

TERMS OF REFERENCE (TOR)
FOR
ACQUIRING TUBING INSPECTION
SERVICES AT ESTIMATED 40 WELLS
FOR A PERIOD OF 03 YEARS AT
OGDCL



TENDER ENQUIRY # PROC-
SERVICES/CB/PROD-4404/2019

TERMS OF REFERENCE

HIRING OF TUBING INSPECTION SERVICES

1. General Terms and Conditions:

- 1.1 The bidders to confirm their capability of providing the following tubing inspection services for all tubing sizes i.e. 2-3/8" – 7" & relevant X-Overs / Pup Joints:
 - i) VTI (Visual Thread Inspection) including cleaning, drifting and re-doping.
 - ii) MPI (Magnetic Particle Inspection)
 - iii) EMI (Electromagnetic Inspection)
 - iv) Ultra Sonic Wall Thickness Measurement
- 1.2 The scope of work is tentatively for 40 wells and OGDCL reserves the right to increase or decrease the scope of work at any time without any change in prices or other terms & conditions.
- 1.3 **Bidder must quote the cost of every item of financial bid format otherwise incomplete bid will not be entertained. Bidder must strictly follow and quote prices as per financial bid format. No clause with "if & but" having financial impacts will be entertained and in such case bid will be treated as nonresponsive. Just incorporate all prices in main financial bid format to facilitate peer to peer comparison.**
- 1.4 All Costs to be quoted in US\$ only but the payments to the Service Companies will be made in 100% Pak Rupees at official currency exchange Pakistan based rate prevalent for such transactions on the date of raising payment voucher.
- 1.5 Bidders to attach unpriced financial bids in their technical bids.
- 1.6 In case transport is not provided by OGDCL, Mob/De-Mob Charges (Per Km) will be calculated according to the distance as per OGDCL distance chart or as per actual for the location not covered in the distance chart.
- 1.7 Mob-De-Mob charges for equipment & crew will only be applicable if transport is not provided by OGDCL.
- 1.8 No Mob/De-Mob charges are admissible for movement within a field.
- 1.9 During traveling (mobilization/de-mobilization) phase, no charges other than Mobilization / De-mobilization will be payable.
- 1.10 If, after mobilization / reporting at site, job is cancelled then only mobilization / de-mobilization charges for crew / equipment will be paid. No job cancellation charges are admissible.
- 1.11 If during job, it is ascertained that the service company is unable to perform / accomplish the job satisfactorily, OGDCL reserves the right to demobilize the service company.
- 1.12 Invoice for unsuccessful job will not be entertained for payment.
- 1.13 No Operating / Standby charges for Equipment / Crew are applicable as the charges are to be paid on per joint basis not on per day basis.
- 1.14 OGDCL reserves the right to ask bidder for the replacement of any of their personnel who is / are unacceptable to OGDCL for his / their incompetence or misbehavior at Contract holder's expenses.
- 1.15 Successful bidder to provide the same personnel mentioned in their bid to carryout jobs. In case the service company engages the personnel other than those mentioned in their bid, the educational and experience certificate must be provided before his/their mobilization. In case company fails to provide the necessary documentation, OGDCL reserves the right to cancel the personnel operation and stand by charges for that particular job.
- 1.16 The bidder to mobilize equipment and crew within maximum of 03 days of issuance of mobilization notice regardless of engagement with any other customer.
- 1.17 Fuel, oil and lubricants / transport that may be required by service company for operational purpose at OGDCL fields, will be charged to service company as per actual and the cost will be deducted from the invoice
- 1.18 Boarding / Lodging and laundry services would be provided free of cost by OGDCL to the crew while working in the field.

- 1.19 While submitting invoice(s) for payment, Service Company shall submit a certificate from concerned Excise & Taxation Officer to the effect that Service Company has cleared its professional tax liability.
- 1.20 OGDCL reserves the right to accept or reject any/all bid (s) or annul the entire bidding process at any time prior to award of Contract without taking any responsibility of the affected bidder(s) and is not bound to justify the reasons to the affected bidder(s).
- 1.21 Bid must be **valid for three (03) years** from the date contract is awarded. However, further **extension in bid validity** may be asked without any change in terms and conditions with the mutual consent of both parties. The extension in the contract is dependent on the performance of contract and mutual consent of both parties.

2. Duration of Contract:

- 2.1 The duration of the contract is three (03) years therefore the Bid proposal/rates should remain valid unconditionally during the period of contract. The Rate Running Contract (as and when required basis) will remain intact till the completion of jobs on wells where Service Company is mobilized for the job during the contract period, however, any extension in term of Contract will be subject to mutual consent of both the parties in writing.

3. Amount of Bid Bond

- 3.1 Bid Bond/Bid Security amounting to USD 4,400/- (US Dollars Four Thousand Four Hundred Only) is to be attached/provided with financial bid. Please see Master Set of Tender Document for further details.

