



**OIL & GAS DEVELOPMENT COMPANY LIMITED**  
**SUPPLY CHAIN MANAGEMENT DEPARTMENT**  
**A/MANAGER (SCM) LOCAL PROCUREMENT**

OGDC HOUSE  
JINNAH AVENUE,  
ISLAMABAD – PAKISTAN

PHONE : 051-920023750  
E-mail : ijaz\_janjua@ogdcl.com

NO.PROC-LH/LT/P&P-17488/18

DT: 22<sup>nd</sup> November, 2018

1. M/s Castrol Pak. (Pvt.) Ltd. Karachi
2. M/s Chevron Pak. (Pvt.) Ltd. Islamabad
3. M/s Hi-Tech Lubricants Ltd. Islamabad
4. M/s MAL Pak. Ltd. Karachi
5. M/s Pakistan State Oil Co. Ltd, Islamabad
6. M/s Shell Pakistan Ltd. Islamabad
7. M/s TOTAL PARCO Pakistan Ltd., Islamabad

**OFFICE COPY**

**SUBJECT: SUBMISSION OF BIDS AGAINST TENDER# PROC-LH/LT/P&P-17488/18 FOR PROCUREMENT OF LUBRICANTS.**

Dear Sir,

This is with reference to the above captioned subject.

2. We are pleased to inform you that being a prequalified bidder, the tender enquiry is being sent to you for submission of bid for the supply of **Lubricants**. Please submit your bid proposal on single stage two envelop bidding procedure after thoroughly examining the Annexure "A" (Schedule of Requirement) attached herewith and complete set of Tender documents uploaded on OGDCL website.
3. The bid submission date and time is **6<sup>th</sup> December, 2018 at 11:00 AM**. The technical will be opened on the same day at 11:30 AM.

Yours faithfully,  
For Oil and Gas Development Company Limited

(Ijaz Hussain Janjua)  
A/Manager (Local) Procurement

*o/c*





OIL & GAS DEVELOPMENT COMPANY LIMITED  
PROCUREMENT DEPARTMENT (LOCAL), ISLAMABAD  
SCHEDULE OF REQUIREMENT

Material :MOBIL GLYGOYLE 22 OR EQUIVALENT

Due Date: 06-DEC-2018

Tender Enquiry No: PROC/LH/LT/P&P-17488

Bid Bond Value : RS. 90,000/-

EVALUATION WILL BE CARRIED OUT ON FULL

Attachment(if any) : YES

SrNo	Description	Quantity	Make/Brand offered	Unit	Unit Price (PKR) Inclusive Of All Taxes Except GST	Unit Price (PKR) Inclusive of GST	Total Price (PKR) Inclusive of GST	Delivery Period Offered	deviation from Tender Spec. If Any
1	Mobil Glygoyle 22 or Equivalent	2496		Litre					

**Special Note:-** The prospective bidders also download the master set of Tender Document

- The prospective bidders may keep in touch with OGDCL web site for downloading the clarifications/amendments (if any) issued by OGDCL.
- DELIVERY TERM : WITHIN 45-60 DAYS AFTER ISSUANCE OF LPO ON F.O.R BASE KUNNAR PLANT PAYMENT TERM: 100% AFTEF DELIVERY.

Discount (if any) shall only be entertained on Schedule of Requirement of Bidding Document (Financial Proposal). If the discount is mentioned elsewhere in the bid, the same shall not be entertained.



**OIL & GAS DEVELOPMENT COMPANY LIMITED**  
**PROCUREMENT DEPARTMENT (LOCAL), ISLAMABAD**  
**SCHEDULE OF REQUIREMENT**

**Mandatory Checklist**

Please confirm the compliance of the following mandatory information along with the bid(s) (failing which bids(s) will not be accepted)

Documents	To be Attached with the Technical/Financial Bids	Compliance	
		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Original Bid Bond	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Copy of NTN Certificate	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Copy of GST Certificate	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Confirmation that the Firm is appearing on FBR's Active Taxpayer List	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly signed and stamped <b>Annexure-A (Un-priced)</b>	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped <b>Annexure-B</b>	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped <b>Annexure-D</b>	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped <b>Annexure-L</b> on Company's Letterhead	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly signed and stamped <b>Annexure-M</b> on Company's Letterhead	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly signed and stamped <b>Annexure-N</b> on Non-Judicial Stamp Paper duly attested by Notary Public	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped <b>Annexure-A (Priced)</b>	Financial Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped <b>Annexure-C</b>	Financial Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped <b>Annexure-E</b>	Financial Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Technical Terms & Conditions

1. Bidder to quote lubricant Oil Mobil Glygoyle 22 or equivalent as per recommended oil brands for mixed flow Propane Screw Compressors.
2. Lube oil should have low gas solubility & excellent chemical stability.
3. Lube oil should have high resistance to oxidation & excellent anti wear, anti-corrosive, anti-rust properties.
4. In case of equivalent lube oil Typical Properties should be within acceptable range (Consider typical properties of Mobil Glygoyle 22 as base line).
5. Bidder to mention the make and brand name of the quoted lubricant in his technical proposal.
6. Bidder to provide technical literature and MSDS of the quoted lubricant along with technical proposal.
7. In case of equivalent lube oil, data sheet of offered oil must indicate the application of oil as per requirement of tender.