



# OIL & GAS DEVELOPMENT COMPANY LIMITED

## Request For Quotation (LOCAL)

OGDCL House ,  
Jinnah Avenue,  
Islamabad Pakistan

**Header Note:**

**Tendor Enquiry No:** OGDCL-SCM--6300000162-2023

**Evaluation Criteria:** Full Consignment Basis

**Bidding Procedure:** Single Stage Two Envelope

**Vendor:**

**Due Date:**

**Bid Bond Value:** PKR 140,000/-

**Purchase Req:** 30000730

**Attachment (If Any):** 0

SR#	Material No	Material Description	Unit	Quantity	Make Brand	Unit Price (PKR)	Unit Price (PKR)	TotalPrice (PKR)	Delivery Period (Days/Months )	Deviation from Tender Spec. if Any	Plant	
						Incl.usiveOf All Taxes Except GST/PST	Inclusive Of GST/PST	Inclusive of GST/PST			Plant Code	Plant Name
2.	28-00237	. LOW TEMPERATURE RETARDER	KG	3,000							0113	Khadaji Base Store
1.	28-00237	. LOW TEMPERATURE RETARDER	KG	2,000							0223	CHAK NAURANG FIELD

**Bid Validity Period:** 180 DAYS

**Delivery Period:** 90 DAYS AFTER ISSUANCE OF LPO

**Payment Terms:** AFTER DELIVERY & INSPECTION



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

**Following is the link for Master Set of Tender Documents Local :**

**[https://ogdcl.com/sites/default/files/tender%20download/MasterSetofTenderDocumentsLocal Revised-PPRA%20Amendment%20w.e.f.%2009.09.2022.pdf](https://ogdcl.com/sites/default/files/tender%20download/MasterSetofTenderDocumentsLocal_Revised-PPRA%20Amendment%20w.e.f.%2009.09.2022.pdf)**

**Mandatory Checklist**

Please confirm the compliance of the following mandatory information along with the bid(s) (failing which bids(s) will not be accepted)

Documents	To be Attached with the Technical/Financial Bids	Compliance	
		Yes	No <input type="checkbox"/>
Original Bid Bond	Technical Bid	Yes	No <input type="checkbox"/>
Copy of NTN Certificate	Technical Bid	Yes	No <input type="checkbox"/>
Copy of GST Certificate	Technical Bid	Yes	No <input type="checkbox"/>
Confirmation that the Firm is appearing on FBR's Active Taxpayer List	Technical Bid	Yes	No <input type="checkbox"/>
Duly signed and stamped <b>Annexure-A (Un-priced)</b>	Technical Bid	Yes	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-B	Technical Bid	Yes	No <input type="checkbox"/>
Duly filled, signed and stamped <b>Annexure-D</b>	Technical Bid	Yes	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure—L on Company's Letterhead	Technical Bid	Yes	No <input type="checkbox"/>
Duly signed and stamped Annexure-M on Company's Letterhead	Technical Bid	Yes	No <input type="checkbox"/>
Duly signed and stamped Annexure-N on Non—Judicial Stamp Paper duly attested by Notary Public	Technical Bid	Yes	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-A (Priced)	Financial Bid	Yes	No <input type="checkbox"/>
Duly filled, signed and stamped <b>Annexure-C</b>	Financial Bid	Yes	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-E	Financial Bid	Yes	No <input type="checkbox"/>



For the Vendors/Contractors who opt to submit Bank Draft/Call Deposit/Pay order against Bid Bond/Performance Bond, our Accounts Department has finalized an arrangement for online payment to such Vendors/Contractors, which will be processed through (IBFT & LFT) for which following information is required:

i.	IBAN No. (International Bank Account Number 24 Digits)	
ii.	Vendor Name as per Title of their Bank Account	
iii.	Contact No.of Company's CEO/ Owner (Mobile & Landline)	
iv.	Bank Name.	
v.	Bank Branch Name and Code	

Name, Sign and Stamp of the authorized officials of the Bidder(s) \_\_\_\_\_

**OIL & GAS DEVELOPMENT COMPANY LIMITED**  
**DRILLING SERVICES DEPARTMENT**  
**ISLAMABAD**

**ANNEXURE-I**

Retarder is a chemical agent that inhibit hydration and used to increase the thickening time of cement slurries to enable proper placement. The need for cement retardation increases with depth due to greater time required to complete the cementing operation and the effect of increased temperature on the cement setting process.

