

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 HYDROXYETHYL-CELLULOSE, HIGH-VISCOSITY, HEC (HV)
Tender Enquiry No PROC-FA/CB/WS-4589/2019
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	HYDROXYETHYL-CELLULOSE, HIGH-VISCOSITY, HEC (HV)	Metric Ton	50					

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 \$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 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.

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.

TECHNICAL SPECIFICATIONS SHEET OF
HYDROXYETHYL CELLULOSE (HIGH VISCOSITY)

HEC(HV)

HEC (HV) is a nonionic, water soluble hydroxyl-ethyl-cellulose, Extra High Viscosity and is used as viscosifier in colloidal base for ultra-low solids polymer muds.

Due to the nonionic character, it remains stable at high calcium chloride concentrations. It also prevents dispersion of drill cuttings and stabilizes water-sensitive shales.

HEC (High Viscosity) is mainly used as thickener in completion and finishing fluids. In low-solid content completion fluid, the excellent water loss control performance of HEC can prevent large amount of water in the slurry from entering into the oil reservoir, thus increasing the reservoir production capability. It has thickening, suspension, lubrication and other properties.

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	EXACT VALUE OF THE OFFERED PRODUCT
01.	Physical state	Free flowing powder.	
02.	Viscosity (CP), 1% Brook-Field	Greater Than 3000	
03.	Molar Degree of Substitution	2.5	
04.	PH of 7% Solution	7	
05.	Dispersibility of 7 gm/L sample in tap water for 45 minutes at 24 ⁰ C	Shall be highly dispersible no lumps formed	

06.	Moisture Content, (% by mass at 105 ⁰ C	10% (max)	
07.	Residue content,% by mass, with 1 % (w/v) of the material dispersed in tap water for 45 minutes at 24 ⁰ C, loaded with 0.5% (w/v) Ammonium persulphate breaker, after aging 24 hrs at 90 ⁰ C, and separated by centrifuging.	0.5%	
08.	Solubility in 15% HCL, 1% (w/v) dried sample, dispersed 45 minutes at 24 ⁰ C, and aged 24 hrs at 94 ⁰ C.	Shall be 100% soluble	
09.	Thermal stability	Shall be stable at 200 ⁰ F.	

B) PERFORMANCE TESTS:

SR. NO.	PERFORMANCE TEST	REQUIRED SPECIFICATIONS	EXACT VALUE OF THE OFFERED PRODUCT
01.	Disperse 3 gm of the HEC(HV) to 350 ml of fresh water solution while mixing on a Hamilton Beach or equiv. mixer. Stir 20 minutes, seal in an aging cell and hot-roll 16 hrs at 200 ⁰ F. Cool, then remove from cells. Remix 5 minutes to remove gel strengths. Read and record rheology data.	Yield point (YP) should be over 35 lbs/100ft ² .	

C) 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	

D) SALES ACHIEVEMENTS:

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 20 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 TEL. NOS.	CONTRACT / PURCHASE ORDER NOS. WITH DATE	QUANTITY SUPPLIED
01.			
02.			
03.			
04.			
05.			
06.			
07.			

E) NECESSARY ATTACHMENTS FOR TECHNICAL BID:

SR. NO.	DESCRIPTION	ATTACHED/ PROVIDED OR NOT.
01.	Product Data Memorandums of HEC (HV) in original printed by manufacturer.	Attached/ Not attached
02.	Material Safety Data Sheets OF HEC (HV) in original printed by manufacturer.	Attached/ Not attached
03.	Valid ISO-9001-2008 certificate for manufacturing / Production of the quoted product/viscosifier /HEC (HV).	Attached/ Not attached
04.	Original authority letter issued by the manufacturer to bidder for quoting their product.	Attached/ Not attached
05	1 Kg sample of offered product.	Provided/ Not provided

PACKAGING:

The chemical should be packed as **25kgs** net per bag in export quality new multi-wall paper bags having thick, high density inner polythene liner for rendering the material completely moisture proof. The material should be palletized as **500-1000 KG**, 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 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. 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/viscosifier 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.
3. **Minimum shelf life** of the quoted product **should not be less than 03 years.**
4. Technical Specifications Sheet of the quoted product duly filled-in must be enclosed in the technical bid.
5. 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	1 st Consignment	2 nd Consignment
Hydroxyethyl-Cellulose-HV	25 M.Ton within 90 days after issuance of LC	25 M.Ton in next 90 days after 1 st consignment

nbw

6. 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.
7. 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.
8. All the bidders must have to provide/ submit the **1 Kg sample** of the quoted product (conforming to OGDCL requirement as per Section **(A & B)** 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 will not be accepted in any case & will lead to disqualification of bid.
9. The quoted product or item from country of origin "**INDIA**" is not acceptable as per SRO-927(I)/2019 dated 09-08-2019.
10. 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.
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 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.
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 eligible to bid for any future procurement.