

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 TRIETHYLENE GLYCOL
Tender Enquiry No PROC-FA/CB/P&P/TEG-4617/2020
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	TRI ETHYLENE GLYCOL. (TEG) DRUM PACKING, OTHER SPECIFICATION AS PER ATTACHMENT	Kilo Grams	253000					
2	TRI ETHYLENE GLYCOL. (TEG) DRUM PACKING, OTHER SPECIFICATION AS PER ATTACHMENT	Kilo Grams	115000					
3	TRI ETHYLENE GLYCOL. (TEG) DRUM PACKING, OTHER SPECIFICATION AS PER ATTACHMENT	Kilo Grams	11500					
4	TRI ETHYLENE GLYCOL. (TEG) DRUM PACKING, OTHER SPECIFICATION AS PER ATTACHMENT	Kilo Grams	23000					
5	TRI ETHYLENE GLYCOL. (TEG) DRUM PACKING, OTHER SPECIFICATION AS PER ATTACHMENT	Kilo Grams	11500					
6	TRI ETHYLENE GLYCOL. (TEG) DRUM PACKING, OTHER SPECIFICATION AS PER ATTACHMENT	Kilo Grams	92000					

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 \$19,000/= (United States Dollar Nineteen Thousand Only) or equivalent Pak Rupees, with technical bid and valid for 150 days from the date of opening of the bids. Bid bond in foreign currency or equivalent Pak Rupees will be accepted. Bid Bond will not be acceptable with the banks whose market price per share is quoted below the par value at the Stock Exchange. 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 Asian Clearing Union (ACU) Member Countries: In case of shipment from Asian Clearing Union (ACU) member countries i.e, Bangladesh, Bhutan, Iran, India, Maldives, Nepal, Pakistan, Sri Lanka, and Myanmar, 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.

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Triethylene Glycol (TEG)**A) Technical Specifications**

Purity	99.0% (Min)
Appearance	Clear Odorless Liquid
Color (APHA)	25 Max.
Specific Gravity at 20/20 °C	1.122 - 1.126
Water Contents by Wt.	0.1 - 0.2% Max.
Molecular Wt.	150.1
Boiling Point at 760 mmHg	287.4 °C
Vapor Pressure at 20 °C	0.01 mmHg
Viscosity at 20 °C	47 - 51 Centipoise
Flash Point (Open Cup)	165.5 °C
Freezing Point	- 7 °C
Distillation range 760 mmHg	275-300 °C

B) Necessary Data / Attachments

S.No	Description	
1	Name of Bidder	
2	Complete address, phone, fax numbers, email and website of bidder	
3	Name of local agent	
4	Complete address, phone, fax numbers, email and website of local agent	
5	Name of manufacturer	
6	Name of authorized signatory of manufacturer	
7	Complete address, phone, fax numbers, email and website of manufacturer	
8	Brand name of product	
9	Country of origin	
10	Port of shipment	
11	Minimum shelf life of product not less than 3 years	

C) Client List

Bidder has to furnish two letter of recommendation/performance comments of the client/user from any reputed petrochemical company whom they have supplied not less than 11,5000 Kg of TEG and one letter should from Pakistan oil and Gas Industry

while the Bidder who supplied the same chemical to OGDCL through bidding procedure and subsequently having satisfactory performance is not required to submit letter of recommendation while attach the copy of PO with quantity supplied.

S.No	Name of clients (in Pakistan) with address and telephone Nos.	Contract / Purchase order Nos. with date	Qty. supplied

D) Necessary Attachments for Technical Bid

S.No	Description	Attached / Provided or Not
1	Product data sheet in original printed by manufacturer	Attached / Not attached
2	MSDS in original printed by manufacturer	Attached / Not attached
3	Valid ISO-9001-2008 certificate for manufacturing/production of quoted product i.e. TEG	Attached / Not attached
4	Original authority letter issued by manufacturer to bidder for quoting their product against subject tender enquiry	Attached / Not attached
5	Company profile with manufacturing capability and experience in original	Attached / Not attached
6	Lab evaluation report of the quoted product from any internationally reputed 3 rd party lab in the light of technical specifications at (A).	Attached / Not attached

E) Packing & Marking

Chemical (TEG) will be supplied as 230 Kg/drum in brand new and epoxy inside coated steel drums and should be of international standard (pelletized packing) clearly marked with PO or contract no., chemical name, and name of manufacturer, net & gross weights, lot/batch No. and expiry date.

F) Delivery Period / Shipment

Delivery should be made within 90 days after LC. Partial shipment is acceptable as per following conditions:

- (a) 1st partial shipment delivered within 60 days
- (b) 3rd party inspection and lab analysis report should be submitted before each partial delivery.

G) Instruction to Bidder / Terms & Conditions

1. Only genuine manufacturers having manufacturing **experience at least 05 year** will be considered for technical evaluation, trade houses and stockiest will not be treated as manufacturers.
 2. Shelf life of the quoted TEG should not be **less than 03 years**.
 3. All submitted bids will be evaluated strictly on the basis of previous performance / supply record, failing which will lead to disqualification.
 4. All attachments as per Claus (D) must be submitted with technical bid.
 5. Material must have to be lift 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 confirming to technical specifications with no cost to OGDCL.
 6. Prior to shipment of the material, OGDCL will conduct 3rd party pre-shipment inspection at its own cost. Bidder will be responsible to facilitate 3rd party Pre-shipment inspection in this regard.
 7. Supplied material will be accepted after physical inspection and lab analysis in OGDCL on-site laboratory.
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