

**OIL & GAS DEVELOPMENT COMPANY LIMITED**  
**PROCUREMENT DEPARTMENT, ISLAMABAD**  
**FOREIGN SECTION A**

(To be completed, filled in, signed  
and stamped by the principal)

ANNEXURE 'A'

Material                   PROCUREMENT OF POTASSIUM CHLORIDE (KCL)  
Tender Enquiry No       PROC-FA/CB/WS-4391/2019  
Due Date  
Evaluation Criteria       FULL PKG.

**SCHEDULE OF REQUIREMENT**

Sr No	Description	Unit	Quantity	Unit Price (FOB)	Total Price (FOB)	Unit Price C & F BY SEA	Total Price C & F BY SEA	Deviated From Tender Spec. If Any
1	POTASSIUM CHLORIDE (KCL)	Metric Ton	2000					

Note:

- 1- **Bid bond**; -Pursuant to tender clause # 2.2, 11.4, 13 & 35.3.2, bid(s) must be accompanied by an upfront bid bond in the form of pay order/ demand draft or bank guarantee issued by scheduled bank of Pakistan or a branch of foreign bank operating in Pakistan for an amount of US \$18,000/- (United States Dollar Eighteen Thousand Only) or equivalent Pak Rupees, with technical bid and valid for 150 days from the date of opening of the bids. The bank guarantee must be issued in accordance with the format as per Annexure-C of the tender documents.
2. **Terms and conditions**: -Bidders are advised to carefully read all the terms and conditions of the Tender Document available at OGDCL web site in the master tender document.
- 3- **Shipment from ACU member Countries**: In case of shipment from ACU member countries, the LC beneficiary should be of that particular country from where the consignment is being shipped.
4. **Summary rejection criteria**: - The summary rejection criteria at clause # 35 of the tender document may also be examined carefully. Any bid not meeting the criteria spelled in the clause # 35 shall be summarily rejected without any right of appeal.
5. **Foreign Procurement Payment Terms (also available at OGDCL website (Tenders Tab))**:
  - (i) **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.
  - (ii) **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.

**TECHNICAL SPECIFICATIONS SHEET**  
**OF**  
**POTASSIUM CHLORIDE**

Industrial Grade Potassium chloride (KCl) is primarily used in drilling industry as weighting material to prepare work over / completion fluids of density up to 9.7 ppg (1.16 S.G). Moreover it is an economic source of potassium ion in water base polymer drilling muds which are used for shale inhibition purpose.

Each bidder should invariably mention the exact value of the properties of their quoted product (Potassium Chloride). Only to write conforming to or OK will not be sufficient.

**A) TECHNICAL SPECIFICATIONS**

<b><i>SR. NO.</i></b>	<b><i>PHYSICAL PROPERTIES</i></b>	<b><i>REQUIRED SPECIFICATIONS</i></b>	<b><i>EXACT VALUE OF THE OFFERED PRODUCT</i></b>
01.	Physical state	White crystalline / granular powder free from visible impurities	
02.	Purity as KCl (on dry basis) % by mass	96% Minimum	
03.	Moisture Content % by mass	2% Maximum	
04.	Matter insoluble in water % by mass	0.5% Maximum	
05.	Calcium content as Ca <sup>2+</sup>	500 ppm Maximum	

**B) NECESSARY DATA**

SR. NO.	DESCRIPTION	
01.	Name of Bidder	
02.	Complete address, telephone, e-mail and fax numbers of bidder	
03.	Name of local agent	
04.	Complete address, telephone, e-mail and fax numbers of local agent	
05.	Name of Manufacturer	
06.	Name of Authorized Signatory of Manufacturer/producer/processor	
07.	Complete address, telephone, e-mail and fax number of manufacturer/producer/processor.	
08.	Website of manufacturer	
09.	Brand name of Product	
10.	Country of origin	
11.	Port of shipment	
12.	Minimum shelf life of product	

- C) Names of at least 07 client's / sales achievement (E & P companies only) other than OGDCL to whom supplied the quoted product in bulk quantity (not less than 100 M ton) with contract numbers, year of supply and quantities supplied during the last Five (05) years commencing from year 2014 as a proof of Five years' experience.

SR. NO.	NAMES OF CLIENTS WITH ADDRESS AND TELEPHONE NOS.	CONTRACT / PURCHASE ORDER NOS. WITH DATE	YEAR OF SUPPLY	QUANTITY SUPPLIED (M. TON)
01.				
02.				
03.				
04.				
05.				
06.				
07.				

