

I – INVITATION TO BID

1.0 **INTRODUCTION**

Oil & Gas Development Company Limited hereinafter referred to as “OGDCL” is executing Nashpa Compression Facility Project.

Oil & Gas Development Company (OGDCL) is the leading E&P Company of Pakistan and is “Operator” of the Nashpa Field. Nashpa Field is located in Karak District of KPK province at a distance of about 40 Kms from Kohat City. Nashpa is a JV concession with working interest of OGDCL, PPL and GHPL.

OGDCL has decided to install new compression facility to cater the depleting pressure of reservoir/wells and optimize the production over the Nashpa Field life. The compression facility shall be installed at Nashpa Gas Plant as a Front End Compression. At present, there are seven (07) producing wells at Nashpa namely Nashpa-1, Nashpa-2, Nashpa-3, Nashpa-4, Nashpa-6 and Nashpa-7 and Nashpa-8, having a total production of around 104 MMscfd. The Project is required to be executed on EPCC basis.

The conceptual study has already been carried out and concluded that four (04) new compressors with parallel operating configuration having same capacities (each of 35 MMSCFD operating flows) with philosophy of 03 operating and 01 standby will be installed at Nashpa Gas Plant as Front End Compressors. The operating suction pressure of compressors would be in the range of 600 psig to 200 psig with constant discharge operating pressure of 1050 psig.

OGDCL through this Invitation to Bid invites parties to participate in the Tender for Design Engineering, Procurement (Supply), Construction, Installation/ Erection, Pre-commissioning, Commissioning & Start-up (including performance testing and Reliability Guarantee Test) of Nashpa Compression Facility Project by submitting their bid proposals as per instructions given in this Tender Document.

The Tender Document defines the basis for the bid proposals and consists of following Volumes:

- **Volume – I (ITB, Commercial & Legal)**

- Section – I : Invitation to Bid
- Section – II : Instructions to Bidders (ITB)
- Section – III : Scope of work
- Section – IV : Form and Conditions of Contract
(Including Price Schedules)

- **Volume – II (Technical)**

- A : Process
- B : Mechanical
- C : Electrical
- D : Instrumentation
- E : Civil

Bidders are advised to carefully examine and review the Tender Document and Project Site conditions for assessment of work involved prior to submission of their Bid.

2.0 **INVITATION TO BID – COVERING LETTER**
(To be Typed on OGDCL's Letterhead)

Date:

Ref:

Sub: NASHPA COMPRESSION FACILITY PROJECT

Dear Sirs,

- 1) Oil & Gas Development Company Limited, Islamabad (hereinafter referred to as "OGDCL") is implementing Nashpa Compression Facility Project. In this connection OGDCL is pleased to invite you (hereinafter referred to as "Bidders") to bid for Design Engineering, Procurement (Supply), Construction, Installation/Erection, Pre-Commissioning, Commissioning & Start-up (including performance testing and Reliability Guarantee Test) of Nashpa Compression Facility Project (hereinafter referred to as "Project") by submitting your bid proposal for the Project as specified in the Tender Document.
- 2) The Tender Document consists of two (2) Volumes.
 - **Volume – I (ITB, Commercial & Legal)**
 - Section – I : Invitation to Bid
 - Section – II : Instructions to Bidders (ITB)
 - Section – III : Scope of work
 - Section – IV : Form and Conditions of Contract
(Including Price Schedules)
 - **Volume – II (Technical)**
 - A : Process
 - B : Mechanical
 - C : Electrical
 - D : Instrumentation
 - E : Civil
- 3) You are required, within seven (7) days of down loading of Tender Document from OGDCL website, to execute/ send the following:
 - Letter of Intention to Bid.
 - Secrecy Declaration

– Proforma for Site Visit

- 4) Clarification, or any other information, if required can be obtained from Engineering Consultant's Project Manager at the address given below with copy to OGDCL whose address are also given below:
- a) Project Manager (Nashpa Compression Facility Project)
ENAR Petrotech Services (Private) Limited
7-B, Korangi Industrial Area
Adjacent NRL, Korangi
Karachi, Pakistan
Telephone: (92-21) 35065210
Fax No.: (92-21) 506 7522
E-mail: asif.saleem@enar.com.pk
 - b) **Manager (Foreign)-Procurement**
Oil & Gas Development Company Limited
Supply Chain Management Department
OGDCL House, Plot No. 3 (New No. 3013) F-6/G-6,
Jinnah Avenue, Islamabad (Pakistan)
Phone No: 92-51-920022144
Email: irshad_muhammad@ogdcl.com
 - c) Manager (Nashpa Compression Facility Project)
Oil & Gas Development Company Limited
OGDCL House 9th Floor, Tower C, Jinnah Avenue, Blue Area
Islamabad, Pakistan
Telephone: (92-51) 2623040
E-mail: iqbal_memon@ogdcl.com
 - d) Project Coordinator (Nashpa Compression Facility Project)
Oil & Gas Development Company Limited
OGDCL House, 9th Floor, Tower A, Jinnah Avenue, Blue Area
Islamabad, Pakistan
Telephone: (92-51) 9244053
E-mail: asif_makhdoom@ogdcl.com
- 5) The Tender Document contains required information necessary for preparation of the Bid. However, it is the sole responsibility of each Bidder to become fully informed about existing and expected conditions that affect performance of work at site as per Contractor's obligations as defined in Condition of Contract.

