

**Information for 3<sup>rd</sup> Party Pre-Shipment Inspection**

1	Purchase Order No.	PROC-FE/CB/ML-5016/770180/2022
2	Amount of Purchase Order	CNY 13,535,200/- (CNY Thirteen Million Five Hundred Thirty Five Thousand Two Hundred only)
3	Name/address of Manufacturer/Beneficiary	M/S CETC International Co. Ltd., CETC Mansion No. 5 Wulutong North Street, Xicheng District, Beijing China
4	Contact person (s)	Contact Person: Wang Xuan Email: <a href="mailto:wangxuan@cetci.com.cn">wangxuan@cetci.com.cn</a>
		Contact Person: Li Xinglong(Bruce) Tel: 0086 373 3712402 E-Mail: <a href="mailto:li.xl@cetc22.com">li.xl@cetc22.com</a> and <a href="mailto:lixinglong86@gmail.com">lixinglong86@gmail.com</a>
5	Local Agent/Contact person	Not Applicable
6	Description of Material	07 Nos. Mud Logging Units along with Spares
7	Scope of Work	As per attachment

# THIRD PARTY PRE-SHIPMENT INSPECTION

## SCOPE OF WORK

Annexure "A"

### 07 NO.S FULLY EQUIPPED BRAND NEW MUD LOGGING UNITS ALONGWITH SPARES

Third Party Inspectors shall carry out the Pre-Shipment Inspection at M/S CETC International Co. LTD China and must address the following:

1. Physical inspection / verification of 07 New Mud Logging Units as per tender specifications and Purchase Order No. PROC-FE/CB/ML-5016/770180/2022- Dated 25 January, 2022.
2. Third Party Inspector shall confirm that the equipment / material being provided is brand new. **Part Number and Quantity of all items should be as per Purchase Order.**
3. System capabilities & Hardware computers, workstation and servers should be latest. (As Quoted in Technical Proposal & Clarifications).
4. Mud Logging Software should be latest and operating under latest registered Windows environment as Quoted in Technical Proposal & Clarifications.
5. Special emphasis should be given to unit cabins i.e. certified DNV 2.7-1 standard. Structural Design, Construction Materials, Welding, Unit Interior, Certifications etc. considering the required tender specifications & offered technical bid documents.
6. Maximum period for inspection will be 07 Working Days and bidder shall submit the lump sum amount of the total inspection cost including all expenditure like air travel, lodging / boarding and hotel charges etc.
7. Third Party Inspector will be responsible to contact with manufacturer and would confirm the inspection schedule to avoid any delay for the shipment of material.
8. Third party Inspector will provide the Video / USB of inspected equipment / goods along with details of inspected material "Report" to the buyer before shipment of the material.
9. Third Party Inspector must inspect physically 100% equipment as per indented quantity and witness the operational test of randomly selected 10% of Electronic Gadgets.
10. Third Party Inspector shall confirm that the technical Manuals / Repair Manuals / Diagnostic Tools are provided for operational needs.
11. The bidder will submit the detailed CV of the persons deputed for inspection along with the bid having Electronics / Electrical / Mechanical / Computer Science Qualification.
12. Third Party Inspection Company should have Minimum 10 Years' experience of Pre- Shipment Inspection.
13. Physical Inspection of Mud Logging units shall be carried out by the Committee of indenting Department in Pakistan before commissioning of the Equipment and 3<sup>rd</sup> Party Pre-Shipment Invoice will be verified accordingly.

Note: Any discrepancy in Part Number /Quantity / Item Description shall be reported to OGDCL immediately to resolve issue. If any discrepancy is found during inspection in Pakistan and not reported in Inspection Report, Invoice may not be verified.

**Annex-B**

**1. GENERAL**

**Name of company and address in Pakistan:**

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**Type of company:** (Public limited liability, private, limited, private practice, wholly owned subsidiary, sole proprietary, etc.)

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**Date established:**

**Name and address of company bankers in Pakistan:**

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~~Is your company registered with Income Tax Department in Pakistan? (if so provide)~~

Registration No. \_\_\_\_\_

Number of Experts/ Consultant/ Human Resource Base: \_\_\_\_\_

**CEO / Managing Director / Director's Detail:**

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**Focal Person:**

**Telephone numbers:**

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**Email Address:**

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## TECHNICAL EVALUATION CRITERIA PRE-SHIPMENT INSPECTION AGENCIES

Bidder obtaining less than 70% on aggregate or less than 50% in any criteria shall be considered non-responsive and will not be considered for Financial Evaluation.

