



Fueling The Future

OIL & GAS DEVELOPMENT COMPANY LTD  
CEMENT & STIMULATION /LOGISTIC FIELD KOTSARANG  
C/O

TCS OFFICE TALAGANG DISTRICT CHAKWAL  
CELL#0300-5553402(OPERATION MANAGER)  
FAX # 0543-682115, PH # 0543-682111  
Cmt.stim.kotsarang@ogdcl.com & oml\_ks@ogdcl.com



### Web Tender Notice

Oil & Gas Development Company Limited (OGDCL), the largest Exploration & Production Company in Pakistan having Operation at 52 locations and fields in the country, intends to purchase 2730 Litres Engine Oil (15W-40) for Cement/Stimulation Units/Equipment. The detail about the company can be obtained from website [www.ogdcl.com](http://www.ogdcl.com).

1. Sealed bids are invited for purchase of Engine Oil (15W-40) for its Cement/Stimulation Units / Equipment for the period of two years at format given below under Competitive Bidding Procedure on "Single Stage Single Envelope Biding System". Specifications, Terms / conditions and financial bid format are mentioned in attached tender documents with "Annexure A".

Sr.No.	Tender Enquiry No.	Description	Quantity	Bid submission Date & Time	Bid Opening Date & Time	Quote Price
01.	CSB/KSG/11/2024 Dated 30-03-2024	Engine Oil (15W-40) for Units / Equipment of Cement/Stim Base	2730 Ltrs (13 Drums X 210 Ltrs)	24-04-2024 1000 Hrs	24-04-2024 1100 Hrs	In PKR

2. In case the bidder fails to abide by the terms of bid documents/bid or violates the same, it may entail debarment/black listing for three (03) years.
3. Tender Documents for tender enquiry can be downloaded from OGDCL website [www.ogdcl.com](http://www.ogdcl.com).
4. The Bids should be received at the office of Operation Manager Logistic Field Kot sarang by postal address; **Oil & Gas Development Company Ltd Logistic Field Kot Sarang C/O TCS Office Talagang District, Punjab** on time and date mentioned against tender enquiry (an hour earlier to bid opening). Bidder(s) or authorize representative(s) are encouraged to attend the Tender Opening meeting on 24-04-2024 1100Hrs.
5. Bidders must provide their own as well as principal business detail including Address, phone & Fax numbers, email (if any) for effective communication . OGDCL will not be responsible for intimation of queries/information in case subject detail is not provided. The detail of scope of contract is available in tender documents, however if further detail/clarification are required, it may be obtained from the office of Operation Manager Oil & Gas Logistic Field Kotsarang, postal address "**Oil & Gas Development Company Ltd Logistic Field Kotsarang C/O TCS Office Talagang District Chakwal Punjab.**" via email, phone and personally.
6. The OGDCL reserve the right to accept or reject any bid or to annul the bidding process and reject all the bids at any time prior to award contract.
7. The bidder must quote Price in **Pak Rupees Inclusive of All Taxes.**

Mailing Address: -

OIL & GAS DEVELOPMENT COMPANY LTD  
CEMENT & STIMULATION /LOGISTICS FIELD KOTSARANG  
C/O TCS OFFICE TALAGANG DISTRICT.  
CELL# 0321-5398837/ 0312-0669626 (OPERATION MANAGER - KOTSARANG)  
CELL# 0300-0403842 / 0314-9636858 / 0300-9710915 (IC – CEMENT/STIM KSG)  
FAX # 0543-682115, PH # 0543-682111  
Cmt.stim.kotsarang@ogdcl.com & oml\_ks@ogdcl.com

*Eutisham Bin Tahir*  
30-03-2024

*Tariq Iqbal*  
30/3/24

*Ghulam Murtaza*  
30/3/24

**EHTISHAM BIN TAHIR**  
JUNIOR ENGINEER (STIM)  
E # 301667  
CMT/STIM BASE - KOTSARANG (OGDCL)  
CELL # 0303-354555

**TARIQ IQBAL**  
INCHARGE BASE  
CEMENTATION/STIMULATION  
OGDCL, KOT SARANG

**GHULAM MURTAZA**  
Operation Manager  
OGDCL, Log/Cmt/Stim Field  
Kotsarang

Schedule of requirement

Annexure-A

Description and Quantity Requirements:

