

## SCOPE OF WORK

### 1. General Introduction.

OGDCL intends to hire the services of an experienced and well reputed contractor for provision and operation of Continuous running diesel Generators of Make : Cummins , caterpillar or equivalent (New or max. seven years old), 70 KVA, 3 phase, 415 volts, 50 Hz rating at PALLI FIELD BOBI OIL COMPLEX OGDCL on rental basis. The contractor will be responsible for provision of smooth, continuous and un-interrupted power supply round the clock. Only space and Fuel (Diesel) for generator's operations will be provided by OGDCL and all other requirements like Lube Oil, filters, batteries & battery electrolyte, radiator/cooling tower coolant and/or any other requirement to be fulfilled by the contractor itself. Any additional requirement at field will be covered under the same contract.

### 2. Operating Conditions

The prospective bidder will have to provide one continuous running diesel driven generator.

SR. #	FIELD	FUEL SOURCE	QTY	POWER REQUIREMENT
1	PALLI FIELD BOBI OIL COMPLEX SANGHAR SINDH	HSD	01 NO. DIESEL GENSET (CONTINUOUS OPERATION)  WITH STAND BY SAME CAPACITY	70 KVA

### 3. Contract Period

The rental contract will be for a period of six months extendable with mutual consent.

### 4. Contractors Responsibility & Scope of Supply

- 4.1. The contractor has to supply diesel generator.
- 4.2. The successful contractor will provide Diesel Generator (new or max. seven years old) 70 KVA, 3 phase, 415 volts, 50 Hz rating.
- 4.3. The contractor will be responsible to provide Diesel generator with Operation and maintenance services with
  - 4.3.1. Operational Staff (24 Hours)
  - 4.3.2. Insurance of generator.
  - 4.3.3. Servicing of the supplied generator, routine & breakdown maintenance and troubleshooting.
  - 4.3.4. Top end and major overhauling with spares as per maintenance schedule of supplied generator.
  - 4.3.5. Lube Oil, filters, batteries & battery electrolyte and radiator/cooling tower coolant or any other requirement except diesel.
- 4.4. The contractor should supply the skid mounted HSD Engine Driven Generator unit.
- 4.5. The successful contractor shall maintain its generators before shifting to OGDCL site. The documentary proof of last major/top overhauling and maintenance to be provided.
- 4.6. OGDCL reserves the right to visit the contractor site for inspection of generators prior to shifting of generator to site.

- 4.7. The OEM name plate of the Engine and Alternator should be mounted on the each equipment. This must be clearly visible & readable. Generator set without name plates shall not be accepted.
- 4.8. The generator package should be equipped with all the standard accessories/safeties.
- 4.9. The generator package should be with panel board with visible display of all parameters, fault warnings and controls. All the safeties should be operative.
- 4.10. The contractor will be responsible for earthing of his generator.
- 4.11. The contractor is responsible to provide all necessary tools/accessories to their manpower for routine checkups.
- 4.12. The contractor will be responsible for regular filling of log books issued for generator. The log book must be signed by Incharge Maintenance of the respective field/location Incharge daily / fortnightly.
- 4.13. Filling of daily, weekly, monthly, six monthly and yearly maintenance preforms and keeping their records will also be the responsibility of the contractor.
- 4.14. The contractor will assure the presence of workshop manual, maintenance manual, maintenance and performance reports and other necessary data at site.

## **5. Delivery Time.**

- 5.1. The delivery period for supply of generators to OGDCL site is 30 calendar days (at maximum) from the issuance of service order.
- 5.2. If the contractor fails to provide generators within 30 calendar days from signing date of the contract, his contract will be cancelled and performance bank guarantee will be forfeited.

## **6. Installation & Commissioning.**

- 6.1. The installation & commissioning activities time line is 02 calendar days after the generator reach at site.
- 6.2. If the contractor fails to commission its generator within 02 calendar days of the mobilization of generator at site, 5% (of contracted monthly rental) penalty will be imposed for each day delay up to next 15 days which will be deducted from his first invoice.
- 6.3. If the contractor fails to commission its generator within 02 calendar days of the mobilization of generators at site, its contract will be terminated.
- 6.4. The contractor is responsible for mobilization, installation and commissioning of generators at site. OGDCL will provide only loading/ unloading facility at site.
- 6.5. Only hard standing would be made available at site. All other requirements will be fulfilled by the contractor.
- 6.6. All necessary checks, arrangements and commissioning of the generators are the responsibility of the contractor.
- 6.7. The contractor has to make arrangements for making connections with the fuel supply line.
- 6.8. The successful bidder will have to verify its offered load of generators at site during commissioning with load bank. All arrangements/requirements for load bank are in contractor's scope with no cost to OGDCL.

## **7. Operation**

- 7.1. Contractor is fully responsible to provide continuous rated power supply 24x7 days of week during the entire contract period.
- 7.2. In case of failure of generator, Deduction of Rent will be made per hour basis
- 7.3. Nothing except HSD will be provided by OGDCL for operation of the generators as fuel.

- 7.4. All other requirements like Lube Oil, filters, batteries, battery electrolyte, radiator/cooling tower coolant and/or any other requirement to be fulfilled by the contractor at its own cost.
- 7.5. Contractor is fully responsible for trouble free operation, maintenance and routine checkups of the generators unit during the contract period.
- 7.6. All types of maintenance of generators will be the sole responsibility of the contractor in respect of spare parts, material, manpower, allied services & support and all other requirements.
- 7.7. Contractor is responsible to depute his operational staff for generators operation & maintenance.
- 7.8. Contractor is responsible to provide all required PPE'S to his operational staff.
- 7.9. The contractor is responsible to arrange alternative crew member in case of absence of any crew member due to sickness, leave, domestic or any other reason. OGDCL will not be responsible for any damage caused to generators due to any reason under any circumstances.

