

OIL & GAS DEVELOPMENT COMPANY LIMITED
PROCUREMENT DEPARTMENT, ISLAMABAD
FOREIGN SECTION A

(To be completed, filled in, signed and stamped by the principal)

ANNEXURE 'A'

Material Extreme Pressure Lubricant (Mud Lube)
Tender Enquiry No PROC-FA/CB/WS-4518/2019
Due Date
Evaluation Criteria FULL PKG.

SCHEDULE OF REQUIREMENT

Sr No	Description	Unit	Quantity	Unit Price (FOB)	Total Price (FOB)	Unit Price C & F BY SEA	Total Price C & F BY SEA	Deviated From Tender Spec. If Any
1	EXTREME PRESSURE LUBRICANT (MUD LUBE)	Litre	66560					

Note:

1. Bid Bond: - Pursuant to tender clause # 2.2, 11.4, 13 & 35.3.2, bid(s) must be accompanied by an upfront bid bond in the form of pay order/ demand draft or bank guarantee issued by scheduled bank of Pakistan or a branch of foreign bank operating in Pakistan for an amount of US \$2,500/= (United States Dollar Two Thousand Five Hundred Only) or equivalent Pak Rupees, with technical bid and valid for 150 days from the date of opening of the bids. The bank guarantee must be issued in accordance with the format as per Annexure-C of the tender documents.

2. Terms and Conditions: -Bidders are advised to carefully read all the terms and conditions of the Tender Document available at OGDCL web site in the master tender document.

3- Shipment from ACU Member Countries: In case of shipment from ACU member countries, the LC beneficiary should be of that particular country from where the consignment is being shipped.

4. Summary Rejection Criteria: - The summary rejection criteria at clause # 35 of the tender document may also be examined carefully. Any bid not meeting the criteria spelled in the clause # 35 shall be summarily rejected without any right of appeal.

5. Foreign Procurement Payment Terms (also available at OGDCL website (Tenders Tab):

(i) **Tender value less than or equal to US \$200,000:**

Payment to the Contractor/ bidder in foreign currency shall be made by establishing in favor of the Contractor an irrevocable Letter of Credit (hereinafter called the L/C). 70 % Payment (s) under the L/C will be made for the FOB/ CFR / CPT (as the case may be) price of material of each shipment upon submission of the shipping documents. Balance 30% Payment will be released after receipt, inspection and acceptance of material.

(ii) **Tender value more than US \$200,000:**

Payment to the Contractor/ bidder in foreign currency shall be made by establishing in favor of the Contractor an irrevocable Letter of Credit (hereinafter called the L/C). 80 % Payment (s) under the L/C will be made for the FOB/ CFR / CPT (as the case may be) price of material of each shipment upon submission of the shipping documents. Balance 20% Payment will be released after receipt, inspection (in addition of pre-shipment inspection) and acceptance of material.

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**TECHNICAL SPECIFICATIONS SHEET OF
EXTREME PRESSURE LUBRICANT (MUD-LUBE)**

It is highly effective lubricant which imparts extreme pressure lubricating properties to the drilling fluids and is stable at any circulating temperature that may encounter usually in the normal deep well operations for oil/gas production & thus it does not undergo chemical degradation down hole in extreme pressure condition & at temperature in excess of 149°C.

Each bidder should fill-in the tables given below with the properties of their quoted product. Only to write "conforming to" or "OK" will not be sufficient.

A) TECHNICAL SPECIFICATIONS:

SR. NO	PROPERTIES	REQUIRED SPECIFICATIONS	EXACT VALUE OF THE OFFERED PRODUCT
01.	Appearance	Dark viscous liquid at ambient temperature, free from suspended impurities	
02.	Specific Gravity	0.90 – 0.97 (S.G)	
03.	Flash point	>99°C	

B) PERFORMANCE TESTS:

