

OIL & GAS DEVELOPMENT COMPANY LIMITED
SUPPLY CHAIN MANAGEMENT DEPARTMENT



TENDER ENQUIRY NO. PROC-SERVICES/CB/PE&FD-5340-B/2022
HIRING OF RENTAL GENSETS FOR SADQAL FIELD

SCOPE OF SUPPLIES / TERMS OF REFERENCE

1. INTRODUCTION:

Oil & Gas Development Company Limited intends to hire the services rental generators of experienced and well reputed contractors.

Aforementioned gas generators are required on rental basis for a period described at section 3 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. OGDCL reserves the right to call off the contract as per Draft Contract Clause-18 "Termination".

2. SCHEDULE OF REQUIREMENTS:

Sr. #	Field	Description Rental Gen Set	Make / Model
1	SADQAL OIL FIELD, TEHSIL FATAH JANG DISTRICT ATTOCK PUNJAB	Gas Generator Set Power Rating: 600 KVA, 4 wire, 3 Phase, 415 volts, 50 Hz, 1500 RPM (On Prime Service Duty) Along with Standby gas generator set of same capacity.	Renowned brand like Caterpillar / Waukesha/ Jenbacher or equivalent. The supplied Engines & Generators Model should Not be older than 05 years and should be recently overhauled to give satisfactory performance during the contract period.

3. CONTRACT PERIOD:

The rental contract will be for two years and further extendable with mutual consent of both the parties. OGDCL, however reserves the right to cancel the bidding process at any time without assigning any reason.

4. CONTRACTORS RESPONSIBILITY:

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

4.1.1. 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.

4.1.2. Operational Staff consisting of 01 operators per shift (12 Hours) along with a supervisor (01 for both shifts) at location. In case of absence of any crew member due to any reason, contractor will arrange alternate crew. Free accommodation with paid meal (on payment at staff mess) will be provided for generator operating crew.

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, 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.

4.1.5. Supply of standard 4 core power cables up to OGDCL changeover panel.

4.2. The contractor should supply the skid mounted Gas Driven generator units.

- 4.3. 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.
- 4.4. The contractor will be responsible to provide earthing to the Gensets from two different points.
- 4.5. The contractor will be responsible to provide all necessary tools/accessories to their manpower for routine checkups and maintenance jobs.
- 4.6. 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.
- 4.7. The contractor will be responsible for regular filling of log books issued for generators. The log book must be signed by In charge 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.
- 4.8. The contractor will be responsible for mobilization, installation and commissioning of both (main and standby) generators at site.
- 4.9. 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.
- 4.10. OGDCL will not be responsible for any damage caused to the gen sets due to non-presence of the operator or due to any other reason.
- 4.11. 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.
- 4.12. 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.
- 4.13. 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.
- 4.14. All necessary checks regarding installation and commissioning of the generators are the responsibility of the contractor.
- 4.15. OGDCL will provide fuel gas for Genset at a pressure of 30-50 Psi, other arrangements for reducing the gas pressure according to the requirements of Genset will be the responsibility of contractor.
- 4.16. The time line for installation & commissioning is 3 calendar days after shifting at site.
- 4.17. The contractor will perform installation & commissioning activities of Gensets in parallel with the existing rental Gensets (where available) without any power break down.
- 4.18. Supplied engine & generator should be preferably brand new to give satisfied performance throughout the contract period, however engine older than 05 years will not be acceptable. 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.
- 4.19. 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.

5. OGDCL RESPONSIBILITY:

- 5.1. 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.
- 5.2. Free accommodation with paid meal (on payment at staff mess) will be provided for generator operating crew.
- 5.3. OGDCL will only provide loading and unloading of the generator at site.

6. EVALUATION CRITERIA:

6.1. Technical Evaluation for each field/location will be carried out as per following Technical Qualification Marking Criteria.

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

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 only single contractor 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 rental Gas Gensets to Oil & Gas and Petrochemical sector in last 5 years (capacity not less than 250 KW)	05 Nos Gensets = 25 Marks 03 Nos Genset = 15 marks Less than 03 = zero marks	25	15	Contractor/bidder to provide verifiable copies of contracts or purchase/service order with name and contact details of relevant client. For each engine above 03 Engines up to 5 Engines will obtain 05 marks. No marks for above 05 Engine, supply experience in oil & gas will be added.
3	CV's of O&M staff to be deputed at OGDCL site.	Full compliance= 10 Marks Partial/non-compliance = zero marks	10	10	
4	Model and Maintenance history of Gas Gensets to be supplied on rental basis	In case bidder has supplied 06 Brand New engine = 5 marks for each engine Supply of 06 gensets up to 05 years old (recently overhauled) = 3 marks for each engine Older than 05 years = zero marks	30	18	Documentary evidence (copy of service contract)/confirmation for year of manufacturing, make, model and verification of overhauling performed.

Note: Overall Qualifying marks= 68 and Minimum qualifying marks mentioned in each category should also be obtained for technical qualification.

