

OIL & GAS DEVELOPMENT COMPANY LIMITED



PREQUALIFICATION OF MANUFACTURERS/BIDDERS FOR SUPPLY OF PRESSURE VESSELS FOR A PERIOD OF THREE (03) YEARS ON AS AND WHEN REQUIRED BASIS AGAINST T.E#PROC-FB/CB/PROD-4170/2018.

OGDCL aims to prequalify the internationally reputable Manufacturers of Pressure Vessels for a period of three years. Following terms & conditions will also apply in addition to terms & conditions mentioned in Master Set of Tender Documents available on OGDCL's website:-

1. Manufacturers will be prequalified technically for a period of three (03) years as per prequalification criteria mentioned under "Technical Evaluation Criteria" for each category. After the finalization of the prequalification process future Tender enquiries will only be issued to the Pre-Qualified Bidders/ Manufacturers for a period of three years. It will be at the OGDCL discretion to call combined Technical/Financial Bids under single envelope system or separate technical and financial bids under two envelope system. Bidder/Manufacturers are requested to submit technical bid only. No need to submit financial bid at this stage.
2. OGDCL will issue tender enquiries on as and when required basis during the validity of the Pre-Qualification i.e. three years. The orders will be placed on the financially lowest Manufacturers/Bidder and payment of material will be made through Letter of Credit.
3. Payment of Service Charges will be made through LC / TT / Cross Cheque upon completion of services and against verified invoices by Indenting Department.

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4. The evaluation criteria will be on each category wise individually. All the bidders will be evaluated separately against each category and declared technically qualified or disqualified for each category independently.
5. The bidders will be required to confirm that they have the capability to manufacture and supply the mentioned Items and accessories on as and when required basis for all the Future Tender Enquiries launched under the Umbrella of this Pre-Qualification exercise. However quantities and material specifications (i.e. sizes, pressure ratings and threads etc.) will be specified at the time of tender enquiry issuance based on actual requirements.
6. During the Course of the Pre-Qualification Time Frame if required OGDCL will still have the right to procure the material through press tender or any other mode of Procurement.
7. Submission of incomplete information in the prequalification documents may lead to disqualification of bidder/manufacturer.
8. Bidder to submit its bid / prequalification documents in both Hard Form and Soft Form (in CD/USB).
9. Bidder Manufacturer/Bidder who failed to deliver the material to OGDCL in past or having unsatisfactory performance of Material delivered to OGDCL in past will be disqualified.
10. Scope of work for Third Party Pre-Shipment Inspection will be provided on case to case basis along with tender inquiry.
11. Pre-qualification of those bidders will be cancelled who failed to respond to OGDCL's Tender Enquiries for three times i.e. bidder(s) must respond to OGDCL's enquiry whether they are participating in bidding process or not.
12. Bidder to submit separate bid bond / performance bank guarantee against each tender enquiry. Amount will be specified on case to case basis.
13. Clean Acceptance of terms & conditions of Tender Document, Schedule of Requirement is required from Manufacturer / Bidder.
14. Shipment from ACU Member Countries: In case of Shipment from ACU Member Countries, the LC beneficiary should be of that particular country from where the consignment is being shipped.
15. The bank guarantee / bid bond (earnest money) / performance bond / Advance Bank Guarantees etc. of the bidder/vendor will be confiscated if they:
 - i- Withdraw their bid during bid validity.
Or
 - ii- Fails to provide performance and/or advance bank guarantees.
Or
 - iii- Submit forged/fake document or inaccurate information in support of their bid.
Or
 - iv- Fails to execute contract as per terms of contract.
Or
 - v- Fails to supply the short/wrong shipped items.
Or
 - vi- Any other reason warranting the confiscation of the guarantee.
16. OGDCL, at any stage of the procurement proceedings, having credible reasons for or prima facie evidence of any defect in firm's capacities, may require them to provide



information concerning their professional, technical, financial, legal or managerial competence of already pre-qualified firms. OGDCL, shall disqualify a supplier or contractor if it finds, at any time, that the information submitted by those concerning qualification as supplier or contractor were false and materially inaccurate or incomplete.

