

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

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

ANNEXURE 'A'

No 150 M. TON OF XANTHAN GUM POWDER-XC-POLYMER
 NO. PROC-FA/CB/WS-4249/2019

Area FULL PKG.

SCHEDULE OF REQUIREMENT

| Item 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 |
|-------------------------|------------|----------|------------------|-------------------|-------------------------|--------------------------|-----------------------------------|
| XANTHAN GUM, XC-POLYMER | Metric Ton | 150 | | | | | |

In accordance with 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 draft or bank guarantee issued by scheduled bank of Pakistan or a branch of foreign bank operating in Pakistan for an amount of 12,000/- (United States Dollar Twelve 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.

Conditions: -Bidders are advised to carefully read all the terms and conditions of the Tender Document available at OGDCL master tender document.

Origin: In case of shipment from ACU member countries, the LC beneficiary should be of that particular country where the consignment is being shipped.

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.

Payment Terms (also available at OGDCL website (Tenders Tab):

For 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) material of each shipment upon submission of the shipping documents. Balance 30% Payment will be released after receipt, inspection and acceptance of material.

For 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) material of each shipment upon submission of the shipping documents. Balance 20% Payment will be released after receipt, inspection and acceptance of material.

TECHNICAL SPECIFICATIONS SHEET OF
XANTHAN GUM POWDER

It is water soluble, high molecular weight bio-poly saccharide. It is used in oil-well drilling industry as a polymeric viscosifier in fresh water, sodium chloride and potassium chloride water base drilling fluids containing these brines up to salt saturation.

It imparts shear thinning characteristics to the fluids, providing low viscosity at the bit nozzles shear rates to optimize penetration and high viscosity at low annular shear rates for maximizing the hole cleaning ability.

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. | PROPERTIES | REQUIRED SPECIFICATIONS | EXACT VALUE OF THE OFFERED PRODUCT |
|---------|------------------------------------|---|------------------------------------|
| 01. | Physical State | The material should be a free flowing powder, free from lumps, dirt and foreign matter. | |
| 02. | Moisture content, percent by mass. | 13 % (Maximum) | |
| 03. | Starch, Guar or their derivative | Absent | |
| 04. | Mesh size | 95 % (Min) less than 40 mesh | |
| 05. | Toxicity | Non Toxic | |
| 06. | Bio-Degradability | Bio-Degradable | |

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B) PERFORMANCE TESTS:

| SR NO | TESTS | REQUIRED SPECIFICATIONS | EXACT VALUE OF THE OFFERED PRODUCT |
|-------|--|--|------------------------------------|
| 01. | <p>Prepare 0.5% (w/v) solution of the sample in distilled water, containing 4% (w/v) of LR grade sodium chloride, by stirring in Hamilton Beach Mixer, at a medium speed for 20 minutes. Adjust the pH in the range of 8-9 by addition of 1N- NaOH solution while stirring. Determine the rheological properties of the suspension at 25°C.</p> <p>a) Apparent Viscosity, cp b) Gel (0 minute), lbs / 100 ft²</p> | <p>16-25 5.0 (Minimum)</p> | |
| 02. | <p>Prepare 0.5% (w/v) solution of the sample in distilled water, by stirring in Hamilton Beach Mixer at medium speed for 20 minutes. Adjust the pH 8-9 with 1N- NaOH solution. Add to it equal volume of 6% (w/v) pre-hydrated API-Non-treated bentonite suspension and stir further for 20 minutes. Determine its rheological properties and API filtration loss. Transfer this mud to aging cell and hot roll for 18 hrs at 100±5°C. Cool to 25°C and determine rheological parameters and API filtration loss at 25°C. Change in parameters before and after hot rolling should be as under;</p> <p>a) Apparent Viscosity, cp b) Yield point, lb/100ft² c) API Filtration loss, ml</p> | <p>Shall not decrease. Shall not decrease. Shall not increase.</p> | |
| 03. | <p>To 500ml of distilled water, add 5ml of 3% (w/v) solution of Calcium Chloride (fused or LR grade) and to this solution add 0.5% (w/v) of the sample, while stirring in Hamilton Beach Mixer at medium speed for 20 minutes. Add to it 0.2% (w/v) Chrome Alum Powder (LR grade) and stir further for 10 minutes. Adjust pH 8-9 over a period of 20 minutes by slowly adding 1N-NaOH solution, while stirring at medium speed. Determine the rheological parameters of this suspension at 24±2°C. They should be as under:</p> <p>a) Apparent Viscosity, cp b) Yield point, lb/100ft² c) Gel (0 minute), lbs /100 ft² d) Gel (10 minutes), lbs /100 ft²</p> | <p>30 (Minimum) 30 (Minimum) 15 (Minimum) 30 (minimum)</p> | |

