



Application Form

PROC-SER/CB/PQ/ADMIN-3061/2017

**FOR PRE-QUALIFICATION OF FIRMS FOR PROVIDING
TECHNICAL SUPPORT & SKILLED HUMAN RESOURCE TO
OGDCL**

INTRODUCTION & TERMS AND CONDITIONS

1. INTRODUCTION / SCOPE OF WORK

Oil & Gas Development Company (OGDCL) is the largest Exploration & Production Listed Company in Pakistan. The Company intends to Pre-Qualify firms for providing technical support & skilled human resource to OGDCL as per Terms of References (TOR) at Annexure-“A”

Applications are invited from potential firms having requisite capability, experience and expertise for providing technical support & skilled human resource to OGDCL as per Terms of References (TOR) at Annexure-“A”

2. SUBMISSION OF APPLICATIONS.

- 2.1 The pre-qualification application shall be submitted in duplicate (one marked “ORIGINAL” and the one marked “COPY”) in a sealed envelope clearly marked as: “**APPLICATION FOR PRE-QUALIFICATION OF FIRMS FOR PROVIDING TECHNICAL SUPPORT & SKILLED HUMAN RESOURCE TO OGDCL against Pre-Qualification Notice No. PROC-SER/CB/PQ/ADMIN-3061/2017**, not later than **(as per press advertisement)** hours on **(date as per press advertisement)** at the address given below:

**Manager (SCM) Services
OGDCL House, Plot No. 3013, Jinnah Avenue Blue Area,
Islamabad, Pakistan
Phone: +92-051-920023540, Fax: +92-051-9215090**

- 2.2 The sealed envelope shall indicate the name and address of the Applicant.
- 2.3 All the pages of application shall be signed and stamped by Applicant’s authorized Representative(s).

2.4 Language of Application

The Application must be prepared and submitted in English language. Supporting documents and attachments furnished by the Applicant must also be in English language.

2.6 Cost of Pre-Qualification.

The Contractor shall bear all cost associated with the preparation and submission of application for Pre-Qualification. OGDCL shall under no circumstances be responsible or liable for such cost regardless of the out-come of the application process.

2.7 Deadline for Submission of Application

- 2.7.1 The original application, together with the required copies must be delivered not later than **(as per press advertisement)** Hours of dated **(as per press advertisement)** at the address specified in clause 2.1.
- 2.7.2 OGDCL may, at its discretion extend the deadline for the submission of applications by amending the Pre-Qualification documents in which case all rights and obligations of the OGDCL and Applicants previously subject to the deadline will thereafter be subject to the deadline as extended.

2.8 Late Submission of Applications

Any Application received after deadline for submission of Applications prescribed by the Company pursuant to Clause-2 will be rejected and returned unopened to the Applicant.

2.9 Clarification(s) / Queries of Tender

The bidders are expected to carefully examine all instructions, forms and specifications in the application documents. Any applicant in doubt as to the exact meaning or interpretation of any part of the documents should immediately seek clarification in writing from;

**A/Manager (SCM) Local/Services
Oil and Gas Development Company Ltd, Jinnah Avenue, Islamabad,
Pakistan Phone #. 0092-51-920023780/ 3652
Email: ejaz_rizvi@ogdcl.com**

All inquiries about the application made to OGDCL and OGDCL's response will be made known all the bidders by posting on OGDCL website without disclosing identity of the bidder who made the enquiry.

2.10 Clarification of Applications.

To assist in the examination, evaluation and comparison of Applications the Company may at its discretion, ask the Applicant for a clarification of its application.

2.11 OGDCL'S Right to Accept or Reject any or All Applications.

The Company reserves the right to accept or reject any application or to annul the Pre-Qualification process and reject all Applications at any time without thereby incurring any liability to the effected Applicant or any obligation to justify the affected Applicant or Applicants of the grounds for the Company's action.

2.12 Affidavit

The Applicant shall provide an affidavit (Annexure-B) that his firm has never been blacklisted. In case the Applicant is in litigation or dispute or has involved in litigation or dispute with Company (OGDCL), details and nature of litigation and dispute may be indicated. The procedure of Black Listing is available at OGDCL website at following link:

<http://ogdcl.com/uploads/tender/BlackListingProcedure.pdf>

(Ejaz Abbas Rizvi)
Manager (SCM) Services



TERMS OF REFERENCE (TOR)

**FOR PRE-QUALIFICATION OF FIRMS FOR PROVIDING
TECHNICAL SUPPORT & SKILLED HUMAN RESOURCE TO
OGDCL**

Oil & Gas Development Company Limited (OGDCL) is the leading national exploration and production company of Pakistan, involved in exploration of hydrocarbons for the last six decades. OGDCL holds licenses in all four provinces of Pakistan. Currently, OGDCL is adding its focus in frontier areas of Pakistan.