4. Payment Terms

- 4.1 Payments to the Service Companies will be made in 100% Pak Rupees at official currency exchange Pakistan based rate prevalent for such transactions on the date of payment.
- 4.2 The prices quoted by bidder in financial bid are to be in US\$ and should be fixed/firm and are inclusive of all applicable taxes, duties and Levies etc. except Provincial Sales Tax/ICT Tax on Services.

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

5. Mode of Procurement:

- 5.1 Bids against this tender are invited on "**Single Stage Two Envelope Bidding Procedure**" through press tendering, therefore, the bidders shall submit original and copy of their Technical and one original financial bid for each group.

Note

The Master Set of Tender Documents For Services uploaded on OGDCL's website (www.ogdcl.com) is the integral part of this TOR.

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

<http://ogdcl.com/uploads/Master%20set%20of%20tender%20documents%20for%20uploading%20on%20OGDCL%20web%20as%20on%2002-01-2019.pdf>

Technical Evaluation Criteria

1. Only technically qualified bidder(s) will be considered for commercial evaluation.
2. OGDCL reserves the right to visit bidder's operational base, check inventory, and verify the information provided in the bid at any stage during the evaluation of the bids.
3. Bidder to provide documentary evidence for each criterion where proof is demanded. Provide documents, photographs for inventory claims.
4. All the bidders must fulfill the requirements below to qualify technically. In case they do not fulfill any of the below mentioned technical criteria their bid will not be acceptable. All the bidders are required to submit the below tables as per the given pattern.

1. EQUIPMENT

Sr.	Description	Availability
1. Tubing Inspection Equipment		
1.1	Availability of equipment in Pakistan to conduct VTI (Visual Thread Inspection) including cleaning, drifting and re-doping for all tubing sizes i.e. 2-3/8" – 7" & relevant X-Overs / Pup Joints	YES/NO
1.2	Availability of equipment in Pakistan to conduct MPI (Magnetic Particle Inspection) for all tubing sizes i.e. 2-3/8" – 7" & relevant X-Overs / Pup Joints	YES/NO
1.3	Availability of equipment in Pakistan to conduct EMI (Electromagnetic Inspection) for all tubing sizes i.e. 2-3/8" – 7" & relevant X-Overs / Pup Joints	YES/NO
1.4	Availability of equipment in Pakistan to conduct Ultra Sonic Wall Thickness Measurement for all tubing sizes i.e. 2-3/8" – 7" & relevant X-Overs / Pup Joints	YES/NO

2. Crew

Sr.	Qualification/Experience of crew members	Availability
2.1	The personnel/crew having at least 03 years' experience and performed at least 40 tubing inspection jobs (at least 10 against each segment mentioned at Sr # 1.1) inside or outside Pakistan. Job tickets confirming the same must be provided along with CV.	YES/NO

3. Company Profile

Sr.	Bidder's Profile and Capabilities	Remarks
3.1	Company shall be registered in Pakistan. Provide Certificate of Incorporation/valid trade license. Minimum Registration Period = 03 Years.	YES/NO
3.2	None of the Directors of the bidder's firm are blacklisted	YES/NO
3.3	Established base setup available in Pakistan at the time of bidding so that OGDCL can acquire these services instantly upon finalization of contract. If required, OGDCL Team will visit the facilities to confirm the same. (Addresses of all the basis must be submitted along the bid)	YES/NO
3.4	Clean Acceptance" of OGDCL terms and conditions and withdraw all exceptions if any.	YES/NO

FINANCIAL EVALUATION

Sr. No.	Description	UOM	Qty.	Company # 1	
				Unit cost (US \$)	Total cost (US \$)
1	Visual Thread Inspection (VTI)	Per joint (Both ends)	600		
2	Magnetic Particle Inspection (MPI)	Per joint (per length)	600		
3	Electro Magnetic Inspection (EMI)	Per joint (Per length)	600		
4	Ultra Sonic Wall Thickness Measurement	Per reading	1,000		
5	Equipment Mob. / De-mob. Charges (all equipment)	Per Km	2,600		
6	Crew Mob. / De-mob. Charges (For all crew members)	Per Km	2,600		
7	Total for one well				SUM (R1:R6)
8	Total for forty (40) wells				=R7*40

Note:

1. The contract will be awarded to the bidder with Lowest cost for forty (40) wells.
2. Bid price shall be inclusive of all taxes, duties, levies, charges etc. except Provincial Sales Tax/ ICT Tax on Services.
3. Rates to be quoted strictly as per above financial bid formats. Bids with additional clauses having hidden financial impact will be declared non-responsive.
4. Quantities mentioned in above table are for evaluation purpose only. Payment will be made against actual work as per verified invoices.