

TERMS OF REFERENCE (TOR)
FOR
HIRING OF SLICKLINE SERVICES



**TENDER ENQUIRY # PROC-
SERVICES/CB/PROD-4430/2019**

TERMS OF REFERENCE / SCOPE OF WORK

1. SCOPE OF WORK:

OGDCL intend to Hire slick line service through press tendering for carrying out slick line jobs on estimated 200 wells on rate running and as and when required basis for a period of three (03) years. The slick line services include but not limited to

- Retrieval of Hydraulic Jet Pump, It's dummy/separation sleeve.
- Setting/Retrieval of Jet Pump standing Valve.
- Conducting Slick line fishing operations.
- Setting/Retrieval of Slick line plugs.
- Setting/Retrieval of Sub-Surface Safety Valve (SSSV) and / or its dummy/separation sleeve.
- Conducting Static, Build-up or Flow After Flow /Multi Rate Bottom Hole Pressure Surveys.

All relevant tools should be included in the accessories with SLU.

2. General Terms and Conditions:

- 2.1 The bidder must have atleast 02 Slick Line units in Pakistan along with 0.108" & 0.125" Nominal Diameter slick line. Each slickline unit must have the capability to perform jobs in wells that may have depths upto 6000 M.
- 2.2 All certificates, documents, proof of work etc. should be in English language, if not then they shall be accompanied with certified translation to English language to be considered for evaluation.
- 2.3 The bidder to arrange services as per criteria mentioned below in technical section and scope of work. Failing to do so, the contract will be terminated and corresponding Bank Guarantee will be confiscated.
- 2.4 All QHSE responsibility shall rest with the contractor for any third party equipment and personnel supplied by the contractor.
- 2.5 All the equipment should be H2S compliant and in good working condition for the performance of the services (provide calibration certification and third party inspection certificates).
- 2.6 Contractor will provide Check List of Equipment, Tools and other accessories before mobilizing to wellsite.
- 2.7 Bidder to arrange all safety equipment/services at their own for their personnel's whichever is required by them for working in extreme H2S environment with no additional cost to OGDCL.
- 2.8 Adequate back-up services / equipment should be available on well site. However, OGDCL will not pay for backup equipment.
- 2.9 Lighting arrangement if required is to be arranged by bidder.
- 2.10 The jobs on the wells is to be carried out round the clock, the bidder have to provide equipment and crew to perform the job round the clock.
- 2.11 Bidders to attach unpriced financial bids in their technical bids.
- 2.12 Bidder to submit their technical bids in Hard as well as in soft form.
- 2.13 Maximum notice period for each call-out is 7-10 days and transit time from company base to OGDCL location is 4 to 5 days.
- 2.14 Successful bidder will 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 mobilization. In case company fails to provide the necessary documentation, OGDCL reserves the right to cancel the crew operation and stand by charges for that particular job.
- 2.15 The type and number of jobs performed by personnel must be clearly mentioned on CV.

- 2.16 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 expense.
- 2.17 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. Invoice for unsuccessful jobs will not be paid.
- 2.18 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.
- 2.19 Fuel, oil and lubricants/transport that may be required by service company for operational purpose will be charged to service company as per actual and the cost will be deducted from the invoice.
- 2.20 Rig up/Rig down will be paid as standby for both equipment and crew.
- 2.21 The slick line job may be performed stand-alone or along with EMR gauges as per requirement of OGDCL.
- 2.22 The bidder to provide the down hole data of minimum 02 Gauges in order to confirm the data reliability.
- 2.23 Contractor will have to manage cross over for any job in line with well head top connection and Slick Line Equipment.
- 2.24 Partial availability of crew or equipment will not attract any charges. During traveling (mobilization/de-mobilization) phase, no operating/stand-by/rental charges will be admissible and only Mob-De-Mob will be payable (if not mobilized by OGDCL).
- 2.25 Mob-De-Mob charges for equipment & crew will only be applicable if transport is not provided by OGDCL and will be calculated as per OGDCL distance chart for the locations covered in the chart and as per actual for the locations which are not covered in OGDCL location distance chart.
- 2.26 No mob/demob. charges for equipment and crew shall be applicable for well to well movement within the same field.
- 2.27 Daily operating charges for Crew & Equipment will commence when Slick line is lowered in the well bore and would cease when Slick line is out of the hole.
- 2.28 The Standby charges will be applicable when all crew/equipment reach the location/field. If the Slick line is lowered into the well bore and the job is started on the reporting day, only then operating charges will be applicable for that 1st / reporting day.
- 2.29 If, after mobilization / reporting at site, job is cancelled then only mobilization / demobilization charges for crew / equipment will be paid. No job cancellation charges are admissible.
- 2.30 The team leader will be Slickline Supervisor at well site and the bidder to ensure the availability of qualified and experienced slick line supervisor during all Slick line operation.
- 2.31 Daily Operating/standby charges of equipment and crew, where applicable must remain uniform/fixed for all days of operation wherever these charges are applicable.
- 2.32 The Standby rates of equipment and crew must not exceed 50% of Operating Charges for all equipment / crew.
- 2.33 The number of days for operating and standby are for evaluation purpose only, payment will be made as per actual.
- 2.34 The scope of work is tentative, OGDCL reserves the right to increase or decrease the scope of work at any time during the term of contract without change in rates and terms & conditions.
- 2.35 Boarding / Lodging and laundry services would be provided free of cost by OGDCL to the service company crew while working in the field.

