

OIL & GAS DEVELOPMENT COMPANY LIMITED



TENDER ENQUIRY NO. PROC-SERVICES/CB/P&P-4793/2020

HIRING OF RENTAL GENSETS FOR QADIRPUR PLANT

Arshad Rashid Afzal
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ARSHAD RASHID AFZAL
Dy. Chief Engr. (Inst.)
P&P-SA, Ext: 4193

SCOPE OF WORK/TOR

1. General Introduction.

OGDCL intends to hire the services of an experienced and well reputed contractor for provision and operation of Gas Generator (4 wire, 3 phase, 415 volts, 50 Hz) in OGDCL on rental basis for Qadirpur Gas Plant. Only space and fuel for generator's operations will be provided by OGDCL and all other requirements will be fulfilled by the contractor itself. The contractor will be responsible for provision of un-interrupted power supply round the clock.

2. Operating Conditions

Power requirement for Qadirpur Gas Plant listed for this tender's continuous service. Any additional requirement at site would also be covered under this requirement. Gas specifications for Qadirpur Gas Plant is tabulated at Para 11/n.

Sr. #	Field	Fuel source	Qty	Power Requirement
1	Qadirpur Gas Plant (For Front End Compression)	Gas	03 Nos.	650 KW or 812.5 KVA Operated with cooling tower

3. Contract Period

The rental contract will be for one year and further extendable for 02 years (Total 03 Years) with mutual consent. OGDCL, however reserves the right to terminate the contract as per draft contract clause #18 'TERMINATION'.

4. Contractors Responsibility

- 4.1. The contractor has to supply the generators with Operation and maintenance services with
- 4.1.1. Operational Staff (24 Hours)
 - 4.1.2. Insurance of generators.
 - 4.1.3. Servicing of the supplied generators, routine & breakdown maintenance and troubleshooting.
 - 4.1.4. Ensure the availability of maintenance spares like Lube Oil, filters, batteries & battery electrolyte and coolant conditioner etc.
 - 4.1.5. Provide one container for sitting of their staff and for storage of spares for Gensets.
 - 4.1.6. Supply of standard 4 core power cables up to OGDCL changeover panel. (Approx. Distance from Changeover to rental Generator is about 250 Meters).
 - 4.1.7. Provision of weather proof/sound proof canopy.

- 4.2. The contractor should supply the skid mounted Gas Driven generator units.
- 4.3. The supplied engine & generator should be brand new or 05 years old (recently over hauled) to give satisfied performance throughout the contract period, however engine older than 05 years will not be acceptable.
- 4.4. The bidder shall provide the documentary evidence of over hauling history, make, model, manufacturing year, last MoH, TEO, In-frame and its running hours etc
- 4.5. The generator package should be equipped with all the standard accessories/safeties. The engine will be inspected and accepted after installation, commissioning and load test. The load test will be carried out at site as per OEM recommended load test procedure.
- 4.6. The generator package should be with panel board with visible display of all parameters, fault warnings and controls. All the safeties should be operative and to be tested / verified in case required through a reliable Company or 3rd party.
- 4.7. The contractor will be responsible to provide earthing to the Gensets from two different points. The contractor will ensure proper housekeeping and proper dressing of installed pipes/cable wires etc on site.
- 4.8. The contractor will responsible to provide all necessary tools/accessories to their manpower for routine maintenance jobs.
- 4.9. The contractor will perform all preventive maintenance, TA-I, TA-II, Top end, in-frame and major overhauling timely with brand new spares as per OEM maintenance schedule of supplied generators.
- 4.10. The contractor will be responsible for regular filling of log books issued for generators by the contractor. The log book must be signed by Maintenance Teams of the respective field/location fortnightly.
- 4.11. Filling of daily, weekly, monthly, six monthly and yearly maintenance logbooks and keeping their records will also be the responsibility of the contractor.
- 4.12. In case of fault in Genset the technical expert of contractor must be at site for trouble shooting as and when required without any delay.
- 4.13. The contractor will assure the presence of workshop manual, maintenance manual, maintenance and performance reports and other necessary data at site.
- 4.14. The contractor will provide the fuel gas meter for each Genset.
- 4.15. The contractor shall demonstrate strong commitment to all corporate HSE, procedure, polices in addition to the instructions / initiatives passed on time to time for safe operation of engines.
- 4.16. Engine exhaust duct/ pipe must be at minimum height of 8mtr from the ground level.



