

TERMS OF REFERENCE (TOR)

1. INTRODUCTION


Oil & Gas development Company Ltd (OGDCL) referred to as the Company is Pakistan's leading E&P Sector Company, committed to Exploration/ Development well drilling in the areas of various Oil & Gas Projects located in Pakistan. OGDCL is a professionally managed and leading Exploration & Production Company with its presence in four provinces of the country. The company is undergoing a drastic evaluation process with the vision to achieve excellence in all its existing and upcoming entrepreneurships.

2. SCOPE OF WORK

OGDCL is operating in Nashpa & Mela D & PLs block for over a decade and have already drilled 14 wells and 03 wells are under drilling while several wells are planned to be drilled in the future development /appraisal wells programme. Due to complex geology of the structure many down hole complications are encountered during drilling wells in this area .In order to overcome these complications and reduce the NPT, the company intends to hire oil well Drilling Consultancy Services from international reputed well consultancy Services providers companies for ongoing & future wells in said block.

The following Services will be provided by the company Consultant:-

- i) Review of Drilling practices to identify the improvement areas in order to achieve drilling efficiency and recommendation on optimizing future drilling practices to minimize drilling days and cost
- ii) Case study of wells drilled in Nashpa and Mela D&PLs & identify the reason of complication and provide best drilling practices / solution for future wells.
- iii) Review bits design and provide proposal for Drilling Bit selection for each hole size, optimized BHA, Bit hydraulic optimization and Casing / liner Running In Hole programs.
- iv) Review mud program / performance and drilling challenges regards to hole stability issues, identify areas for mud design improvements.



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- v) Review cementing design gap analysis, identify areas for improvement and propose optimized slurry design for production casing and liners.
- vi) Determine problems leading to non-productive time, identify their root causes and advise preemptive / preventive measures to mitigate or minimize NPT in future wells while complying to best drilling practices and HSE standards.
- vii) Provide risk matrix for drilling operation with clear decision tree, which must be incorporated in the drilling program
- viii) Provide recommendation for the improvement of systems, drilling processes, procedures and other operational matters.
- ix) Review and provide recommendations, if well planning, design and execution activities are conducted using workflows that comply with standard well engineering and HSE standards, industry best practices and statutory requirements.
- x) Review Company's AFE preparation process for well design and actual well cost capturing process. Provide valuable input for the improvement in cost estimation / optimization and maintaining control of well cost.
- xi) Identify, assess and control potential and actual drilling hazards such as abnormal pressures, complex geology or mud loss zones. Prepare detailed drilling and operating procedures for each hole interval.
- xii) Provide recommendations for the utilization of existing and new technologies to improve drilling performance and well bore quality.
- xiii) Review and provide technical recommendations for the evaluation of best industry tendering / procurement process.
- xiv) Review and confirm that actual drilling operation is executing is as per approved drilling program and any deviation from policy is fully risk assessed and necessary approvals through dispensation are sought prior to start the work
- xv) Review the drilling waste management (DWM) system and provide recommendation for improvement of system as per standard oil industry practices.
- xvi) Review of down hole and surface equipment selection.
- xvii) Work flow strategy for mentioned study to be mentioned in the proposal, bidder will proceed ahead after getting acceptance on proposed strategy from OGDCL.
- xviii) Investigate reasons of borehole instability issues and propose remedial measures to avoid similar situation in future wells.



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3. MEETING & REPORTS

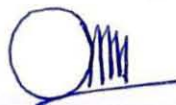
i)	Data identification/screening & handover	= 02 days
ii)	Selection of offset wells	= 02 day
iii)	Selection of planned wells.	= 02 day
iv)	Study of offset wells data complications	=20 days
v)	Report finalization	= 02 days
vi)	Presentation to OGDCL office Islamabad	= 01 day
vii)	Handling over the final report	= 01 day
	Total	= 30 days



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Bidders are requested to provide the following information in technical proposal;

1. Profile of the firm.
2. Certification and financial credibility of the firm.
3. Client list with addresses / E-mail/Phone Nos.
4. Company's last 10 years' service record along with detail of similar well Consultancy services contracts in hand in and outside of Pakistan. Detail of successful / failed projects to be also attached.
5. Minimum history of 25 wells where Bidder had provided full support of similar services
6. The Bidder must have a minimum experience of 7 years in providing these services at 10 Nos of high temperature high pressure (HTHP) wells
7. CV's of Drilling Professional Graduate Engineer/degree holder minimum 20 years' experience of similar assignment in well renowned International oil company) offered for the similar job.
8. Consultant must have the following working experience beside overall years of experience
 - i. HPHT Well: 10
 - ii. Well Control: 08
 - iii. Multilateral/Horizontal Wells: 10
 - iv. Experience in compressive regime: 10
 - v. Cementing Design for HPHT Wells: 10
 - vi. Drilling Fluid Design for HPHT Wells: 10
9. Detail of local/international office & strength of technical professionals working with the bidder in & out side of Pakistan.
10. Detail of Drilling related software/ program of well reputed International company.



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TECHNICAL EVALUATION CRITERIA

S.No.	Description	Weightage
1	Minimum 10 years' experience of firm for similar Oil well Drilling consultancy Services. Detail of similar work in hand and record of previous assignments, to be provided.	20%
2	Bidder's established base office in or outside Pakistan	10%
3	Proposal plan for completion of the assignment.	10%
4	Related Drilling software with the bidder as per international oil industry standards for such jobs.	20%
5	CV's of Oil well Drilling Consultancy Services Professionals having graduation in engineering/degree holder with minimum 20 years related experience in well renowned International oil company and detail	40%
	TOTAL	100%

Technical evaluation will based upon above criteria. Minimum qualifying marks for each discipline are 75% Overall aggregated marks for qualifying will be 85%.

RATE FORMAT FOR FINANCIAL EVALUATION

S.No.	Description	Amount in US\$
1	<ul style="list-style-type: none">Lump sum cost for oil well Drilling consultancy services to complete assignments mentioned in TOR in Sr No.2 & 3.	

- Evaluation will be carried out on lump sum cost basis.

CONTRACT DURATION

Duration of the contract will be 06 months from the date of signing of the contract unless earlier terminated under the provisions hereof. Any extension in the terms of contract will be subject to mutual consent of both the parties

PAYMENT

Payment will be made through cross cheque in 100% Pak Rupees, at actual, against verified invoices at official exchange rate prevailing on the date of payment.

The above clause shall prevail instead of Master set of tender document (Services) ITB clause # 07 - "PAYMENT"

BID BOND AMOUNT

- Bid Bond /Bid Security amounting to **US\$ 1,000/-** or equivalent PKR is to be attached / provided with the technical bid. Please see Master Set of Tender Document for further details.

NOTE:-

- The master set of tender documents (services) uploaded on OGDCL's website (www.ogdcl.com) is the integral part of this TOR.



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