

OIL & GAS DEVELOPMENT COMPANY LIMITED
SUPPLY CHAIN MANAGEMENT DEPARTMENT



TENDER ENQUIRY # PROC-SERVICES/CB/P&P-5186/2021
HIRING OF GAS GENERATORS ON RENTAL BASIS FOR DHOK HUSSAIN

SCOPE OF SUPPLIES/TERMS OF REFERENCE

1. INTRODUCTION:

Oil & Gas Development Company Limited intends to hire the services of an experienced and well reputed contractor for provision and operation of:

- i. 01 no. Gas Generator, Capacity 500 KVA (4 wire, 3 phase, 415 volts, 50 Hz and 1500 RPM) with a standby Gas Genset of same capacity at Plant site of OGDCL field, Dhok Hussain Gas De-Hydration Plant, Kohat (KPK).

Aforementioned gas generators are required on rental basis for a period described at section 4 of this document. 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. SCHEDULE OF REQUIREMENTS:

Sr. #	Field	Description Rental Gen Set	Make / Model
1	Dhok Hussain Gas De-Hydration Plant, Kohat (KPK)	Gas Generator Set Power Rating: 500 KVA, 4 wire, 3 phase, 415 volts, 50 Hz, 1500 RPM (On Prime Service Duty) Along with a gas generator set of same capacity as standby.	Renowned brand like Caterpillar / Waukesha/ Jenbacher or equivalent. The supplied Gensets should be brand new or recently overhauled (not older than 10 years) to give satisfactory performance during the contract period.

3. OPERATING CONDITIONS:

- Generator will be hooked up in Power House of Dhok Hussain Plant at existing civil foundation.
- Peak running load in summer season: 288 KW
- Peak running load in winter season: 200 KW
- Fuel Pressure: 30-50 Psi

Fuel Gas Analysis (Dhok Hussain)

<u>Components</u>	<u>Mole %</u>
METHANE	89.89
ETHANE	1.650
PROPANE	0.550
ISO-BUTANE	0.180
N-BUTANE	0.200
ISO-PENTANE	0.110
N-PENTANE	0.060
HEXANE	0.060
NITROGEN	5.040
CARBON DIOXIDE	2.260
C.V BTU/CF (Gross)	980
Specific Gravity	
Note: Gas composition may have variation of about $\pm 10\%$ from tabulated value.	

4. CONTRACT PERIOD:

The rental contract will be for one year from date of signing of contract and further extendable with mutual consent.

5. CONTRACTORS RESPONSIBILITY:

5.1. The contractor has to supply the generators along with Operation and maintenance services with:

5.1.1. Testing of provided Gen Sets at peak rated 100 %full load on industrial load bank for 4-6 hours after installation at site. The contractor will be responsible for arrangement/shifting/rental of load bank at site for load testing purposes.

5.1.2. Operational Staff consisting of 01 operator per shift (12 Hours) along with a supervisor (01 for both shifts). In case of absence of any crew member due to any reason, contractor will arrange alternate crew. Accommodation without meal will be provided for generator operating crew.

- 5.1.3. Servicing of the supplied generators, routine & breakdown maintenance, troubleshooting and insurance of gensets.
- 5.1.4. Top End and Major Overhauling with Spares as per maintenance schedule of the supplied equipment.
- 5.1.5. Ensure the availability of maintenance spares like lube oil, filters, batteries, battery electrolyte, coolant conditioner etc. Moreover, OGDCL will not provide transport facility of any kind for arrangement/shifting of lube oil drums, consumables or any other purpose.
- 5.1.6. Supply of standard 4 core power cables up to OGDCL changeover panel. (Approx. Distance from Changeover to rental Generator is about 100 Meters for Dhok Hussain).
- 5.2. The contractor should supply the skid mounted Gas Driven generator units.
- 5.3. The supplied generator packages (engines & generators) should be brand new or recently overhauled but not older than 10 years of manufacturing to give satisfied performance throughout the contract period.
- 5.4. The generator package should be equipped with all the standard accessories/safeties.
- 5.5. The generator package should be equipped with panel board with visible display of all parameters, fault warnings and controls. All the safeties should be operative.
- 5.6. The contractor will be responsible to provide earthing to the Gensets from two different points.
- 5.7. The contractor will be responsible to provide all necessary tools/accessories to their manpower for routine checkups and maintenance jobs.
- 5.8. The contractor will perform all preventive maintenance, TA-I, TA-II, Top end, and major overhauling timely with spares as per OEM maintenance schedule of supplied generators.
- 5.9. The contractor will be responsible for regular filling of log books issued for generators. The log book must be signed by Incharge Maintenance of the respective field/location fortnightly. Filling of daily, weekly, monthly, six monthly and yearly maintenance logbooks and keeping their records will also be the responsibility of the contractor.

