



OIL & GAS DEVELOPMENT COMPANY LIMITED
PROCUREMENT DEPARTMENT (LOCAL), ISLAMABAD
SCHEDULE OF REQUIREMENT

Material : **SODIUM SILICATE**

Tender Enquiry No: **PROC-LC/PT/MS/18689**

EVALUATION WILL BE CARRIED OUT ON FULL

Due Date:

Bid Bond Value : RS.412,500/=

Attachment(if any) : YES

Sr No	Description	Quantity	Make/Brand offered	Unit	Unit Price (PKR) Inclusive Of All Taxes Except GST	Unit Price (PKR) Inclusive of GST	Total Price (PKR) Inclusive of GST	Delivery Period Offered	deviation from Tender Sp
1	SODIUM SILICATE	150000		Litre					

Special Note: The prospective bidders also download the master set of Tender Document
- The prospective bidders may keep in touch with OGDCL web site for downloading the clarifications/amendments (if any) issued by OGD
- DELIVERY AT KDS AS PER TOR. PAYMENT AFTER DELIVERY AND INSPECTION. BID VALIDITY MUST BE 180 DAYS.
- *DELIVERY PERIOD IS 150 DAYS AS PER CLAUSE -2 OF TOR.*

Noted please.

Saima
28/01/2022
SAIMA MAQSOOD
Dy. Chief Engr. (Drilling Fluid)
Ext: 2221

[Signature]
01/02/2022
Sameer Mustafa Noor
M (CMT/STIM)
Ext: 3774



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

Write please

SAJMA MAQSOOD
Dy. Chief Engr. (Drilling Fluid)
Ext: 2221

[Signature]
01/02/2022

Sameer Mustafa Noor
M (CMT/STIM)
Ext: 3774



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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 official of the Bidder(s) _____

Verified please -

SAMA MAQSOOD
Dy. Chief Engr. (Drilling Fluid)
Ext: 2221

Sameer Mustaf
01/02/2022

Sameer Mustafa Noor
M (CMT/STIM)
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SODIUM SILICATE

Sodium Silicate is used as a shale-inhibitive water base drilling fluid for **drilling through highly water sensitive formations**. Silicate-based drilling fluids prevents the transport of water and ions internal to the shale structure which improves wellbore stability , prevent wellbore washouts and provides in-gauge holes through troublesome shale sections that otherwise might require a non-aqueous drilling fluid.

A: TECHNICAL SPECIFICATIONS

SR. NO.	PHYSICAL PROPERTIES	REQUIRED SPECIFICATIONS	EXACT VALUE OF THE OFFERED PRODUCT
01.	Appearance	Colorless, Viscous and Alkaline Liquid, Free from Foreign Matter and other Impurities	
02.	Specific Gravity (S.G) at 20°C	1.40 – 1.55	
03.	pH of 1% Solution	10 (Minimum)	
04.	Matter Insoluble In Water (% By Mass)	0.2 (Maximum)	
05.	Silica as SiO ₂	30 - 34%	
06.	Ratio of Total Alkalinity (as Na ₂ O) to Total Silica (as SiO ₂), (Na ₂ O: SiO ₂) By Weight	1 : 2.40 – 3.20	
07.	Iron (as Fe), Percent By Mass	0.02 (Maximum)	

Prepared by:


Saima Maqsood
Sr. Mud Engineer

Checked by:


Irshad Hassan Khosa
DCE (DF)

Recommended by:


Sameer Mustafa Noor
Manager (CMT/STIM)

Approved by:


Irfan Nazir
Manager I/c (DS)

B: NECESSARY DATA TO BE PROVIDED BY EACH BIDDER

SR. #	DESCRIPTION	
01.	Name of Bidder	
02.	Complete address, telephone, e-mail and fax numbers of bidder	
03.	Name of Manufacturer	
04.	Name of Authorized Signatory of Manufacturer	
05.	Complete address, telephone, e-mail and fax number of Manufacturer.	
06.	Website of manufacturer (if any)	
07.	Brand name of Product	
08.	Original Letter of Authorization of manufacturer to bidder attached or not. (Yes / No)	
09.	Minimum shelf life of product	

C: PACKAGING:

The chemical should be packed as 170-210 Litres per drum in non-returnable leak proof, sealed, export quality mild steel drums having tare weight 20 -22 kg /drum, hermitized & corrosion resistant. Moreover these drums should be palletized as 04 drums per wooden pallet, wrapped with thick polythene sheet and tightly strapped. The packaging of the required chemical should be of international standards and capable to safe transportation during road journey from manufacturing facility to OGDCL stores & well sites and to withstand prolonged weather conditions at the storage points and at the well sites / locations.

Prepared by:

Saima
Saima Maqsood
Sr. Mud Engineer

Checked by:

Irshad
Irshad Hassan Khosa
DCE (DF)

Recommended by:

Sameer
Sameer Mustafa Noor
Manager (CMT/STIM)

03/12/2021

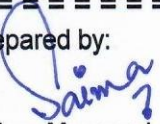
Approved by:

Irfan
Irfan Nazir
Manager I/c (DS)

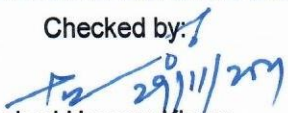
D: INSTRUCTIONS TO THE BIDDERS/ TERMS & CONDITIONS:

1. The quantities of indented material are tentative & can be increased/ decreased according to the requirement.
2. **Delivery period** of the whole consignment will be **150 Days**; however, the supplier will have to provide the indented chemical in 02 consignments. First consignment must be delivered within 60 days after receiving the Purchase Order (PO) from OGDCL, while second / last consignment within next 90 days after clearance of 1st consignment.
3. **Minimum Shelf life** of the quoted product should not be less than **03 years** and manufacturer must declare shelf life of the chemical by issuing it on company's letter head.
4. Technical specifications sheet of the quoted product duly filled in must be enclosed with the technical bid.
5. The bidder has to provide the complete name and address of Manufacturer with brief history of manufacturing the quoted product.
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 submitted bids will be evaluated strictly on the basis of previous performance (supply record) of bidder / manufacturer, failing which will lead to disqualification of Bid thereof.
8. The bidder must have to provide the 1.0 Litre sample of the quoted product along with technical bids or within 10 days of technical bid opening. No sample will be accepted / entertained after 10 days of Technical Bid opening and bid will be rejected.
9. Prior to the supply of the material, the supplier will be responsible for carrying out the inspection of the material if desired by the indenting department.
10. Material will be accepted after the physical inspection & lab evaluation report of the representative sample drawn by the inspection committee from the delivered material at OGDCL Store.
11. 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.

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