



1/8

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

Material :MUD DETERGENT

Due Date:

Tender Enquiry No: PROC-LC/PT/WS-18784

Bid Bond Value : RS:- 97,843/=

EVALUATION WILL BE CARRIED OUT ON ITEM WISE

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	MUD DETERGENT	18720		Litre					
2	MUD DETERGENT	10400		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 OGDCL.
- DELIVERY LOCATION FOR ITEM # 01 IS KDS AND ITEM # 02 IS CNG. DELIVERY SCHEDULE IS AS PER TOR. PAYMENT AFTER DELIVERY. BID VALIDITY MUST BE 180 DAYS.

vetted p/

06/05/2022

IRSHAD HASSAN KHOSA
Dy. Chief Engineer (Drilling Fluids)
Ext: 2349

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

06/05/2022



2/8

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SCHEDULE OF REQUIREMENT

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	No	Yes	No
Original Bid Bond	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Copy of NTN Certificate	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Copy of GST Certificate	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>	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"/>	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"/>	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"/>	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"/>	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"/>	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"/>	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"/>	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"/>	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"/>	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"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>



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7/8

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) _____

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TECHNICAL SPECIFICATIONS SHEET OF MUD DETERGENT

It is used mainly in the mud while drilling "top-hole" section to reduce surface tension, to aid in dropping sand, to minimize bit balling and to emulsify oil. Also it has lubrication effect and reduces torque & drag. It is compatible with the most drilling fluids. A solution of anionic compounds like Ethoxylated alcohols are mainly used as bio-degradable drilling mud detergents.

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	Clear Viscous liquid	
02.	General Chemical Composition	Please specify in the next column	
03.	Specific Gravity at 25 °C	1.00 – 1.10	
04.	pH of 1% (v/v) solution of the product in distilled water.	7.0-9.0	
05.	Solubility i) Water Soluble ii) Brine Soluble	Yes Yes	
06.	Freezing Point	1 °C (33 °F) or less	
07.	Flash point	Greater than 210 °F (99 °C)	
08.	Dosage Range	Please specify in the next column	

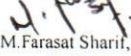
B) PERFORMANCE TESTS:

SR. NO	LAB TESTS	REQUIRED SPECIFICATIONS	EXACT VALUE OF THE OFFERED PRODUCT
01.	Surface tension of 0.25% (v/v) solution of the product in distilled water at 25°C, dynes/cm	35.0 (Max)	

Signature: *M. Farasat Sharif*Prepared by : M. Farasat Sharif,
SMESignature: *Irshad Hassan Khosa*Checked By: Irshad Hassan Khosa
DCE(Mud-Proc)Signature: *Sameer Mustafa Noor*Approved by: Sameer Mustafa Noor
Manager(Cmt/Stim)

578

02.	<p><u>Emulsion Stability Test:</u></p> <p>Take 485ml of distilled water, add 15ml High Speed Diesel Oil (HSD) slowly while stirring with Hamilton Beach Mixer at medium speed. Add 01ml of the product while stirring, continue stirring for 05minutes. Transfer the contents to 500ml measuring cylinder to observed phase separation,</p> <p>a) Immediate separation of HSD oil</p> <p>b) Separation of HSD oil after 24hrs at room temperature.</p>	Nil	06ml (Max)
03.	<p><u>Mud Lubricity Coefficient:</u></p> <p>Prepare 10cp Bentonite suspension in distilled water, add 0.5% (v/v) of product and stir for 05minutes in Hamilton Beach Mixer at medium speed. De-foam it with 04-05 drops of defoamer (if necessary). Determine Lubricity coefficient with lubricity tester.</p>	0.30 (Max)	
04.	<p><u>Foaming Tendency Test:</u></p> <p>Prepare 0.1% (v/v) solution of the product in distilled water, stir for 10minutes in Hamilton Beach Mixer at high speed. Immediate transfer the contents along with foam to measuring cylinder. Allow to stand for 15minutes and then measure the total volume of the contents along with foam. %increase in volume should be.</p>	05% (Max)	

Signature: 
 Prepared by : M.Farasat Sharif,
 SME

Signature: 
 Checked By: Irshad Hassan Khosa
 DCE(Mud-Proc)

Signature: 
 Approved by: Sameer Mustafa Noor
 Manager(Cnt/Stim)

6/8

C) NECESSARY DATA


SR. NO.	DESCRIPTION	
01.	Name of Bidder.	
02.	Complete address, telephone, e-mail and fax numbers of bidder.	
05.	Name of Manufacturer.	
06.	Name of Authorized Signatory of Manufacturer.	
07.	Complete address, telephone, e-mail and fax number of manufacturer.	
08.	Original letter of Authorization of manufacturer to bidder attached or not (Yes/No).	
09.	Minimum shelf life of product.	

