutes/ IITs/ NITs/ IISERs (Self Declaration) – List of Clients, Work orders/Purchase Orders & Installation/ completion certificates to be submitted. Annexure – 6 Prior experience may be relaxed for start-ups as per Govt. of India orders issued from time to time. Supporting document may be enclosed with the bid document.
9	The Bidder or their OEM should possess any valid standard certification like ISO 9001:2008 & 14001:2004.
10	Bidder should enclose the copies of last 3 years Audited Annual Accounts (Balance Sheet and Profit & Loss A/c) duly authenticated by Chartered Accountant
11	Last three years CA certified turnover certificate (Average Turnover of last three years should not be less than Rs. 4 Lakh (Rupees Four Lakh only))
12	Last 3 year Income Tax Return (ITR)
13	In case of exemption of EMD, the scanned copy of the document in support of exemption will have to be uploaded by the bidder during bid submission. Annexure – 7

Note: The condition of prior turnover and prior experience may be relaxed for Start-ups (as defined by Department of Industrial Policy and Promotion) subject to meeting of quality & technical specifications and making suitable provisions in the bidding document.



RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY

**CHECKLIST FOR SUBMISSION OF DOCUMENTS FOR
TECHNO-COMMERICAL BID**

Part -1

MOST IMPORTANT: PLEASE DON'T ADD OR UPLOAD ANY ANNEXURE OF PRICE BID IN TECHNO-COMMERICAL BID DOCUMENTS, OTHERWISE YOUR BID WILL BE REJECTED.

Sl. No.	Description	Uploaded/ Not Uploaded
1	Technical Specification Compliance Statement -(On the letter head of the Company) – Annexure -1	
2	Manufacturer's Authorization Form – In defined format OR Self Declaration of Manufacturing Unit – Annexure - 2	
3	Price Reasonability Certificate – In defined format (On the letter head of the Company)- Annexure – 3	
4	Declaration Certificate (Acceptance of terms & conditions of the tender) – In defined format (On the letter head of the Company) - Annexure – 4 and Declaration Sheet as per Annexure - 4A.	
5	As on date of submission of the proposal, the Bidder is neither blacklisted by Central Government/ State Government or Instrumentalities thereof nor is any criminal case against the Bidder/ its Partners/ Directors/ Agents pending before any court of law. Non-Blacklisting Certificate on Rs.100.00 non-Judicial Stamp Paper – In defined format - Annexure - 5	
6	Copy of Firm Registration	
7	Copy of PAN Card & GST No.	
8	Bidder should have at least 3 years' experience in the selling and providing service (upstream oil and gas equipment) to reputed Central Government Institutes/Engineering Colleges/ Universities/ Oil Companies/PSUs/Research Institutes/ IITs/ NITs/ IISERs (Self Declaration) – List of Clients & Work orders/Purchase Orders to be submitted. Annexure – 6 Prior experience may be relaxed for start-ups as per Govt. orders issued from time to time. Supporting document may be enclosed with the bid document.	
9	The Bidder or their OEM should possess any valid standard certification like ISO 9001:2008 & 14001:2004.	
10	Bidder should enclose the copies of last 3 years Audited Annual Accounts (Balance Sheet and Profit & Loss A/c) duly authenticated by Chartered Accountant	
11	Last three years CA certified turnover certificate (<u>Average Turnover of last three years should not be less than Rs. 4 Lakhs (Rupees Four Lakhs only)</u>)	
12	Last 3 year Income Tax Return (ITR)	
13	In case of exemption of EMD, the scanned copy of the document in support of exemption will have to be uploaded by the bidder during bid submission (Annexure – 7)	

Place:

Date:

Signature and seal of the Manufacturer/ Bidder

Technical Compliance Statement for Flow Loop Setup**(ON THE LETTER HEAD OF THE COMPANY)**

