



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

Material : **MUD CHEMICALS**

Tender Enquiry No: **PROC-LE/17619**

EVALUATION WILL BE CARRIED OUT ON FULL

Due Date:

Bid Bond Value : RS. 160,000/-

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 Spec. If Any
1	SODIUM BICARBONATE (SODA BICARB)	50		Metric Ton					
2	SODIUM BICARBONATE (SODA BICARB)	50		Metric Ton					

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 OGDCL.
- BID VALIDITY: 180 DAYS FROM TECHNICAL BID OPENING. DELIVERY PERIOD: AS PER CLAUSE-2 OF INSTRUCTIONS TO BIDDER; TERMS & CONDITIONS. I. ITEM # 1 TO BE DELIVERED AT KHADEJI & ITEM # 2 TO BE DELIVERED AT CHAK NURANG. II. PAYMENT TERM IS PART DELIVERY PART PAYMENT

Discount (if any) shall only be entertained on Schedule of Requirement of Bidding Document (Financial Proposal). If the discount is mentioned elsewhere in the bid, the same shall not be entertained.

TECHNICAL SPECIFICATIONS SHEET

OF

SODA BICARB

Soda Bicarb or Sodium Bicarbonate (NaHCO_3) is used in water-base drilling fluids as a source of bicarbonate ions to precipitate calcium and reduce pH. Soda Bicarb is an economical and effective treatment for cement contamination. It precipitates calcium and deflocculates cement-contaminated fluids.

Each bidder should invariably fill-in the table given below with exact value of these properties of their quoted product. Only to write conforming to or OK will not be sufficient.

A) TECHNICAL SPECIFICATIONS

SR. NO.	PHYSICAL PROPERTIES	REQUIRED SPECIFICATIONS	EXACT VALUE OF THE OFFERED PRODUCT
01.	Appearance	Fine White Powder	
02.	Percentage purity (Total alkalinity as NaHCO_3)	98 % Minimum	
03.	Loss on Drying (% by weight)	0.20 % Maximum	
04.	Insoluble substances	Clear solution on dissolving 1 gm in 20 ml water	

PACKAGING & INSTRUCTION TO BIDDER

PACKING: -

The chemical should be packed as 25kgs net per bag in new export quality HDPE bags having inner polythene liner for rendering the material completely moisture proof. The material should be palletized as **01 M.Ton** wrapped with thick polyethylene sheet and tightly strapped. The packaging of the required mud 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.

INSTRUCTIONS TO THE BIDDERS/ TERMS & CONDITIONS:

1. The quantity of indented material is tentative & can be increased/ decreased according to the requirement.
2. **Delivery period** of the consignment will be **150 Days**, however, the supplier will have to provide Two equal consignments for KDS & CNG Stores as per following schedule of delivery.

Location	1 st Consignment	2 nd Consignment
KDS Store	25 M.Ton within 60 days after issuance of LPO.	25 M.Ton in next 90 days after 1 st consignment.
CNG Store	25 M.Ton within 60 days after issuance of LPO.	25 M.Ton in next 90 days after 1 st consignment.

3. **Minimum Shelf life** of the quoted product should not be less than **03 years**.
4. Technical specifications sheet of the quoted product duly filled in must be enclosed with the technical bid.
5. All the bidders must have to provide/ submit the **½ Kg sample** of the quoted product along with technical bids. Without submission of the product sample, bid will not be entertained.

6. Original product data memorandum and material safety data sheets to be provided with the technical bid.
7. All submitted bids will be evaluated strictly on the basis of TOR of this particular Tender Enquiry as well as previous performance (supply record) of bidder/manufacturer, failing which will lead to disqualification of Bid thereof.
8. 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.
9. Material will be accepted after the physical inspection & lab evaluation report of the representative sample drawn by the inspection committee from the material delivered at required locations.
10. 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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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)	Financial 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"/>



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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) _____