C) NECESSARY DATA

| SR. NO. | DESCRIPTION | |
|---------|---|--|
| 01. | Name of Bidder | |
| 02. | Complete address, telephone and fax numbers of bidder | |
| 03. | Name of local agent | |
| 04. | Complete address, telephone and fax numbers of local agent | |
| 05. | Name of Manufacturer | |
| 06. | Name of Authorized Signatory of Manufacturer | |
| 07. | Complete address, telephone, e-mail and fax number of manufacturer. | |
| 08. | Website of manufacturer | |
| 09. | Brand Name of Product | |
| 10. | Country of origin | |
| 11. | Port of shipment | |
| 12. | Minimum shelf life of product | |

D) Names of at least 07 clients / sales achievement (E & P companies only) other than OGDCL whom supplied the quoted product in bulk quantity (not less than 50 M.Ton) with contract numbers and quantities during the last Five (05) years commencing from year 2014 as a proof of Five (05) years experience.

| SR. NO. | NAMES OF CLIENTS WITH ADDRESS AND TELEPHONE NOS. | CONTRACT / PURCHASE ORDER NOS. WITH DATE | QUANTITY SUPPLIED (M. TON) |
|---------|--|--|----------------------------|
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E) NECESSARY ATTACHMENTS:

| SR. NO. | DESCRIPTION | PROVIDED OR NOT |
|---------|--|--------------------------|
| 01. | Product Data Memorandums in original printed by manufacturer. | Attached / Not attached |
| 02. | Material Safety Data Sheets in original printed by manufacturer. | Attached / Not attached |
| 03. | Valid ISO-9001-2008 certificate for manufacturing / Production of the quoted product / Mud chemicals. | Attached / Not attached |
| 04. | Original authority letter issued by the manufacturer to bidder for quoting their product. | Attached / Not attached |
| 05. | Company profile with manufacturing capability & Experience; in original with financial statement of last 03 years. | Attached / Not attached |
| 06. | Lab evaluation report of the quoted product from an internationally reputed/ recognized third party laboratory. in the light of technical specifications sheet at A . | Attached / Not attached. |
| 07. | 1 Kg sample of offered product | Provided / Not provided |

PACKAGING:

The chemical should be packed as 25kgs net per bag in export quality multi-wall paper having inner polythene liner for rendering the material completely moisture proof. The material should be palletized as 500-1000kg, wrapped with thick polyethylene sheet and tightly strapped. 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 prolonged weather conditions at the storage points and at the well sites / locations.

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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. The manufacturer of the quoted product must have minimum **05** years experience of manufacturing & supplying of indented chemical to E & P companies specifically, duly supported by valid authentic **ISO 9001-2008 Certificate** as a proof for manufacturing/ production of the quoted product consecutively from last 05 years. 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.
2. **Minimum shelf life** of the quoted products **should not be less than 03 years.**
3. Technical Specifications Sheet of the quoted products duly filled-in must be enclosed in the technical bid.
4. **Delivery period** of the quoted product should not be more than **180 Days.** The material must be delivered in 02 equal consignments. First partial shipment will be made within 90 days after establishment of LC.
5. Bids will be evaluated strictly on the basis of TORs of this tender Enquiry and previous performance of bidder, manufacturer and local agent.
6. 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.
7. All the bidders must have to provide/ submit the **1Kg sample** of the quoted product 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. No sample will be accepted / entertained after 10 days of Technical Bid Opening if not provided along with the bid, and the bid will be rejected.
8. All the bidders must have to submit the lab evaluation report of their quoted products from any internationally reputed /recognized 3rd party laboratory, strictly as per technical specification sheets of the tender document, along with the technical bid.
9. The quantities of indented material can be increased or decreased at the time of finalization of case according to the requirement.

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10. Prior to shipment of the material, if the cost of Material is USD 200,000/-and above 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.
11. Shipment is required to be made in containers for minimizing damages to the costly Chemical.
12. 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.
13. Material must have to be lifted back by the vendor if found not as per technical specification of this particular tender enquiry even after its receipt at the base stores and have to replace with the material conforming to technical specifications with no cost to OGDCL.
14. 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 allowed to bid for future procurement.

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Prepared by:

Recommended by:

Approved by:

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Mud Engineer

Fazal Rahim
Dy.Chief (Mud)

Manzoor Hussain Qazi
Manager (WS)-PL