Technical Specifications		Comply/Not Comply
Flow Test Section 1	- Length 10 met, diameter 1/8-inch - Helical coil shape - Submerged in temperature-controlled water bath	
Flow Test Section 2	- Length 5 met, diameter ¼ inch - Helical coil shape - Submerged in temperature-controlled water bath	
Flow Test Section 3	- Length 5 met, diameter 1/8 inch - Horizontally straight (2 met x 2 met) with single U-shape bend (1 met) - With 5 met jacketing of ¼ inch SS tubing for temperature control	
Circulating Water Bath	- To control and achieve the desired temperature of flow test sections - Provision for both heating and cooling - Temperature: 1 to 90 °C, or better (Accuracy ±1 °C) - Digital display	
Pump	- Suitable for recirculation of viscous heavy/waxy crude oils, with pulse damper or without any pulsation - Digital display - Flow rate: 5 to 40 ml/min, or better - Ability to withstand minimum 450 psi pressure, or better	
Flow meter	- Suitable to measure continuous flow discharge of pump	
Line heaters	- To control and indicate the temperature of flow line	
Digital Pressure Sensors	- Installed at inlet (P _{in}) and outlet (P _{out}) of flow test section - P _{in} : 0-1000 psi, ±0.25% Accuracy - P _{out} : 0-100 psi, ±0.25% Accuracy	
Digital Temperature sensors	- Installed at inlet-outlet of flow test section, at heaters, and at sample container - 0-100 °C	
Sample container	- 1000 ml capacity - With heating (up to 100 °C) and stirring capacity	
Waste/cleaning fluid container	- 1000 ml capacity	
Valves	To control flow of sample and cleaning fluid	
Connectors	To easily interchange flow test sections	
Material of wetted part	All wetted parts material must be able to handle crude oil	
Electronic control, real time data acquisition and local display	Complete setup must be electronically controlled with power supply and should have the provision of local display of all associated data (all temperature, pressure and flow data).	
Data acquisition software	Software to store and display all associated data in real time in external computer	
Mounting Panel	Complete setup (including all components) must be mounted on a common platform in a space-efficient manner	
Wetted Part Material	Must be able to handle viscous crude oil (e.g., SS316 grade or better)	
Warranty	Minimum one year comprehensive on-site warranty after successful installation of the setup	

Please mention the brand and model no. & name of the equipment:

Place:

Date:

Signature and seal of the Manufacturer/Bidder

**MANUFACTURERS' AUTHORIZATION FORM (MAF)
(ON THE LETTER HEAD OF THE COMPANY)**

[NOTE: The Bidder shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This letter of authorization should be **on the letterhead of the Manufacturer** and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. It should be included by the Bidder in its bid]

No. Dated

Date: **[insert date (as day, month and year) of Bid Submission]**

Tender No.: **[insert number from Invitation for Bids]**

To, Director
Rajiv Gandhi Institute of Petroleum Technology
Mubarakpur, Mukhtia, Bahadurpur
POST: Harbanshganj, Jais, Amethi - 229304

WHEREAS

We **[insert complete name of Manufacturer]**, who are official manufacturers of **[insert type of goods manufactured]**, having factories at **[insert full address of Manufacturers factories]**, do hereby authorize **[insert complete name of Bidder]** to submit a bid the purpose of which is to provide the following Goods, manufactured by us **[insert name and or brief description of the Goods]**, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with the General Conditions of Contract, with respect to the Goods offered by the above firm.

Signed: **[insert signature(s) of authorized representative(s) of the Manufacturer]**

Name: **[insert complete name(s) of authorized representative(s) of the Manufacturer]**

Title/Designation: **[insert title]**

Duly authorized to sign this Authorization on behalf of: **[insert complete name of Bidder]**

Dated on _____ day of _____, _____ **[insert date of signing]**

Yours faithfully,

(Name of manufacturers)

OR

SELF DECLARATION OF MANUFACTURING UNIT

PRICE REASONABILITY CERTIFICATE
(ON THE LETTER HEAD OF THE COMPANY)

It is certified that the rates quoted against Tender No. datedfor the items vide our bid No. datedare exclusively for supply to ACADEMIC and RESEARCH Institutions and are not more than as charged to other Govt./PSU"s for similar supplies made in recent past. If they have been approved by the Director, RGIPT and if at any stage it has been found that the quoted rates are higher than the rates applicable to supply to Government then in such condition RGIPT, Amethi, will have the right to cancel the approved rates and to take legal action against the tenderer.

Yours faithfully,

(Name of manufacturers)

(Signature with date)

(Name and designation)

Duly authorized to sign tender for and on behalf of

DECLARATION (ACCEPTANCE OF TERMS & CONDITIONS)
(ON THE LETTER HEAD OF THE COMPANY)

1. I, Son/Daughter of Shri
Proprietor/ Partner/CEO/MD/Director/Authorized Signatory of M/s am
competent to sign this tender document.
2. I have carefully read and understood all the terms and conditions of the tender and hereby convey my
acceptance of the same.
3. The information/ documents furnished along with the above application are true and authentic to the best of my
knowledge and belief.
4. I/ we/ am are well aware of the fact that furnishing of any false information/ fabricated document would lead to
rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
5. Each page of the tender document and papers submitted by my Company is authenticated, sealed and signed,
and I take full responsibility for the entire documents submitted.