- 4.17. Contractor will submit engine emission report of the offered engine(s) in accordance with SEPA-2014 as per SEQs (Sind environmental quality standards). Monitoring must be undertaken by some SEPA approved Lab.
- 4.18. Contractor will take corrective action as deemed appropriate in case the engine emission found in violation of the SEPA-2014 & SEQs (Sind environmental quality standards) more result of the corrective measure to be submitted to OGDCL.
- 4.19. Contractor will submit start-up & shutdown procedure & ensure his manpower is well conversant to the operating procedure(s) contractor will also provide all required / mandatory PPEs to his manpower.
- 4.20. Contractor will submit their HSE Plan at the time submission of bid document.
- 4.21. **Installation & Commissioning.**
- 4.21.1. The contractor is responsible for mobilization, installation and commissioning of generators at site. OGDCL will provide Crane (only) for loading and unloading facility of Gensets at site.
- 4.21.2. Only hard standing would be made available at site. All other requirements will be fulfilled by the contractor.
- 4.21.3. For Gas Generators, fuel gas supply lines would be provided up to foundation by OGDCL. The contractor has to make arrangements for making connections with the fuel supply line.
- 4.21.4. Civil work and piping jobs for the installation of cooling towers for Gensets and the treatment of water of cooling towers is the responsibility of contractor. OGDCL will provide only ground water for cooling towers.
- 4.21.5. All necessary checks regarding installation and commissioning of the generators are the responsibility of the contractor.
- 4.21.6. OGDCL will provide fuel gas for Gensets at pressure 100 to 180 PSI, other arrangements for reducing the gas pressure according to the requirements of Gensets will be the responsibility of contractor.
- 4.21.7. The Genset will be tested on continuous peak load for 72 hrs with guaranteed fuel consumption. The arrangement of dummy load will be the responsibility of contractor.
- 4.21.8. The time line for installation & commissioning is 03 calendar days.
- 4.21.9. The contractor will perform installation & commissioning activities of Gensets in parallel i.e. one by one, with the existing rental Gensets without any power break down or any interruption or tripping etc.

4.22. **Operation**

- 4.22.1. Contractor is fully responsible for trouble free operation, maintenance and routine checkups of the generators unit during the contract period. SOS as per OEM recommendation to be done by supplier/contractor.
- 4.22.2. Un-interrupted power supply should be ensured for 24x7 days of week during contract period. Otherwise deduction will be made for 02 (two) days rent of the total monthly rental charges in case of blackout/complete shutdown. If shutdown prolongs more than one day then deduction will be made two times the Number of days (2 x no. of days) of the total monthly rental charges.
- 4.22.3. Nothing except fuel i.e., gas will be provided by OGDCL for operation of the generators. All other requirements have to be fulfilled by the contractor.
- 4.22.4. All types of maintenance of generators will be the sole responsibility of the contractor in respect of spare parts, material, manpower, allied services & support and all other requirements.
- 4.22.5. The contractor should have sufficient brand new inventory stock at field for quick troubleshooting of faults to eliminate downtime of Gensets.
- 4.22.6. Contractor is responsible to depute minimum two operational staff per shift and one supervisor (2X3+1=7) for generators operation & maintenance. OGDCL will provide accommodation and food to the contractor staff deputed for rental Generators as per OGDCL staff rules.
- 4.22.7. Contractor is responsible to provide all required PPE'S to his operational staff and depute trained personnel (regarding safety awareness) to at plant.
- 4.22.8. The contractor is responsible to arrange alternative crew member in case of absence of any crew member due to sickness, leave, domestic or any other reason. OGDCL will not be responsible for any damage caused to generators due to non-presence of operator.

5. **End of Contract**

OGDCL reserves the right to Terminate the contract as per draft contract section # 18 "Termination".

After termination of contract, contractor is responsible to uninstall generators and demobilize them from the OGDCL site within a week after which the contractor will be liable to pay storage charges @ ½ % of the monthly rent rates on every day basis up to 15 days. After 15 days, the penalty will be charged @ 5% of the monthly rent rates on every day basis which will be deducted from final invoice.

6. **Terms & Conditions**

- 6.1 No down time is allowed for power supply.



- 6.2 In the event of any shut down/breakdown, the contractor has to make the arrangements for provision of maintenance of generator immediately or make arrangement for alternate Generator within 48 hours.
- 6.3 Charges of any damage caused to any OGDCL equipment/appliances due to malfunctioning of the generator will be charged from contractor and will be deducted from monthly invoices of the contractor as per actual.
- 6.4 OGDCL will not be responsible for any damage caused to generators and/or contractor employees under any circumstances.
- 6.5 Contractor has to submit monthly rental invoice of the preceding month to OGDCL on the last date of every month to the location Incharge along with signed log books.
- 6.6 Rental charges will be started from the time of satisfactory power supply.
- 6.8 Rental charges will be paid only for the period of satisfactory power supply on monthly basis.
- 6.9 Payment will be made through cross cheque after deduction of applicable taxes against invoices.
- 6.10 Nothing except fuel i.e., gas will be provided by OGDCL for operation of the generators. All other requirements have to be fulfilled by the contractor.
- 6.11 OGDCL reserves the right to decrease the Number of Hired Generator at any time as and when required basis e.g (from 3 to 1 or 3 to 2 etc).

