

**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 Antifoam
Tender Enquiry No PROC-FA/CB/P&P/UCH-4046/2018
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	ANTIFOAM, FOR USE IN GAS TREATING SYSTEM TO AVOID FOAMING IN SELECTIVE MDEA SOLVENT (35 DRUMS) SPECIFICATION AS PER ATTACHMENT	Kilo Grams	7350					

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 \$2,000/- (United States Dollar Two Thousand 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.

Antifoam

OGDCL invites bids for the supply of Antifoam in accordance with the terms and conditions specified in the Tender Documents.

1. Scope of Work

The following scope of supply shall be applicable for the operation at UCH I&II Gas Processing Plants.

- 1.1 Supply of antifoam as per quantity mentioned at SOR.
- 1.2 Recommend Dosage rate which will be considered for technical and financial evaluation.
- 1.3 Provide operating guidelines and technical literature for the proper usage of the chemical.

2. Basis for Selection of Antifoam

Physical / Chemical Properties of Antifoam

S/No.	Parameter	
1	Pour Point °C (°F)	-23(-10)
2	Weight per Gallon at 20 °C (lb)	8.37
3	Refractive Index	1.452
4	Flash Point (PMCC)	183-202°C (361-395°F)
5	Specific Gravity at 20/20°C	1.002
6	Vapor Pressure at 20°C	<0.001

3. Necessary Data

3.1 Clients / Sales Achievement in Pakistan (oil & gas companies)

The bidder must have a supply record of (at least 5-10 drums per supply) of their quoted antifoam in Pakistan during last 10 years. Bidder has to furnish two letters of recommendation/performance comments of the client/user from any two reputed petrochemical companies at least one from Pakistan, while the Bidder who supplied the same chemical to OGDCL through bidding procedure and subsequently having satisfactory performance is not required to submit letter of recommendation while attach the copy of PO with quantity supplied.

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

3.2 Necessary Attachments with Bid

S.No	Description	Attached / Provided or Not
01	Complete product data memorandum, chemical specifications, application notes, storage, and handling, dosing rate and disposal recommendations.	
02	Details of Chemical parameters required for monitoring of chemicals efficiency.	
03	MSDS of all quoted chemicals	
04	Valid ISO-9001 & ISO-14001 of manufacturer	
05	Original authority letter issued by the manufacturer to the bidder and from bidder to local agent for quoting their product	
06	Client list & performance comments in Pakistan as per given format	
07	Compatibility Report (For In use MDEA & Antifoam)	
08	3 rd Party Lab analysis report	

3.3 Bid Summary Sheet

Bid summary sheet should be submitted in following format.

S. No.	Description	
01	A Name of manufacturer	
	B Complete address, phone, fax numbers, email and website of manufacturer	
02	A Name of bidder	
	B Name of authorized signatory of bidder agent	
	Complete address, phone, fax numbers, email and website of bidder	
01	A Name of Local agent	
	B Name of authorized signatory of local agent	
	C Complete address, phone, fax numbers and email of local agent	
03	Brand Name of Product(s)	
04	Country of origin/manufacturing facility	
06	Minimum shelf life of product	

4. Packing:

- 4.1 Material will be supplied in brand new drums as per manufacturer's specification. 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

Delivery of Antifoam is 90 days after opening of Letter of Credit (LC).

6. Evaluation Criteria

- 6.1 Profile and previous record of manufacturer and local agent.
6.2 Product quality, specification, compatibility with currently in use **MDEA and Antifoam**
6.3 Sales record of quoted antifoam in Pakistan oil and gas industry.
6.4 Dosage rate of quoted antifoam.

7. Specific Conditions and Vendor Liabilities for Supply Of Antifoam

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

- 7.1 Bidder shall submit complete bid summary sheet indication exact location of manufacturing facility, phone and fax numbers, and website of the manufacturer.
7.2 Only genuine manufacturers having manufacturing experience at least 5 years will be considered appropriate for technical evaluation, trade houses and stockiest will not be treated as manufacturers.
7.3 Bidder shall provide complete details with their technical bid for the shipping, storage and protection of the chemical at H2S plant; bidder shall also provide all possible charts/graphs for estimating the performance of antifoam necessary for plant operation during normal and abnormal conditions. Bidder shall recommend percentage & procedure of dilution for antifoam.
7.4 Currently Maxamine 70-B is in use, if bidder will quote antifoam other than currently in use brand, he would have to confirm its equivalency/compatibility with Maxamine 70-B for future mixing of two brands. In case of failure, the balance/unused inventory of supplied antifoam will be returned to vendor/supplier who will pay its cost on financial terms.
7.5 Bidder shall submit compatibility report of their offered antifoam with currently in use INEOS (Gas Specs SS-3) and OASE Yellow MDEA. by BASF Germany.
7.6 Supplied antifoam will be accepted after inspection and analysis in OGDCL onsite laboratory. However, any new brand will be cleared after performance test.
7.7 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 reports by OGDCL.