

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

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


ANNEXURE 'A'

Material DERRICK LOOP ASSEMBLY AND KIT SERVICE LOOP ASSEMBLY
Tender Enquiry No PROC-FB/CB/RM-4563/2019
Due Date
Evaluation Criteria FULL

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	Derrick Loop Assy. 777MCM, TDS-11SA, P.No.128929-135-25-4-B	Number	2					
2	Kit Service Loop Assy. 777MCM TDS-11SA, P.No.30175019-86-200	Number	2					

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Muhammad Afzal
Dy. Chief Engineer (R/M)
Oil & Gas Development Co. Ltd.
Islamabad

- 1) PURSUANT TO TENDER CLAUSE # 2, 11.4, 13 & 35.3.2, BID BOND AMOUNTING TO USD 5,800/- OR EQUIVALENT TO PAK RUPEES MUST BE SUBMITTED WITH THE BID AND VALID FOR 150 DAYS FROM THE DATE OF OPENING OF THE BID.
- 2) EVALUATION CRITERIA: FULL CONSIGNMENT WISE ON CFR BY SEA PAKISTAN BASIS.
- 3) **THE BIDDING PROCEDURE IS SINGLE STAGE – TWO ENVELOPE PROCEDURE (PPRA RULE # 36(b))** : ALL PROSPECTIVE BIDDERS ARE REQUIRED TO CAREFULLY READ BIDDING PROCEDURE AND TERMS AND CONDITIONS ELABORATED IN OGDCL'S TENDER DOCUMENT UPLOADED ON COMAPNY'S WEBSITE UNDER HEADING "**MASTER SET OF PRESS TENDER DOCUMENTS-FOREIGN – UPDATED**".
- 4) **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.
- 5) **SUMMARY REJECTION CRITERIA**: THE SUMMARY REJECTION CRITERIA CLAUSE # 35 OF OGDCL MASTER SET OF 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.
- 6) **DELIVERY PERIOD**: THE LEAD TIME OF THE QUOTED PRODUCT SHOULD NOT BE MORE THAN 120 DAYS AFTER OPENING OF LETTER OF CREDIT (LC).
- 7) **PAYMENT**:
 - a) **FOR 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.
 - b) **FOR 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.
- 8) **LIST OF BANKS FOR ISSUANCE OF BID BOND / PERFORMANCE BANK GUARANTEE**:
AVAILABLE IN "**MASTER SET OF PRESS TENDER DOCUMENTS- FOREIGN – UPDATED**" AVAILBLE ON OGDCL'S WEBSITE.

TENDER ENQUIRY NO. PROC-FB/CB/RM-4563/2019
FOR DERRICK LOOP ASSEMBLY AND KIT SERVICE LOOP ASSEMBLY
FOR TOP DRIVE SYSTEM MODEL TDS-11SA FOR RIG N-5 & N-6

PERFORMANCE BOND / BID BOND WILL NOT BE ACCEPTABLE WITH THE BANKS WHOSE MARKET PRICE PER SHARE IS QUOTED BELOW THE PAR VALUE AT THE PAKISTAN STOCK EXCHANGE.

Procurement of Derrick Loop Assembly and Service Loop Assembly for Varco Top Drive System Model TDS 11SA Installed at OGDCL Rig N-5 and N-6.

TERMS & CONDITIONS FOR BIDDERS

- 1- The required loop assemblies are to be supplied from OEM (M/s National Oil Well Varco) or their authorized dealer/ distributor only.
- 2- For bidders other than OEM (M/s National Oil Well Varco), a hard copy of authority letter from OEM/ OEM authorized distributor must be provided with the bid. Such authority letter must have the following features.
 - i. Printed on the letterhead of OEM or authorized dealer/distributor of OEM.
 - ii. Submitted with the technical bid in original.
 - iii. Duly signed and stamped by the OEM or authorized dealer/distributor of OEM as the case may be.
 - iv. Bearing OGDCL tender enquiry number.
 - v. Stating that OEM/ OEM authorized distributor (name to be mentioned) has authorized the bidder (name to be mentioned) to offer the derrick loop assembly and service loop assembly for NOV TDS-11SA to OGDCL against this tender enquiry and that genuine, new and unused loop assemblies will be supplied free from any defect in material and workmanship.

