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

Material :**XYLENE**

**Due Date:**

Tender Enquiry No: **PROC-LC/PT/DS-18554**

Bid Bond Value : RS:- 90,000/=

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	XYLENE;DESCRIPTION IS ATTACHED UNDER ANNEXURE-A	5000		Gallons					

**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 AT CHAKNAURANG BASE STORE AS PER DELIVERY SCHEDULE MENTIONED IN TOR. PAYMENT TERMS:- PART DELIVERY PRT PAYMENT. BID VALIDITY MUST BE 180 DAYS FROM 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 <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"/>



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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 XYLENE

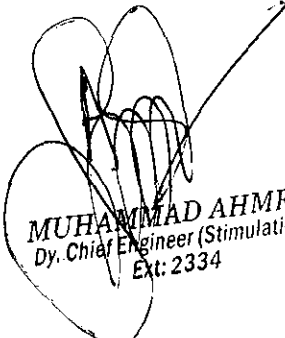
Xylene is an aromatic hydrocarbon, formula  $(CH_3)_2C_6H_4$ . It is colorless, sweet-smelling, and highly flammable liquid. It is found in a form of three Isomers i.e. Ortho-Xylene, Meta-Xylene and Para-Xylene.

### PRODUCT DESCRIPTION

It is an excellent solvent, especially for aromatic compounds such as asphaltic materials. Normally, well bore soaking by xylene with bull heading or coiled tubing Unit is conducted to remove asphaltene from surface facility (Flow lines and separators etc.) well bore and producing formation to clean up reservoirs and enhance crude oil production.

### APPLICATION

- Dissolve Organic deposits such as asphaltene.
- Perforation wash.
- Increase Production.

  
**MUHAMMAD AHMED**  
 Dy. Chief Engineer (Stimulation)  
 Ext: 2334

### A) TECHNICAL SPECIFICATIONS

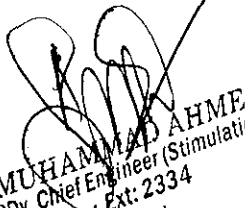
Sr. No.	Physical Properties	Required Specifications	Exact value of the offered Product
01	Purity	99% - 99.9% (Test method: ASTM or equivalent)	
02	Density @15 <sup>0</sup> C	0.84 kg/dm <sup>3</sup> - 0.88 kg/dm <sup>3</sup> (Test method: ASTM or equivalent)	
03	Flash Point	27 <sup>0</sup> C - 28 <sup>0</sup> C (Test method: ASTM or equivalent)	
04	Sulphur Content	Nil-0.5 (ppm/wt) (Test method: ASTM or equivalent)	
05	Hydrogen Sulphide	Nil-0.5 (ppm/wt) (Test method: ASTM or equivalent)	

**B) PACKAGING**

The material should be packed as **50-60** USG net per drum in export quality isotanks made of stainless steel / aluminum or carbon steel. The Packing required for this chemical should be of good standards and capable to safe transportation during road journey from Bidder's facility to OGDCL stores & well sites and to withstand prolonged weather conditions the storage points and at the well sites/locations.

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

1. Bids evaluation criteria is technically responsive and financially the lowest.
2. **Partial Shipment/Partial Payment** method will be opted. **Delivery period** of quoted product should be as per below mentioned schedule: **Total delivery Days=180; No. of delivery days after PO=150**

  
MUHAMMAD AHMED  
Dy. Chief Engineer (Stimulation)  
Ext: 2334

Sr.No.	Quantity(USG)	Delivery period
1	2000	Immediately (within 30days) after PO acceptance
2	2000	(As) Within 75days from 1 <sup>st</sup> consignment
3	1000	(As) Within 75days from 2 <sup>nd</sup> consignment

The above schedule is tentative; however, owing to operational requirement the schedule may vary.

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 in 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/OCM (Original Chemical Manufacturer) must have to provide the "Test Report" from third party renowned laboratory of the quoted product conforming to technical specifications as per section "A" along with the bid. No "Test report" will be accepted after bid submission. Without

submission of the "Test Report", bid will not be entertained. Test report will be acknowledged after confirmation from the concerned Laboratory (E-mail addresses must be mentioned in the report; Maximum reminders will be given 03 within 10 working days) or otherwise bid will be considered as Technically "**non-responsive**".

7. The bidder must have to provide **1-liter sample** of the quoted product along with the bid, conforming to perform Solubility Test (**Bidder's Product having less than 90% solubility will be rejected**) with Rajian crude. No product sample will be accepted after bid submission. Without submission of the product sample, bid will not be entertained. In addition to that OGDCL have the right to perform any test with the Bidder's product, mention at Section-A.
8. Prior to 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 by the inspection committee, delivered at required location.
10. On receipt of the material, if it is found substandard after 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.
11. Technical Evaluation Sheet format for Bid qualification is placed under Annexure-I.

**Proposed Financial Bid Format**

	Unit price (PKR) (USG)	GST (PKR)	Unit Price with GST (PKR)	Total Quantity (USG)	Total Price (PKR)
	(A)	(B)	(C)	(D)	
Xylene (USG)			A X B	5000	C X D

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