- 6) Bidders are advised to carefully review and examine the enclosed Tender Document, Nashpa Field Site conditions for assessment of work involved.
- 7) Bidders are required to undertake that they have not tried to reach any understanding with other Bidders on prices quoted in the Bid and that their prices have been computed independently of other Bidders. Bidders shall further undertake that prices quoted in the Bid have not been disclosed to other Bidders to influence their participation in the Bid or to eliminate or to reduce competition.
- 8) OGDCL will not be responsible for any cost or expenses incurred by the Bidders in connection with the preparation or delivery of Bids, visit to Nashpa Field Site.
- 9) The Bids are invited under two stage, two envelope system i.e. Technical Bid and Commercial Bid. The Bids are required to be submitted in triplicate, i.e. one original & 02 copies of original bid, in two separate envelopes sealed and clearly marked as per details given in enclosed Instructions to Bidders.
- 10) All Bids must be accompanied by a Bid Bond (Bank Guarantee) of an amount of **US\$ 300,000 (United State Dollar Three Hundred Thousand only)** or equivalent in Euro or equivalent in Pak Rupees in accordance with Section-II of Instructions to Bidder (ITB), and must be delivered at OGDCL's office in accordance with the ITB on or before 1030 hours on _____. If the Bid submission date falls on a public holiday the Bid shall be submitted on the next working day/date.
- 11) Your offer must be valid for 180 days from the date of Bid opening and accordingly bid bond should be valid for 210 days
- 12) The Bidder who is formally selected by OGDCL shall be required to enter into a Contract with OGDCL, incorporating the provisions stated in this Document.
- 13) OGDCL reserves the right to accept or reject any or all Bids received under this Tender without assigning any reason, whatsoever.

Kindly acknowledge receipt of the Document by email to the undersigned.

Yours faithfully,
For Oil & Gas Development Company Limited

LETTER OF INTENTION TO BID
(May also be submitted by Email)

Manager (Foreign)-Procurement
Oil & Gas Development Company Limited
Supply Chain Management Department
OGDCL House, Plot No. 3 (New No. 3013) F-6/G-6,
Jinnah Avenue, Islamabad (Pakistan)
Phone No: 92-51-920022144
Email: irshad_muhammad@ogdcl.com

Dear Sir(s)

NASHPA COMPRESSION FACILITY PROJECT

TENDER ENQUIRY NO: PROC/FC/CB/PROJ/NASHPA-4001/2018

We acknowledge downloading of the above mentioned Tender Document.

We confirm that we shall be submitting our Bid complying with the Tender Document on intimated Bid submission date.

We are enclosing the duly signed secrecy declaration and Proforma for site visit and pre-bid meeting.

Yours faithfully

Signature: _____

Name: _____

Position: _____

SECRECY DECLARATION

Manager (Foreign)-Procurement

Oil & Gas Development Company Limited
Supply Chain Management Department
OGDCL House, Plot No. 3 (New No. 3013) F-6/G-6,
Jinnah Avenue, Islamabad (Pakistan)
Phone No: 92-51-920022144
Email: irshad_muhammad@ogdcl.com

NASHPA COMPRESSION FACILITY PROJECT

TENDER ENQUIRY NO: PROC/FC/CB/PROJ/NASHPA-4001/2018

We the undersigned _____ having our principal office at _____ (hereinafter referred to as the Bidder) hereby declare to Oil & Gas Development Company Limited, Islamabad – Pakistan (hereinafter referred to as OGDCL) to accept the following terms and conditions on which OGDCL is prepared to communicate to the Bidder certain Confidential Information as hereinafter defined:

1. DEFINITIONS

- 1.1 The “Project” shall mean Nashpa Compression Facility Project.
- 1.2 The “Work” shall mean Vetting and Endorsement of Basic Engineering Design Package, Detailed Design Engineering, Procurement (Supply), Installation/Erection, Construction, Pre-Commissioning, Commissioning, Start-up, performance guarantee tests & Reliability Guarantee Test of Nashpa Compression Facility Project and its associated systems.
- 1.3 “Confidential Information” shall mean any knowledge and information in connection with the Project at any time disclosed to the Bidder by or on behalf of the OGDCL in writing, in drawing or in any other form or acquired by the Bidder from the OGDCL, as well as all data derived from such knowledge and information at the time of such disclosure or acquisition is not:
 - in the free and lawful possession of the Bidder or
 - part of public knowledge or literature.
- 1.4 “Confidential Record” shall mean all manuals, specifications, drawings, letters, telexes and any other material containing Confidential Information. For the purpose of Clauses 2 and 5 Confidential Information shall include Confidential Record.

2. **CONFIDENTIALITY**

2.1 **The Bidder**

- Shall preserve and cause its employees to preserve the secrecy of all Confidential Information.
- Shall not use or disclose the confidential information except with the prior written consent of OGDCL and subject to the conditions contained in Clause 5, for any purpose other than the performance of the contract for the Project or the preparation and submission of a Bid for the Project.

2.2 The undertakings under 2.1 above shall continue in so far as the Confidential Information in question has not:

- become part of public knowledge or literature, or
- been disclosed to the Bidder by a third party (other than one disclosing on behalf of OGDCL) whose possession of such information is lawful and who is under no secrecy obligation with respect to the same.

3. **COPYRIGHT**

The copyright of the Confidential Record shall, in the absence of any express provision to the contrary be vested in OGDCL.

4. **RETURN OF CONFIDENTIAL RECORD**

Upon completion of the Project, or if it is decided that the Project will not be entrusted to the Bidder, upon notification to the Bidder of such decision, the Bidder shall return to OGDCL all Confidential Record.

5. **THIRD PARTY**

The Bidder shall ensure that under the terms of this Secrecy Declaration any of the Confidential Information comes to the knowledge and/or in the possession of any third party, the Bidder shall require from such third party that it shall abide by stipulations equivalent to those contained in this Secrecy Declaration

Agreed and accepted this _____ day of _____.

Signature: _____

Name: _____

Position: _____

PROFORMA FOR SITE VISIT

Manager (Foreign)-Procurement

Oil & Gas Development Company Limited

Supply Chain Management Department

OGDCL House, Plot No. 3 (New No. 3013) F-6/G-6,

Jinnah Avenue, Islamabad (Pakistan)

Phone No: 92-51-920022144

Email: irshad_muhammad@ogdcl.com

Dear Sir(s)

NASHPA COMPRESSION FACILITY PROJECT

TENDER ENQUIRY NO: PROC/FC/CB/PROJ/NASHPA-4001/2018

Our following representative(s) will visit Nashpa Field (Nashpa Gas Plant site) on July 30, 2018.

The representative(s) nominated for the visit are:

| | <u>FULL NAME</u> | <u>NATIONALITY</u> |
|----|-------------------------|---------------------------|
| 1. | _____ | _____ |
| 2. | _____ | _____ |
| 3. | _____ | _____ |

We accept that the visit will be coordinated by OGDCL but the arrangements and costs for the visit including Visas, Travel and Accommodation costs will be to our account.

Yours faithfully

Signature: _____

Position: _____

Enclosures:

Copy of National Identity Card(s)/Valid Passport(s)

1) Three (3) photographs of each representative.

PROFORMA FOR PRE-BID MEETING

Manager (Foreign)-Procurement
Oil & Gas Development Company Limited
Supply Chain Management Department
OGDCL House, Plot No. 3 (New No. 3013) F-6/G-6,
Jinnah Avenue, Islamabad (Pakistan)
Phone No: 92-51-920022144
Email: irshad_muhammad@ogdcl.com

Dear Sir(s)

NASHPA COMPRESSION FACILITY PROJECT

TENDER ENQUIRY NO: PROC/FC/CB/PROJ/NASHPA-4001/2018

Our following representative(s) will attend pre-bid meeting at OGDCL head office Islamabad on July 31, 2018.

The representative(s) nominated for the pre-bid meeting are:

| | <u>FULL NAME</u> | <u>NATIONALITY</u> |
|----|-------------------------|---------------------------|
| 1. | _____ | _____ |
| 2. | _____ | _____ |
| 3. | _____ | _____ |

We accept that the pre-bid meeting will be coordinated by OGDCL but the arrangements and costs for the pre-bid meeting including Visas, Travel and Accommodation costs will be to our account.

Yours faithfully

Signature: _____

Position: _____

Enclosures:

- 1) Copy of National Identity Card(s)/Valid Passport(s)
- 2) Three (3) photographs of each representative.