Scanned authority letter or its photocopy will not be accepted. OGDCL reserves the right to confirm authenticity of the document from the issuer.

- 3- Bidder to offer the required loop assemblies with complete description, part number and quantity. Moreover, the loop assemblies to be supplied complete in all respect and ready to use with the NOV TDS 11SA without any alteration/ modification etc. by the end user.
- 4- In case, the bidder offers the required loop assemblies with superseded/ replaced part numbers, these should be clearly mentioned in the technical bid and a certificate be provided from OEM to confirm that offered loop assemblies with new part numbers are 100% exact replacement (i.e.100% compatible in design, dimensions and function/performance) to the loop assemblies mentioned in the Schedule of Requirement.
- 5- Adequate and relevant OEM literature for the offered loop assemblies must be provided with the technical proposal to facilitate technical evaluation of the proposal.
- 6- Bidder to mention in financial bid the description, quantity, unit price (FOB), unit price (CFR Karachi) & extended price.
- 7- The offered loop assemblies to be covered by the OEM warranty/ guarantee for a period of one year from date of installation or 18 months from the date of shipment. Bidder/ Supplier will immediately replace any or all defective items free of cost during the warranty period at no additional cost to OGDCL, whatsoever.
- 8- OGDCL may carry out pre-shipment third party inspection (TPI) of the consignment at the bidder's/ supplier's premises/ warehouse through OGDCL designated inspection agency at OGDCL's own cost. In case of partial shipment due to non-availability of the material, cost for subsequent visit(s) of third party inspector(s) will be on the account of bidder/ supplier.



- 9- Post-delivery inspection of the consignment at OGDCL premises in Pakistan will be carried out jointly by OGDCL representative, TPI agency (if applicable) and bidder's/ supplier's representative. OGDCL will intimate the date and venue of post-delivery joint inspection to the bidder/ supplier in due course of time.
- 10- Scope of work for pre-shipment TPI and post-delivery joint inspection of the consignment is attached as **"Annexure-1"**.
- 11- It will be the bidder's/ supplier's responsibility to intimate at least two weeks in advance the dates and venue of pre-shipment inspection when the material is ready for such inspection. The bidder will extend full cooperation to the inspector(s) in this regard. In case of partial inspection due to non-availability of the material, cost of subsequent visits of third party inspector(s) will be on the account of bidder/ supplier.
- 12- Supplier shall provide to inspector, the original "Certificate of Origin and Compliance" and "OEM Warranty" for examination and onward submission to OGDCL. OGDCL reserves the right to re-confirm the authenticity of provided certificates from the issuer/manufacturer.
- 13- For both inspections (pre-shipment and post-delivery), third party inspector(s) will submit the flash report within one day of completion of the inspection and OGDCL will intimate acceptance/ rejection of the consignment to the supplier accordingly.
- 14- The material to be shipped by the bidder/ supplier only after acceptance of the third party pre-shipment inspection report by OGDCL.
- 15- Immediately after completion of the third party pre-shipment inspection, the material should be boxed and packed as per OEM/ international standard to ensure safe handling and transportation during shipment. Third party inspector(s) will also examine the packing and will make it part of the final report.
- 16- Quantity of the required loop assemblies may be increased or decreased as per OGDCL requirement.
- 17- Delivery period: 120 days from the date of establishment of LC.

NOTE: The above mentioned terms and conditions are integral part of the tender enquiry.



OIL & GAS DEVELOPMENT COMPANY LTD.

DRILLING OPERATIONS - RIG MAINTENANCE DEPARTMENT

I-9, Islamabad.

SCOPE OF WORK (S.O.W) FOR THIRD PARTY INSPECTION OF DERRICK LOOP AND SERVICE LOOP ASSEMBLY FOR VARCO TOP DRIVE SYSTEM (TDS-11SA) INSTALLED AT OGDCL RIGS N-5 AND N-6.

