

**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 MERCURY ADSORBENT & CERAMIC BALLS FOR KPD PLANT

Tender Enquiry No: PROC-FA/CB/P&P/KPD-4045/2018

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	CERAMIC BALLS,SIZE 6 MM 1/4" . SPECIFICATIONS AS PER ATTACHMENT	Kilo Grams	600					
2	MERCURY ADSORBENT, SELECT Hg-100 MERCURY REMOVAL NON REGENERATIVE ADSORBANT. SPECIFICATIONS AS PER ATTACHMENT	Kilo Grams	18000					
3	CERAMIC BALLS, 50 MM / 2", SPECIFICATIONS AS PER ATTACHMENT	Kilo Grams	2100					
4	CERAMIC BALLS,19 MM 3/4" . SPECIFICATIONS AS PER ATTACHMENT	Kilo Grams	1400					

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 \$6,500/- (United States Dollar Six 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. Delivery period of the quoted product should not be more than 90 days after opening of Letter of Credit (LC).

**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.

## Mercury Adsorbent

OGDCL invites bids for the supply of 18,000 kg of Mercury Adsorbent & 2100 kg, 1400 kg & 600 kg ceramic balls of size (50 mms, 19 mm & 6 mm) on C & F basis in accordance with terms and conditions specified in the tender documents.

### 1. Scope of Work

The following scope of supply shall be applicable for supply of Molecular sieve

- 1.1. Vendor shall review the quantity of Mercury adsorbent using his own offered product and guarantee the outlet specification of **0.009  $\mu\text{g}/\text{Nm}^3$  (0.001 ppb)** mercury using the existing reactor vessels configuration/dimensions.
- 1.2. Manufacturer will submit declaration on its letterhead that he will supply Mercury Adsorbent Hg-100 as quantity required to meet design performance warrantee of **0.009  $\mu\text{g}/\text{Nm}^3$ (0.001 ppb)**
- 1.3. Vendor shall review the size and quantity of Ceramic supporting balls in the existing configuration per vessel and evaluate/advise the size, required quantity and supply of ceramic balls based on their own design to achieve desired performance warrantees.
- 1.4. Provide operating guidelines, technical literature and requirement for the proper usage of supplied products. Technical support services throughout the usage of supplied Mercury Adsorbent Hg-100 & Ceramic Balls on as and when requirement basis.
- 1.5. The supplier must evaluate/review the existing design of reactor vessels and confirm the indented quantity of desiccant is sufficient to meet design specification at outlet. The system is installed at plant inlet and adsorbent must with stand to treat raw gas mentioning effective concentration of  $\text{H}_2\text{S}$ .
- 1.6. Vendor shall review the size and quantity of Ceramic supporting balls in the existing configuration per vessel and evaluate/advise the size and quantity of ceramic balls based on their own design to achieve desired performance warrantees.

### 2. Basis for Selection of Selective Molecular sieve

The Mercury Adsorbent Hg-100 Package is installed at plant inlet under following conditions;

- Gas Flow Rate : 250 MMSCFD
- Operating Pressure : 1050 psig
- Operating Temperature : 110 °F
- Inlet Gas  $\text{H}_2\text{S}$  concentration : 10 ppm<sub>v</sub>
- Inlet Gas Hg concentration : 0.45  $\mu\text{g}/\text{Nm}^3$  (0.05 ppb)
- Outlet Hg concentration (Guaranteed) : 0.009  $\mu\text{g}/\text{Nm}^3$ (0.001 ppb)

### 3. Reactor configuration

- Inside diameter (m) : 1.80
- Bed Height (m) : 3.0
- Minimum S/S Height (m) : 4.00
- Vessel Loading : 9000 kg
- Vessel Configuration : 2 x 50%
- No. of Vessels : 2
- Warranted Bed-Life : 5 years
- Pressure Drop : 0.52 barg

### 3. Necessary Data/ Attachments with Bid

#### 3.1. Clients / Sales Achievement in Pakistan (for same application)

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

#### 3.2. Bid / Technical Attachments

S.No	Description
01	Original authority letter issued by the manufacturer to bidder and local agent for quoting their product
02	Complete product data memorandum, specifications, application notes, storage, and handling.
03	MSDS and valid ISO-9001 & ISO-14001 certificates of manufacturer
04	Fresh 3 <sup>rd</sup> party lab analysis report
05	Client list in Pakistan as per format given at Clause-3.1
06	Two letters of recommendation / performance comments (if quoted Molecular sieve not supplied to OGDCL previously)

#### 3.3. Bid Summary Sheet

Bid summary sheet should be mentioned at least following information/data.

