

**OIL AND GAS DEVELOPMENT COMPANY LIMITED
MELA DEHYDRATION AND COMPRESSION PLANT**

SCHEDULE OF REQUIREMENT

TENDER ENQUIRY # TE/MOF/ATA/01/2021

Technical services for Preventive Maintenance of Gas Dehydration and Compression Plant during ATA-2021 at MELA Oil Field OGDCL.

S#	<u>Description</u>	<u>Reference #</u>	<u>Rate</u>	<u>Total rate (inclusive of all Taxes)</u>	<u>Deviation</u>
1	As per scope of work given in tender documents				

Note. Separate rate to be quoted for each and every activity as mentioned in scope of work.

TERMS & CONDITIONS FOR ATA-2021 OF MELA DEHYDRATION AND COMPRESSION PLANT

GENERAL:

1. Technical services are required for Annual Maintenance of MELA Plant's equipment (Static plus Rotary) during annual turn around (ATA-21) of MELA Plant for an estimated period of 08 days tentatively schedule from 22-08-2021 to 29-08-2021, however the schedule and duration of shut down may change. The contractor is required to execute and complete the scope of ATA activities provided in this document within 05 days, tentatively from 22-08-2021.
2. **Bids are required in PKR against each activity as mentioned in the scope of work. Detail of jobs (scope of work) is elaborated in tender documents.**
3. Working hours will be considered 24 Hours with 02 shifts (12 Hours day shift & 12 Hours night shift). Sunday/holiday will be considered as normal working day.
4. **Payment shall be made as per actual work done through cross cheque after completion of the job been verified by OGDCL supervisor at site.**
5. Skilled manpower should be well experienced in their respective crafts.
6. Management of the plant reserves the right to terminate the services of hired staff at any time without justification.
7. HSEQ Rules & Regulations will be strictly observed. 01 HSEQ Officer must be member of ATA team working per shift.
8. All the participating companies should have past experience of providing similar services to Petrochemical / Fertilizer / Cement Plants.
9. Jobs are to be carried out as per priority set by OGDCL supervisors and contractor will utilize all its resources to complete the jobs as per time frame given by OGDCL.
10. OGDCL may increase or decrease the quantity of the scope of work for any activity defined in this document.
11. Technical manpower must be skilled and possess at least 05 years of work experience in their respective trade. Skilled manpower shall be interviewed by OGDCL professionals, if deemed necessary and contractor should arrange the interview at their premises. Detailed CV's of direct manpower/supervisors is to be submitted with the bid.
12. OGDCL may
13. Use of mobile phone and camera is prohibited in the plant premises.
14. Any required technical clarification/detail regarding scope of work should be cleared before submission of bid. No change in substance of bid will be entertained after bid submission date.

15. Technical crew must include fitters, scaffolders, riggers, mill wrights, valve technician, machinist, fabricator, welder, grinder man, lifter operator, hydro-jetting machine operator & miscellaneous other crafts etc.
16. Contractor should prepare/submit daily progress report and percentage Gantt chart (planned vs actual) at end of the day.

CONTRACTOR RESPONSIBILITIES:

1. Site administration personnel with associated resources like computer, printers, photocopiers etc.
2. Provision of PPEs (Safety helmet, Coverall, Safety shoes, Gloves, etc.) to all of its workforce.
3. CV's of all the skilled Personnel to be submitted well before ATA. Evaluation of all the short listed skilled personnel will be carried out by Field supervisors well before the ATA.
4. Local labour is to be given preference for execution of the activities ATA.
5. All kind of Tools required for the job.
6. Provision of All type of Rigging and hoisting equipment.
7. Removal of Insulation/ Cladding & Installing back by skilled Insulator.
8. Security of all the Hired Crew.
9. Drinking Water, Boarding/ Lodging, refreshment to all the Crew.
10. Pick and drop from Plant to accommodation and back.
11. In case of any accident, medical treatment or compensation, whichever is applicable?
12. Electrical Supply Boards along with cables as per HSE standard.
13. Hand trolley for movement of parts inside the Plant will be arranged by the Contractor
14. Arrangement of Pipes & Fitting for vessel flushing.
15. Proper housekeeping & skids cleaning of all equipment must be ensured.
16. Accommodation of crew in nearby locality (OGDCL will not provide any sort of accommodation, messing, boarding or lodging etc.)
17. Contractor to ensure that its workforce is free of COVID-19 disease and while on site follow all safety precautions related to COVID-19.