Sr. No	Description	Quantity Required
1	Engine Oil 15W-40 (CI-4 / CH-4)	2730 Liter

Specifications:

The bidders should submit their quotations as per below format:

<u>Sr. No.</u>	<u>Description</u>	<u>Quantity (A)</u>	<u>Unit Price (B)</u>	<u>Total (A*B)</u>	<u>Total (A*B) Inclusive of All Taxes</u>
1	Engine Oil 15W-40 (CI-4 / CH-4) <b>PACKING:</b> 208 /210 Ltr Drum OEM Sealed Packing.	2730 Litres	Filled by Bidder	Filled by Bidder	Filled by Bidder

*EHT*  
30-03-2024  
**EHTISHAM BIN TAHIR**  
JUNIOR ENGINEER (STM)  
E # 301667  
CMT/STM BASE - KOT SARANG (OGDCL)  
CELL # 0303-3545555

**TARIQ IQBAL**  
INCHARGE BASE  
CEMENTATION/STIMULATION  
OGDCL. KOT SARANG

*30/3/24*  
**GHULAM MURTAZI**  
Operation Manager  
OGDCL, Log/Cmt/Stim Field  
Kotsarang

## TERMS AND CONDITIONS

1. Master set of tender document and terms & conditions are available in Tender Downloads on OGDCL website, which shall be applicable on F.O.R. basis.
2. The quotes should be sent to **Oil & Gas Development Company Ltd Logistic Field Kotsarang C/O TCS Office Talagang District Chakwal Punjab** in closed envelope addressed to Field Manager.
3. Only registered firms can submit their bids having NTN and STRN numbers.
4. The quotes will be opened on the date as mentioned in the tender notice, the bidder can send his representative to site.
5. Surety bond of **Rs.135,000/- (One Hundred Thirty Five Thousand Rupees)** in favor of Operation Manager Logistic Field Kot Sarang at the time of bid submission by all participants.
6. On receipt of the consignment, if it is found short consignment, substandard after use, then the supplier shall have to lift the entire rejected consignment and replace the substandard material with the material conforming to the tender specifications at his own cost within Fifteen (15) days.
7. Performance Bank Guarantee i.e 10 % (Excluding GST, PST/ICT or any other indirect applicable taxes by the Govt.) of the awarded PO (Purchase order) value would be submitted by the successful Bidder.
8. Date of manufacturing & expiry to be clearly marked on each packing.
9. The Bidder will provide MSDS Sheets and Product specifications Sheets for the required material.
10. The successful bidder will be responsible to provide the subjected item within 15 days after award of the Purchase / Supply Order.
11. Product must be of market repute and of reputed company.
12. Packing should be in drums having 208 or 210 litres /drum.
13. Packing Drums must be properly sealed and water proof.
14. The delivery shall be made at Kotsrang field and payment will be made after acceptance by Inspection committee of Logistics Cement & Stimulation Base, Kotsrang.
15. Quoted prices should be in PKR inclusive of all Taxes.
16. After deduction of all admissible taxes, the payment will be made through cross cheque after delivery and inspection of required material.
17. Item to be delivered with 85% remaining shelf life.
18. Firms to provide following documents required at the time of inspection:
  - a. OEM Conformity Certificate with batch No.
  - b. Date of manufacturing and expiry date are to be clearly mentioned.
  - c. Product data & MSDS Sheet.
19. **PAYMENT NOTES** (If awarded Purchase / Supply order)
  - 1) Payment will be made in PKR through cross check / online transfer after deduction of all taxes i.e. advance income tax.
  - 2) Following Documents will be required for payment:
    - a) Copy of Sales Tax return (Annexure-C) with Submitted status and acknowledge slip along with Sign & Stamp by Supplier.
    - b) Copy of NTN, CNIC of the Supplier and Company profile if registered with SECP.
    - c) Copy of Valid Professional Tax Certificate (2023-2024).
    - d) Copy of International Bank Account Number (IBAN).
    - e) Tax Exemption Certificate, if applicable.

**Note: Bidder should give acknowledgement of above-mentioned terms & conditions in written form.**

**Quoted prices should include all Taxes in PKR.**

  
EHTISHAM BIN TAHIR  
JE - STIM  
KOT SARANG

  
TARIQ IQBAL  
I/C-CSB  
KOT SARANG

  
GHULAM MURTAZA  
OM (LOG/CMT/STIM) BASE  
KOT SARANG