**TOR FOR PRE-QUALIFICATION**

**PROC-FC/PQ/PROD/VALVES-4115/2018**

**PRE-QUALIFICATION OF MANUFACTURERS/ BIDDERS FOR SUPPLY OF BALL, GATE, CHECK, GLOBE VALVES & PRESSURE SAFETY VALVES FOR THREE (03) YEARS ON AS AND WHEN REQUIRED BASIS.**

The Basic concept is to prequalify the internationally/locally reputable Manufacturers for procurement of Ball, Gate, Check, Globe Valves and PSVs for a period of three years.

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| **Group** | **Item Description** | **SIZE Specifications** |
| **A** | **Ball Valves** | (2” – 30”) as per Data Sheet **A-1** and **Annexure-VII** |
| **Gate** | (2” – 12”) as per Data Sheet **A-2** and **Annexure-VII** |
| **Check Valves** | (2” – 30”) as per Data Sheet **A-3** and **Annexure-VII** |
| **B** | **Globe Valves** | (2” – 12”) as per Data Sheet **B-1** and **Annexure-VII** |
| **C** | **Pressure Safety Valves** | (1” – 4”) as per Data Sheet **C-1** and **Annexure-VII** |

**Bidders / Manufacturers to comply following mandatory requirements for acceptance:**

1. Manufacturers/Bidders will be prequalified technically for a period of three (03) years as per “Evaluation Criteria” Annexure-VI.
2. Bidder to provide separate set of documents against Each group in the light of document check list.
3. In case Single Bidder / manufacturer has more than one mill, Bidder has the right to supply product from any of the mill. But API Certification is mandatory for each mill for Group-A. Bidder to submit API certifications with the bid.
4. In case Single Bidder / manufacturer has more than one mill, authority letter should include names and addresses of all mills.
5. One manufacturer can authorize only one bidder to participate.
6. One bid should comprise of single manufacturer against each group. In case there are more than one manufacturer against each group, than separate bid to be submitted i.e.
7. Acceptable delivery time is 04 Months on C.F.R by Sea, Karachi for foreign bidders and F.O.R. Khadeji Base Store, Karachi basis for local manufacturers for all Groups. Delivery period will start from Letter of Credit establishment date.
8. In case of Local manufacturer the prices must be quoted in Pak Rupees (PKR).
9. After the prequalification, tender enquiries will be sent only to pre-qualified Bidders.
10. Pre-qualified manufacturer/bidder will submit separate bid bond on case to case basis. Amount of bid bond will be specified in each tender enquiry.
11. Purchase Order(s) will be awarded to financially lowest evaluated bidder.
12. After issuance of Letter of Intent (LOI) the lowest evaluated pre-qualified manufacturer/bidder will submit Performance Bank Guarantee (PBG) equivalent to 10% of the LOI / Purchase Order value.
13. Submission of documents should be as per check list.
14. Incomplete information in the bid may lead to non-compliant & rejection of bid.
15. Third party inspection during manufacturing will be arranged by OGDCL at OGDCL own expense and manufacturer will facilitate accordingly to TPI Firm hired by OGDCL. Scope of TPI will be part of tender enquiries.
16. Bidder to fully comply tender specifications and codes. In case of conflict most stringent requirement will prevail.
17. Authority letters in original from the manufacturer to bidder and from bidder to local agent for offered material with tender enquiry number must be furnished with the technical offer. The authority letter must be on company letter head in original duly signed and stamped.
18. In order to technically prequalify for a period of 03 years, the bidder must obtain 70% marks in the “Technical Evaluation Criteria”. See Technical Evaluation criteria table (Annexure-VI).
19. Original Brochure/brochure on CD/USB of the manufacturer(s) containing technical literature/specifications sheets of all the quoted material must be submitted with the technical offer (both in hard and soft form)
20. Bidder to fill the Annexures (I, II, III, IV & V) completely and submit along with technical bid.
21. The Manufacturer/Bidder must submit with technical bid, the printed Annual Audited Accounts reports of Manufacturer for the last 3 consecutive years in order to verify the liquidity position, revenues, profitability of the company. In case these reports are not in English Language, then in addition to these printed reports the English translation of the same must also be submitted with the technical bid, with each page to be signed and stamped by Notary Public & Foreign Officer to be certified as a true copy of the original.
22. In Case of Shipment from ACU Member Countries, The LC Beneficiary Should Be of That Particular Country from Where the Consignment Is Being Shipped.
23. Any information provided by the bidder that appears false and materially inaccurate or submitted forged/fake documents will be Rejected/blacklisted.
24. All the documents should be submitted in original, properly numbered, duly signed and stamped. Any document not signed and stamped will not be considered for evaluation purpose.
25. Any documents other than English language should be translated in English language first and should be duly attested by foreign office.
26. Clean acceptance of Terms & Conditions of the pre-qualification document, Tender Documents is required from Manufacturer / Bidder.
27. The bank guarantee / bid bond (earnest money) / performance bond of the bidder/vendor will be confiscated if they:
    1. Withdraw their bid during bid validity.