Crt. No	Criteria Category	Points
1	<b>Applicable Certifications &amp; Registrations</b>	<b>40</b>
	Registration with SECP	05
	Registration with FBR	05
	Valid ISO 9001:2015 under inspection category	05
	Valid ISO 14001:2015 under inspection category	05
	Valid certification of PNAC under inspection category	05
	Valid certification of "1236 Inspection category" with PEC	05
	Valid ISO/IEC 17020:2012	05
	Valid ISO/IEC 17025:2017	05
2	<b>No. of Years of Company Experience</b> Please attach certificates: 1. Year of incorporation 2. First inspection performed	<b>10</b>
	More than 20 Years	10
	10 to 20 Years	5
	Less than 10 Years	0
3	<b>Financial Strength</b> - Last 5 years audited accounts or bank statement required showing annual turnover in USD (Millions) or equivalent other currency (Please attach copy of audit reports or bank statements)	<b>10</b>
	USD 03 Million or above	10
	USD 01 Million to 03 Million	05
	Less Than USD 1 Million	0
4	<b>Number of inspections performed</b> worldwide in last 3 years (List of inspections with client name, year of inspection & copy of service orders to be enclosed)	<b>10</b>
	More than 40 inspections	10
	20 to 40 inspections	5
	Less than 20	0
5	<b>In House Technical Capabilities:</b> Attach list of No. of qualified technical experts in Pakistan or other countries available for inspection showing their name, employee ID No, qualification, location and experience etc.	<b>10</b>
	More Than 150	10
	Less Than 150	05
	Less Than 100	0
6	<b>Company should have its own setup (Offices / Service centers) operational worldwide</b> (Attach list of offices with complete address, phone/mobile and verifiable email address, contact person etc)	<b>10</b>
	25 or more countries including the country of inspection	10
	20 to 25 countries	5
	Less Than 20 Countries	0
7	<b>Firms must have its office(s) in Pakistan</b> (Attach list of offices with complete address, phone/mobile and verifiable email address, contact person etc)	<b>10</b>
	Two (02) or more operational offices in Pakistan	10
	01 operational office in Pakistan	05
	No office in Pakistan	0

Approved By:  
Signature: \_\_\_\_\_

Recommended By:  
Signature: \_\_\_\_\_

Requested By:  
Signature: \_\_\_\_\_

Prepared By:  
Signature: \_\_\_\_\_



# OIL & GAS DEVELOPMENT COMPANY LIMITED

## Procurement Department

Fax : 051-9209673 & 9209803-7

Telex : 5892 OGDC PK & 5867 OGDC PK

Phone : 9218058

Cable : OILGASCORP

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No. PROC-FE/CB/ML-5016/770180/2022

Date: 25-JAN-2022

To CETC INTERNATIONAL CO., LTD

Supp. No 50756

Address CETC MANSION, NO. 05 WULUTONG NORTH STREET, XICHENG DISTRICT BEIJING CHINA 100120

Subject: **Purchase Order No. PROC-FE/CB/ML-5016/770180/2022 For Procurement Of MUD LOGGING UNITS ALONG WITH**

Dear Sir, **SPARES Against Your Quotation No. 20210021**


We are pleased to issue purchase order in response to your above cited bid as detailed below :-