- D) **NECESSARY ATTACHMENTS:**

SR. NO.	DESCRIPTION	ATTACHED/ PROVIDED OR NOT.
01.	Product Data Memorandum of Potassium Chloride (KCl) in original printed by producer / manufacturer.	Attached/ Not attached
02.	Material Safety Data Sheets of Potassium Chloride (KCl) in original printed by producer / manufacturer.	Attached/ Not attached
03.	Valid ISO-9001-2008 certificate as a proof for manufacturing / Production of Potassium Chloride (KCl) consecutively from last 05 years.	Attached/ Not attached
04.	Original authority letter issued by producer / manufacturer to the bidder for quoting their product.	Attached/ Not attached
05.	Company profile with manufacturing capability & Experience of last 05 years.	Attached/ Not attached
06.	Lab evaluation report of the quoted product from an internationally reputed/ recognized third party laboratory in the light of technical specifications sheet at A.	Attached/ Not attached
07.	1 Kg sample of offered product	Provided/ Not provided

PACKAGING FOR POTASSIUM CHLORIDE:

Potassium Chloride (KCl) should be packed in one (01) M Ton export quality new multi-wall paper jumbo bags having thick, high density inner polythene liner for rendering material completely moisture proof. The packaging of the required mud chemical should be of international standards and capable to safe transportation during ocean / road journey from port of shipment to well site and to withstand harsh weather conditions at the storage points and at the well sites / locations.

MARKING:

Each bag should have clearly legible marking, as given below;

- (a) Name of the product.
- (b) Name of the producer / processor
- (c) Date/month/ year of packing.
- (d) Minimum shelf life
- (e) Supply order number against which supplies are made.
- (f) Lot No.\_\_\_\_\_/ Batch No.\_\_\_\_\_.

INSTRUCTIONS TO THE BIDDERS/ TERMS & CONDITIONS:

1. The manufacturer of the quoted product must have minimum **05 years'** experience of manufacturing & supplying of indented chemical to E & P companies specifically, duly supported by valid authentic **ISO 9001-2008** certificate as a proof for manufacturing/ production of the quoted product consecutively from last 05 years. In case of any ambiguity, the certificate will be verified from issuing authority. The certificate duly submitted along with the bid, will be considered final. No additional certificate will be entertained at any stage of the case.
2. **Minimum shelf life** of the quoted product should not be less than 03 years.
3. Technical Specifications Sheet of the quoted product duly filled-in must be enclosed in the technical bid.
4. **Delivery period** of the quoted product should not be more than **180 Days**. The material must be delivered in 02 equal consignments. First partial shipment will be made within 90 days after establishment of LC & 2<sup>nd</sup> Consignment within next 90 Days after shipment of 1<sup>st</sup> consignment.
5. All submitted bids will be evaluated strictly on the basis of TORs of this particular tender enquiry as well as previous performance (supply record as per shipment schedule of each consignment and PO/LC terms violation) of **bidder, manufacturer and local agent**, failing which will lead to disqualification of Bid thereof.
6. An authority letter in original issued by the manufacturer for allowing the bidder to quote their product for this particular tender enquiry, duly signed/stamped, must be attached with the technical bid in case the bidder is not manufacturer.
7. All the bidders must have to provide/ submit the **1 Kg sample** of the quoted product along with technical bids at the time of bid submission. The valid receipt/tracking details supplied through national / international courier services has to be accompanied with the bid. **No sample will be accepted / entertained after Technical Bid Opening and the bid will be rejected.**
8. All the bidders must have to submit the lab evaluation report of their quoted product from any internationally reputed /recognized 3<sup>rd</sup> party laboratory, strictly as per technical specification sheet of the tender document, along with the technical bid.
9. The quantities of indented material can be increased or decreased at the time of finalization of case according to the requirement.

10. Prior to shipment of the material, the supplier of the product will be responsible for carrying out the inspection & Lab analysis of the material from the OGDCL approved inspecting agency/ Lab in the presence of OGDCL officials committee (02 No's Officials) for confirmation of material as per tender specifications. The bidder will provide free of cost visit for 02 OGDCL officials (travelling, boarding, lodging, visa etc). OGDCL will carry out third party pre-shipment inspection at its own cost from approved firms. The TPI firm will submit report directly to OGDCL and consignment (s) will only be shipped after acceptance / endorsement of TPI report (s) by OGDCL.
11. Shipment is required to be made in containers for minimizing damages to the costly chemical.
12. The final acceptance of the requisite consignment will be made after physical inspection of the shipment & Lab analysis of the representative sample for conforming to the technical spec. of the tender documents. The lab analysis will be undertaken at OGDCL own or any other reputable lab of OGDCL choice and acceptance of the results will be binding over supplier.
13. Material must have to be lifted back by the vendor if found not as per technical specification of this particular tender enquiry even after its receipt at the base stores and have to replace with the material conforming to technical specifications with no cost to OGDCL.
14. If any of the information provided by the bidders proves wrong or any counterfeited/unlawful document is submitted to mislead department, OGDCL reserves the right to disqualify such bids without further assigning any reason. Such bidders will not be allowed to bid for any future procurement.

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