

**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 2000 M.TON OF API BENTONITE  
**Tender Enquiry No**        PROC-FA/CB/WS-4647/2020  
**Due Date**  
**Evaluation Criteria**        FULL PKG.

**SCHEDULE OF REQUIREMENT**

Sl. 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	API BENTONITE	Metric Ton	2000					

Note:

**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 \$6,000/= (United States Dollar Six 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.

*Checked by  
14/04/2020  
[Signature]*

**MUHAMMAD ALI**  
Mud Engineer  
Ext: 2318

*[Signature]* Page 1

**TECHNICAL SPECIFICATIONS SHEET**  
**OF**  
**API BENTONITE**

It is a drilling-grade bentonite containing the Soda Ash / Anionic Polymers for enhancement of rheological properties of final product. It is used as viscosifier filtration control agent and primary wall building material in water base drilling fluids. It should meets or exceeds API Specification 13-A, 18<sup>th</sup> Edition section 2.3 for Bentonite.

Each bidder should fill-in the tables given below with the properties of their quoted product. Only to write "conforming to" or "OK" will not be sufficient.

A) TECHNICAL SPECIFICATIONS

SR. NO.	PHYSICAL PROPERTIES	REQUIRED SPECIFICATIONS (API SPECIFICATION 13-A)	EXACT VALUE OF THE OFFERED PRODUCT
01.	Viscometer dial reading at 600 r/min	30 Minimum	
02.	Yield point/plastic viscosity ratio	3 Maximum	
03.	Filtrate volume	15.0 ml Maximum	
04.	Residue of diameter greater than 75 µm	Mass fraction 4.0 % Maximum	

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20/01/2020*

B) NECESSARY DATA

SR. NO.	DESCRIPTION	
01.	A Name of Bidder	
	B Name of authorized signatory of bidder	
	C Complete address, telephone, e-mail and fax numbers of bidder	
02.	A Name of Local agent	
	B Name of authorized signatory of local agent	
	C Complete address, telephone, e-mail and fax numbers of local agent	
03.	A Name of Manufacturer	
	B Name of Authorized Signatory of Manufacturer	
	C Complete address, telephone, e-mail and fax number of manufacturer	
	D Website of manufacturer	
04.	Brand Name of Product.	
05.	Country of origin of product	
06.	Port of shipment of product	
07.	Minimum shelf life of product	

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*4/11/19*  
*JOHN M*

Signature

Signature

Signature

C) Names of at least 07 clients / sales achievement (E & P companies only) other than OGDCL whom supplied the quoted product in bulk quantity (not less than 20 M.Ton) With contract numbers and quantities during the last Five (05) years commencing from Year 2015 as a proof of Five (05) years' experience.

SR. NO.	NAMES OF CLIENTS WITH ADDRESS AND TEL. NOS.	CONTRACT / PURCHASE ORDER NOS. WITH DATE	QUANTITY SUPPLIED
01.			
02.			
03.			
04.			
05.			
06.			
07.			

D) NECESSARY ATTACHMENTS:

SR. NO.	DESCRIPTION	ATTACHED/ PROVIDED OR NOT.
01.	Product Data Memorandums of API Bentonite in original printed by manufacturer.	Attached/Not attached
02.	Material Safety Data Sheets of API Bentonite in original printed by manufacturer.	Attached/Not attached
03.	Valid authentic ISO 9001-2008 Certificate of producer/ processor/ manufacturer for production of quoted product / Mud Chemicals.	Attached/Not attached
04.	The proof of American Petroleum Institute (API) License of the manufacturer for API Bentonite	Attached/Not attached
05.	Original authority letter issued by the manufacturer to bidder for quoting their product.	Attached/Not attached
06.	Company profile with manufacturing capability & experience of last 05 years.	Attached/Not attached
07.	1 Kg sample of offered product.	Attached/Not attached.

PL2  
14/01/2020  
JHAMMAD ALI  
Mud Engineer  
Ext: 2318

Signature

Signature

Signature

**PACKAGING FOR API BENTONITE:**

The chemical should be packed as 25kgs net per bag in export quality new multi-wall paper bags having thick, high density inner polythene liner for rendering the material completely moisture proof. The material should be palletized as 500-1000 KG, wrapped with thick polyethylene sheet and tightly strapped. 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 Manufacturer.
- (c) Date/month/ year of manufacture.
- (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. Bids evaluation criteria is technically responsive and financially the Lowest.
2. 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 producer/ processor/ manufacturer for production of quoted product / Mud Chemicals consecutively from last 05 years. Bidder must provide inquiry guidance to confirm authenticity of ISO certificate. In Case of any ambiguity, the certificate will be verified from issuing authority. The certificate duly submitted along with bid will be considered final. No additional certificate will be Entertained at any stage of the case.
3. The manufacturer must have American Petroleum Institute (API) License for API Bentonite and API status must be Active ,which will be verified from API website.
4. Minimum shelf life of the quoted product should not be less than 03 years.
5. Technical Specifications Sheet of the quoted product duly filled-in must be enclosed in the technical bid.
6. Delivery period of the Quoted product should not be more than 180 days. However the Supplier must commence consignment wise delivery within 90 Days as per following schedule of delivery, failing which action will be taken as per rules.

Description	1st Consignment	2nd Consignment
API Bentonite	1000 M.Ton within 90 days after issuance of LC	1000 M.Ton in next 90 days after 1st consignment

Signature

*M. Farasat Sharif*  
 Prepared by:  
 M. Farasat Sharif  
 ME

Signature

*Saima Maqsood*  
 Recommended by:  
 Saima Maqsood  
 SME

*vetted Pl2*  
*20/01/2020*  
*gummy*  
**MUHAMMAD ALI**  
 Mud Engineer  
 Ext: 2318

Signature

*Riaz Ahmed Mangi*  
 Approved by:  
 Riaz Ahmed Mangi  
 Manager (WS)