Sr. No.	Description	Index No.	UOM	Qty	Unit Value C & F BY SEA CNY	Total Value C & F BY SEA CNY	Item Type
1	MUD LOGGING UNIT "ACE-500" A60 RATED, DNV 2.7-1,C/W ALL TOOLS,SOFTWARES & HARDWARES,SENSORS,GAS DETECTION SYSTEM,GEOLOGICAL EQUIPMENTS, RTO, H/W & S/W ETC MAKE: "CETC CHINA" COMPLETE DETAILS ATTACHED	42-99-301-F	Number	7	1,783,559.9200	12,484,919.44	FA
2	SYSTEM CAPABILITIES & HARDWARES COMPATIBLE WITH "ACE-500" MUD LOGGING UNIT, COMPLETE DETAILS ATTACHED  ASY MUD LOGGING UNIT "ACE-500"	42-99-320-F	Sets	1	283,413.4300	283,413.43	FA
3	APPLICATIONS & SOFTWARES	DIRECT CHARGE-SET-F	Sets	1	263,815.6900	263,815.69	S-S
4	GAS DETECTION SYSTEM COMPATIBLE WITH "ACE-500" MUD LOGGING UNIT, COMPLETE DETAILS ATTACHED  ASY MUD LOGGING UNIT "ACE-500"	42-99-321-F	Sets	1	217,851.4400	217,851.44	FA
5	CHROMATOGRAPH COLUMN  P# CETC22221613  ASY MUD LOGGING UNIT "ACE-500"	42-99-302-F	Number	7	5,500.0000	38,500.00	S-S
6	GAS PUMP  P# CETC22837532  ASY MUD LOGGING UNIT "ACE-500"	42-99-303-F	Number	7	2,300.0000	16,100.00	S-S
7	CHROMATOGRAPHIC GAS RESISTANCE(AIR,HYDROGEN,SAMPLE GAS)  P# CETC22294911  ASY MUD LOGGING UNIT "ACE-500"	42-99-304-F	Number	7	1,500.0000	10,500.00	S-S
8	PRESSURE STABILIZER VALVE  P# CETC22035297  ASY MUD LOGGING UNIT "ACE-500"	42-99-305-F	Number	7	970.0000	6,790.00	S-S
9	ELECTRONIC PRESSURE CONTROLLER  P# CETC22805362  ASY MUD LOGGING UNIT "ACE-500"	42-99-306-F	Number	4	7,800.0000	31,200.00	S-S
10	M257 ARM BOARD  P# CETC22606475  ASY MUD LOGGING UNIT "ACE-500"	42-99-307-F	Number	4	9,800.0000	39,200.00	S-S
11	AD DA IO BOARD  P# CETC22163324  ASY MUD LOGGING UNIT "ACE-500"	42-99-308-F	Number	4	6,800.0000	27,200.00	S-S
12	HIGH VOLTAGE FIRE INDICATOR MODULE  P# CETC22925479  ASY MUD LOGGING UNIT "ACE-500"	42-99-309-F	Number	4	3,800.0000	15,200.00	S-S
13	TG,CHROMATOGRAPH INTERFACE BOARD  P# CETC22160848  ASY MUD LOGGING UNIT "ACE-500"	42-99-310-F	Number	4	4,800.0000	19,200.00	S-S
14	MICRO CURRENT AMPLIFIER BOARD  P# CETC22731369  ASY MUD LOGGING UNIT "ACE-500"	42-99-311-F	Number	4	3,200.0000	12,800.00	S-S
15	CHROMATOGRAPHY TOUCH SCREEN  P# CETC22783862  ASY MUD LOGGING UNIT "ACE-500"	42-99-312-F	Number	4	710.0000	2,840.00	S-S
16	CHROMATOGRAPHY SCREEN  P# CETC22817007  ASY MUD LOGGING UNIT "ACE-500"	42-99-313-F	Number	4	3,200.0000	12,800.00	S-S
17	SWITCHING POWER SUPPLY RT-65D  P# CETC22673062  ASY MUD LOGGING UNIT "ACE-500"	42-99-314-F	Number	7	300.0000	2,100.00	S-S
18	DRAWWORK SENSOR  P# CETC22732196  ASY MUD LOGGING UNIT "ACE-500"	42-99-315-F	Number	4	4,500.0000	18,000.00	S-S
19	INTRINSICALLY SAFE ISOLATION BARRIER (ANALOG)  P# CETC22032060  ASY MUD LOGGING UNIT "ACE-500"	42-99-316-F	Number	7	1,180.0000	8,260.00	S-S
20	INTRINSICALLY SAFE ISOLATION BARRIER (DRAWWORK)  P# CETC22811924  ASY MUD LOGGING UNIT "ACE-500"	42-99-317-F	Number	7	1,180.0000	8,260.00	S-S
21	INTRINSICALLY SAFE ISOLATION BARRIER (PUMP STROKE)  P# CETC22312474  ASY MUD LOGGING UNIT "ACE-500"	42-99-318-F	Number	7	1,180.0000	8,260.00	S-S
22	PUMP DIAPHRAGM  P# CETC22722018  ASY MUD LOGGING UNIT "ACE-500"	42-99-319-F	Number	200	40.0000	8,000.00	S-S
					<b>Total :</b>	<b>13,535,210.00</b>	
CNY Thirteen Million Five Hundred Thirty Five Thousand Two Hundred Ten Only							

Indent #

PSV-1312/FP-01/2021

  
**SYED EJAZ ABBAS RIZVI**  
 Manager (SCM) Foreign  
 Oil & Gas Development Co. Ltd.  
 Islamabad

  
**SYED HASSAN ABBAS**  
 M J/O (Geological Services)  
 Ext: 3513

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# OIL & GAS DEVELOPMENT COMPANY LIMITED

## Procurement Department

<b>Delivery Period of Manufacturer</b>	CHINA ELECTRONICS TECHNOLOGY GROUP CORPORATION, CHINA	<b>Port of Shipment</b>	CHINA
<b>Banker's Address</b>	90 DAYS	<b>Port of Discharge</b>	KARACHI
<b>Special Note</b>	CHINA	INDUSTRIAL AND COMMERCE BANK OF CHINA (BEIJING MUNICIPAL BRANCH); ACCOUNT NO. 0200004619200321475; SWIFT: ICBKCNBJBJM	

THE TENDER, BID AND SUBSEQUENT CLARIFICATIONS OBTAINED DURING EVALUATION TO BE TREATED AS INTEGRAL PART OF THIS PURCHASE ORDER.

