

**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 Procurement of Triethylene Glycol (TEG)  
Tender Enquiry No. PROC-FA/CB/P&P/TEG-3133/2017  
Due Date  
Evaluation Criteria FULL PKG

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
	TRI ETHYLENE GLYCOL (TEG) AS PER ATTACHED SPECIFICATIONS AND TOR	KGS	391,000					

**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 \$16,600/= (United States Dollar Sixteen Thousand Six 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. Delivery period of the quoted product should not be more than 120 days after opening of Letter of Credit (LC).

**Triethylene Glycol (TEG)****1. Technical Specifications**

Bidder should invariably mention the exact properties of their quoted product along with detailed chemical composition. Only to write conforming to or OK will not be sufficient.

Purity	99.0% (Min)
Appearance	Clear Odorless Liquid
Color (APHA)	25 Max.
Specific Gravity at 20/20 °C	1.122 - 1.126
Water Contents by Wt.	0.1 - 0.2% Max.
Molecular Wt.	150.1
Boiling Point at 760 mmHg	287.4 °C
Vapor Pressure at 20 °C	0.01 mmHg
Viscosity at 20 °C	47 - 51 cP
Flash Point (Open Cup)	165.5 °C
Freezing Point	- 7 °C
Distillation range 760 mmHg	275-300 °C

**2. Necessary Data****2.1 Bid Summary Sheet**

S. No.	Description	
1	A	Name of Bidder
	B	Name of authorized signatory of bidder
	C	Complete address, phone, fax numbers and email of bidder
2	A	Name of Local agent
	B	Name of authorized signatory of local agent
	C	Complete address, phone, fax numbers and email of local agent
3	A	Name of manufacturer
	B	Complete address, phone, fax numbers, email and website of manufacturer
4	Brand name of product	
5	Country of origin/manufacturing facility	
6	Port of shipment	
7	Minimum shelf life of product (not less than 30 months)	
8	Packing details	
9	Delivery period	

**2.2 Clients / Sales Achievement in Pakistan**

S.No	Name of client with address and phone Nos.	Contract/Purchase order No. with date	Quantity Supplied



### 2.3 Necessary Attachments with Bid

S.No	Description	Attached / Provided or Not
01	Complete product data memorandum, application notes and specifications as per Claus-1.	
02	MSDS	
03	Original authority letter issued by the manufacturer to bidder and local agent for quoting their product	
04	Client list in Pakistan as per format at 2.2.	
05	Valid ISO certificates of manufacturer	
06	Fresh lab analysis report(s) of the quoted product from a reputed / recognized 3 <sup>rd</sup> party lab in the light of specifications at Claus-1.	

### 3. Packing

- 3.1 Material will be supplied in brand new drums as per manufacturer standards. Packing should be of international standard (pelletized packing)
- 3.2 Each drum should be clearly marked with contract no., chemical name, and name of manufacturer, net & gross weights, lot/batch No. and expiry date.

### 4. Delivery Period

- 4.1 Complete material should be delivered in minimum possible time not more than 120 days after LC opening.

### 5. Instructions to the Bidder / Terms & Conditions

- 5.1 The manufacturer of the product must have minimum 07 years experience of manufacturing and supplying of TEG, duly supported by valid ISO certificate for manufacturing / production of TEG. Trade houses and stockiest will not be treated as manufacturers.
- 5.2 Bidder should be submitted two sets of technical bids (01 original and 01 copy). All documents listed at Claus 2.3 must also be attached with technical bid.
- 5.3 Specifications of quoted TEG must be mentioned clearly, word accepted or complied will not acceptable.
- 5.4 If bidder did not supply quoted TEG to OGDCL previously, they will have to submit two performance / recommendation letters from their clients (preferably from Pakistan) to whom they supplied at least 23,000 Kg of quoted TEG during last 5 years.
- 5.5 OGDCL will carry out 3<sup>rd</sup> party pre-shipment inspection at its own cost from their approved firms. The TPI firm will submit report directly to OGDCL and consignment will only be shipped after acceptance/endorsement of TPI report(s) by OGDCL. Bidder will responsible to facilitate 3<sup>rd</sup> party inspection.
- 5.6 Material will be accepted after final inspection at OGDCL store.