SUPPLIER	Complete Name & Business/ Warehouse address of the supplier to be inserted
Local Representative	Complete Name & Business address of the supplier's local representative to be inserted
PURCHASER	Oil & Gas Development Company Ltd., OGDCL Head Office, Blue Area, Islamabad, 44000, Pakistan. Ph. +92 51 920 022 144 Fax: +92 51 921 5090 E-mail: Irshad_muhammad@ogdcl.com

1. BACKGROUND

Oil & Gas Development Company Limited (OGDCL), Pakistan is engaged in procurement of DERRICK LOOP AND SERVICE LOOP assemblies for use with Varco Top Drive System TDS-11SA installed at its drilling rigs N-5 and N-6. OGDCL intends to carry out pre-shipment third party inspection (TPI) of these loops at the supplier's premises/ warehouse. Post-delivery joint inspection of the consignment at OGDCL premises in Pakistan will be carried out by OGDCL representative, TPI agency and supplier's representative. OGDCL will accept these loop assemblies only after the third party inspection agency (TPIA) confirms that the Derrick Loop and Service Loop Assemblies, standards of manufacture and documentation are as per tender/ contract specifications. Scope of work (S.o.W) for this inspection job is given below.

2. MANUFACTURER'S/ SUPPLIER'S SCOPE

Supplier of the required loop assemblies will intimate two weeks in advance (before packing for shipment) for the said inspection and will extend full cooperation to third party inspector(s). All arrangements for TPI will be supplier's responsibility. Skilled and un-skilled manpower required for inspection will be provided by the supplier. All the material in purchase order and relevant documents will be made available by the supplier for examination of the inspector(s). After completion of TPI and acceptance by OGDCL, the material should be boxed and packed in a compact manner to ensure safe handling and transportation during shipment.

3. SCOPE OF WORK.

TPIA will carry out the required inspection through an experienced electrical engineer according to the scope of work including but not limited to the following terms of reference.

3.1 TPIA will certify that the loop assemblies, parts and documents to be supplied by the supplier are

3.1.1 Manufactured by M/s National Oilwell Varco (M/s NOV).

3.1.2 As per technical specifications, quantity and model/ part numbers given in the purchase order.

3.1.3 Newly manufactured, unused and free from defects in material and workmanship.

- 3.1.4 Boxed and packed in a compact manner to ensure safe handling and transportation during shipment.
- 3.2 Inspector(s) will notify clear acceptance/ rejection of material and documents and will give clear remarks for rejection (if any).
- 3.3 Inspector(s) will identify and record non-conformances against tender/ contract specifications and will assist in managing the corrective action to close out the subject.
- 3.4 Inspector(s) will examine the OEM QA/QC certificates and reports of tests conducted for insulation tensile strength and elongation, annealing of copper, conductor resistance, short circuit, open circuit, megger (insulation resistance), conductor resistance and high voltage test etc.). These certificates and test reports will be provided by the supplier for the under shipment loop assemblies.
- 3.5 Inspector(s) will examine for authenticity of the original “Certificate of Origin and Compliance” and “Manufacturer’s Warranty” to be provided by the supplier and will submit a snapshot of the same in flash report to OGDCL. OGDCL reserves the right to re-confirm the authenticity of provided documents from issuer/manufacturer. Original “Certificate of Origin and Compliance” and “Manufacturer’s Warranty” will be retained by the inspector for submission to OGDCL.
- 3.6 Third Party Inspector(s) will at all times during the inspection, maintain a close coordination with OGDCL and will forward daily progress report to OGDCL.
- 3.7 OGDCL will accept the material only after the TPIA submits a clear acceptance of the material and documents to OGDCL.
- 3.8 Flash report of the pre-shipment and post-delivery joint inspection to be provided within one day of completion of the respective inspections.
- 3.9 Original inspection report against pre-shipment inspection along with original “Certificate of Origin and Compliance” and “Manufacturer’s Warranty” with associated pictures, statements and documents etc. placed in suitable document folder to be submitted by the Third Party Inspection Agency to Manager (SCM)-Foreign Procurement, OGDCL within three days of completion of the on-site inspection and a soft copy of the report to be forwarded through e-mail accordingly.
- 3.10 Original inspection report against post-delivery joint inspection along with original with associated pictures, statements and documents etc. placed in suitable document folder to be submitted by the Third Party Inspection Agency to Manager (SCM)-Foreign Procurement, OGDCL within three days of completion of the on-site inspection and a soft copy of the report to be forwarded through e-mail accordingly.
- 3.11 Payment shall be made to the inspection agency after comprehensive acceptance and verification of third party inspection reports by OGDCL.