*"Condition of Contract (General/Special) of tender enquiry, should be treated a part of the Purchase Order".  
Letter of credit shall be established as per Terms & Conditions attached herewith.*

*[Signature]*  
27/01/2022  
SYED HASSAN ABBAS  
M/E (Geological Services)  
Ext: 3513

*[Signature]*  
31/01/2022  
MANAGER (SCM) FOREIGN  
SYED EJAZ ABBAS RIZVI  
Manager (SCM) Foreign  
Oil & Gas Development Co. Ltd.  
Islamabad

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Attachment


**PURCHASE ORDER # PROC-FE/CB/ML-5016/770180/2022**

01. Index No. 42-99-301-F 07 Number of Mud Logging Unit containing the following items:

Part of Purchase Order No. PROC-FE/CB/ML-5016/770180/2022 dated 25-Jan-2022, at Sr. No. 01

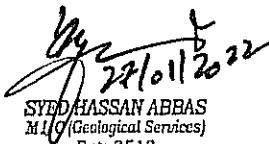
Sr.#	Description	Quantity
<b>1.0</b>	<b>Mud Logging Cabin</b>	
1.1	Mud Logging Unit 'ACE-500', A-60 Rated, DNV 2.7-1.	07
<b>2.0</b>	<b>System Capabilities &amp; Hardware</b>	
2.1	Server	02
2.2	Wireless Server Network Station	01
2.3	Offline Workstation (Data Processing Computer)	01
2.4	Realtime Graphic Workstation	01
2.5	Realtime Numeric Workstation (2.5in 2.4)	01
2.6	Remote Workstation	04
2.7	Time / Depth Based Printer	01
2.8	Color A3 Size Printer for Master Log Printing	01
2.9	Color Network Printer	01
2.10	Online Data Display Monitor 40"	01
2.11	Pressurized Rig Floor Monitor	01
2.12	Server Security Key	01
2.13	Data acquisition system with multi-channel recording & UPS , CABLING etc	01
2.14	Sensor interface panel with accessories	01
		<b>07 Sets</b>
<b>3.0</b>	<b>Applications &amp; Software</b>	<b>07 Sets</b>
<b>4.0</b>	<b>Gas Detection System</b>	
4.1	Gas Detection System	
	Total Gas Analyzing Unit	01
	Chromatogram Analyzing Unit	01
	Gas Pump	01
	Air Dehydrate Tube	01
	Sample Gas Dehydrate Tube	03
	Degasser	01
	Cable for Degasser	100m
	Sample gas pipe	100m
4.1.1	H <sub>2</sub> Generator	02
4.1.2	Air Compressor	02
4.1.3	Flow Control Panel (Gas pre-processing unit)	01
4.1.4	Calibration gas Cylinder for CH <sub>4</sub>	01
4.1.5	Calibration gas cylinder for CH <sub>4</sub> -nC <sub>5</sub>	01
4.1.6	Calibration gas bottle for CO <sub>2</sub>	01
4.1.7	Calibration gas bottle for Nitrogen	01
	Decompressing valve	04
		<b>07 Sets</b>

  
**SYED EJAZ ABBAS RIZVI**  
 Manager (SCM) Foreign  
 Oil & Gas Development Co. Ltd  
 Islamabad

  
**SYED HASSAN ABBAS**  
 M/C (Geological Services)  
 Ext: 3513

<b>5</b>	<b>Drilling Parameters / Sensor</b>	
5.1	Draw Works Sensor	02
5.2	Hook load Sensor	01
5.3	Stand Pipe Pressure Sensor	01
5.4	Torque Sensors	01
5.5	Pump Stroke Sensors	03
5.6	RPM	02
5.7	Casing Shut in Pressure Sensor	01
		<b>07 Sets</b>
<b>6</b>	<b>Mud Parameters / Sensors</b>	
6.1	Ultra – Sonic Pit Level Sensor	08
6.2	Trip Tank Sensor	01
6.3	Temperature in/out Sensor	02
6.4	Mud Weight in/out Sensor	02
6.5	Conductivity in/out Sensor	02
6.6	Mud Flow out	01
	Sensor erecting frame	01 Set
		<b>07 Sets</b>
<b>7</b>	<b>Geological Equipment</b>	
7.1	Calcimeter with related accessory	01
7.2	Standard Petrographic Microscope	01
7.3	Micro Sole	01
7.4	Fluoroscope	01
7.5	Standard Geological accessories	01
		<b>07 Sets</b>
<b>8</b>	<b>Hazardous &amp; Supplementary Gases Detection System</b>	
<b>8.1</b>	<b>H<sub>2</sub>S Detection System</b>	
8.1.1	H <sub>2</sub> S Detection System	01
8.1.2	H <sub>2</sub> S Sensors	04
8.1.3	Carbon dioxide detection System	01
8.1.4	Nitrogen Sensor enable to install at gas line	01
8.1.5	Environmental gas detection system with sensors	01
8.1.6	Cutting gas detector with accessory	01
		<b>07 Sets</b>
<b>9</b>	<b>Miscellaneous</b>	
9.1	Real time data transmission hardware & software	01
9.2	Intercom System 8 sets (including EX 2 sets)	01
9.3	Portable Resistivity Meter	01
9.4	Portable H <sub>2</sub> S	04
		<b>07 Sets</b>