17. All the documents should be submitted in original, properly numbered, duly signed and stamped. Any document not signed, stamped and numbered will not be considered for evaluation purpose.
18. Usually the desired delivery period will be 06 months (or less as specified in each tender enquiry) on CFR by Sea Karachi Basis for foreign Manufacturers/Bidder and on F.O.R. Basis for Local Manufacturers/Bidders from the day of Letter of Credit establishment date. The foreign bidders will deliver the equipment at Karachi Sea Port on CFR Basis whereas the Local Bidder/Manufacturer will arrange delivery of the equipment at Korangi Base Stores Karachi or I-9 base stores Islamabad (or as specified in tender enquiry).
19. Bidder to submit separate Data Summary Sheet (Annexure-E) for LC beneficiary of Material Providing Entity and Service Providing Entity.
20. Foreign Procurement Payment Terms (Competitive Bidding, Pre-qualification and Proprietary Mode of Procurement):

Clause No: 4 of Section-III (Part-B) i.e. Conditions of Contract "Special" of Tender Document has been amended as follows:

Following payments methods have been approved for Competitive Bidding/Press Tender, Prequalification and Proprietary mode of procurement effective from February 27, 2018.

- i. Tender value less than or equal to US\$ 200,000:

Payment to the Contractor/ bidder in foreign currency shall be made by establishing in favor of the Contractor an irrevocable Letter of Credit (hereinafter called the L/C). 70 % Payment (s) under the L/C will be made for the FOB/ CFR / CPT (as the case may be) price of material of each shipment upon submission of the shipping documents. Balance 30% Payment will be released after receipt, inspection and acceptance of material.

- ii. Tender value more than US\$ 200,000:

Payment to the Contractor/ bidder in foreign currency shall be made by establishing in favor of the Contractor an irrevocable Letter of Credit (hereinafter called the L/C). 80 % Payment (s) under the L/C will be made for the FOB/ CFR / CPT (as the case may be) price of material of each shipment upon submission of the shipping documents. Balance 20% Payment will be released after receipt, inspection (in addition of pre-shipment inspection) and acceptance of material.

21. Bidders/Manufacturers/Local agent must provide complete contact details (i.e. postal address, phone/fax numbers, e-mail address) for correspondence and issuance of tender enquiries after pre-qualification.
22. For supply of material all terms & condition of the Master Set of Tender Documents available on OGDCL's website will be applicable.
23. Bidder to submit unpriced Annexure-A, B, E, F, G, H & I available in Master Set of Tender Documents on OGDCL's website with the bid.



TOR FOR PRE-QUALIFICATION OF BIDDERS / MANUFACTURERS FOR LONG TERM SUPPLY OF PRESSURE VESSELS FOR THREE (03) YEARS ON AS AND WHEN REQUIRED BASIS.

The Basic concept is to prequalify the internationally/locally reputable Manufacturers for Procurement of Pressure Vessels, including but not limited to Separators, Knock Out vessels, Pig Launchers/ Receivers, Coalescer Filters etc, for a period of three years.

Bidders / Manufacturers to comply following mandatory requirements for acceptance:

