



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

Material : **PROCUREMENT OF 300 M.TON OF CAUSTIC SODA**

Due Date:

Tender Enquiry No: **PROC-LE/17719-A**

Bid Bond Value : RS. 720,000/-

EVALUATION WILL BE CARRIED OUT ON ITEM WISE

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 | CAUSTIC SODA (NaOH) | 150 | | Metric Ton | | | | | |
| 2 | CAUSTIC SODA (NaOH) | 150 | | Metric Ton | | | | | |

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.
- I. ITEM # 1 TO BE DELIVERED AT CHAK NURANG AND ITEM # 2 TO BE DELIVERED AT KHADEJI BASE STORE II. DELIVERY PERIOD AS PER SCHEDULED ATTACHED. III. PAYMENT TERM IS PART DELIVERY PART PAYMENT. IV. BID VALIDITY IS 150 DAYS FROM TECHNICAL OPENING

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.



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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 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"/> |



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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) _____

TECHNICAL SPECIFICATIONS SHEET OF

CAUSTIC SODA (NaOH)

Caustic soda is used to minimize the solubility of calcium & magnesium contaminant in drilling fluids. It activates & stabilizes the organic dispersants such as Lignite and Lignosulphonate. Caustic soda controls the pH and alkalinity properties of water base drilling fluids to treat carbon dioxide contamination and assist in control of hydrogen sulfide contamination.

Each bidder should invariably fill-in the table given below with exact value of these properties of their quoted product. Only to write "Conforming to" or "OK" will not be sufficient.

A) TECHNICAL SPECIFICATIONS

| SR. NO. | PHYSICAL PROPERTIES | REQUIRED SPECIFICATIONS | EXACT VALUE OF THE OFFERED PRODUCT |
|---------|-----------------------------------------|---------------------------|------------------------------------|
| 01. | Appearance | White deliquescent flakes | |
| 02. | Concentration as NaOH (percent by mass) | 97% (Minimum) | |
| 03. | Sodium chloride (percent by mass) | 0.04 % (Maximum) | |
| 04. | Sodium Carbonate (percent by mass) | 1 % (Maximum) | |

B) PACKAGING:

The chemical should be packed as 25kgs net per bag in new export quality HDPE bags having inner polythene liner for rendering the material completely moisture proof. The material should be palletized as 01 M.Ton, wrapped with thick polyethylene sheet and tightly strapped. The packaging of the required mud chemical should be of international standards and capable to safe transportation during road journey from manufacturing facility to OGDCL stores & well sites and to withstand prolonged weather conditions at the storage points and at the well sites / locations.

C) **INSTRUCTIONS TO THE BIDDERS/ TERMS & CONDITIONS:**

1. The quantities of indented material are tentative & can be increased/ decreased according to the requirement.
2. **Delivery period** for both the items is **180 Days**, however, the supplier will have to provide three equal consignments as per following schedule of delivery, failing which action will be taken as per rules.

| Location | 1 st Consignment | 2 nd Consignment | 3 rd Consignment |
|-----------|-----------------------------------------------|------------------------------------------------------------|------------------------------------------------------------|
| KDS | 50 M.Ton within 60 days after issuance of LPO | 50 M.Ton in next 60 days after 1 st consignment | 50 M.Ton in next 60 days after 2 nd consignment |
| CNG Store | 50 M.Ton within 60 days after issuance of LPO | 50 M.Ton in next 60 days after 1 st consignment | 50 M.Ton in next 60 days after 2 nd consignment |

3. **Minimum Shelf life** of the quoted product should not be less than **03 years**.
4. Technical specifications sheet of the quoted product duly filled in must be enclosed with the technical bid.
5. All submitted bids will be evaluated strictly as per TOR of tender inquiry as well as on the basis of previous performance (supply record) of bidder, failing which will lead to disqualification of Bid thereof.
6. The bidder must have to provide the 1.0 Kg sample of the quoted product. Without submission of the product bid will not be entertained.
7. Prior to the supply of the material, the supplier will be responsible for carrying out the inspection of the material if desired by the indenting department.
8. Material will be accepted after the physical inspection & lab evaluation report of the representative sample drawn by the inspection committee from the material delivered at required locations.
9. On receipt of the material, if it is found substandard after testing/use, then the supplier shall have to lift the entire rejected consignment and replace the substandard material with the material conforming to the tender specifications at his own cost within one month.