  
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 Ext: 3513

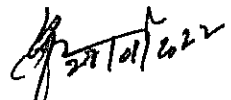


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02. Index No. 42-99-320-F System Capabilities & Hardware Compatible with "ACE-500" (01 Set)  
Part of Purchase Order No. PROC-FE/CB/ML-5016/770180/2022 dated 25-Jan-2022, at Sr. No. 02

Sr.#	Description	Quantity
2.0	<b>System Capabilities &amp; Hardware</b>	
2.1	Server	02
2.2	Wireless Server Network Station	01
2.3	Offline Workstation (Data Processing Computer)	01
2.4	Realtime Graphic Workstation	01
2.5	Realtime Numeric Workstation (2.5in 2.4)	01
2.6	Remote Workstation	04
2.7	Time / Depth Based Printer	01
2.8	Color A3 Size Printer for Master Log Printing	01
2.9	Color Network Printer	01
2.10	Online Data Display Monitor 40"	01
2.11	Pressurized Rig Floor Monitor	01
2.12	Server Security Key	01
2.13	Data acquisition system with multi-channel recording & UPS , CABLING etc	01
2.14	Sensor interface panel with accessories	01
3.0	<b>Applications &amp; Software</b>	01 Set
4.0	<b>Gas Detection System</b>	
4.1	Gas Detection System	
	Total Gas Analyzing Unit	01
	Chromatogram Analyzing Unit	01
	Gas Pump	01
	Air Dehydrate Tube	01
	Sample Gas Dehydrate Tube	03
	Degasser	01
	Cable for Degasser	100m
	Sample gas pipe	100m
4.1.1	H <sub>2</sub> Generator	02
4.1.2	Air Compressor	02
4.1.3	Flow Control Panel (Gas pre-processing unit)	01
4.1.4	Calibration gas Cylinder for CH <sub>4</sub>	01
4.1.5	Calibration gas cylinder for CH <sub>4</sub> -nC <sub>5</sub>	01
4.1.6	Calibration gas bottle for CO <sub>2</sub>	01
4.1.7	Calibration gas bottle for Nitrogen	01
	Decompressing valve	04

  
SYED EJAZ ABBAS RIZVI  
Manager (SCM) Foreign  
Oil & Gas Development Co. Ltd.  
Islamabad

  
SYED HASSAN ABBAS  
M/C (Geological Services)  
Ext: 3513

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04. Index No. 42-99-321-F Gas Detection System Compatible with 'ACE – 500' (01 Set)

Part of Purchase Order No. PROC-FE/CB/ML-5016/770180/2022 dated 25-Jan-2022, at Sr. No. 04

4.0	Gas Detection System	
4.1	Gas Detection System	
	Total Gas Analyzing Unit	01
	Chromatogram Analyzing Unit	01
	Gas Pump	01
	Air Dehydrate Tube	01
	Sample Gas Dehydrate Tube	03
	Degasser	01
	Cable for Degasser	100m
	Sample gas pipe	100m
4.1.1	H <sub>2</sub> Generator	02
4.1.2	Air Compressor	02
4.1.3	Flow Control Panel (Gas pre-processing unit)	01
4.1.4	Calibration gas Cylinder for CH <sub>4</sub>	01
4.1.5	Calibration gas cylinder for CH <sub>4</sub> -nC <sub>5</sub>	01
4.1.6	Calibration gas bottle for CO <sub>2</sub>	01
4.1.7	Calibration gas bottle for Nitrogen	01
	Decompressing valve	04

  
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Manager (SCM) Foreign  
Oil & Gas Development Co. Ltd.  
Islamabad

  
SYED HASSAN ABBAS  
M/C (Geological Services)  
Ext: 3513

**OTHER TERMS AND CONDITIONS OF THE PO/LC  
TO BE STRICTLY COMPLIED BY THE BÉNÉFICIARY**

(CFR Karachi Basis)

