



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

Material : **SODIUM BICARBONATE**

Tender Enquiry No: **LE-PT-WS-18306**

EVALUATION WILL BE CARRIED OUT ON ITEM WISE

Due Date:

Bid Bond Value : RS.95,000/-

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	SODIUM BICARBONATE (SODA BICARB)	30		Metric Ton					
2	SODIUM BICARBONATE (SODA BICARB)	20		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.
- MATERIAL TO BE DELIVERED AT KDS, KARACHI (30 M.TONS) & CHAK NUARANG STORE (20 M. TONS) , WITHIN 90 DAYS FROM THE DATE OF ISSUANCE OF LPO. PAYMENT WILL BE MADE AFTER DELIVERY. BID VALIDTY IS 120 DAYS AFTER TECHNICAL BID OPENING



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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 ANHYDROUS

SODA BICARB (NaHCO_3)

Soda Bicarb or Sodium Bicarbonate (NaHCO_3) is used in water-base drilling fluids as a source of bicarbonate ions to precipitate calcium and reduce pH. Soda Bicarb is an economical and effective treatment for cement contamination. It precipitates calcium and deflocculates cement-contaminated fluids.

Each bidder should fill-in the table given below with the properties of their quoted product. Only to write “conforming to” or OK will not be sufficient.

A) TECHNICAL SPECIFICATIONS

Sr. No.	PROPERTIES	REQUIRED SPECIFICATIONS	EXACT VALUE OF OFFERED PRODUCT
1.	Appearance	Fine White Powder	
2.	Percentage purity (Total alkalinity as NaHCO_3)	98 % Minimum	
3.	Loss on Drying (% by weight)	0.20 % Maximum	
4.	Insoluble substances	Clear solution on dissolving 1 gm in 20 ml water	

B) PACKAGING FOR SODA BICARB (NaHCO_3):

The chemical should be packed as 25 kgs 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. Evaluation criteria for successful bidder is technically responsive and financially the lowest.
2. **Delivery period** of the quoted product should not be more than **90 Days**.

3. **Minimum Shelf life** of the quoted product should not be less than **03 years** and manufacturer must declare shelf life of the chemical by issuing it on company's letter head.
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. All the bidders must have to provide/ submit the **1 Kg sample** of the quoted product (conforming to OGDCL requirement as per Section A) along with technical bids at the time of bid submission. If the sample is not submitted with the bid, it will not be accepted in any case & will lead to disqualification of bid.
7. Original product data memorandum and material safety data sheets to be provided with the technical bid.
8. 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.
9. 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.
10. 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.

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