



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

Material :**LUBRICANTS**

Tender Enquiry No: **PROC-LC/PT/18833**

EVALUATION WILL BE CARRIED OUT ON ITEM WISE

Due Date:

Bid Bond Value : RS.100,000/=

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	HYDRAULIC OIL (PSO HYGROL-68 OR EQUIVALENT).	1050		Litre					
2	HYDRAULIC OIL (PSO HYGROL-46 OR EQUIVALENT).	1050		Litre					
3	DIESEL ENGINE OIL, 15W40 (PSO DEO 8000, 15W40 OR EQUIVALENT).	2520		Litre					
4	ATF TEXAMATIC FLUID DEXRON III.	630		Litre					
5	GEAR OIL EP90 GL-4 (PSO EP90, GL-4 OR EQUIVALENT).	1050		Litre					
6	GEAR OIL 85W140 GL-5 (PSO 85W140, GL-5 OR EQUIVALENT).	420		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 AT LOG BASE TANDO ALAM WITHIN 30 DAYS. PAYMENT WILL BE MADE AFTER DELIVERY AND INSPECTION. BID VALIDITY MUST BE 180 DAYS.



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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 INFORMATION

- The bidder must have their own manufacturing / Blending Plant in Pakistan (In case of national company) or abroad (In case of international company) or should be authorized **dealer** by the blender or manufacturer to participate in the pre-qualification process. Documentary evidence to be provided accordingly. Moreover, Detail of Manufacturing / Blending facilities of **Manufacturer** be provided as per following:-
 - Type of lubricant manufacturing
 - Name of corresponding plant
 - Complete address
 - Telephone and Mobile number of the MD/CEO/Director(s)
 - Mobile number and E-mail address of contact person
- Please provide address & ownership and or rent agreement details of the premises.
- The applicant must have warehouses / Depots in major cities of the Country.
- The applicant must have their own SOS facility or provide through reputed labs. All SOS provided to OGDCL free of cost to help and enhance oil change intervals **for all types of lubricants**. Details of Support Services including Oil Sampling, Testing and analysis (Documentary Proof must be provided).
- Minimum **ten** years' experience of Manufacturing/ Blending in Pakistan or abroad.
- Stock of Oil should readily be available in their depots/warehouses, from where the ordered LUBRICANTS & GREASES shall be issued on as and when required basis. The applicants should provide the list of their Depots along with addresses and stock capacity.
- Provide documentary proof of supply of Lubricants to Oil & Gas Sector with performance reports especially E&P companies. **In this regard copies of PO have to be provided for last 10 years.**
- In case of sole authorized distributor of the manufacturer/Blender, the applicant must be sole distributor for last **10** years of international lubricant manufacturing company.
- Provision of authority letters from the manufacturer to their respective local authorized distributors in Pakistan **mentioning all the responsibilities of dealer by Manufacturer.**
- Provide the composition of each product (i.e. which type of base oil is used in the product).
- Provide complete technical information regarding the manufacturing of the lubes and greases (A high boiling point and low freezing point in order to stay liquid within a wide range of temperature, A high viscosity index, Thermal stability, Hydraulic stability, Demulsibility, Corrosion prevention and A high resistance to oxidation, shelf life of the product, change intervals/ useful life during in-operation.