To cope up with the expanding exploration activities and to meet its operational targets, OGDCL intends to Pre-qualify reputed national and international firms for the period of three years for provision of technical support and skilled manpower on requirement basis for the following disciplines:-

- i. Exploration
Advance Processing (including Depth Imaging, RTM, WEM, CRS, Azimuthal Migration, OVT), Interpretation, (including Quantitative Interpretation, AVO, Inversion, Spectral Decomposition, Reservoir Characterization using seismic data and Sequence Stratigraphy), and Petrophysics (including Conventional & Unconventional Reservoir –Shale and Tight Reservoirs).
- ii. Reservoir & Production Engineering.
Reservoir Simulation (black oil and compositional simulation), Enhanced Oil Recovery, Improved Oil Recovery and hydraulic fracturing, Unconventional Reservoir- Evaluation and Development.
- iii. Drilling Engineering-Planning, Designing and Execution of Vertical and Horizontal wells.

The company should have minimum of 20 year of experience in providing technical support services including human resource (minimum 10 persons per year) nationally & internationally to Exploration and Production companies. The company should have provided these services in relevant disciplines to at least 5-10 national and multinational E & P companies.

The profile of the professionals essentially should cover minimum B.E, M.Sc or higher degree in relevant disciplines (as the case may be) having a minimum of 15 years of experience in relevant

area and must have good experience of using Softwares like Omega, ECLIPSE Simulators, Geofram, Petrel.

Interested firms will be required to provide details of their profile, technical strength, experience, financial and corporate status and professionals with resumes.

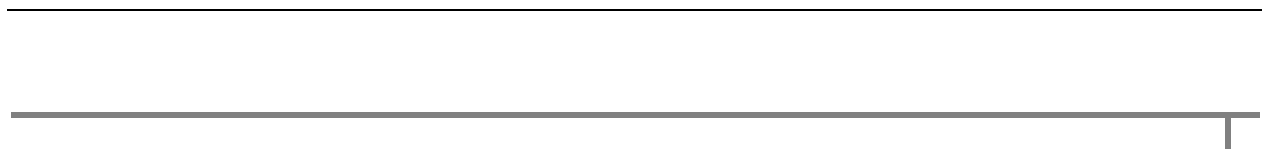
Technical evaluation criteria:

The bid(s) / application(s) shall be evaluated against the following criteria.

Sr #	Description	Weightage
1.	Experience of the company in providing technical support services in relevant discipline including human resource (minimum 10 persons per year). Documentary evidence to be provided. (Min 20 Years' experience - 20 Marks, 2 marks for each additional year. Max 30 marks)	30
2	Provision of relevant support services including human resources to at least 5-10 National and multinational E & P companies. Copies of services orders to be provided. (Min 5 Companies-10 marks and 2 marks for each additional Co. Max 20 marks)	20
3	Qualification of the professionals for the relevant support services. (Minimum B.E, M.Sc or higher degree in relevant disciplines (As the case may be). Resumes of the professional to be provided.	20
4	Experience of the professionals should be minimum of 15 years in relevant area and must have good experience of using Industry standard Softwares (Like Omega, ECLIPSE Simulators, Geofram, Petrel). Resumes of the professional to be provided.	15
5	Details of Company profile, technical strength, experience, financial and corporate status and professionals.	10
6	Audited reports for the last three years	5
	Total	100

Minimum qualifying marks for each category above are 70%, and Overall aggregated marks for qualifying will be 80%.

The bidder must clearly mentioned the discipline and shall be evaluated against one or more disciplines applied for.



ANNEXURE-“B”

A F F I D A V I T

(To be attached with Technical bid)

I, _____ S/o _____ aged _____ years
_____ working as Proprietor/Managing Partner/Director of M/s
_____ having its
registered office at _____ do hereby
solemnly affirm and declare on oath as under:

1. That I am competent to swear this affidavit being proprietor/one or the partners/
Director of M/s _____
2. That M/s _____ is a
proprietorship/partnership firm/company is participating in tender process conducted
by OGDCL.
3. That I hereby confirm and declare that none of my/our group/sister
concern/associate company is participating/ submitting this tender.
4. That I hereby confirm and declare that my/our firm/company M/s
_____ and my/our firm/group/company/ sister concern /
associate company have not been black listed/de-listed any Institutional
agencies/Govt. Deptt/ Public Sector Undertaking.
5. That there is no change in the Name & Style, Constitution and Status of the firm,
after Pre-qualification.
6. That I further undertake that in case any of the facts contained above and in-our
application is round other-wise or incorrect or false at any stage, my/our
firm/company/ group/sister concerns/ associate companies shall stand debarred
from the present and future tenders of the OGDCL.

(Signature of the Proprietor/ Managing Partner/Director with Seal)

DEPONENT

Verified at _____ on _____ that the contents of paras 1 to 6 of
this affidavit are true and correct to best of my knowledge and no part of this is false
and nothing material has been concealed or falsely stated therein.

(Signature of the Proprietor/ Managing Partner/ Director with Seal)

DEPONENT

(Signature & Seal of Notary)