The item mentioned in the attached indent is Low Temperature Retarder for Cement with Range BHCT 35-85<sup>0</sup> C ( $\pm$  05<sup>0</sup> C) which is used to design and prepare slurries of different types with various specific gravities. The technical specifications of the quoted item have been elaborated in the indent; however, the detail of packaging is given below.

**A. PACKING/PACKAGING:**

- Must be packed in **50 or 55 lbs.** Net export quality bags.
- The bags must have 04 Kraft paper layers plus 02 heavy inner asphalt laminated layers for water proofing.
- The consignment must be palletized, shrink wrapped and strapped in the maximum capacity of 1.0 M.TON material per pallet.

**B. MARKING**

Each "Sack/Bag" should have clear legible marking as given below;

- Name of the Product.
- Name of the Manufacturer.
- Date/month/ year of manufacture.
- Lot No./ Batch No. \_\_\_\_\_
- Shelf Life.



**C. NECESSAERY DATA**

<b>Sr. No.</b>	<b>DESCRIPTION</b>	
1.	A	Name of Bidder
	B	Name of authorized signatory of bidder
2.		Complete address, telephone, e-mail and fax number of bidder
3.	A	Name of Manufacturer
	B	Complete address, telephone, e-mail and fax number of manufacturer
4.		Minimum shelf life Certificate from Manufacturer
5.		Country of origin
6.		Physical Appearance (Material should be free flowing powder free from dirt and visible impurities)
7.		Clean Acceptance(Signed/Stamped) ANNEXURE I,II & III of TOR's by Bidder
9.		Material Safety Data Sheet
10.		Material Specification Sheet



## ANNEXURE-II

### TEST FOR QUALITY EVALUATION OF RETARDER

- A. A chemical additive used to increase thickening time of cement slurries that may have a limited pumping time.
- B. Cement slurry setting time can be adjusted with retarders. Cement retarders control the time when a slurry will set hard, keeping the slurry viscous and pumpable in expected wellbore temperatures and for the amount of time required to place the slurry. Retarders decrease the rate of cement hydration.

#### EVALUATION CRITERIA

##### 1. Technical Evaluation based on Dosage:

Technical evaluation will be based upon allowable dosage limit as described below

S.No	Description	Maximum Allowable Dosage (%BWOC)	
		48°C	82°C
1	Low Temperature Retarder	0.25%	0.6%

**Note:**

- For the preparation of slurries mentioned in below "Table C" if any of the additive taking dosage more than maximum allowable dosage then it will be considered as Technically Non-Responsive.

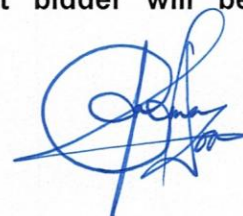
##### 2. Financial Evaluation Format based on Dosage & Quoted Rate:

Financial Bids of only technically responsive bidders will be opened and the financial evaluation will be based on the dosage used in Lab Tests mentioned in below "Table C" & quoted rate, according to below formula.

Bidder Name	Dosage of Additive based on OGDCL lab results (%BWOC) for Cement Slurry of SG=1.90	Lbs per bbl of slurry	Quoted Rate per Lbs of additive	Cost per Lbs of additive based on dosage
1	A	D	G	J=D x G
2	B	E	H	K=E x H
3	C	F	I	L= F x I

**Note:**

- Technically responsive and financially lowest bidder will be awarded Purchase Order.



**C. Testing:**

For the evaluation of quoted material, following tests will be done.