## **8. End of Contract**

- 8.1. After expiry of contract period, the contract will be terminated automatically.
- 8.2. OGDCL reserves the right to call off the contract on a 15 days advance notice from any field location without assigning any reason(s).
- 8.3. After termination of contract, contractor is responsible to uninstall generator and demobilize them from the OGDCL site within 7 calendar days after which the contractor will be liable to pay demurrages charges @ 2 % of the monthly rent rates on each day delay which will be deducted from final invoice/performance guarantee.

## **9. Terms & Conditions**

- 9.1. No down time is allowed and contractor is liable to provide smooth, continuous and un-interrupted power supply.
- 9.2. In case of failure of generator, Deduction of Rent will be made per hour basis.
- 9.3. Contractor to arrange its replacement if any of the installed Gen set is required to be shifted for any type of scheduled overhauling.
- 9.4. Charges of any damage caused to any OGDCL equipment/appliances due to malfunctioning of the generator will be charged from contractor and will be deducted from monthly invoices of the contractor as per actual.
- 9.5. OGDCL will not be responsible for any damage caused to generator and/or contractor employees under any circumstances.
- 9.6. OGDCL will only provide accommodation to the contractor's crew for a maximum of two persons at site. All other expenses of contractor's crew including meals will be on the part of contractor.
- 9.7. Nothing HSD fuel will be provided by OGDCL for operation of the generator. All other requirements like Lube Oil, filters, batteries & battery electrolyte, radiator/cooling tower coolant and/or any other requirement have to be fulfilled by the contractor itself.

## **10. Payment Terms**

- 10.1. 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.
- 10.2. Rental charges will be started from the time of satisfactory power supply.

- 10.3. Rental charges will be paid by concerned field.
- 10.4. Rental charges will be paid only for the period of satisfactory power supply on monthly basis.
- 10.5. The deductions & penalties, if any will be incorporated before payment of monthly rental invoice.
- 10.6. Payment will be made through cross cheque after deduction of applicable taxes against invoices.

## **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 one month's notice to each location in charge / field location. The location Incharge will have to make the security clearance of nominated operators. 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 only provide accommodation to the contractor's crew for a maximum of two persons at site. All other expenses of contractor's crew including meals will be on the part of contractor.

## **12. Progress Reports.**

The contractor shall prepare and submit to the company a weekly report detailing all actions that have occurred in the preceding week with details of total operation hours, total downtime, and maintenance jobs and planned maintenance for the next week. The report would be submitted by Monday of each week with signatures of both the field maintenance engineers and field manager.

## **13. Company/Bidder Qualifying Criteria.**

- 13.1. The contractors who intend to participate must provide documentary proof for at least 05 years of generators installation & operation experience. Further the contractor should submit a list of projects of similar nature carried out by him with brief scope of work along the technical portion of the bid for similar generators.
- 13.2. The company is to provide the following mandatory data for evaluation/qualification:
  - 13.2.1. Certified copy of NTN/GST.
  - 13.2.2. Company profile.
  - 13.2.3. Comprehensive list of rental generators available for both diesel and gas based operations
  - 13.2.4. List of all the workshops and service agencies across Pakistan.
  - 13.2.5. HSEQ policy of the company.
  - 13.2.6. The contractor is to confirm that operator would be provided with adequate PPE's including overalls, ear muffs, safety shoes, safety helmets, safety goggles, safety gloves.
  - 13.2.7. Last 05 years of continuous operations record for reference.
  - 13.2.8. List of previous contract for Operation & Maintenance of generators with OGDCL and/or other E&P companies operating in Pakistan during last 5 years. Bidder to provide contract copies in this regard.
  - 13.2.9. Performance Certificates (at least 3) from respective companies for current & previous rental contracts.
  - 13.2.10. Company financial standing & financial reports.
  - 13.2.11. In case of joint venture, copy of contract should be provided in technical bid.

- 13.3. Bidder to provide main & stand by generators specifications including make, model, rating and related information with bid.
- 13.4. The generator package must have the monitoring devices for generation voltage, output current, frequency, battery voltage, fuel level, lube oil pressure, engine temperature and running hours. Safety devices like overload and short circuit protection for generator, over speed, low oil pressure, and high temperature must be operative with indication lights. The units are to be provided with emergency shutdown/stop switch which must be operative. Bidder has to confirm availability of these in his bid proposal.

**Note:**

1. Bidders have to quote monthly rent.
2. Bids will be evaluated for each item wise.

**14. Financial Bid Format**

SR. #	FIELD	NUMBER OF DIESEL GENERATORS REQUIRED	POWER REQUIREMENT	MONTHLY RENTAL RS.
1	PALLI FIELD BOBI OIL COMPLEX, SINDH	01 GENSET CONTINUOUS OPERATION WITH SATNDBY SAME CAPACITY	70 KVA	

**Evaluation Criteria:**

1. Financial Evaluation will be done on monthly rental rates (continuous + standby) on item wise/ as per above table)
2. Bidder to quote the monthly rental rates inclusive of all applicable taxes & levies as per Government of Pakistan regulations except provincial sales tax on services. Provincial sales tax on services, if applicable, will be paid/reimbursed by OGDCL. If taxes are not separately mentioned in financial bid, the quoted rates will be considered inclusive of all applicable taxes except provincial sales tax on services.
3. Any other/fixed cost (Mob/De-mob, installation, commissioning etc) will not be entertained separately. OGDCL will pay only monthly rent. Bidder to quote accordingly.
4. Prices should be firm without any adjusting formula.
5. Priced sheet to be submitted with financial bid. However un-priced sheet to be submitted with Technical Bid for evaluation purpose.

**15. Fuel**

High Speed Diesel