- 5.10. The contractor will be responsible for mobilization, installation and commissioning of both (main and standby) generators at site.
- 5.11. The contractor will be responsible to train his crew regarding HSEQ policies in practice at each location and to provide all required PPE's to his operational staff.
- 5.12. OGDCL will not be responsible for any damage caused to the gen sets due to non-presence of the operator.
- 5.13. The contractor will assure the presence of workshop manual, maintenance manual, maintenance and performance reports and other necessary data of the gen sets at site.
- 5.14. 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.
- 5.15. In case of separate cooling towers, 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 filling in cooling towers, continuous flow not allowed.
- 5.16. All necessary checks regarding installation and commissioning of the generators are the responsibility of the contractor.
- 5.17. OGDCL will provide fuel gas for Gensets at a pressure of 100 or 50 Psi at Dhok Hussain, other arrangements for reducing the gas pressure according to the requirements of Gensets will be the responsibility of contractor.
- 5.18. The time line for installation & commissioning is 15 calendar days after shifting at site.
- 5.19. The contractor shall be responsible to perform installation & commissioning activities of Gensets in parallel with the existing rental Gensets (where available) without any power break down.
- 5.20. Contractor shall be responsible for mobilization and de-mobilization of gensets & accessories.
- 5.21. All necessary checks, tests, load test and arrangements for load bank shall be responsibility of contractor.
- 5.22. The contractor has to make arrangements for making connections with fuel supply line.

6. OGDCL RESPONSIBILITY:

- 6.1. Nothing except fuel i.e., natural gas will be provided by OGDCL for operation of the gen set. All other requirements will be fulfilled by the contractor.
- 6.2. Accommodation without meal will be provided for generator operating crew.
- 6.3. OGDCL will only provide loading and unloading of the generator at site.

EVALUATION CRITERIA:

- 7.1. Technical Evaluation will be carried out as per following Technical Qualification Marking Criteria.

Technical Qualification Marking Criteria (Supply, Installation and Operation of Rental Gas Gensets for Dhok Hussain De-hydration Plant)

Sr. #	Evaluation Item	Max. Marks / Calculations	Max. Marks	Min. Qualifying Marks	Remarks
1.	Experience for Supply, Installation & Operation of Gas Gensets on Rental Basis	07 Years (35 Marks) 05 Years (25 Marks) Less Than 05 Years= (Zero Marks)	35	25	The Contractor should submit the relevant verifiable documents. In case of Joint Venture, JV agreement should be provided and experience of lead partner will be considered for evaluation. Experience of both JV partners will not be added. Bidder to clearly mention the lead partner in the technical bid. For each year above 05 years up to 07 years' experience will obtain 05 marks. No marks for above 07 years' experience will be added.
2.	Supply of Gas Gensets to Oil & Gas and Petrochemical sector in last 5 years (capacity not less than 150 KW)	05 Nos Gensets (20 Marks) 03 Nos Genset (12 marks) Less than 03 = (zero marks)	20	12	Contractor/bidder to provide verifiable copies of contracts or purchase order with name and contact details of relevant client. For each genset above 03 up to 5 gensets will obtain 04 marks. No marks above supply of 05 gensets will be added.
3	HSEQ Policy	Full compliance= 10 Marks Partial/non-compliance = zero marks	10	10	
4	CV's of O&M staff to be deputed at OGDCL site.	Full compliance= 05 Marks Partial/non-compliance = zero marks	05	05	

Sr. #	Evaluation Item	Max. Marks / Calculations	Max. Marks	Min. Qualifying Marks	Remarks
5	Model and Maintenance history of Gas Gensets to be supplied on rental basis	For supply of brand new gensets, the bidder will obtain 30 marks for supply of 06 gensets.(5 marks for each genset). In case bidder has supplied 06 overhauled gensets but not older than 10 years then will obtain 18 marks (3 marks for each genset) Older than 10 year = zero marks	30	09	Documentary evidence (copy of service contract)/confirmation for year of manufacturing, make, model and verification of overhauling performed. At least supply of 03 gensets is mandatory to qualify and no marks above supply of 06 gensets will be added.

Note: Overall Qualifying marks= 61 and Minimum qualifying marks mentioned in each category should also be obtained for technical qualification.

7.2. Financial Evaluation of the technically qualified bidders will be carried out for whole supply on rent including main/prime generator and standby generator set.