- 2.36 The lost in hole (LIH) will be paid by OGDCL as per following criteria subject to the condition that there is no malfunctioning of service company equipment and loss is due to abnormal well conditions.
- 40 % of Landed cost of Equipment/tools which are less than three years old.
 - 30% of Landed cost of Equipment/tools, which are equal to, or more than three years old.
- 2.37 Bidder to confirm compliance to OGDCL's HSEQ policy.
- 2.38 All bidders must give "Clean acceptance" of OGDCL terms and conditions and withdraw all exceptions if any to become eligible for technical evaluation.

3. Duration of Contract:

- 3.1 The contract will be rate running and on as and when required basis. The duration of the contract will be initially for three (03) years. The Rate Running Contract (as and when required basis) will remain intact till the completion of jobs on wells where Service Company will be mobilized for the job during the contract period unless earlier terminated under the provisions hereof. Further extension in the contract will be made based on mutual consent of both parties in writing.

4. Payment Terms:

- 4.1 The prices quoted by bidder in financial bid should be in US\$. The quoted price should be fixed/firm and are inclusive of all applicable taxes, duties and Levies etc. except Provincial Sales Tax/ICT Tax on Services which shall be paid/refunded by OGDCL at actual.
- 4.2 The payments to the Service Company will be made through cross cheque in 100% Pak Rupees, at actual, against verified invoices at official exchange rate prevalent on the date of payment.

5. Bid Bond:

- 5.1 Bid Bond/Bid Security amounting to **USD 73,000/-** (US Dollars Seventy Three Thousand Only) is to be attached/provided **with technical bid**. Please see Master Set of Tender Document for further details.

6. Bidding Method:

- 6.1 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.

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

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 and 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. Technical eligibility of bidder is subject to confirmation of following.

1. EQUIPMENT

Sr.	Description	Availability
1	Slick Line Unit	
1.1	Availability of 02 Slick Line units in Pakistan along with 0.108" & 0.125" Nominal Diameter slick Line.	Yes/No
1.2	Commitment to Bring Third Slick Line unit in Pakistan along with 0.108" & 0.125" Nominal Diameter slick Line within 180 days of signing of contract.	Yes/No
1.3	Capability to perform jobs in wells having depth of 6000 M.	Yes/No
1.4	Capability to Perform jobs in High H ₂ S ($\pm 9\%$) and CO ₂ ($\pm 40\%$) Environment.	Yes/No
1.5	Full inventory of tools. Bidder to provide list of full inventory for each Slick Line unit including 02 no. of lubricator sections, stuffing box and basic tool box for each Slick line unit.	Yes/No
1.6	Capability to perform operations in HPHT Environment up to BHP = 15K Psi and BHT = 392 °F.	Yes/No
2	Pressure Control Equipment	
2.1	Pressure control equipment i.e. 3", 4" & 7" BOP for each Slick Line unit including valid inspection reports for each BOP.	Yes/No
2.2	10K Psi Rating WCE Compatible to H ₂ S Environment	Yes/No
2.3	15K Psi Rating WCE, Compatible to H ₂ S Environment	Yes/No
3	Down Hole Memory Gauges	Yes/No
3.1	At Least 06 HT(350 °F) Downhole memory gauges (Quartz) Gauges Specifications: Pressure: Range = 15 K, Accuracy = $\pm 0.02\%$ FS, Resolution = <0.01 Psi Temperature: Range = 0-350 °F, Accuracy = + 0.3 °F FS, Resolution = 0.01 °F Memory: Capacity = 3,000,000 data points of pressure and/or temperature Battery Life: Minimum 01 Months Must fit for sour service (H ₂ S, CO ₂ , acid).	Yes/No
3.2	At Least 04 XHT (392 °F) Downhole memory gauges (Quartz) Gauges Specifications: Pressure: Range = 15 K, Accuracy = $\pm 0.02\%$ FS, Resolution = <0.01 Psi Temperature: Range = 0-392 °F, Accuracy = + 0.3 °F FS, Resolution = 0.01 °F Memory: Capacity = 3,000,000 data points of pressure and/or temperature Battery Life: Minimum 01 Months Must fit for sour service (H ₂ S, CO ₂ , acid). Bidder to confirm provision within 15 Days of mobilization notice	Yes/No
4	Fully Operational Workshop in Pakistan with redressing facility and should have adequate backup tools.	Yes/No