PACKAGING FOR MUD DETERGENT:

The Mud Detergent should be packed in 55 US Gallons (208Liters) per drum in non-returnable leak proof, export quality new mild steel drums, having tare weight 20-22 kg/drum, hermitized & corrosion resistant, 04 drums on one wooden pallet, shrink wrapped with thick polythene sheet and tightly strapped. The packing of the material should be of international standards and capable to safe transportation during road journey from manufacturing facility to OGDCL stores and well and to withstand prolonged weather conditions at the storage points and at the well sites / locations.

Signature: 
Prepared by : M. Farasat Sharif,
SME

Signature: 
Checked By: Irshad Hassan Khosa
DCE(Mud-Proc)

Signature: 
Approved by: Sameer Mustafa Noor
Manager(Cmt/Stim)

(7/8)


INSTRUCTIONS TO THE BIDDERS/ TERMS & CONDITIONS:

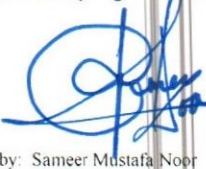
01. Total Quantity to be procured is 29,120 Liters (140 Drums), 18,720 Liters (90 Drums) at Khadeji Base Store(KDS) and 10,400 Liters (50Drums) at Chak Naurang (CNG) store .However the quantity of indent material can be increased/decreased according to the requirement.
02. The Bidding procedure will be Single Stage & Two Envelope.
03. Bid evaluation criteria for successful bidder is technically responsive and financially the lowest.
04. Submitted bid must be valid for not less than **180 Days** from date of opening technical bid.
05. **Delivery period** of quoted product should not be more than **120 Days**. The supplier must commence consignment wise delivery within 60 days as per following schedule, failing which action will be taken as per rules.

Item	Location	1 st Consignment	2 nd Consignment
Mud Detergent	KDS Store	9,360 Liters (45 Drums) within 60 days after issuance of LPO.	9,360 Liters (45 Drums) in next 60 days after 1 st consignment.
	CNG Store	5,200 Liters (25 Drums) within 60 days after issuance of LPO.	5,200 Liters (25 Drums) in next 60 days after 1 st consignment.

06. 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 letter head.
07. Technical Specifications Sheet of the quoted product duly filled-in must be enclosed with the technical bid.
08. All submitted bids will be evaluated strictly as per TOR of tender inquiry as well as on the basis of previous performance (supply record) of bidder, failing which will lead to disqualification of Bid thereof.
09. All the bidders must have to provide/submit the **01 Liter sample** of the quoted product (conforming to OGDCL technical specifications as per section "A" &"B") along with technical bids at the time of bid submission. If the sample is not submitted with the bid, it will not be accepted in any case & will lead to disqualification of bid.
10. Prior to supply of the material, the supplier will be responsible for carrying out the inspection of the material if desired by the indenting department.

Signature: 
Prepared by : M.Farasat Sharif,
SME

Signature: 
Checked By: Irshad Hassan Khosa
DCE(Mud-Proc)


Signature: 
Approved by: Sameer Mustafa Noor
Manager(Cmt/Stim)

— 8/8

11. 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 location.
12. 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.
13. The bidders should submit their Financial quotations as per below format:

Sr.No	Item Description	Qty	Unit Price (Inclusive of all applicable taxes excluding GST) (PKR)	Total Amount Without GST (PKR)	Unit Price (Inclusive of all applicable taxes Including GST) (PKR)	Grand Total (Inclusive of all applicable taxes Including GST) with GST (PKR)	Delivery Location
01	Mud Detergent.	18,720 Liters	Filled by bidder	Filled by bidder	Filled by bidder	-	KDS
02	Mud Detergent.	10,400 Liters	Filled by bidder	Filled by bidder	Filled by bidder	-	CNG

14. The bidder must provide manufacturing and expiry dates for chemicals on invoice, packing list and on each packaging”
-


MARIA BATOOL
 Sr. Mud Engineer
 Signature
 Prepared by: M Farisat Sharif
 SMI
 Extn: 2220


 Signature
 Approved by: Sameer Mustafa Noor
 Manager (CMT/STIM)
 Ext: 3774