SR. NO	PERFORMANCE TEST	REQUIRED SPECIFICATIONS	EXACT VALUE OF THE OFFERED PRODUCT
<u>LUBRICITY TEST:</u>			
01.	<p>a) In Fresh Water Mud: Prepare 7.5% (w/v) Bentonite suspension in distilled water, by stirring with a lab stirrer (5000-6000 rpm) for 30 minutes and ageing at 90° C for 48 Hrs. and re-stirring the same for 15 minutes at 25° C. Add appropriate quantity of distilled water to adjust apparent viscosity in the range of 15-16 CP. Add 0.5% (w/v) of the product, stir with Hamilton Beach Mixer for 15 minutes at high speed. Measure lubricity coefficient by Lubricity Tester.</p> <p>b) In Salt Water Mud: Prepare 8-10% (w/v) Bentonite suspension in distilled water, by stirring with a lab stirrer (5000-6000 rpm) for 30 minutes and ageing at 90° C for 48 Hrs. Add 4% (w/v) Sodium Chloride (LR grade) and age for 24 Hrs. at 25°C. Adjust the apparent viscosity of this suspension to 15-16 CP by dilution with 4% Sodium Chloride Solution. Then add 0.5% (w/v) of the product, stir with Hamilton Beach Mixer for 15 minutes at high speed. Measure lubricity coefficient by Lubricity Tester.</p>	<p>0.15 (Maximum)</p> <p>0.20 (Maximum)</p>	

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MUHAMMAD ALI
 Engineer

EXTREME PRESSURE - LUBRICATION TEST			
02.	<p><u>a) In Fresh Water Mud:</u></p> <p>Prepare Bentonite suspension as mentioned at Sr. No.01 (a) and filter through 200 mesh and similarly treat with 0.5% (w/v) of the product, stir with Hamilton Batch Mixer for 15 minutes at high speed. Determine its film strength at 300 in-lb load and 1000 rpm with E.P Lubricity Tester.</p> <p><u>b) In Salt Water Mud:</u></p> <p>Prepare salt water Bentonite suspension as mentioned at Sr. No. 01(b) and similarly treat with 0.5% (w/v) of the product, stir with Hamilton Batch Mixer for 15 minutes at high speed. Determine its film strength at 300 in-lb load and 1000 rpm with E.P Lubricity Tester.</p>	20,000 psi (Minimum)	
03.	<p><u>Foam Test:</u></p> <p>Prepare fresh water Bentonite suspension at Sr. No.01 (a) and add 0.5% (w/v) of the product. Stir for 15 minutes at high speed in Hamilton Batch Mixer and determine S.G of mud after waiting of 01 minute.</p>	>0.80	

C) NECESSARY DATA

SR. NO.	DESCRIPTION	
01.	Name of Bidder	
02.	Complete address, telephone, e-mail and fax numbers of bidder	
03.	Name of Local agent	
04.	Complete address, telephone, Email and fax numbers of local agent.	
05.	Name of Manufacturer	
06.	Name of Authorized Signatory of Manufacturer	
07.	Complete address, telephone, e-mail and fax number of manufacturer.	
08.	Website of manufacturer	
09.	Brand Name of Product	
10.	Country of origin	
11.	Port of Shipment	
12.	Minimum Shelf life of product	

D) SALES ACHIEVEMENTS:

Names of at least 07 clients / sales achievement (E & P companies only) other than OGDCL whom supplied the quoted product in bulk quantity (not less than 50 Drums) with contract numbers and quantities during the last Five(05) years commencing from year 2014 as a proof of Five(05) years' experience.

SR. NO.	NAMES OF CLIENTS WITH ADDRESS AND TEL. NOS.	CONTRACT / PURCHASE ORDER NOS. WITH DATE	QUANTITY SUPPLIED
01.			
02.			
03.			
04.			
05.			
06.			
07.			

