



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

2/16

Material :

Due Date:

Tender Enquiry No: **PROC-LD/P&P/17718/19**

Bid Bond Value : 480000

EVALUATION WILL BE CARRIED OUT ON FULL

Attachment(if any) : YES

Sr No	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	COMMERCIAL PROPANE (REFRIGERANT) 25 M.TONS OTHER SPECIFICATIONS AS PER ATTACHMENT	25000		Kilo Grams					
2	COMMERCIAL PROPANE (REFRIGERANT) 10 M.TONS OTHER SPECIFICATIONS AS PER ATTACHMENT	10000		Kilo Grams					
3	COMMERCIAL PROPANE (REFRIGERANT) 20 M.TONS OTHER SPECIFICATIONS AS PER ATTACHMENT	20000		Kilo Grams					
4	COMMERCIAL PROPANE (REFRIGERANT) 5 M.TONS OTHER SPECIFICATIONS AS PER ATTACHMENT	5000		Kilo Grams					

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.
- BID VALIDITY: 120 DAYS FROM TECHNICAL BID OPENING. PAYMENT TERM: 100% AFTER DELIVERY DELIVERY LOCATION: 1. QADIRPUR PLANT 2. BOBI PLANT 3. SINJHORO GAS PLANT & 4. CHANDA OIL FIELD, DELIVERY PERIOD: 90 DAYS FROM ISSUANCE LPO.

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.



2/6

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	
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 Annexure-A (Un-priced)	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-B	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-D	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-L on Company's Letterhead	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly signed and stamped Annexure-M on Company's Letterhead	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly signed and stamped Annexure-N 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 Annexure-A (Priced)	Financial Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-C	Financial Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-E	Financial Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>



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

3/6

For the Vendors/Contractors who opt to submit Bank Draft/Call Deposit/Pay order against Bid Bond/Performance Bond, our Accounts Department has finalized an arrangement for online payment to such Vendors/Contractors, which will be processed through (IBFT & LFT) for which following information is required:

i.	IBAN No. (International Bank Account Number 24 Digits)	
ii.	Vendor Name as per Title of their Bank Account	
iii.	Contact No.of Company's CEO/ Owner (Mobile & Landline)	
iv.	Bank Name.	
v.	Bank Branch Name and Code	

Name, Sign and Stamp of the authorized official of the Bidder(s) _____

Propane

1. Technical Specifications

Bidder should invariably mention the exact properties of their quoted product along with detailed chemical composition. Only to write conforming to or OK will not be sufficient.

Purity (Propane)	95.0 % (Min)
Molecular. Wt	44
Freezing Point	-305 °F
Normal Boiling Point	-42.1° F (at 760 mm Hg)
None-Volatile Residue (on evaporation of 100 ml)	0.05 Max
Filter Appearance	No oil ring
Hydrogen sulfide	Nil
Copper bromide discoloration	1a (Max)
Vapor Pressure@ 100° F	186Psig(Max)

Dryness

Cobalt Bromide Discoloration	Pass
Liquid Specific gravity (Water = 1)	0.509
BTU per pound of liquid	21,591
BTU per Imperial Gallon of Liquid	109,898
Gas Specific Gravity (Air = 1)	1.52

2. Necessary Data

2.1 Bid Summary Sheet

S. No.		Description
01	A	Name of Local agent
	B	Name of authorized signatory of local agent

	C	Complete address, phone, fax numbers and email of local agent	
02	A	Name of manufacturer	
	B	Name of authorized signatory of manufacturer	
	C	Complete address, phone, fax numbers and email of bidder	
	D	Website of manufacturer	
04		Brand Name of Product	
05		Country of origin/manufacturing facility	
06		Minimum shelf life of product not less than 3 years	

2.2 Clients / Sales Achievement in Pakistan.

Bidder has to furnish one letter of recommendation/performance comments of the client/user of Propane from any reputed petrochemical company one from Pakistan oil and gas industry while the Bidder who supplied the same chemical to OGDCL through bidding procedure and subsequently having satisfactory performance is not required to submit letter of recommendation while attach the copy of PO with quantity supplied.

S.No	Name of client with address and phone Nos.	Contract/Purchase order No. with date	Quantity Supplied

2.3 Necessary Attachments with Bid

S.No	Description	Attached / Provided or Not
01	Complete product data memorandum, application notes and specifications as per Claus-1.	
02	MSDS in original printed by manufacturer	
03	Original authority letter issued by the manufacturer to local agent for quoting their product	
04	Client list in Pakistan as per above format	
05	Valid ISO certificates of manufacturer	
06	Lab analysis report(s) of the quoted product from an internationally reputed / recognized 3 rd party lab in the light of specifications sheet at Claus-1.	

3. Packing

1. Material will be supplied/transported as per international standards & consignment will be delivered in ISO tanks as per manufacturer recommendation and clearly marked with;

- (a) Name of product
- (b) Name of manufacturer
- (c) Dates of manufacturing and expiry
- (d) P.O or contract number
- (e) Lot No. _____ / batch No. _____

4. Delivery Period

Material should be delivered within 90 days after confirmed LPO.

5. Instructions to the Bidder / Terms & Conditions

1. Bidder shall submit complete bid summary sheet indicating exact location of manufacturing facility, phone and fax numbers, and website of the manufacturer.
2. Bidder will be required to quote chemical only from genuine manufacturers having experience of at least 5 years of manufacturing of Propane.
3. Received material (Propane) will be accepted after on-site laboratory analysis / inspection.
4. Certificate of analysis will have to be provided at the time of delivery to verify the indented specifications.
5. Distribution, delivery and loading /decanting of Propane will be supplier responsibility on different OGDCL locations as per following details.

5.1.1	Qadirpur Plant (Ghotki Sindh)	=	25 M. Tons
5.1.2	Bobi Plant (near Sanghar)	=	10 M. Tons
5.1.3	Sinjhero Plant (near Sanghar)	=	20 M.Tons
5.1.4	Chanda Plant (Shakardara, Kohat)	=	05 M. Tons

6. Above mentioned quantities are required transferable quantities and supplier will be responsible to arrange the delivery of Propane as per above listed quantities. However, payment will be made as per transferred quantities.

7. Material will be rejected if after lab analysis it does not fulfill our requirement and vendor will have to lift back the material at its own cost and shall have to replace with the material conforming to technical specifications within 90 days, at his own cost.