**“Table C”**

S.NO.	COMPOSITION		RESULTS
01.	i. Cement Class “G” ii. Water iii. Fluid Loss Additive iv. Dispersant (TIC) v. <b>Retarder</b> vi. Defoamer	: 100 Parts : 44 % age BWOC : % age BWOC : % age BWOC : % age BWOC : % age BWOC	<ul style="list-style-type: none"><li>➤ Solubility: Should be freely soluble in fresh water.</li><li>➤ Consistency: Consistency of cement slurry should remain below 20 Bc for period equal to at least 75% of thickening time in HTHP Consistometer.</li><li>➤ SG: 1.90 (15.8 PPG)</li><li>➤ <b>Settling at Room Temp:</b> Should not cause settling of cement particles</li><li>➤ <b>Settling &amp; Gelation at BHCT 48°C:</b> Should not cause settling or gelation of cement particles in slurry</li><li>➤ Thickening Time at <b>BHCT 48° C &amp; Pressure 2500 Psi:</b> 05-06 Hrs.</li></ul>
02.	i. Cement Class “G” ii. Water iii. Fluid Loss Additive iv. Dispersant (TIC) v. <b>Retarder</b> vi. Defoamer	: 100 Parts : 44 % age BWOC : % age BWOC : % age BWOC : % age BWOC : % age BWOC	<ul style="list-style-type: none"><li>➤ Solubility: Should be freely soluble in fresh water.</li><li>➤ Consistency: Consistency of cement slurry should remain below 20 Bc for period equal to at least 75% of thickening time in HTHP Consistometer.</li><li>➤ SG: 1.90 (15.8 PPG)</li><li>➤ <b>Settling at Room Temp:</b> Should not cause settling of cement particles</li><li>➤ <b>Settling &amp; Gelation at BHCT 82°C:</b> Should not cause settling or gelation of cement particles in slurry</li><li>➤ Thickening Time at <b>BHCT 82° C &amp; Pressure 8000 Psi:</b> 05-06 Hrs.</li></ul>

**Note:** Slurry will be designed/tested with OGDCL’s available additives.

**03. Hygroscopic Test:**

Indented material should not become damp and cakey or form lumps when exposed to air. This property will be verified by keeping material in open environment at room temperature for 24 Hrs.



ANNEXURE-III

INSTRUCTIONS TO THE BIDDERS/ TERMS & CONDITIONS:

1. All submitted bids will be evaluated strictly as per **TORs** of tender inquiry.
2. The quantity of indented material is tentative & can be **increased/ decreased** at the time of finalization of case according to the requirement.
3. **Delivery period** for the quoted material is **90 Days after issuance of LPO**; OGDCL can amend delivery schedule as per operational requirements.
4. Period of Bid Validity must be **180 days** from opening of technical proposals.
5. **Minimum Shelf life** of the quoted material should not be less than **02 years** after delivery. The OEM/Bidder should provide certificate in this regard on their letter head and attach with Technical Bid.
6. Temperature Range for Cement Retarder is **BHCT 35- 85<sup>o</sup> C (± 05<sup>o</sup>C)**.
7. Quoted material should be **Non-Hygroscopic** in nature.
8. Quoted material should be **Compatible** with OGDCL Chemicals.
9. The bidder must have to provide the **1/2 Kg** sealed sample of quoted material along with Technical Bid at the time of bid submission or within 15 days after bid submission. Valid receipt/tracking details supplied through national/international courier services has to be accompanied with the bid.
10. All samples would be in sole custody of OGDCL and lab analysis of these samples would be carried out at OGDCL own lab with OGDCL Lab Chemicals.
11. Acceptance of OGDCL lab results will be binding over the bidders and bidder cannot challenge the results of its competitor bidder's samples.
12. Material will be accepted after the physical inspection & OGDCL's lab evaluation report of the random sample drawn by the inspection committee from the material delivered at required location.
13. On receipt of the material, if it is found substandard after testing/use, then the supplier shall have to lift the entire rejected consignment and replace the substandard material with the material conforming to the tender specifications at his own cost within one month.
14. If any of the information provided by the bidder proves wrong or any counterfeited/unlawful document is submitted to mislead department, OGDCL reserves the right to disqualify such bid without further assigning any reason.