7. TERMS AND CONDITIONS:

- 7.1. No down time allowed for power supply.
- 7.2. 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.
- 7.3. 100% Rental payment period will start after commissioning and successful running of generators at 100% load and delivering required results.
- 7.4. In the event of any shutdown/breakdown, the Contractor has to make alternate arrangements for provision of power by providing new generators, if the installed generators prove to be un-repairable or taking much longer time for maintenance.
- 7.5. In the event of any emergency shutdown/breakdown sums-up 25 hours/month cumulative or more, rent will not be paid for the shutdown duration of unit. i.e. deductible amount will be determined as:
 - 7.5.1 Number of days of month x 24 hours = total hours;
 - 7.5.2 Total Rent amount divided by calculated hours of the month = rental cost per hour;
 - 7.5.3 Deductible Amount = Units shutdown hours x hourly rent
- 7.6. In an event, generator shutdown prolongs more than 72 hours but less than 144 hours per rental month, 5% additional amount of deductible amount will be charged to the Contractor i.e.

Total amount to be deducted = Deductible Amount + 5% of deductible amount = total amount to be charged to Contractor as penalty.
- 7.7. In an event the generator shutdown prolongs more than 144 hours but less than 216 hours per rental month, 10% additional amount of deductible amount will be charged to the Contractor i.e.

Total amount to be deducted = Deductible Amount + 10% of deductible amount = total amount to be charged to Contractor as penalty.
- 7.8. In an event the generator shutdown prolongs more than 216 hours per rental month, 15%

Additional amount of deductible amount will be charged to the Contractor i.e.
Total amount to be deducted = Deductible Amount + 15% of deductible amount = total amount to be charged to Contractor as penalty.
- 7.9. In the event of poor performance of Generators, OGDCL will serve formal notice to the Contractor for the rectification of all related issues within shortest possible time. Contractor will formally notify OGDCL about the overall plan to address the concerns. In the event of failure to address the concerns within stipulated time period, OGDCL reserves the right to call off the Contract immediately without assigning any other reason to the contractor with no right of appeal.
- 7.10. Charges of any damage caused to any OGDCL equipment / appliances resulting from malfunctioning of generators will be charged from contractor as per actual.
- 7.11. If frequent shutdown/malfunctioning of the generators experienced, OGDCL will have the right to terminate the contract at 24-hour notice.

- 7.12. 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.
- 7.13. 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.
- 7.14. Payment will be made through cross cheque after deduction of all applicable taxes against invoices.
- 7.15. Over capacity generators exceeding 25 % than the requirement mentioned in SOR will not be acceptable.

8. END OF CONTRACT:

- 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 @ 0.5 % 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.
- OGDCL reserves the right to terminate the contract as per Draft Contract Section # 18 "Termination".

9. DELIVERY TIME:

The expected delivery period for supply of generators to OGDCL site is within 30 days 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

10. 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 four members) at site with free accommodation & paid meals.

11. FINANCIAL BID FORMAT:

Sr. #	Field	Required Number of Generators	Qty. Required	Make / Model	Price/Rate per month (lump sum) in PKR (exclusive of PST/ICT)	Total Value for 24 months in PKR (exclusive of PST/ICT)
1	SADQAL	Gas generators	Continuous unit			
		600 KVA	Standby unit			
		01Continuous running & 01 stand-by of equal capacity	Mob/De-mob			
SUB TOTAL						
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:

- i) 50% Mob/Demob cost will be paid after delivery of Genset at site. Remaining 50% will be paid after demobilization of Genset from site.
- ii) Payment will be made monthly after deduction of applicable taxes against verified invoices.
- iii) Bidders are required to factor all types of costs in the above Table. Bidders are NOT allowed to add any other cost item/clause or exemption or condition in their FINANCIAL bid, which could lead to additional costs to OGDCL at later stage under any conditions/ circumstances. Any such clauses or conditions, if found in FINANCIAL bid, the FINANCIAL bid of the bidder shall be considered as NON complaint.
- iv) Financial evaluation will be carried out comparing 24 Months rental charges of Genset including mobilization / demobilization charges on field wise basis and Contract will be awarded to Technically responsive and Financially lowest evaluated bidder.

12. FUEL GAS COMPOSITION OF THE DIFFERENT FIELDS IS AS UNDER:**SADQAL FIELD**

Components	Mole %
METHANE	85.5015
ETHANE	8.6620
PROPANE	3.5162
ISO-BUTANE	0.6561
N-BUTANE	0.8900
ISO-PENTANE	0.1997
N-PENTANE	0.1380
HEXANE+	0.0571
CARBON DIOXIDE	0.1079
NITROGEN	0.2715
SPECIFIC GRAVITY	0.6644
AVERAGE CALORIFIC VALUE BTU.	1175.61

Note: The values may vary \pm 10% of the above mentioned components. Bidder is requested to consider this while quoting Rental Gas Gensets.

OTHER IMPORTANT INFORMATION

BIDDING METHOD:

Bids against this tender are invited on ‘**Single Stage One Envelop**’ instead of ‘**Single Stage Two Envelop**’ as mentioned master set of tender document clause # 09 ‘**Bidding Method**’

AMOUNT OF BID BOND:

Bid Bond /Bid Security amounting to **PKR 425,000/-** 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, "CLARIFICATION - ONLINE TRANSFER OF FUNDS TO OGDCL" & Master Set to Tender Documents (Services)** and provide complete information / documents including tender annexures with the bid.