**1. CONSIGNEE:**

The goods must be consigned to the L/C establishing bank and notify party Oil & Gas Development Company Ltd. (OGDCL), Plot No. 21, OGDCL Warehouse, West Wharf Road, Karachi, Telephone No. 021-32311108, 32313119, E-mail: [abdulwaheed\\_kunbhar@ogdcl.com](mailto:abdulwaheed_kunbhar@ogdcl.com)

**2. PACKING:**

**The Packing of the merchandise must conform to the International Standards and the packing list along with Commercial Invoice must be placed inside the container without fail.**

**3. MARKING:**

3.1 All Packages/boxes must bear the Purchase Order No. as Shipping Marks, Country of Origin and Weight in Kilograms (Gross/Net). The marks must tally with shipping documents like Bill of Lading (B/L) and manifest there should not be any difference.

3.2 In addition to the above mentioned shipping marks, the following procedure of color code marking is to be adopted / made on each side of the package/box/container while dispatching the material: -

"There will be an isosceles triangle with or less than six inches side, triangle side marked in black lines, letters "OGDCL" inscribed inside, the letters to be not less than 1½" tall and will be in black. On big packages/boxes/containers, the sides or triangle and letters will be increased appropriately. Underneath the triangle there will be two color code bars in "GREEN" color size six inches in length and 1½" in width. If the above color codes marking is not appropriate/suitable, the sizes and color may be changed".

3.3 Each item of the consignment should also be marked with item # of the Purchase Order.

**4. SHIPPING DOCUMENTS.**

Shipping documents shall consist of the following:

4.1 Original Clean Master Bill of Lading on Freight Pre-Paid Basis signed by the carrier or their authorized agent showing clean shipped on board. Freight forwarders, Third party, Short form, blank back and House Bill of Lading is not acceptable.

4.2 Detail invoice showing commodity description, quantity, unit/total price, total No. of packages, etc. containing original signatures.

4.3 Packing List, (Showing total number of packages, gross/net weight & measurement and Box No. in case of more than one boxes such as Box No. 1/10, 2/10 .....10/10 and so on and detail of equipment in each box.

4.4 Certificate of origin.

4.5 Certificate of compliance of the credit terms as per clause No. 2 in respect of Packing.

4.6 Insurance declaration. A copy of E-mail sent to Insurance Company in compliance to the Clause No. 9 hereunder.

4.7 Copy of E-mail sent in compliance to the Clause No. 6.1 hereunder.

4.8 Third Party Inspection Report duly verified by OGDCL officials.

**5. INSTRUCTIONS FOR COMPLETING SHIPPING DOCUMENTS:**


5.1 The shipping invoice should be marked on top in capital words.

a) Complete, first and last consignment (if all the contractual material is shipped in one lot.)

b) First partial shipment/second partial shipment (and so on). Final and last shipment as the case may if shipments are effected in parts.

5.2 All Invoices should be signed, and must indicate value of each items total value and also show 'SHIPPING MARKS' as provided in the contract.

5.3 All containers of cargo must carry copy of invoice. A compliance certificate in this regard shall be provided along with the shipping documents. In case of noncompliance the beneficiary shall pay the penalty imposed by the Custom Authority.

  
SYED EJAZ ABBAS RIZVI  
Manager (SCM) Foreign  
Oil & Gas Development Co. Ltd.  
Islamabad



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**6. SHIPMENT INTIMATION:**

6.1 The beneficiary within 24-48 hours of making shipment must send E-mail to (1) Dy. Chief Material Officer, Plot No. 21, West Wharf, Karachi, E-mail: [abdulwaheed.kunbhar@ogdcl.com](mailto:abdulwaheed.kunbhar@ogdcl.com) (2) Manager (SCM) Foreign, OGDCL House Plot No. 3 (New NO. 3013)F-6/G6, Blue Area, Jinnah Avenue, Islamabad, E-mail: [ejaz.rizvi@ogdcl.com](mailto:ejaz.rizvi@ogdcl.com) (3) Manager Accounts (Imports) on E-mail: [imtiyaz.sherazi@ogdcl.com](mailto:imtiyaz.sherazi@ogdcl.com) (4) National Insurance Company Limited, Karachi on E-mail: "[sanaullah.shaikh@nicl.com.pk](mailto:sanaullah.shaikh@nicl.com.pk)" OR "[ghulam.akbar@nicl.com.pk](mailto:ghulam.akbar@nicl.com.pk)", OR "[info@nicl.com.pk](mailto:info@nicl.com.pk)" intimating them the following:

- a) L/C numbers and Purchase Order / Contract No.
- b) Name of the Ship & Shipping Line.
- c) Bill of Lading No. & Date.
- d) Total CFR value of the consignment shipped.
- e) Port of shipment.
- f) No. of boxes/packages/pieces.
- g) Net and gross weight.
- h) Expected time of arrival (ETA) of ship.