Date:

Place:

Signature of the Authorized Person

Full Name:

Company Seal:

DECLARATION SHEET

We, _____ hereby certify that all the information and data furnished by our organization with regard to this tender specification are true and complete to the best of our knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

This is certified that our organization has been authorized (Copy attached) by the OEM to participate in Tender. We further certified that our organization meets all the conditions of eligibility criteria laid down in this tender document. Moreover, OEM has agreed to support on regular basis with technology / product updates and extend support for the warranty.

The prices quoted in the financial bids are subsidized due to academic discount given to RGIPT, Jais, Amethi.

We, further specifically certify that our organization has not been Black-Listed/ De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years.	
1. Phone	
2. Fax	
3. E-mail	
4. Contact Person Name	
5. Mobile Number	
6. TIN Number	
7. PAN Number	
8. (In case of on-line payment of Tender Fees) UTR No. (For Tender Fee)	
9. (In case of on-line payment of EMD) UTR No. (For EMD)	
10. Kindly provide bank details of the bidder in the following format: a) Name of the Bank	
b) Account Number	
c) Kindly attach scanned copy of one Cheque book page to enable us to return the EMD to unsuccessful bidder	

(Signature of the Tenderer)

Name:
Seal of the Company

NON-BLACKLISTING DECLARATION

It has been certified that all information provided in tender form is true and correct to the best of my knowledge and belief. No forged / tampered document(s) are produced with tender form for gaining unlawful advantage. We understand that RGIPT, Amethi is authorized to make enquiry to establish the facts claimed and obtain confidential reports from clients.

In case it is established that any information provided by us is false / misleading or in the circumstances where it is found that we have made any wrong claims, we are liable for forfeiture of EMD and or any penal action and other damages including withdrawal of all work/purchase orders being executed by us. **Further RGIPT, Amethi is also authorized to blacklist our firm/company/agency and debar us in participating in any tender/bid in future.**

I / We assure the Institute that neither I / We nor any of my / our workers will do any act/s which is improper / illegal during the execution in case the tender is awarded to us.

Neither I/We nor anybody on my/our behalf will indulge in any corrupt activities/practices in my/our dealing with the Institute.

Our Firm/Company/Agency is not been blacklisted or banned by any Central Government Department/ State Government Department, PSU, University, Autonomous Institute or Any other Govt. Organization.

Date

Signature of the Tenderer

Place

Stamp

Note: This certificate should be executed on duly notarized ` 100/- Non Judicial Stamp Paper.

List of Govt. Organization/Department/Institutes

List of Government Organization/Department/Institutes for whom the Bidder has undertaken such work during last three years (must be supported with work orders)		
Name of the Organization	Name of Contact Person	Contact No.

(Signature of the Tenderer)

Name:

Seal of the Company

Bid-Securing Declaration

(Read with Department of Expenditure, Ministry of Finance, Government of India,
Office Memorandum No: F.9/4/2020-PPD, Dated: November 12, 2020)

Date: [insert date (as day, month and year)]

Bid No.: [RGIPT/-----/-----/-----/2021]

To
The Chairman- Purchase Committee
Department of Petroleum Engineering and Geosciences
Rajiv Gandhi Institute of Petroleum Technology (RGIPT)
Jais, Amethi-229304

We, the undersigned, declare that:

We understand that, according to your conditions, bids must be supported by a Bid-Securing Declaration.

We accept that we will automatically be suspended from being eligible for bidding in any contract with the RGIPT for the period of time of **3 years** starting on January, 2021, if we are in breach of our obligation(s) under the bid conditions, because we:

- a. have withdrawn our Bid during the period of bid validity specified in the Letter of Bid; or
- b. having been notified of the acceptance of our Bid by the RGIPT during the period of bid validity, (i) fail or refuse to execute the Contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with Clause- ----- of Tender No -----.

We understand this Bid-Securing Declaration shall expire if we are not the successful Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) 120-days after the expiration of our Bid.

Signed: ----- [insert signature of person whose name and capacity are shown] In the capacity of ----- [insert legal capacity of person signing the Bid-Securing Declaration]

Name: ----- [insert complete name of person signing the Bid-Securing Declaration] Duly authorized to sign the bid for and on behalf of: ----- [insert complete name of Bidder] Dated on _____ day of _____, _____ [insert date of signing]

Corporate Seal (where appropriate)

[Note: In case of a Joint Venture, the Bid-Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid.]