OGDCL RESPONSIBILITIES:

1. Electricity for Lighting & Fan.
2. Spare parts.
3. Blinds & Spades for Isolation & Pressure Testing.
4. Logistic support i.e. Cranes & Lifters.
5. Nitrogen purging & Leak test.

SCOPE OF WORK FOR MAINTENANCE JOBS DURING ATA-2021

SR. NO.	ACTIVITY (JOB DESCRIPTION)	REMARKS
HP SEPARATOR (Capacity: 11.939 M³)		
SEP001	Dismantling of man way of HP separator for internal inspection and cleaning.	
SEP002	Replacing of Oil LCV isolating ball valves (4"#900 RTJ/ qty 02)	
SEP003	Checking and repairing of Oil LCV seats of HP separator.	
SEP004	Separator internal thorough washing, flushing with water and soda ash cleaning.	
SEP005	Replacing three local drain 3/4" ball valve on HP separator.	
SEP006	Dismantling of Separator Oil LCV and attached spool for cleaning.	
SEP007	Dismantling of Separator Water LCV and attached spool for cleaning	
SEP008	Cleaning of separator all LG's/LT's drain points/all sampling points/lines by removing sludge and solid material from the block drains.	
SEP009	Calibration of HP separator all instruments including FQI, FR, PCV, LCV, PSV and all pressure and temperature gauges.	
GAS OUTLET KNOCK OUT VESSEL		
SEP010	Dismantling of man way of the vessel for internal inspection and cleaning.	
SEP011	Replacing of K.O Vessel drain valve (Size: Globe valve 2"x600)	
SEP012	Cleaning of K.O Vessel LG for level monitoring.	
SEP013	Replacing of ball valve (6"#900 RTJ) on main feed line of D/H Plant.	
SEP014	Checking and rectifying the faulty lights of the area.	
SEP015	Calibration of all pressure and temperature gauges.	
MP SEPARATOR (Capacity: 8.71 M³, Weight 20 Ton)		
SEP016	Fabrication & Mechanical Hookup of skid mounted Separator	
SEP017	Rectifying MP Separator oil LCV bypass valve gland leakage. (Globe valve 2"x600)	
SEP018	Dismantling of man way of MP separator for internal inspection and cleaning.	
SEP019	Separator internal thorough washing, flushing with water and soda ash cleaning.	
SEP020	Dismantling of Separator Oil LCV and attached spool for cleaning.	
SEP021	Dismantling of Separator Water LCV and attached spool for cleaning.	
SEP022	Cleaning of separator all LG's/LT's drain points/all sampling points/lines by removing sludge and solid material from the block drains.	
SEP023	Calibration of MP separator all instruments including FQI, FR, PCV, LCV, PSV and all pressure and temperature gauges.	
LP SEPARATOR (Capacity: 10.893 M³)		
SEP024	Dismantling of man way of LP separator for internal inspection and cleaning.	
SEP025	Separator internal thorough washing, flushing with water and soda ash cleaning.	
SEP026	Dismantling of Separator Oil LCV and attached spool for cleaning.	
SEP027	Dismantling of Separator Water LCV and attached spool for cleaning.	
SEP028	Cleaning of separator all LG's/LT's drain points/all sampling points/lines by removing sludge and solid material from the block drains.	
SEP029	Calibration of LP separator all instruments including FQI, FR, PCV, LCV, PSV and all pressure and temperature gauges.	
SEP030	Cleaning of Separator Oil/Water LG's for level monitoring.	
OFF GAS COMPRESSION		
CMP031	Rectifying of 1 st Stage ESDV Cylinder leakage	

