

**OIL & GAS DEVELOPMENT COMPANY LIMITED**  
**PROCUREMENT DEPARTMENT, ISLAMABAD**  
**FOREIGN SECTION C**

(To be completed, filled in, signed and stamped by the principal)

ANNEXURE 'A'

Material FABRICATION AND SUPPLY OF HELICAL COIL FOR HOT OIL HEATER INSTALLED AT SINJHORO PLANT  
 Tender Enquiry No PROC-FC/CB/P&P/SINJ-4422/2019  
 Due Date  
 Evaluation Criteria FULL

**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	FABRICATION & SUPPLY OF HELICAL COIL FOR HOT OIL HEATER ALONG WITH NOZZLES AND FLANGES ACCORDING TO DRAWING NO. CEG-7032-12 (ATTACHED)	Number	1					

**Term of Reference.**

**Scope: Fabrication & Supply of Helical Coil for Hot oil heater along with nozzles and flanges according to drawing attached**

- Specifications / Dimensions of the helical coil should be according to drawing No. CEG-7032-12 (Attached). Latest drawing should be created by the manufacturer according to latest code ASME SEC VIII Div 1 (2017) OR latest and submit the same to the owner as well.
- Material
  - Pipe 8" Sch 40 (0.322 wall), SA-106B
  - 1-1/2" Sch 160 (0.281" wall), SA-106B
  - Fittings: 8" sch 40, SA-234 WPB
  - Flanges: 8" 300# RF WN, SA-105
  - 1-1/2" 300# RF WN, SA-105
- Design Pressure: 140 PSIG
- M.A.W.P: 535 PSIG
- Design Temp: 650 F
- Min Design Metal Temp: -20 F

7. Hydro Test Pressure: 805 PSIG
8. Impact testing: Exempt per UG-20 (f)
9. Heat Treatment: Not Required
10. Radiography: 100% of all pressure weld
11. Corrosion Allowance: 0.125"
12. Heating Surface: 2870 SQ Ft
13. Coil Capacity: 3327 Gallons
14. Approximately Weight: 36,700 Lbs (Dry), 64425 Lbs (Hydro)
15. Qty Required: 01 No
16. Welding procedure: as mentioned on drawing
17. Applicable Code: ASME SEC VIII Div 1 (2017) **OR** Latest.
18. TEMA Class R Certificated.
19. Bidder shall have at least 10 years' experience in fabrication of Heat exchangers, Boiler, Pressure Vessels & Heater Coil to technically qualify which should be supported by documentary evidence of supply and completion certificates, further, a reference list to be provided for recent jobs (last 03 years) completed along with completion certificates.
20. Only valid U-stamp authorized manufacturer will be acceptable otherwise the bid will be rejected documentary evidence to be provided by the bidder.
21. Third party pre shipment inspection will be carried out before shipment (arranged by OGDCL) / If required.
22. Bidder shall arrange FAT, hydro test of the helical coil at manufacturer's facility for two (02) OGDCL professionals for six (06) days including travel. Cost including air tickets, boarding, lodging (single accommodation) & local transportation will be in bidder scope. All other arrangements for FAT/ Hydro test will also be in bidder scope.
23. Bidder shall Guarantee / Warrantee for 01-year operation & 18 months after shipment (Whichever is earlier).
24. All the BOQ mentioned in drawing should be in bidder scope of supply.
25. MTC should be provided for all material should be preferably of European, USA & Japan origin. Further, standard test quality control certificates should be provided (where applicable).
26. The delivery period must be quoted to the most minimum possible extent however delivery period should not exceed 160 days from the date of establishment of letter of credit
27. All above term & conditions should be clearly confirmed in the technical bid.



**TENDER NO. PROC-FC/CB/P&P/SINJ-4422/2019**

**FABRICATION AND SUPPLY OF HELICAL COIL FOR  
HOT OIL HEATER INSTALLED AT SINJHORO PLANT**

**TABLE OF CONTENTS  
CONSISTING OF FOLLOWING SECTIONS**

**SECTION - I**

- A. Schedule of Requirement (Annexure-A)
- B. Terms and Conditions (Attachment # 01)
- C. Payment Terms (Attachment # 02)
- D. Performance Bond Format (Attachment # 03)
- E. Delivery Period (Attachment # 04)
- F. Corporate and Financial Information (Attachment # 05)
- G. List of banks for bid and performance bond guarantees(Attachment # 06)

**SECTION – II**

**MASTER SET OF PRESS TENDER DOCUMENTS-FOREIGN AVAILABLE ON OGDCL WEBSITE:  
[WWW.OGDCL.COM](http://WWW.OGDCL.COM) FOR REMAINING TERMS & CONDITIONS ALONG WITH ANNEXURES I.E  
BID BOND FORMAT, DATA SUMMARY SHEET, BIDDING FORM, INTEGRITY & ETHICS PACT  
ETC WHICH ARE ALSO MANDATORY PART OF TECHNICAL AND COMMERCIAL PROPOSALS**

