

OIL & GAS DEVELOPMENT COMPANY LIMITED

TERMS OF REFERENCE (TOR) SCOPE OF WORK(SOW)



TENDER ENQUIRY NO: PROC-SERVICES/CB/P&P-4312-A/2019

**HIRING OF SERVICES ALONG WITH MATERIAL FOR INTERNAL FIBERGLASS
REINFORCED PLASTIC (FRP) COATING OF PRODUCED WATER STORAGE TANK T-
9700**

Note: Master set of tender documents (services) uploaded on OGDCL's website (www.ogdcl.com) is the integral part of this TOR/Tender.

Annexure-A

TERMS OF RECURRENCE (TOR)

HIRING OF SERVICES ALONG WITH MATERIAL FOR INTERNAL FIBERGLASS REINFORCED PLASTIC (FRP) COATING OF PRODUCED WATER STORAGE TANK T-9700

OGDCL intends to hire the services from local market for Internal Fiberglass Reinforced plastic (FRP) coating of Produced Water Storage Tank T-9700 including material:

| ITEM DESCRIPTION | Specifications |
|--|--|
| Internal Fiberglass Reinforced plastic (FRP) coating of Produced Water Storage Tank T-9700 | Material of Tank: A 283 Gr C |
| | Capacity of Tank: 8500 BBL |
| | Dia - 45 feet Height - 29.52 feet |
| | Total surface area (Inside) : 7354 sq ft |
| | Operating temp : Ambient (max 110 F) |
| | Operating pressure: 1 Atm |

TOR:

1. Bidder should visit the site to analyze the quantum of work before submission of bid.
2. For estimation of Scope of work drawings will be provided on site visit.
3. FRP material should be DION 490 terephthalic resin/equivalent (Imported). Procurement/ arrangement of material required to complete the job is in contractor/ bidder scope.
4. Tank will be handed over to contractor/ bidder after arrival at site.
5. Slug removal will be in contractor scope.
6. Contractor/ bidder will arrange scaffolding along with scaffolding material as per quantum of work.
7. Contractor/bidder will remove 1st the previous FRP coating.
8. Contractor/ bidder will re-built developed cracks & pitting at bottom plates & prepare metal surface as per provided NACE standard.
9. After surface preparation inspection will be performed by OGDCL Officials or any authorized 3rd Party.
10. Min coating thickness must not be less than 2.5mm & Avg. Thickness should be 3.5mm.
11. Final inspection will be performed by OGDCL Officials/ 3rd Party.
12. If 3rd party will be hired for inspection charges will be paid by OGDCL.
13. Holiday test must be conducted by the contractor/ bidder in presence of OGDCL officials for any leakage/ to measure the quality of work.
14. Contractor/ bidder will arrange portable Explosion proof lights, while OGDCL will provide electric supply 220V to the nearest work station.
15. Necessary tools arrangement, PPE's will be contractor/ bidder responsibility and tools must be in satisfactory conditions.

16. Contractor/ bidder will arrange Diesel Operated Portable Air compressor with Flash Arrestor.
17. Contractor/bidder will hire their own skilled manpower (in all respect) for execution of complete job.
18. OGDCL will provide Messing & accommodation facility for contractor Officer & staff members only. Pick & Drop from site to mess will not be OGDCL responsibility.
19. Invoice should be submitted after verification of field officials.
20. The contractor/bidder must have 3 Years of relevant experience of FRP Coating. Previous purchase orders should be provided with the bid for reference. Bidder/ contractor of less than 03 years' relevant experience will not be entertained. Higher relevant experience will be appreciated.
21. Bidder/ Contractor should submit the CV's of manpower (including Lead man, site supervisor, applicators etc.) along with the bid.
22. OGDCL reserves the right to cancel the order at any stage.
23. In case of prolonged delay in furnishing assigned job, OGDCL will hire any 3rd party on contractor/bidders Risk & Cost.
24. OGDCL will not pay any visit charges before or during execution of job.
25. Contractor/bidder will share team movement plan & consists 48 Hrs prior to departure for necessary arrangements.
26. **Contract period** is six months (extendable with mutual consent) from the date of issuance of service order and contractor/bidder will be responsible to complete the job within maximum eight (8) weeks from the date of handing over of tank by field officials at field. Handing over will be confirmed via email/letter by OGDCL Plant Manager.
27. **Warrantee:** Contractor/bidder will provide three months service warrantee & Guarantee.
28. Contractor/bidder should submit the complete compliance of TOR duly signed and stamped by the contractor/bidder/ bidder with the technical bid any deviation in OGDCL T&C's is not acceptable.