E) NECESSARY ATTACHMENTS FOR TECHNICAL BID:

SR. NO.	DESCRIPTION	ATTACHED/ PROVIDED OR NOT.
01.	Product Data Memorandums of Extreme Pressure Lubricant (Mud-Lube) in original printed by manufacturer.	Attached/ Not attached
02.	Material Safety Data Sheets OF Extreme Pressure Lubricant (Mud-Lube) in original printed by manufacturer.	Attached/ Not attached
03.	Valid ISO-9001-2008 certificate for manufacturing / Production of the quoted product Extreme Pressure Lubricant (Mud-Lube).	Attached/ Not attached
04.	Original authority letter issued by the manufacturer to bidder for quoting their product.	Attached/ Not attached
05.	1 Liter sample of offered product.	Provided/ Not provided

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PACKAGING:

The Extreme Pressure Lubricant (Mud-Lube) should be packed in **55 US Gallons** net export quality new mild steel drums, hermitized & corrosion resistant, 04 drums on one wooden pallet shrink wrapped with thick polythene sheet & tightly strapped. The packaging of the material should be of International standards & capable to safe transportation during ocean/road journey from port of shipment to well site & to with stand prolonged weather conditions at the storage points and at the well sites /locations.

MARKING:

Each bag should have clearly legible marking, as given below;

- (a) Name of the product.
- (b) Name of the Manufacturer.
- (c) Date/month/ year of manufacture.
- (d) Minimum shelf life
- (e) Supply order number against which supplies are made.
- (f) Lot No._____/ Batch No._____.

INSTRUCTIONS TO THE BIDDERS/ TERMS & CONDITIONS:

1. The manufacturer of the quoted product must have minimum **05** years' experience of manufacturing & supplying of indented chemical to E & P companies specifically, duly supported by valid authentic **ISO 9001-2008** certificate as a proof for manufacturing/ production of the quoted product consecutively from last 05 years. Bidder must provide inquiry guidance to confirm authenticity of ISO certificate. In case of any ambiguity, the certificate will be verified from issuing authority. The certificate duly submitted along with bid will be considered final. No additional certificate will be entertained at any stage of the case.
2. **Minimum shelf life** of the quoted product **should not be less than 03 years.**
3. Technical Specifications Sheet of the quoted product duly filled-in must be enclosed in the technical bid.
4. **Delivery period** of the quoted product should not be more than **60 Days** after establishment of LC.
5. All submitted bids will be evaluated strictly as per TOR of tender inquiry as well as on the basis of previous performance (supply record as per shipment) of bidder, manufacturer and local agent, failing which will lead to disqualification of Bid thereof.
6. An authority letter in original issued by the manufacturer for allowing the bidder to quote their product for this particular tender enquiry, duly signed/stamped, must be attached with the technical bid in case the bidder is not manufacturer.
7. All the bidders must have to provide/ submit the **1 Liter sample** of the quoted product (conforming to OGDCL requirement as per Section (A & B) along with technical bids at the time of bid submission. The valid receipt/tracking details supplied through national / international courier services has to be accompanied with the bid. If the sample is not submitted with the bid, it will not be accepted in any case & will lead to disqualification of bid.

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8. The quantities of indented material can be increased or decreased at the time of finalization of case according to the requirement.
9. The quoted product or item from country of origin "**INDIA**" is not acceptable as per SRO-927(I)/2019 dated 09-08-2019.
10. Prior to shipment of the material, if desired by OGDCL, the supplier of the product will be responsible for carrying out the inspection & Lab analysis of the material from the OGDCL approved inspecting agency/Lab for confirmation of material as per tender specifications. The inspector will be hired by OGDCL .After physical inspection, one representative sample of the chemical will be dispatched by the inspectors directly to OGDCL. Later on its Lab Evaluation report will be submitted directly to OGDCL. After examination/scrutiny, OGDCL will inform about acceptance/rejection of material/report.
11. Shipment is required to be made in containers for minimizing damages to the costly Chemical.
12. The final acceptance of the requisite consignment will be made after physical inspection of shipment & Lab analysis of representative sample for conforming to technical specs of tender documents. The lab analysis will be undertaken at OGDCL own or any other reputable lab of OGDCL choice and acceptance of the results will be binding over the supplier.
13. Material must have to be lifted back by the vendor if not found as per technical specification of this particular tender enquiry even after its delivery at the base stores and have to replace with the material conforming to technical specifications with no cost to OGDCL.
14. If any of the information provided by the bidders proves wrong or any counterfeited/unlawful document is submitted to mislead department, OGDCL reserves the right to disqualify such bids without further assigning any reason. Such bidders will not be eligible to bid for any future procurement.