**7. SHIPMENT INSTRUCTIONS**

- a) The contractor/supplier/vendor is requested to ensure that Commercial Invoice / Packing List shall be pasted on the inner side of the door of container for FCL Shipments and on Boxes / Crates / Cartons etc. for LCL Shipments. Non-Compliance to this instruction may result in penalty imposed by Custom Authorities which shall be recovered from the Contractor/Supplier/Vendor.
- b) Please ensure that in case of CFR purchase order / contracts the local charges at Karachi Seaport/Airport must be included in the freight cost.
- c) The freight forwarders/shipping agents at country of origin must include the corresponding local charges such as delivery order/port handling & container rentals for free time etc. company shall pay only the wharfage/demurrage charges. They should also ensure that there should be only one local agent of the shipping company who should handle such matters. In case OGDCL had to pay such charges, it shall be recovered from the contractor.


**8. INSTRUCTION REGARDING TRANSMISSION/NEGOTIATION OF SHIPPING DOCUMENTS****8.1 ORIGINAL NEGOTIABLE DOCUMENTS:**

- a) The beneficiary immediately upon making shipment(s) should negotiate the original clean shipping documents free from any discrepancy with negotiating bank as indicated in the L/C.
- b) If clean documents free from any discrepancy are not negotiated within negotiation period mentioned in the L/C, or if the documents are withheld by the Bank on account of any discrepancy whatsoever the demurrage or financial impact if any incurred due to late negotiation of clean documents will be on beneficiary's account.
- c) Original/negotiable documents must contain at least four sets of the shipping documents mentioned under Clause No. 5 above.
- d) The original shipping documents should be dispatched through courier service by the negotiating bank at the beneficiary's cost within 24-48 hours after receipt from the beneficiary.
- e) The discrepant documents with minor discrepancies will be accepted subject to the consent of Procurement Department to facilitate prompt clearance of the consignment on the condition that demurrage, if any due to the discrepancies reported by L/C opening bank will be on beneficiary account.

**8.2 NON-NEGOTIABLE DOCUMENTS:**

- a) Complete sets of non-negotiable shipping documents along with one set of Parts Catalogue, Brochures, Technical Literature must be dispatched OR E-mailed to the Manager (SCM) Foreign at the following address immediately upon shipment is effected: -

MANAGER (SCM) FOREIGN  
OIL & GAS DEVELOPMENT COMPANY LIMITED  
OGDC HOUSE, PLOT NO. 3 (NEW NO. 3013),  
F-6/G-6, BLUE AREA, JINNAH AVENUE,  
ISLAMABAD, PAKISTAN.  
PHONE NO. 0092-51-92002 3652  
E-mail: [ejaz.rizvi@ogdcl.com](mailto:ejaz.rizvi@ogdcl.com)

  
SYED EJAZ ABBAS RIZVI  
Manager (SCM) Foreign  
Oil & Gas Development Co. Ltd  
Islamabad

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b) Complete sets of non-negotiable shipping documents must be dispatched OR E-mailed to Dy. Chief Material Officer at the following address immediately upon shipment is effected: -  
 DEPUTY CHIEF MATERIAL OFFICER,  
 OIL & GAS DEVELOPMENT COMPANY LIMITED,  
 PLOT NO. 21, WEST WHARF ROAD, KARACHI, PAKISTAN.  
 PHONE NO. 0092-21-2311108, 2313119-23 ,E-mail: [abdulwaheed\\_kunbhar@ogdcl.com](mailto:abdulwaheed_kunbhar@ogdcl.com)

c) The shipping documents should be couriered through any reliable courier company at shipper's cost so that the same must be received at least 10 days before arrival of the vessel.

9. **INSURANCE:**

Insurance from port of shipment/delivery will be covered by openers and declaration shall be made by the beneficiary to Insurance Company i.e. M/S National Insurance Company Limited, NICL Building, South Zone, Abbasi Shaheed Road, off Shahra-e-Faisal Road, Karachi (Pakistan). E-mail: "[sanaullah.shaikh@nicl.com.pk](mailto:sanaullah.shaikh@nicl.com.pk)" OR [ghulam.akbar@nicl.com.pk](mailto:ghulam.akbar@nicl.com.pk), OR [info@nicl.com.pk](mailto:info@nicl.com.pk) and Manager (Accounts) /OGDC LTD., E-mail: [imtiazhsherazi@ogdcl.com](mailto:imtiazhsherazi@ogdcl.com) immediately after shipment giving full details of shipment e.g. value of shipment description of material, name of vessel, B/L with date, port of shipment, contract and Letter of Credit Numbers.