2. CREW

Sr.	Qualification/Experience of crew members	Availability
1	<p>Slick Line Specialist (At least 01 Specialist with each SLU) Technical diploma holder with minimum of Five (05) years of exclusive experience of slick line operations along with relevant training(s) and certified courses etc. Must have Designed and Performed 200 jobs during his career. (Attach CV and Training/Certificates)</p>	Yes/No
2	<p>Slick Line Operators (At Least 02 Operators with each SLU) Completed 10 Years of education having good written and verbal skills with minimum of Five (05) years of exclusive experience of slick line operations along with relevant training(s) and certified courses etc. Must have Performed 200 jobs during his career. (Attach CV and Training/Certificates)</p>	Yes/No
3	<p>EMR Specialist (at least 01 Specialist with each SLU) Technical diploma holder with minimum of Five (05) years of exclusive experience of EMR gauges operation along with relevant training(s) and certified courses etc. Must have Performed 200 jobs during his career. (Attach CV and Training/Certificates)</p>	Yes/No
4	<p>Slick Line Helpers (at least 02 Helpers with each SLU) Minimum of Five (02) years of exclusive experience of working with slick line. Must have Performed 50 jobs during his career. (Attach CV and Training/Certificates)</p>	Yes/No

3. Company Profile

Sr.	Description	Availability
1	Bidder's History (attach proof)	
1.1	Company registered in Pakistan or elsewhere around the globe. Minimum registration period = 03 Years.	Yes/No
1.2	Established base and desired equipment setup (including at least 02 slick line units) in Pakistan at the time of bidding so that OGDCL can acquire the said services instantly upon finalization of contract. If required, OGDCL Team will visit the facilities to confirm the same	Yes/No
1.3	Capability of providing Slick line / EMR Services for all tubing sizes 2-3/8" to 7".	Yes/No
2	Bidder's Experience	
2.1	Bidders must have the 03 years' experience of providing slick line service in HPHT environment.	Yes/No
2.2	Must have performed 100 Pressure survey jobs during last three years around the globe in wells with Temperature rating up to 350 °F.	Yes/No
2.3	Must have performed 20 Pressure survey jobs during last three years around the globe in wells with Temperature rating above 350 °F.	Yes/No
2.4	Must have experience of setting nipple plugs, hold open sleeves and related through tubing operations.	Yes/No
2.5	Bidder to confirm the willingness to perform slick line operation on 02 OGDCL locations simultaneously.	Yes/No
2.6	Bidder, to provide free of cost basic and advanced Slick line tools and applications technical knowledge sharing to two (02) OGDCL Engineers every year. Share a structured training program c/w list of courses/certifications and location where training will be performed.	Yes/No

HSE

Sr.	Description	Availability
1	Written and approved HSE and Quality Policy	Yes/No
2	QHSE Management System in line with International Standards available to cater HSE risks. Or Management System not available however, procedures are available to fulfill minimum QHSE requirements (i.e. Risk Assessment, Environmental risks, Emergency Response Procedures waste management etc.) Note: Copies of QHSE Management System procedures to be attached.	Yes/No
3	PTW system available and strictly followed.	Yes/No
4	Commitment and confirmation of compliance to OGDCL's HSEQ policy	Yes/No

FORMAT FOR RATES

Format for Rates (All rates to be quoted in US\$):