6 (A) **Penalty**

- 6.1 (a) The deductions will be made on the basis of 02 (two) days rent from the monthly rental invoice in case of blackout/complete shutdown. If shutdown prolongs more than one day, then deduction will be made two times the Number of days (2 x no. of days) of the total monthly rental charges.
- 6.2 (a) If any hired Generator has been malfunctioned and out of service for more than 12 hours then deduction will be made on pro rata monthly rent.

7. **Company Qualifying Criteria.**

The contractors who intend to participate in this rental generator bid must provide documentary proof for at least 08 years of generators installation & operation experience. Further the contractor should submit a list of projects of similar nature carried out by him with brief scope of work along the technical portion of the bid for similar generators.

The company is to provide the following mandatory data for evaluation/qualification:

- 7.1. Last three years of audited annual accounts/annual reports
- 7.2. Certified copy of NTN AND GST.

- 7.3. Listed status of the company / other company profile
- 7.4. Comprehensive list of rental generators available for gas based operations
- 7.5. List of all the workshops and service agencies across Pakistan.
- 7.6. HSEQ policy of the company.
- 7.7. The contractor is to confirm that operator would be provided with adequate PPE's including coveralls, ear muffs, safety shoes, safety helmets, safety goggles, safety gloves.
- 7.8. HSEQ trainings done by the operational and maintenance staff during the last three years (with details for training title/agency, duration in hours, certification)
- 7.9. Company profile/projects exhibiting 08 years of continuous operations.
- 7.10. Any previous contract for Operation & Maintenance of generators with OGDCL and/or other E&P companies operating in Pakistan.
- 7.11. The generator package must have the monitoring devices for generation voltage, output current, frequency, battery voltage, fuel level, lube oil pressure, engine temperature and running hours. Safety devices like overload and short circuit protection for generator, over speed, low oil pressure, and high temperature must be operative with indication lights. Each unit is to be provided with emergency shutdown/stop switch which must be operative. Bidder has to confirm availability of these in his bid proposal.



7.12 Technical Qualification Marking Criteria (Supply, Installation, and Operation of Rental Gas Genset For Qadirpur)

Sr. No	Evaluation Item	Max. Marks/ Calculation	Max. Marks	Min. Qualifying Marks	Remarks
1.	Experience for Supply, Installation and Operation of Gas genset on rental Basis	12 Years (24 Marks) 08 Years (16 Marks) Less than 08 years = (Zero Marks)	24	16	The contractor should submit the relevant documents so as the experience may be verified. In case of joint venture, JV agreement should be provided and experience of only single contractor will be considered for evaluation. Experience of both JVs will not be added. Bidder to clearly mention the lead partner in the technical bid. Above 08 years up to 12 years', bidder will obtain 02 marks for each year experience, no marks for above 12 years' experience will be added.
2.	Supply of gas Genset to oil and gas and petrochemical, sector in last five years (capacity not less than 600KW)	07 Nos Genset (28 Marks) 03 Nos Genset (12 Marks) Less than 03 Genset = (Zero Marks)	28	12	Contractor/ Bidder to provide verifiable copies of contracts or purchase order with name and contact details of relevant client. For each supplied engine above 03 engines up to 07 engines will obtain 04 marks each. No marks for above 07 engines supply experience in oil and gas will be added.
3.	Last 3 years audit annual accounts/ reports, NTN and GST certificates	Full compliance = 4 marks No NTN and GST certificate = Zero marks	4	4	In case of non-availability of NTN and GST certificates bidder will not be qualified.
4.	Safety and HSE policy (Contractors' documentary evidence of HSE policy with commitment to provide PPE's, Helmet, Ear plugs and safety shoes to the skilled labor at work)	Full compliance = 10 Partial/ non-compliance = zero marks	10	10	Documentary evidence/ confirmation to be provided in technical bid
5.	CVs of operational and maintenance staff to be deputed at OGDCL site	Full compliance= 10 Marks Partial/ noncompliance= Zero Marks	10	10	CV's should mention Gas Generators operations and troubleshoot experience.

	having Gas Generators operations and Troubleshoot experience				
6.	Model and maintenance history of Gas Genset to be supplied on rental basis	Supply of 03 brand new, latest model engine recently purchased = 24 marks (8 Marks for each Generator), Supply of 03 recently over hauled engines up to 05 years old = 15 marks (5 Marks for each Generator), If the supplied Engines are Older than 05 years = zero marks for each generator	24	15	Documentary evidence/ confirmation for submission of verification of over hauling performed.

Note: Overall qualifying marks = 67, Minimum Qualifying marks mentioned in each category should also be obtained for technical qualification.