**(NOTE: IN CASE OF ANY CONFLICT BETWEEN  
SECTION I & SECTION II, SECTION I SHALL PREVAIL  
OVER THE TENDER DOCUMENT)**

**TENDER NO. PROC-FC/CB/P&P/SINJ-4422/2019**

## TERMS & CONDITIONS

1. The case will be processed on single stage – two envelop bidding procedure as per PPRA Rules.
2. Bid shall remain valid for a period of 180 Days from the date of technical Bid Opening.
3. Commercial evaluation will be made on complete package. Incomplete bid will be rejected and will not be considered for evaluation. Bidders should quote for all the items in schedule of requirement.
4. The bidders are required to submit a Bid bond amounting to **USD 3500/-** or equivalent Pak rupees in shape of Bank Guarantee/pay Order upfront along with the technical bid. Any bid without bid bond shall be rejected without any right to appeal.
5. Bid Bond shall remain valid for a period of 210 Days from the date of technical Bid Opening. **The Bid Bond shall only be issued by Pakistani Scheduled Banks listed in Attachment-06 other than that is not acceptable**
6. OGDCL may arrange Third Party Pre-Shipment Inspection at its own cost.
7. Within ten (10) days of the receipt of notification of intent to award the Contract from OGDCL, the successful Bidder shall furnish a Performance Bond in the Form of Bank Guarantee (**Attachment-03**) for an amount of US\$ ten (10) percent (%) of the Contract Price as a guarantee for the due and faithful performance of the Contract. The said Performance Bond shall be valid upto eighteen (18) months from the date of shipment. The performance Bond shall only be issued by Pakistani Scheduled Banks listed in **Attachment-06** other than that is not acceptable. Failure of the successful Bidder to comply with the requirements of Instruction shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid Bond, in which event OGDCL may make the award to the next lowest evaluated Bidder or call for new Bids.
8. **The bidder must provide a “certificate of compliance/acceptance” (attachment # 06) of complete tender document along with the technical bid.**
9. Only those clarifications will be entertained which are received ten (10) days before technical bid opening. Any clarification received after that shall not be responded.
10. Payment will be made as per Attachment No. 02.
11. Corporate and financial information of the company needs to be submitted with the technical bid as per Attachment # 05.
12. Copy of Certificate of incorporation to be enclosed with the technical bid.
13. Blacklisting affidavit on letterhead of LC beneficiary and local agent to be enclosed with the technical bid.

**PAYMENT TERMS**

The payment shall be made as follow:-

- a. Seventy (70%) percent of Material LC/Purchase Order Price shall be paid by OGDCL on shipment of the complete material. The payment under the L/C shall be effected upon submission of following documents upon each shipment of material component:
  - I. Original Clean on-board ocean vessel Master bills of lading.
  - II. Original detailed invoice showing material description, quantity unit price and total price strictly in line with the Contract.
  - III. Packing list
  - IV. Certificate and list of measurements and weight gross/net.
  - V. Mill Inspection/Quality Certificate.
  - VI. Insurance declaration.
  - VII. Warranty Certificate
  - VIII. Certificate of origin.
  - IX. Third Party Inspection report/certificate issued by any one of the following (if required)
    1. M/s Bureau Veritas Pakistan (Pvt) Ltd
    2. M/s SGS Pakistan (Private) Limited
    3. M/s TÜV Rheinland Arabia LLC Pakistan
    4. M/s Applus Velosi Pakistan
    5. TUV Austria Bureau of Inspection & Certification (Pvt.) Ltd. Pakistan
- b. Thirty (30%) percent of the Material LC/Purchase Order Price shall be released under the L/C upon delivery of complete equipment/material and after inspection/acceptance of material confirming complete delivery upon submission of supplier's original invoice duly verified by OGDCL.

**PERFORMANCE BANK GUARANTEE**

Oil & Gas Development Company  
Limited OGDCL House, Jinnah Avenue,  
Blue Area, Islamabad, (Pakistan)

Dear Sir,

Ref; our Bank Guarantee No. \_\_\_\_\_ in the sum of \_\_\_\_\_  
Account \_\_\_\_\_ in consideration of you  
having entered into Contract  
No. \_\_\_\_\_ Dated \_\_\_\_\_ with \_\_\_\_\_ C  
alled Contractor and in consideration for value received from CONTRACTOR. We hereby agree and  
undertake as followings:

1 To make unconditional payment to you as called upon of (10%) ten percent of the Contract value of the contract price mentioned in the said contract, on your written FIRST and SIMPLE demand without further recourse, question or reference to CONTRACTOR or any other person in the event of default, non-performance or non-fulfillment by CONTRACTOR of his obligations, liabilities, responsibilities under the said contract of which you shall be the sole judge.

2 The accept written intimation from you as conclusive and sufficient evidence of the existence of the default or breach as aforesaid on the part of CONTRACTOR and to make payment immediately and forthwith upon receipt of your FIRST and SIMPLE written demand.

3 This Performance Bond shall remain valid and in full force and effect upto \_\_\_\_\_ or issue of statement of discharge by your authorized representative or return of original guarantee whichever is earlier.

