



**OIL AND GAS DEVELOPMENT COMPANY LIMITED
NASHPA OIL & GAS FIELD**

SCHEDULE OF REQUIREMENT

TENDER ENQUIRY # TE-NOF-M-12-2024

Procurement of Spark Plugs for Caterpillar Engines of Nashpa Plant

S#	Description	Reference #	Rate	Total rate (inclusive of all Taxes)	Deviation
1	As per attached list				

Sr. No	Spark Plugs for Caterpillar G3520C, sr. no. GZB00285	Qty
Parts Details		
1	Spark Plugs (Part No. 346-5123) for Caterpillar G3520 Engine (or equivalent brand)	40

TERMS AND CONDITIONS:

1. The bidding process is on Single Stage, single envelope basis.
2. Original Bid bond must be submitted along with the bid.
3. The supplier must undertake to provide brand new parts.
4. The material will be delivered at Nashpa Oil Field. The delivery charges to Nashpa Oil Field to be borne by the supplier/ bidder.
5. OGDCL reserves the rights to cancel the tender at any stage before placement of firm Purchase Order.
6. Delivery period is 08 weeks from the date of placement of Purchase Order.
7. Certificate of Origin to be provided.
8. Any required technical clarification/detail regarding material to be supplied must be cleared before submission of bid. No change in submitted bid will be entertained after bid submission date.
9. Material will be accepted after final inspection at site.
10. Payment will be made as per OGDCL's standard payment procedure.
11. The firm should have valid NTN and GST number and have active status on FBR website. Documents to be attached with tender document.
12. The Firm should have active Professional tax certificate of concerned Excise office where operating business and same to be submitted along with the bid.
13. Tax submission Certificate (Annex-C, submitted status) should be provided along with Invoice.
14. Supplier should have 02 year of prior experience for supply of material to Oil and Gas industry. List of relevant POs and company profile to be attached along with Bid.
15. The evaluation shall be done on the basis of unit price of the items.
16. OGDCL reserves the right to increase or decrease the quantity of parts.
17. In case any equivalent brand is offered, the bidder to submit proof that the offered brand of spark plugs is being used in Oil and Gas Industry for Caterpillar Engines. List of 3 references to be provided along with supporting documentation. If the documentation is found invalid or no supporting document is provided by the bidder at the time of bid submission, the bid shall be rejected.
18. In case of late delivery, LD charges shall be applicable as per OGDCL's policy.