8. Estimated Delivery Time.

The expected delivery period for supply of generators to OGDCL site is 2 weeks after the issuance of service order. Bidders are required to meet this delivery period.

Program of Works/ Job Completion Time

Contractor shall carry out all activities associated with the work within 3 days after the generators reach at site. The main points shall include but not limited to:

- Mechanical works at site
- Installation of Equipment
- Testing and commissioning

9. Contractor's Crew

The contractor shall have to provide tentative details of its crew who shall be appointed for this rental O&M job throughout the contract period with prior one month's notice to respective In-charge of field/location. The contractor will provide the security clearance (Police verification) of his nominated operators to the OGDCL. The contractor has to change any or all of its crew members/operators whose performance is found unsatisfactory or involved in any illegal activities.

The crew members must have all the knowledge of generators operation & maintenance and should have hands on experience. OGDCL would have the right to interview, accept or reject any crew member appointed for this project at any stage. OGDCL will provide accommodation and food for operators (only seven members) at site as per company staff messing rules.

10. Progress Reports.

The contractor shall prepare and submit to the company a weekly report detailing all actions that have occurred in the preceding week with details of total operation hours, total downtime, and maintenance jobs and planned maintenance for the next week. The report would be submitted by Monday of each week with signatures of both the field maintenance engineers and field manager.

11. GAS COMPOSITION (QADIRPUR GAS PLANT)

The composition of gas to be used as fuel gas for generator at site is as under:

Component	Mole (%)
Methane	83.89
Ethane	1.12
Propane	0.30
Iso-butane	0.07
n-butane	0.08
Iso-pentane	0.04
n-pentane	0.03
Hexane +	0.06
Carbon dioxide	1.84
Nitrogen	12.57
Hydrogen Sulphide PPM	16 (Max)
Relative Density/ Specific Gravity	0.638
Avg C.V Calorific ValueBTU/Cuft	886.82
Note: Gas composition may have variation of about +10% from tabulated value.	

12. Financial Bid Format

Sr .#	Field	Number of Generators Required	Power Requirement	Fuel	Monthly Rental PKR.	Total Rent of 12 Months (PKR)
1	QADIRPUR GAS PROCESSING PLANT	03Continuous running	650 KW or 812.5 KVA	GAS		

Evaluation Criteria:

1. Financial Evaluation will be done on lump sum (continuous) .
2. Bidder to quote the monthly rental rates inclusive of all applicable taxes & levies **except provincial sales tax on services. Provincial sales tax on services, where applicable, will be paid/reimbursed by OGDCL.**
3. Any other/fixed cost (Mob/De-mob, installation, commissioning etc) will not be entertained separately. OGDCL will pay only monthly rental. Bidder to quote accordingly.
4. Prices should be firm without any adjusting formula.
5. Priced sheet to be submitted with financial bid. However un-priced sheet to be submitted with Technical Bid for evaluation purpose.

OTHER IMPORTANT INFORMATION

BIDDING METHOD:

Bids against this tender are invited on 'single stage Two envelop'

PAYMENT TERMS:

Payment shall be made monthly through cross cheque in 100% Pak Rupees, against verified invoices.

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

BID PRICE:

i. Bid price shall be inclusive of all taxes, duties, levies, charges etc., except Provincial Sales Tax (PST)/ Islamabad Capital Territory Sales Tax (ICT) in Pakistan.

ii. The prices should be quoted in PKR.

(This clause will be prevailing instead of Master Tender document "ITB" clause # 06(ii) 'BID PRICE')

iii. 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.

AMOUNT OF BID BOND:

Bid Bond /Bid Security amounting to **PKR 600,000/-** is to be attached / provided with the technical bid. Please see Master Set of Tender Document for further details.

MANDATORY REQUIREMENT

For online payment to vendors/contractors through (IBFT & LFT). Following info is required from your company: -

1. IBAN (INTERNATIONAL BANK ACCOUNT NUMBER 24 DIGITS).
2. VENDOR NAME AS PER TITLE OF THEIR BANK ACCOUNT.
3. NTN NO.
4. CONTACT # OF COMPANY CEO/OWNER (MOBILE & LANDLINE).
5. POSTAL ADDRESS.
6. BANK NAME.
7. BANK BRANCH NAME & ADDRESS.

The master set of tender documents (services) uploaded on OGDCL's website (www.ogdcl.com) is the integral part of this TOR.

Bidders are requested to read TOR & Master Set to Tender Documents (Services) and provide complete information / documents including tender annexures with the bid.

Following is the link for Master Set of Tender Documents for Services:

<https://ogdcl.com/sites/default/files/tender%20download/Tender%20Document%20Services%20Press%20for%20Webloading-Discount%20clause%20added%20dated%2011-08-2020.pdf>