Sr.	Description	UOM	Operating Rate	Standby Rate
			US\$/UOM	
1	Slick Line Equipment (Includes 0.108" or 0.125" dia slick line with 10K/15K PCE and all other downhole tools whichever required for smooth slick line jobs as mentioned in scope of work)	Day		
2	Slick line crew	Day		
3	EMR Gauges (Temperature Rating 350 °F)	Day		
4	EMR Gauges (Temperature Rating 392 °F)	Day		
5	EMR Specialist	Day		
6	Crane (40-50 Ton) with Operator	Day		
7	Slick Line Equipment with Gauges Mob/Demob	KM		
8	Slick Line Crew Mob/Demob	KM		
9	EMR Specialist Mob/Demob	KM		
10	Crane with Operator Mob/De-mob	KM		

FINANCIAL EVALUATION MODEL

Table A:

Slick Line Jobs with EMR Gauges of Temperature Rating 350 °F

Sr.	Services	Qty. (Q)	UOM (U)	Unit Cost (P)	Total Cost =P x Q
				US\$/ UOM	US\$
1	Slick Line Equipment Operating Charges	5	Days		
2	Slick Line Equipment Standby Charges	5	Days		
3	Slick Line Crew Operating Charges	5	Days		
4	Slick Line Crew Standby Charges	5	Days		
5	EMR Gauges(350 °F) Operating Charges	5	Days		
6	EMR Gauges(350 °F) Standby Charges	5	Days		
7	EMR Specialist Operating Charges.	5	Days		
8	EMR Specialist Standby Charges.	5	Days		
9	Crane with Operator Operating Charges	5	Days		
10	Crane with Operator Standby Charges	5	Days		
11	Slick Line Equipment Mob/Demob Charges	2,600	KM		
12	Slick Line Crew Mob/Demob Charges	2,600	KM		
13	EMR Specialist Mob/Demob Charges	2,600	KM		
14	Crane with Operator Mob/Demob Charges	2,600	KM		
15	Total/well (US\$)				=Sum(R1:R14)
16	Total for 150 wells (US\$)				=150*R15

Table B:

Slick Line Jobs with EMR Gauges of Temperature Rating 392 °F

Sr.	Services	Qty. (Q)	UOM (U)	Unit Cost (P)	Total Cost =P x Q
				US\$/ UOM	US\$
1	Slick Line Equipment Operating Charges	5	Days		
2	Slick Line Equipment Standby Charges	5	Days		
3	Slick Line Crew Operating Charges	5	Days		
4	Slick Line Crew Standby Charges	5	Days		
5	EMR Gauges(392 °F) Operating Charges	5	Days		
6	EMR Gauges(392 °F) Standby Charges	5	Days		
7	EMR Specialist Operating Charges.	5	Days		
8	EMR Specialist Standby Charges.	5	Days		
9	Crane with Operator Operating Charges	5	Days		
10	Crane with Operator Standby Charges	5	Days		
11	Slick Line Equipment Mob/Demob Charges	2,600	KM		
12	Slick Line Crew Mob/Demob Charges	2,600	KM		
13	EMR Specialist Mob/Demob Charges	2,600	KM		
14	Crane with Operator Mob/Demob Charges	2,600	KM		
15	Total/well (US\$)				=Sum(R1:R14)
16	Total for 50 wells (US\$)				=50*R15

Total Cost for Slick Line Jobs on Estimated 200 wells

Description	Value (US\$)
Table A: Slick Line Jobs with 350 °F EMR Gauges	
Table B: Slick Line Jobs with 392 °F EMR Gauges	
TOTAL LUMPSUM COST FOR SLICK LINE JOBS AT 200 WELLS (US\$)	

Note:

- Financial Evaluation shall be carried out on “TOTAL LUMPSUM COST FOR SLICK LINE JOBS AT 200 WELLS” and Contract shall be awarded to lowest evaluated bidder.
- The unit rates mentioned in “format for rates” will prevail, in case different rate against same item is quoted in “Financial evaluation model”.
- Any additional items not covered in the table may be utilized as per published price book, if required, subject to approval of OGDCL Management.
- Quantities mentioned are for evaluation purposes only. Actual invoicing shall depend on the work carried out.
- Mob/De-mob charges for equipment/crew will be as per actual i.e. the point from where the equipment/crew was mobilized.
- The bidder to quote same rates for same items in different tables.