**RAJIV GANDHI INSTITUTE OF PETROLEUM TECHNOLOGY
CHECKLIST FOR SUBMISSION OF DOCUMENTS FOR
FINANCIAL BID**

For Exemptions:-

1. For Customs duty exemption in terms of Govt. Notification No. 51/96- Customs dated 23.07.1996& 28/03 Customs dated 01.03.2003 and Central Excise duty Exemption in terms of gov. Notification No. 10/97- Central Excise dated 01.03.1997 & 28/13- Central Excise dated 01.10.2013.
Institute DSIR Notification No. TU/V/RG-CDE(1083)/2021 Dated:09.09.2021 Valid up to 31.08.2026
2. For GST Exemption Notification No. 47/2017- Integrated tax (Rate).

The Company can bid in Foreign Currency or Indian Currency in the given format

The bidder may add rows as per requirement to include the prices of all components/ parts, warranties, installation etc. whichever applicable.

FINANCIAL BID – Flow Loop Setup

A. Financial Bid in Indian Currency:

I. Name of the Bidder/Tenderer:

Name & Model No of offered goods:

Tender No.:

Sl. No.	Details	Total Amount (In INR)
1.	Basic Cost of Flow Loop Setup with accessories defined in Technical Specifications Statement of the Tender	
2.	Add: Packing & Forwarding Charges, If any	
3.	Add: Installation & Commissioning Charges, if any	
4.	Add: Transportation Charges up to RGIPT, Jais, Amethi, if any	
5.	Add: GST (Taxes)	
Total Price (Sum of Sl. No 1 to 5) F.O.R RGIPT, Jais, Amethi Price		

Note: The Institute will provide GST Exemption Certificate.

Total Bid price in Indian Currency (Equipment Cost with accessories):.....**In words:**.....

- a) Indian Agents Name & Address
- b) The cost of optional items shall be indicated separately
- c) In case the price quoted in Foreign Currency (Other than INR), for the purpose of comparison the Exchange Rate prevailing on the date of opening of Financial Bid will be considered.

Date

Signature of the Tenderer

Place

Stamp

B. Financial Bid in Foreign Currency:

**Price Schedule Form: Price schedule for goods being offered from abroad
In currency other than INR (Indian Rupees)
(Separate form to be used for each item offered)
(ON THE LETTER HEAD OF THE COMPANY)**

I. Name of the Bidder/Tenderer:**Name & Model No of offered goods:****Tender No.:**

(Separate Prices should be defined for each instrument)

Sl. No.	Details (Basic Cost of Equipment with accessories)	Price per unit in (-)
A.	Country of origin	
	Payment in Foreign Currency	
1	C.I.F Price up to Indian Airport/port in foreign currency	
2	Total Price at Indian Airport /port (C.I.F)	
B.	Reimbursement of Expenses (in Indian Rupees only)	
3	**Custom Duty against DSIR certificate (Please mentioned % also)	
4	Custom clearance and other charges, if any (with breakup)	
5	Inland Charges for Insurance & transportation to RGIPT Jais, Amethi	
6	Installation, commissioning and training Charges, if any	
7	Cost of Warranty	
Total Price F.O.R RGIPT, Jais, Amethi Price (A + B) (Sum of Sl. No 1 to 7)		

**** RGIPT, Jais, Amethi have Custom/Excise Exemption Certificate.****For Local Supplies –**

Sl. No.	Details	Total Amount (In INR)
1	Cost of Local Supplies defined in Technical Specifications Statement of the Tender Document (Please mention the items) In INR only.	
2	Add: Packing & Forwarding Charges, If any	
3	Add: Installation & Commissioning Charges, if any	
4	Add: Transportation Charges up to RGIPT, Jais, Amethi, if Any	
5	Add: Cost of Warranty	
6	Add: GST (Taxes)	
Total Price (Sum of Sl. No 1 to 6) F.O.R RGIPT, Jais, Amethi Price		

I. Total Bid price in **Foreign Currency** (Equipment Cost with accessories):.....
In words:.....

II. Total Bid price in Indian currency (Local Supplies):.....
In Words:.....

- a) Indian Agents Name & Address
- b) The cost of optional items shall be indicated separately
- c) In case the price quoted in Foreign Currency (Other than INR), for the purpose of comparison the Exchange Rate prevailing on the date of opening of Financial Bid will be considered.

Date

Signature of the Tenderer

Place

Stamp