S. No.	Description	
01	A Name of Bidder	
	B Name of authorized signatory of bidder	
	C Complete address, phone, fax numbers, web site and email of bidder	
02	A Name of Local agent	
	B Name of authorized signatory of local agent	
	C Complete address, phone, fax numbers, web site and email of local agent	
03	A Name of manufacturer	

	B	Complete address, phone, fax numbers, email and website of manufacturer	
04		Brand Name of Product	
05		Country of origin/manufacturing facility	
06		Port of shipment	
07		Minimum shelf life of product	
08		Warranted Bed-Life	
09		Predicted Bed-Life	

#### 4. Packing

- 4.1. The preferred packing mode of mercury adsorbent & ceramic balls is in brand new hermetically sealed mild steel drums or as per manufacturer's specifications. Packing should be of international standard (pelletized packing)
- 4.2. Each drum should be clearly marked with contract no., chemical name, and name of manufacturer, net & gross weights, lot/batch No. and expiry date.

#### 5. Delivery Period

Mercury Adsorbent should be delivered in minimum possible time not more than 90 days after LC opening.

#### 6. Specific Conditions and Vendor/bidder Liabilities

The company (OGDCL) invites bids from bidders for the supply of Mercury Adsorbent and ceramic balls in accordance with the terms and conditions listed below:

- 6.1. Only genuine manufacturers will be considered for technical evaluation having manufacturing experience at least 10 years duly supported by valid ISO certificates for manufacturing / production of offered Mercury Adsorbent. Trade houses and stockiest will not be treated as manufacturers.
- 6.2. Bidder should be submitted two sets of technical bids (01 originals and 01 copy). All documents listed at Clause 3 must also be attached with bid.
- 6.3. Bidder should provide complete details with their technical bid for the packing/shipping, storage, handling & usage of their quoted products.
- 6.4. Service life of the Mercury Adsorbent shall be at least 5 years. If bidder has not supplied quoted Products to OGDCL previously, they will have to submit two performance / recommendation letters from their clients (at least one from Pakistan oil and gas industry) to whom they supplied their Mercury Adsorbent product of similar type for at least one Gas Dehydration Unit of 250 MMSCFD capacity in Pakistan during last 10 years in which there is downstream LPG recovery/Dew -Point Reduction Units Using Turbo Expander re-compressor and where specification of dehydration gas is less than 0.1 ppm<sub>v</sub>.
- 6.5. Bidder must have a local set-up and local experts for technical and after sale services in Pakistan or at least middle UAE. Detail C.V. of local technical expert(s) must also be attached with bid.
- 6.6. Bidder shall provide complete details with their technical bid for the packing/shipping, storage, handling & usage of their quoted products.

- 6.5. Bidder must have a local set-up and local experts for technical and after sale services in Pakistan or at least middle UAE. Detail C.V. of local technical expert(s) must also be attached with bid.
- 6.6. Bidder shall provide complete details with their technical bid for the packing/shipping, storage, handling & usage of their quoted products.
- 6.7. If bidder did not supply quoted Products to OGDCL previously, they will have to submit two performance / recommendation letters from their clients (at least one from Pakistan) to whom they supplied:
  - At least 10,000 Kg of Mercury Adsorbent (During last ten years)
  - Supplier must have supplied Mercury Adsorbent for saturated water removal where specification for dry product would be < ppm<sub>v</sub> and performance of Mercury Adsorbent being used would have been found satisfactory for at least 3 years, modification which may be required to meet as per attached requirements.
- 6.8. Specifications of quoted products must be mentioned clearly, word accepted or complied as remarks will not be sufficient. Shelf life of quoted product should not be less than 05 years.
- 6.9. If OGDCL will carry out 3rd party pre-shipment inspection at its own cost from 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.
- 6.10. If OGDCL intends to witness TPI and visit of manufacturing facility at its own cost bidder will be responsible to facilitate OGDCL officials for said visit in visa processing formalities.
- 6.11. Material must have to be lift back by the vendor if found not as per technical specifications of this particular tender enquiry even after its receipts at the OGDCL base store and shall have to replace with the material conforming to technical specifications within 90 days, with no additional cost to OGDCL.
- 6.12. OGDCL required process guarantee by which 70% payment will be released after receipt/clearance of material and remaining 30% will be released after charging supplied product in the system and confirmation of achievement of required results.
- 6.13. Properly sealed half Kg of sample of each quoted product must be submitted with the technical bid. OGDCL may analyze the sample from any third party reputed for confirmation of quoted product specs.
- 6.14. The bidder will arrange to conduct on line Hg Analysis at inlet and outlet of Mercury Adsorbed Vessels at KPD site once to evaluate the performance of product. The analysis must be conducted by Manufacturer/reputed third party lab as part of after sales services to guarantee the performance after a suitable time period (mutually agreed by OGDCL & Supplier) of adsorbent loading and use.

## **7. Technical Services**

- 7.1. Local agent will be responsible to arrange their technical expert one visit free of charge to OGDCL KPD gas treatment plant for troubleshooting anytime throughout the usage of their supplied product on as and when required basis.
- 7.2. For additional visit they will give separate price for each visit, this will not be considered for financial evaluation purpose and it will be valid for two years. Bidder quoting irrational price will be considered for rejection at financial evaluation stage.
- 7.3. Acceptance of following perpetual technical support.
  - i. Telephonic / email conversations, no limits
  - ii. Update of new product/development.

