

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 API BENTONITE
Tender Enquiry No PROC-FA/CB/WS-5119/2021
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	API BENTONITE	Metric Ton	2000					

Note:

1. Bid Bond Amount: US \$ 9,950 (United State Dollar Nine Thousand Nine Hundred and Fifty only) or equivalent Pak Rupees valid up to 210 Days from the date of technical bid opening
2. Mode of Bidding: Single stage two Envelope basis.
3. Evaluation Criteria: - Full Consignment wise C&F By Sea
4. Delivery Period: 180 days from establishment of LC but in two consignments. First Consignment of 1000 M.ton must be delivered in 90 days after establishment of LC, while the 2nd and final consignment of 1000 M.ton in next 90 days.
5. Bid Validity: 180 Days
6. Bidders are advised to carefully read all the terms and conditions of the MASTER SET OF FOREIGN TENDER DOCUMENT (PRESS-SINGLE STAGE TWO ENVELOP) available on OGDCL website which is an integral part of this Schedule of Requirement

TECHNICAL SPECIFICATIONS SHEET
OF
API BENTONITE

It is a drilling-grade bentonite containing the Soda Ash / Anionic Polymers for enhancement of rheological properties of final product. It is used as viscosifier filtration control agent and primary wall building material in water base drilling fluids. It should meets or exceeds API Specification 13-A, 18th Edition section 2.3 for Bentonite.

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.	PHYSICAL PROPERTIES	REQUIRED SPECIFICATIONS (API SPECIFICATION 13-A)	EXACT VALUE OF THE OFFERED PRODUCT
01.	Viscometer dial reading at 600 r/min	30 Minimum	
02.	Yield point/plastic viscosity ratio	3 Maximum	
03.	Filtrate volume	15.0 ml Maximum	
04.	Residue of diameter greater than 75 μ m	Mass fraction 4.0 % Maximum	

B) NECESSARY DATA

SR. NO.	DESCRIPTION	
01.	A Name of Bidder	
	B Name of authorized signatory of bidder	
	C Complete address, telephone, e-mail and fax numbers of bidder	
02.	A Name of Local agent	
	B Name of authorized signatory of local agent	
	C Complete address, telephone, e-mail and fax numbers of local agent	
03.	A Name of Manufacturer	
	B Name of Authorized Signatory of Manufacturer	
	C Complete address, telephone, e-mail and fax number of manufacturer	
	D Website of manufacturer	
04.	Brand Name of Product.	
05.	Country of origin of product	
06.	Port of shipment of product	
07.	Minimum shelf life of product	

- C) Names of at clients sales achievement especially to Oil & Gas sector/Services companies/E & P companies other than OGDCL whom supplied the quoted product in bulk quantity (not less than 20 M. Ton)With contract numbers and quantities during the last Five(05) Years commencing from Year 2016 as a proof of Five (05) years' experience. In following format.

SR. NO.	NAMES OF CLIENTS WITH ADDRESS AND TEL. NOS.	CONTRACT / PURCHASE ORDER NOS. WITH DATE	QUANTITY SUPPLIED
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D) **NECESSARY ATTACHMENTS:**

SR. NO.	DESCRIPTION	ATTACHED/ PROVIDED OR NOT.
01.	Product Data Memorandums of API Bentonite in original printed by manufacturer.	Attached/Not attached
02.	Material Safety Data Sheets of API Bentonite in original printed by manufacturer.	Attached/Not attached
03.	Valid authentic ISO 9001-2008 Certificate of producer/ processor/ manufacturer for production of quoted product / Mud Chemicals during last Five (05) years.	Attached/Not attached
04.	The proof of American Petroleum Institute (API) License of the manufacturer for API Bentonite.	Attached/Not attached
05.	Original authority letter issued by the manufacturer to bidder for quoting their product.	Attached/Not attached
06.	Company profile with manufacturing capability & experience of last 05 years.	Attached/Not attached
07.	1 Kg sample of offered product.	Attached/Not attached.

PACKAGING FOR API BENTONITE:

The Chemical should be packed in one (01) M Ton export quality new multi-wall paper jumbo bags having thick, high density inner polythene liner for rendering material completely moisture proof. The packaging of the required mud chemical should be of international standards and capable to safe transportation during ocean / road journey from port of shipment to well site and to withstand harsh weather conditions at the storage points and at the well sites / locations.