CMP032	Replacing of K.O Vessel drain valve. (1"xBall valve Qty 02)	
CMP033	Replacing 1" High pressure Union on local drain of K.O Vessel.	
CMP034	Cleaning of OFF Gas Compression skid with soda ash.	
CMP035	Replacing of Fuel Vessel Regulator, Installation of Ball valve 3"X150	
CMP036	Calibration of all pressure and temperature gauges.	
	FRONT END COMPRESSION (FEC)	
CMP037	Installing Ball valve 6"x600 RF on SNGPL Gas Line.	
CMP038	Replacing damaged valve on FEC suction and discharge line. (6"#600 Ball valve RF Qty 02)	
CMP039	Installing valve on H ₂ S Tie-In point (6"x600 RTJ Ball valve)	
CMP040	Checking PSV seat leakage on suction line of FEC.	
CMP041	Calibration of all pressure and temperature gauges.	
CMP042	Cleaning of FEC skid with soda ash.	
CMP043	Replacing of Fuel Vessel Regulator and Installing of Isolation valve.	
CMP044	Installing of Isolation valve (Ball Valve 3"#150 RF) upon Fuel Gas lines of FECs.	
	GAS DEHYDRATION AREA	
	GLYCOL CONTACTOR TOWER	
DHY045	Dismantling of Top/Bottom man ways of glycol absorber for cleaning of both demister pads Paul Rings packing bed.	
DHY046	Cleaning of glycol absorber with water and soda ash.	
DHY047	Cleaning of glycol absorber LG's for level monitoring.	
DHY048	Calibration of glycol absorber all instruments including FRCV, PCV, and LCV, PSV and all pressure and temperature gauges.	
DHY049	Cleaning of all drain points.	
DHY050	General Overhauling of Kimray Pumps P250 A/B/C/	
	GAS/GLYCOL EXCHANGER	
DHY051	Cleaning of shell and tubes of Heat Exchanger.	
	SALE GAS SCRUBBER	
DHY052	Dismantling of scrubber man ways for inspection and cleaning of demister pads.	
DHY053	Internal washing of scrubber with water and soda ash.	
DHY054	Calibration of LP separator all instruments including FR, PCV, and LCV, PSV and all pressure and temperature gauges.	
	GLYCOL FLASH SEPARATOR	
DHY055	Dismantling of separator man way for internal inspection and cleaning.	
DHY056	Cleaning of Flash Vessel with water and soda ash.	
DHY057	Calibration of LP separator all instruments including LCV, PSV and all pressure and temperature gauges.	
DHY058	Cleaning of separator LG's for level monitoring.	
DHY059	Replacing of TEG and Charcoal Filters.	
	GLYCOL REGENERATOR/RE-BOILER	
DHY060	Dismantling of main burner block for cleaning.	
DHY061	Dismantling of re-boiler top still column for cleaning.	
DHY062	Calibration of pressure/temperature gauges.	
DHY063	Replacing Paul rings of vertical still column.	
DHY064	Replacing Paul rings of vertical external stripper.	
	WATER BATH HEATER AMD OIL/OIL HEAT EXCHANGER	
DHY065	Dismantling of channel heads of both oil/oil exchangers E-109 A/B for shell and tubes	
DHY066	Dismantling of Water Bath Heater burner block and fire tube internal inspection and	
DHY067	Dismantling of Heater Stack for internal cleaning.	
DHY068	Calibration of pressure/temperature gauges of Water Bath Heater.	
DHY069	Servicing of Heater Air Blower Motor.	
DHY070	Checking and rectifying the faulty lights of the area.	

DHY071	Installing of all instruments including PCV, LCV, FQI, Thermo Well, Level Troll/Glass and	
DHY072	Repairing of plant local drain line towards pit.	
	GLYCOL/GLYCOL EXCHANGER	
DHY073	Dismantling of glycol/glycol plate type exchanger for cleaning with water.	
DHY074	Cleaning of heat exchanger fins.	
DHY075	FUEL GAS SCRUBBER/SEPARATOR	
DHY076	Dismantling of fuel gas scrubber for cleaning.	
DHY077	Calibration of scrubber inlet PCV and Gauges.	
DHY078	Dismantling of man way of separator for internal cleaning.	
DHY079	Calibration of Inlet Pressure Regulator and Pressure Gauges.	
	FLARE AREA	
FLR080	Dismantling of Flare Stack tip for inspection and cleaning.	
FLR081	Washing of Flare Stack bottom vessel.	
FLR082	Removing of valves from Flare Line (Fabrication Job)	
FLR083	Dismantling of man way for cleaning with water.	
FLR084	Replacing of Level Glass for level monitoring.	
FLR085	Extension of water drain line to produced water pit.	
FLR086	Clearing and extending of drain points to a safe nearby area (Fabrication Job)	
FLR087	Calibration of K.O Vessel all instruments including high level alarm loop.	
	MISCELLANEOUS JOBS	
MSC088	Fabrication Welding job (X Ray 250 DI, Non X Ray 200)	
MSC089	Maintenance of Flood Lights 60	
MSC090	General House Keeping of Area	