1. Manufacturers/Bidders will be prequalified technically for a period of three (03) years as per "Evaluation Criteria" Annexure-V. After the prequalification, tender enquiries will be sent only to pre-qualified Bidders and Purchase Order(s) will be awarded to financially lowest bidder.
2. In case Single Bidder / manufacturer has more than one mill, Bidder has the right to supply product from any of the mill. But ASME U-Stamp Certification is mandatory for each mill. Bidder to submit U-Stamp certifications with the bid.
3. In case Single Bidder / manufacturer has more than one mill, authority letter should include names and addresses of all mills.
4. One manufacturer can authorize only one bidder to participate.
5. One bid should comprise of single manufacturer. In case there are more than one manufacturer separate bid to be submitted.
6. Acceptable delivery time is 06 Months on C.F.R by Sea, Karachi for foreign bidders and Field Locations for local manufacturers. Delivery period will start from Letter of Credit establishment date.
7. Local bidder/manufacturer to quote their prices in Pak Rupees (PKR).
8. Bidder will submit separate bid bond on case to case basis. Amount of bid bond will be specified in each tender enquiry.
9. After issuance of Letter of Intent bidder will submit Performance Bank Guarantee (PG).
10. Submission of documents should be as per check list.
11. After the award of contract, the supplier/manufacturer would arrange a five days Visit (excluding travel time) of an OGDCL team comprising three professionals (Two engineers from technical department and One Official from SCM department) to manufacturing site before the first order placement. All the expenses for arrangement including Visa Processing Charges, Return Air Ticket, Inland foreign country travel, Boarding, lodging & Transportation will be borne by bidder/manufacturer. The agenda would comprise Project Kick Off, project QA/QC review, TPI scope finalization and techno/commercial capabilities of manufacturer demonstration/review etc.
12. Incomplete information in the bid may lead to non-compliant & rejection of bid.
13. Third party inspection during manufacturing will be arranged by OGDCL at their own expense and manufacturer will facilitate accordingly.
14. Bidder to comply tender specifications and codes. In case of conflict most stringent requirement will prevail.
15. Authority letters in original from the manufacturer to bidder and from bidder to local agent for offered material with tender enquiry number must be furnished with the technical offer. The authority letter must be on company letter head in original duly signed and stamped.

16. In order to technically prequalify for a period of 03 years, the bidder must obtain 60% marks in the "Technical Evaluation Criteria". See Technical Evaluation criteria table (Annexure-V).
17. Original Brochure on CD/USB of the manufacturer(s) containing technical literature/specifications sheets of all the quoted material must be submitted with the technical offer (both in hard and soft form)
18. Bidder to fill completely Annexures 1,2,3,4 & 5 and submit with technical bid.
19. The Manufacturer/Bidder must submit with technical bid, the printed Annual Audited Accounts reports of Manufacturer for the last 3 consecutive years in order to verify the liquidity position, revenues, profitability of the company. In case these reports are not in English Language, then in addition to these printed reports the English translation of the same must also be submitted with the technical bid, with each page to be signed and stamped by Notary Public & Foreign Officer to be certified as a true copy of the original.
20. For supply of material all terms & condition of the Master Set of Tender Documents available on OGDCL's website will be applicable.




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JE (Mech) PE & FO

LIST OF ANNEXURES

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ANNEXURE - I	:	CORPORATE & FINANCIAL INFORMATION
ANNEXURE - II	:	RELATED PROJECTS BEING EXECUTED
ANNEXURE - III	:	HSE DETAILS
ANNEXURE - IV	:	DOCUMENTS SUBMISSION CHECKLIST
ANNEXURE - V	:	TECHNICAL EVALUATION CRITERIA


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FORMAT OF CORPORATE & FINANCIAL INFORMATION

(To be filled by Bidder & Manufacturer Separately)

PART - I

GENERAL INFORMATION

1. Name (Full Company Name):

- Postal Address :
- Contact Person Name :
- Contact Person Mobile No :
- Company Telephone:
- Facsimile:
- Valid e-mail for correspondence:
- Website Address:

1.1 Has the Company operated under any other name? If yes please give name, date of change and reason for change.

2. Type of Entity/Firm:

- Corporation/Stock Company
- Public Limited
- Private Limited
- Partnership
- Proprietorship

3. Shareholders information/pattern with names and addresses of majority shareholders.

4. Place of Incorporation/Registration:

5. Year of Incorporation/Registration:

(Please provide copies of Incorporation/Registration Certificates and Memorandum & Articles of Association)

6. Company's National Tax No.

7. Company's Core Business Areas and their annual sales revenue/earnings during last five (5) years.

8. Name & Address of Owners/Directors

9. Registration with Pakistan Engineering Council (PEC) as Contractor. Please provide copy of membership certificate issued by PEC.