MARKING:

Each bag should have clearly legible marking, as given below;

- (a) Name of the product.
- (b) Name of the Manufacturer.
- (c) Date/month/ year of manufacture.
- (d) Minimum shelf life
- (e) Supply order number against which supplies are made.
- (f) Lot No._____/ Batch No._____.

INSTRUCTIONS TO THE BIDDERS/ TERMS & CONDITIONS:

1. Bids evaluation criteria is technically responsive and financially the Lowest.
2. Total Quantity of API Bentonite to be procured is 2000 M.Ton
3. The Bidding procedure will be Single Stage & Two Envelope.
4. The manufacturer of the quoted product must have minimum 05 years' experience of manufacturing & supplying of indented chemical to Oil & Gas sector specifically, duly supported by valid authentic ISO 9001-2008 certificate as a proof for producer/ processor/ manufacturer for production of quoted product / Mud Chemicals consecutively from last 05 years. Bidder must provide inquiry guidance to confirm authenticity of ISO certificate. In Case of any ambiguity, the certificate will be verified from issuing authority. The certificate duly submitted along with bid will be considered final. No additional certificate will be Entertained at any stage of the case.
5. **Minimum shelf life** of the quoted product should not be less than 03 years.
6. The manufacturer must have American Petroleum Institute (API) License for API Bentonite and API status must be Active ,which will be verified from API website.
7. Technical Specifications Sheet of the quoted product duly filled-in must be enclosed in the Technical bid.

8. Delivery period of the Quoted product should not be more than 180 days. However the Supplier must commence consignment wise delivery within 90 Days as per following schedule of delivery, failing which action will be taken as per rules.

Description	1st Consignment	2nd Consignment
API Bentonite	1000 M.Ton within 90 days after issuance of LC	1000 M.Ton in next 90 days after 1st consignment

9. All submitted bids will be evaluated strictly as per TOR of tender inquiry as well as on the basis of previous performance (supply record as per shipment) of bidder, manufacturer and local agent, failing which will lead to disqualification of Bid thereof.
10. An authority letter in original issued by the manufacturer for allowing the bidder to quote their product for this particular tender enquiry, duly signed/stamped, must be attached with the technical bid in case the bidder is not manufacturer.
11. All the bidders must have to provide/ submit the 1 Kg sample of the quoted product (conforming to OGDCL requirement as per Section "A" along with technical bids at the time of bid submission. The valid receipt/tracking details supplied through national / international courier services has to be accompanied with the bid. If the sample is not submitted with the bid, it must be submitted within 10 days of technical bid opening and will not be accepted after words & lead to disqualification of bid.
12. The quoted product or item from country of origin "INDIA" is not acceptable as per SRO-927(I)/2019 dated 09-08-2019.
13. Prior to shipment of the material, if desired by OGDCL, the supplier of the product will be responsible for carrying out the inspection & Lab analysis of the material from the OGDCL approved inspecting agency/Lab for confirmation of material as per tender specifications. The inspector will be hired by OGDCL. After physical inspection, one representative sample of the chemical will be dispatched by the inspectors directly to OGDCL. Later on its Lab Evaluation report will be submitted directly to OGDCL. After examination/scrutiny, OGDCL will inform about acceptance/rejection of material/report.
14. Shipment is required to be made in containers for minimizing damages to the costly Chemical.

15. The final acceptance of the requisite consignment will be made after physical inspection of shipment & Lab analysis of representative sample for conforming to technical specs of tender documents. The lab analysis will be undertaken at OGDCL own or any other reputable lab of OGDCL choice and acceptance of the results will be binding over the supplier.
16. Material must have to be lifted back by the vendor if not found as per technical specification of this particular tender enquiry even after its delivery at the base stores and have to replace with the material conforming to technical specifications with no cost to OGDCL.
17. If any of the information provided by the bidders proves wrong or any counterfeited/unlawful document is submitted to mislead department, OGDCL reserves the right to disqualify such bids without further assigning any reason. Such bidders will not be eligible to bid for any future procurement.
18. The bidders should submit their Financial quotations as per below format

Sr. No	Item Description	Unit	Quantity	Unit Price (FOB)	Total Price (FOB)	Unit Price C&F by sea	Total Price C&F by Sea
01	API Bentonite	M. Ton	2000	To be Filled by bidder	To be Filled by bidder	To be Filled by bidder	To be Filled by bidder

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