29. TECHNICAL EVALUATION CRITERIA

| Sr. # | Evaluation Item | Max. Marks / Calculations | Max. Marks | Min. Qualifying Marks | Remarks | Remarks from Bidder |
|------------------|---|--|------------|-----------------------|---|---------------------|
| 1. | Bidder Experience | 05 Years (30 Marks) 03 Years (20 Marks) Less Than 03 Years= (Zero Marks) | 30 | 20 | | |
| 2. | Complete compliance of TOR | Complete Compliance 20 Marks Noncompliance 0 marks | 20 | 20 | Bidder to confirm the compliance with separate letter. | |
| 3. | Previous Service Order between 2012 ~2019 | 05 No's FRP coatings of Tanks with similar/higher capacity have been performed (20Marks) 05 No's FRP coating of Tanks with similar/higher capacity have been performed (10 Marks) | 20 | 10 | Provide the purchase orders with their details | |
| 4. | Experience of site Supervisor | 10 Years Experience (20 Marks) 07 Years Experience (15 Marks) | 20 | 15 | Bidder should submit the CV of Site supervisor | |
| 5. | ISO 9000 Certification | 10 Marks | 10 | 10 | Bidder should submit the valid copy of certificates. If the certificate status is in progress, no marks shall be given. | |
| Total Marks | | | 100 | | | |
| Qualifying Marks | | | 75 | | | |

Contractor should get minimum qualifying marks in each category as mentioned in above table, bid will be rejected if above mentioned minimum qualifying marks in any category will not be scored by the contractor.

30. FINANCIAL BID FORMAT & FINANCIAL EVALUATION CRITERIA

Bidders shall quote the price on lump sum basis (Extra cost except total lump sum fee shall not be considered) and financial evaluation will be carried out on lump sum basis for complete job as per Scope of Work inclusive of all taxes except PST/ICT/GST:-

| Sr No | Description | Price in PKR (Lump Sum) inclusive of all taxes except PST/ICT/GST |
|---|---|---|
| 01 | Hiring of Services along with material for Internal Fiberglass Reinforced plastic (FRP) coating of Produced Water storage Tank T-9700 | |
| Total Price in PKR inclusive of all taxes (Except Provincial Sales Tax/ ICT Tax on services and GST on Material in Pakistan), duties, levies, charges etc. | | |

31. BID PRICE:

- (i) Bid price must be quoted in PKR otherwise the bid will be rejected.
- (ii) Bid price shall be inclusive of all taxes, duties, levies, charges etc., except Provincial Sales Tax (PST)/ Islamabad Capital Territory Sales Tax (ICT) on services in Pakistan.
- (iii) PST/ICT wherever applicable shall be borne by OGDCL at actual.
- (iv) The prices quoted by the successful bidder (contractor) for required services shall remain firm and final throughout contract period. The price charged by the successful bidder (contractor) for required services shall not vary from the prices quoted by the service company.

(This clause shall prevail instead of Master Tender document "ITB" clause # 06 'BID PRICE')

32. PAYMENT TERMS:

Payment will be made through cross check against verified invoices after completion/ acceptance of work performed as per contract/TOR.

(This clause will prevail instead of Master Tender document "ITB" clause # 07 'PAYMENT').

33. AMOUNT OF BID BOND:

Bid Bond /Bid Security amounting to **PKR: 150,000/-** is to be attached / provided with the technical bid. Please see Master Set of Tender Document for further details.

34. BIDDING METHOD (as per Clause 9-13 (page 3-4 of 37) of Invitation Bid Letter in Master Set of Tender Documents (Services) uploaded on OGDCL website)

- i. Bids against this tender are invited on **Single Stage Two Envelope Bidding Procedure** (www.ppra.org.pk), as per Public Procurement Rules, 2004,

therefore, the bidders shall submit original and copy of their Technical and one original financial bid.

- ii. All Tender Annexures to be added in both the bids; UN-Priced with technical Bids & Priced with Commercial Bids.
 - iii. Both the bids shall be submitted simultaneously in separate sealed inner and outer envelopes. The envelope containing Technical Bid must be marked clearly **“Technical Bid”** and containing Financial Bid must be marked clearly **“Financial Bid”** along with indication on the envelopes as **“ORIGINAL”** and **“COPY”**.
- a) The Technical Bid will be opened at first and evaluated. The Financial Bid of only those bidders will be opened who are declared technically Responsive.
 - b) The Financial Bid must be complete in all aspects and comparable. Conditional Prices and/or Prices mentioned other than Rate Format/Financial Evaluation Criteria, may not be accepted. In case, the Bidder is not charging any rate and/or the rates are not applicable, Zero (0) must be clearly mentioned.
 - c) The contract / service order will remain valid till completion of job / period specified in Terms of Reference (TOR) at Annexure “A”. Any extension in validity of contract / service order will be subject to written mutual consent of both the parties.
 - d) No alternation in OGDCL’s uploaded tender documents is allowed. Any attempt for alteration/amendment in the tender documents may lead to disqualification of the bidder.

MANAGER (SCM) SERVICES
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Note : -

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