10. **DEMURRAGE DUE TO DELAY IN RECEIPT OF ORIGINAL / NEGOTIABLE DOCUMENT / TRANSSHIPMENT AND SHIPPING LINES AGENTS:**

10.1 If clean documents are not negotiated within negotiation period of the L/C or documents are withheld by bank on account of any discrepancy, the demurrage charges, if any incurred due to late negotiation of the clean documents and paid by the OGDCL. will be realized from the beneficiary directly by raising debit advice, or by deducting the amount paid from the L/C value or by encashing Performance Bond (where applicable) to the extent of demurrage amount. In case the demurrage amount exceeds the value of Performance Bond the balance amount will be payable by the beneficiary.

10.2 Transshipment is totally prohibited under this L/C. The beneficiary must ensure that no transshipment takes place against this L/C, and demurrage paid by OGDCL due to transshipment will be on beneficiary's account.

10.3 Any demurrage paid by OGDCL due to inconsistency in B/L and manifest will be recovered from beneficiary.

11. **LIQUIDATED DAMAGES.**

a) If the contractor fails to deliver any or all of the goods within the time period(s) specified in the Contract, the Purchaser shall, without prejudice to other remedies under the contract, deduct from the contract price / Bank Guarantee as liquidated damages, a sum not more than 0.5% of the contract price per week or part thereof for first four weeks, 1.00% per week for next four weeks and 1.5% per week exceeding four weeks up to maximum extent of 10 % of the contract value.

b) In case the Purchaser is satisfied that the delayed / defective shipment was due to some mistake or circumstances beyond the control of the contractor and the contractor has not intentionally or negligently contributed in the delay, the Purchaser may impose Liquidated Damages for not more than a sum equivalent to 0.5% of the delayed or defective shipment per week or part thereof for first two weeks, 1.00 % per week for next three weeks and 1.5% per week exceeding five weeks but not exceeding 10% of the contract value of the delayed/ defective shipment provided that the contractor takes immediate remedial measures for the replacement of defective shipment and takes prompt steps to mitigate the delay. The Purchaser may however, impose Liquidated Damages as per (a) above if the delayed or defective shipment has affected the project completion schedule or has resulted in production losses.

c) Even after imposition of LDs, if the supplier fails to materialize the delivery (material and or services); the Purchaser reserves the right to cancel Purchase order/contract/LC and to forfeit the Guarantee (if applicable) after intimating the supplier for such cancellation / forfeiture.

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 SYED EJAZ ABBAS RIZVI  
 Manager (SCM) Foreign  
 Oil & Gas Development Co. Ltd.  
 Islamabad

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12. **AMENDMENT / EXTENSION OF L/C:**

The beneficiary will positively confirm shipment of all ordered goods within L/C validity or make request for extension of shipment and negotiation dates at least 15 to 30 days prior to the expiry of L/C. If shipment is not effected within L/C validity or request for extension is not received 15 to 30 days prior to expiry of L/C validity, no request for grant of extension in shipment and negotiation will be entertained under any circumstances. In case of extension in shipment/negotiation period, the beneficiary will be required to extend the validity of his performance bond (where applicable) accordingly. All charges on this account will be on beneficiary's account.

13. **CHARGES FOR L/C ESTABLISHMENT:**

- 13.1 All charges of credit opening bank for credit will be borne by the OGDCL.
- 13.2 All charges of corresponding bank such as negotiation of documents, adding confirmation to credit etc. will be to the account of beneficiary.
- 13.3 All charges for amendments / extension in L/C will be to the account of beneficiary.

14. **PAYMENT TERMS:**

The eighty percent (80%) payment will be made against each shipment upon submission of original shipping documents to the LC opening bank, whereas balance twenty percent (20%) payment will be released after receipt, inspection and acceptance of material at OGDCL Stores. Furthermore, payment of balance twenty percent (20%) will be released upon issuance of Acceptance / Delivery Certificate from OGDCL to L/C beneficiary confirming receipt & acceptance of material along with submission of commercial invoice of remaining value.

Purchase Order # PROC-FE/CB/ML-5016/770180/2022


Accepted by:

Signature .....

Name of the signatory in Block Letters.....

Company Title of the Signatory.....

Company Seal.....

  
**SYED EJAZ AHMAD**  
 Manager  
 Oil & Gas Development Company Ltd.  
 3/01/2022  
 Purchase Order Issuance Authority:  
 Oil & Gas Development Company Ltd.

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