**4 DEMURRAGE DUE TO DELAY IN RECEIPT / NEGOTIATION OF ORIGINAL SHIPPING DOCUMENTS.**

If clean documents are not negotiated within Negotiation Period allowed in Letter of Credit or documents are with held by Bank on account of any discrepancy:

- If the Demurrage, if any incurred due to late negotiation of the Clean Documents and paid by OGDCL will be realized from the beneficiary of L/C, by encashing this Performance Bond to the extent of demurrage amount. In case demurrage amount exceeds the total value of this Performance Bond the balance amount will be payable by the beneficiary.

1 That no grant of time or other indulgence to, amendment in the terms of the Contract by Agreement between the parties, or imposition or Agreement with CONTRACTOR in respect of the performance of his obligations under the said Agreement, with or without notice to us, shall in any manner discharge or otherwise affect this Guarantee and our liabilities and commitments there under.

2 This is an independent and direct obligation guarantee and shall be binding on us and our successors interest and shall be Irrevocable.

3 This guarantee shall not be affected by any change in the constitution of the Guarantor Bank or the constitution of the Contractor.

4 The Guarantor Bank Warrants and represents that it is fully authorized, empowered and competent to issue this guarantee.

(BANKERS)

**DELIVERY PERIOD**  
**TIME IS OF ESSENCE**

**SUPPLY OF EQUIPMENT/MATERIAL**

The Supplier is required to deliver the complete equipment/material in **One Hundred Sixty (160) Days** from the date of establishment of letter of credit on CFR by Sea Karachi Port basis.



FORMAT OF CORPORATE & FINANCIAL INFORMATION

PART - I  
GENERAL INFORMATION

1. Name (Full Company Name):
  - Postal Address :
  - Telephone:
  - Facsimile:
  - e-mail:
  - Website Address:
  - 1.1 Has the Company operated under any other name? If yes please give name, date of change and reason for change.
2. Type of Entity/Firm:
  - Corporation/Stock Company
  - Public Limited
  - Private Limited
  - Partnership
  - Proprietorship
3. Shareholders information/pattern with names and addresses of majority shareholders.
4. Place of Incorporation/Registration:
5. Year of Incorporation/Registration:  
(Please provide copies of Incorporation/Registration Certificates and Memorandum & Articles of Association)
6. Company's National Tax No.
7. Company's Core Business Areas and their annual sales revenue/earnings during last five (5) years.
8. Name & Address of Owners/Directors
9. Valid Registration Certificate with Pakistan Engineering Council (PEC) where applicable.

**PART - II**

**FINANCIAL STRENGTH**

1. Provide details with regard to the financial standing of the applicant including copies of last three (3) years Audited profit & loss account and balance sheet. Also, please fill the financial summary as per below table;

S. No.	Description	Years		
		2014	2015	2016
1	Sales Revenue			
2	Paid Up Capital			
3	Profit Before Tax			
4	Profit After Tax			
5	Current Assets			
6	T. Asset			
7	Owner Equity			
8	Long Term Debt			
9	Current Liability			
10	Total Liabilities			

2. Bank(s) credit worthiness certificates (Latest Period) of applicant organization and available credit ceiling/limits with Account Number/Title.
3. Detail record with regard to litigation/arbitration proceedings or any other dispute related to project undertaken/being undertaken by the Bidder their Sub-Contractors and Suppliers (Specially with OGDCL it Joint Venture Partners or other public and private organizations working in the Oil & Gas sector of Pakistan) during past five (05) years.
4. Any information including brochures, references and other documentary evidence of technical qualification, capability and experience of the Applicant to execute the Project.

The undersigned on behalf of \_\_\_\_\_ hereby declare that the statements made and the information provided official herewith is complete, true and correct in every detail.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Official Seal of the Company

**COMPLIANCE CERTIFICATE**  
**(On official letter head)**

**Subject : TENDER NO. TENDER NO. PROC-FC/CB/P&P/SINJ-4422/2019 FOR FABRICATION AND SUPPLY OF HELICAL COIL FOR HOT OIL HEATER INSTALLED AT SINJHORO PLANT**

We have read and understood the tender documents completely and confirm total compliance with the technical and commercial requirement of the tender document.

\_\_\_\_\_  
Signed on behalf of \_\_\_\_\_

**LIST OF BANKS FOR BID AND PERFORMANCE BONDS**

<b>Sr. No.</b>	<b>Bank Name</b>
1	ALLIED BANK
2	ASKARI BANK
3	BANK AL HABIB
4	BANK ALFALAH LTD
5	DUBAI ISLAMIC BANK
6	FAYSAL BANK
7	HABIB BANK LTD
8	HABIB METROPOLITAN BANK
9	MEEZAN BANK LIMITED
10	MCB BANK
11	NATIONAL BANK OF PAKISTAN
12	STANDARD CHARTERED BANK
13	UNITED BANK LTD

Note: That bank guarantees are only acceptable from above listed banks.