Or

* 1. Fails to provide performance and/or advance bank guarantees.

Or

* 1. Submit forged/fake document or inaccurate information in support of their bid.

Or

* 1. Fails to execute contract as per terms of contract.

Or

* 1. Fails to supply the short/wrong shipped items.

Or

* 1. Any other reason warranting the confiscation of the guarantee.

1. OGDCL, at any stage of the procurement proceedings, having credible reasons for or prima facie evidence of any defect in firm’s capacities may require them to provide information concerning their professional, technical, financial, legal or managerial competence of already pre-qualified firms. OGDCL, shall disqualify a supplier or contractor if it finds, at any time, that the information submitted by those concerning qualification as supplier or contractor were false and materially inaccurate or incomplete.
2. For supply of material all terms & condition of the Master Set of Tender Documents available on OGDCL’s website will be applicable.
3. Submit certificate of Incorporation of Manufacturer/ Bidder.
4. Manufacturer / Bidder must submit certificate that Manufacturer/ Bidder is not registered at places e.g. Virgin, Cayman, Nausa, Jersy and Bohaman Islands. The Offshore companies registered at places e.g. Virgin, Cayman, Nausa, Jersy and Bohaman Islands shall not be entertained and bids if submitted shall be rejected.
5. OGDCL reserves the right to accept/reject wholly or partially any response or cancel the pre-qualification process altogether at any stage of the pre-qualification process without assigning any reason.
6. Responses are liable to be rejected if; they are not conforming to the terms, conditions and specifications stipulated in this pre-qualification document.
7. Responses submitted via email or fax will not be entertained.
8. OGDCL may seek clarification from any of the participating bidders, at any stage during the pre-qualification process, as deem necessary
9. Clarifications (if any) may be obtained by sending email to the following:-

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| **Irshad Muhammad** |
| Manager (SCM) Foreign |
| Email: irshad\_muhammad@ogdcl.com |

1. **FOREIGN PROCUREMENT PAYMENT TERMS (COMPETITIVE BIDDING, PREQUALIFICATION AND PROPRIETARY MODE OF PROCUREMENT).**

Clause No: 4 of Section-III (Part-B) i.e. Conditions of Contract “Special” of Tender Document has been amended as follows:

Following payments methods have been approved for Competitive Bidding/Press Tender, Prequalification and Proprietary mode of procurement effective from February 27, 2018.

1. **Tender value less than or equal to US$ 200,000:**

Payment to the Contractor/ bidder in foreign currency shall be made by establishing in favor of the Contractor an irrevocable Letter of Credit (hereinafter called the L/C). 70 % Payment (s) under the L/C will be made for the FOB/ CFR / CPT (as the case may be) price of material of each shipment upon submission of the shipping documents. Balance 30% Payment will be released after receipt, inspection and acceptance of material.

1. **Tender value more than US$ 200,000:**

Payment to the Contractor/ bidder in foreign currency shall be made by establishing in favor of the Contractor an irrevocable Letter of Credit (hereinafter called the L/C). 80 % Payment (s) under the L/C will be made for the FOB/ CFR / CPT (as the case may be) price of material of each shipment upon submission of the shipping documents. Balance 20% Payment will be released after receipt, inspection (in addition of pre-shipment inspection) and acceptance of material.