8. TERMS AND CONDITIONS:

- 8.1. No down time allowed for power supply.
- 8.2. In the event of any shutdown / breakdown, the standby generator will be started and the contractor has to arrange / make alternate arrangements for the provision of required electric power. In case of shut down of available stand by Generator, alternate Generator will be provided by the contactor immediately within 48 hours.
- 8.3. In the event of any shutdown / breakdown (more than 2 hours and up to 8 hours per month) contractor is liable to pay penalty which will be deducted from monthly rental on proportional basis. In the event, any shutdown / breakdown prolongs more than 8 hours in a month, the contractor will be imposed penalty proportional to the monthly rental invoice rates plus 50% of the monthly rental invoices as calculated by OGDCL.
- 8.4. If the provided generator is found not delivering required output as per rated/offered output provided in the bid, the contractor will be imposed penalty

- on per day basis proportional to the monthly rental invoice plus 25% for default period as calculated by OGDCL.
- 8.5. OGDCL will not be responsible for any damage caused to generators and/or contractor employees under any circumstances.
 - 8.6. Charges of any damage caused to any OGDCL equipment / appliances resulting from malfunctioning of generators will be charged from contractor as per actual.
 - 8.7. If frequent shutdown/malfunctioning of the generators experienced, OGDCL will have the right to terminate the contract without any notice.
 - 8.8. 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.
 - 8.9. Rental charges will be started from the time of satisfactory start up for power supply. Rental charges will be paid only for the period of satisfactory power supply on monthly basis.
 - 8.10. Payment will be made through cross cheque after deduction of all applicable taxes against invoices.
 - 8.11. Over capacity generators exceeding 25 % than the requirement mentioned in SOR will not be acceptable.
 - 8.12. Contractor must have at least 05 years' experience in generators installation and rental services within Pakistan with 03 years in Oil & Gas sector. Verifiable experience and satisfactory performance certificates to be provided along with the bid.
 - 8.13. The contractor should have sufficient inventory stock of critical spares at field for quick troubleshooting of faults to eliminate downtime of Gensets. Moreover, OGDCL will not provide transport facility of any kind for arrangement/shifting of spares, lube oil drums, consumables or any other purpose.
 - 8.14. All types of maintenance of generators will be sole responsibility of contractor.
 - 8.15. Contractor shall responsible to provide un-interrupted 24x7 hrs electricity.

9. END OF CONTRACT:

- 9.1. OGDCL reserves the right to terminate this contract any time without assigning any reason. After termination of contract, contractor is responsible to uninstall generators and demobilize them from the OGDCL site within one week after

which the contractor will be liable to pay storage charges @ 2 % 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.

- 9.2. OGDCL reserves the right to terminate the contract as per draft contract section # 18 "Termination".

10. DELIVERY TIME:

10.1. The Gensets to be delivered at OGDCL site within 2 weeks after issuance of mobilization order which shall be issued subsequently after the issuance of service order. Bidders are required to meet this delivery period.

10.2. Contractor shall carry out all activities associated with installation within 10 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

11. 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 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 boarding and lodging for operators (only seven members) at site as per company staff rules.

12. NOTE:

- 12.1.1. 01 + 01 (Operational + Standby) arrangement is required. For Standby generator, it must be of same rating as the main equipment.
- 12.1.2. Bids will be evaluated as per given evaluation criteria.
- 12.1.3. Progress report will be submitted to Incharge Maintenance (OGDCL) at site on weekly basis.

13. FINANCIAL BID FORMAT:

OGDCL Field: <u>Dhok Hussain</u> Fuel Source: Gas					
Power Requirement: <u>500 KVA</u>					
Genset Specifications: (Complete specifications to be provided separately, including Engine Model nos., make, Date of manufacturing, Last overhauling date etc.)					
Sr. #	Description	Qty. Required	Make / Model	Price Per month (PKR)	Total Price for 12 Months (PKR)
01	Rent of main gas generator set. (500KVA)	Continuous Unit			
02	Rent of standby gas generator set. (500KVA)	Standby Unit			
03	Mobilization & de-mobilization cost (lump sum one time)	For both gensets			
TOTAL PRICE in PKR inclusive of all taxes (except Provincial Sales Tax/ ICT Tax on services in Pakistan where applicable will be borne & paid by OGDCL at actual), duties, levies, charges etc.					

Note:

- 50% Mob/Demob cost will be paid after delivery of Genset at site. Remaining 50% will be paid after demobilization of Genset from site.
- The prices should be inclusive of all applicable taxes, duties, levies, etc. except PST/ICT.
- Prices should be firm without any formula.
- Financial evaluation will be on lump sum basis.
- Bidders are requested to quote the above mentioned rates separately for Sr. # 1, 2 & 3.
- Payment will be made on monthly basis against invoices verified by Field In-charge.

14. OTHER IMPORTANT INFORMATION

14.1. BIDDING METHOD:

Bids against this tender are invited on **‘single stage two envelop’**.

14.2. 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.

14.3. AMOUNT OF BID BOND:

Bid Bond /Bid Security amounting to **PKR 300,000/-** is to be attached / provided with the technical bid. Please see Master Set of Tender Document for further details.

14.4. 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.