PART - II
FINANCIAL STRENGTH

1. Provide details with regard to the financial standing of the applicant including copies of last three (3) years annual audited profit & loss account and balance sheet. Complete postal address, email address and contact numbers of the audited firm should be provided along with the bid. Also, please fill the financial summary as per below table In USD only;


S. No.	Description	Years		
1	Sales Revenue			
2	Paid Up Capital			
3	Profit Before Tax			
4	Profit After Tax			
5	Current Assets			
6	T. Asset			
7	Owner Equity			
8	Long Term Debt			
9	Current Liability			
10	Total Liabilities			

2. Bank(s) credit worthiness certificates (Latest Period) of applicant organization and available credit ceiling/limits with Account Number/Title.
3. Detail record with regard to litigation/arbitration proceedings or any other dispute related to project undertaken/being undertaken by the Bidder their Sub-Contractors and Suppliers (Specially with OGDCL its Joint Venture Partners or other public and private organizations working in the Oil & Gas sector of Pakistan) during past five (05) years.
4. Any information including brochures, references and other documentary evidence of technical qualification, capability and experience of the Applicant to execute the Project.

The undersigned on behalf of _____ hereby declare that the statements made and the information provided official herewith is complete, true and correct in every detail

 Signature

 Official Seal of the Company


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RELATED PROJECTS BEING EXECUTED DURING LAST 07 (Seven) YEARS
(To be filled by Bidder & Manufacturer Separately)

Sr. No.	Name, Description & Capacity of the Project	Name & Address of Client	Country & Year	Project Completion Period	Contract Value*			Detailed Description of Work, Scope & Responsibilities**	Details of Equipment Procured (Including nature/type of equipment, its value* and origin/source)	Details of Qualification of Man-power Employed	Whether the Project is on Schedule? If not, specify reasons for delay and give expediting plans
					Foreign Currency	Local Currency	Total				

(*) Unit of currency to be in USD only.

(**) For example design engineering, procurement, manufacturing and commissioning.

HSE DETAILS
(To be filled by Manufacturer)

1- Do you have a formal written Safety Policy? YES NO

If yes, please attach a copy(s)

Is safety policy distributed to all employees and posted at the offices? YES NO

2- Do you have a safety program manual? YES NO

If yes, please state scope

3- Do documented procedures exist to support the safety manual? YES NO

If no, how is your safety program implemented?

4- Do you operate a formal review/audit of the safety program? YES NO

How are review/audit results identified, documented and implemented?

5- Do you hold regular safety meetings for all employees YES NO

If yes, how frequently do you hold these meetings?

Weekly _____

Fortnightly _____

Monthly _____

Others _____ When? _____


6- Do you hold regular safety inspection ? YES NO

If yes, please provide details.

7- What Type of employee training programs is in place?

Is training delivered to subcontractors / vendors? YES NO
Is training delivered to clients? YES NO

8- How are accidents investigated and reports circulated to management? Give a copy of any report if available.


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Documents submission check List

Bidder to submit following documents with bid for technical evaluation:

Sr. No	Description	Bidder	Manufacturer
1	Authority Letter	In favor of local agent	In favor of bidder
2	Valid ASME U-Stamp Certificate		Yes
3	ASME U-Stamp Certificates for last 5 years		Yes
4	Quality Certificates	Yes	Yes
5	Supply record during last 7 years as per Annex II	Yes	Yes
6	Copies of purchase orders	Yes	Yes
7	Copies of third party inspection reports		Yes
8	Copies of performance certificates of Material supplied to companies.		Yes
9	Audited financial reports for last three years	Yes	Yes
10	Delivery Schedule Confirmation	Yes	Yes
11	Corporate Information (Submit Annex I)	Yes	Yes
12	Product Catalogue		Yes
13	Quality Plan		Yes
14	Equipment Details		Yes
15	Manufacturer Specifications		Yes
16	HSEQ Information as per Annex III	Yes	Yes

Note:

1. Bid documents should be signed and stamped by bidder and should be properly tagged and numbered.
2. Bid should be submitted in book binding form.
3. Contents of the authority letter should include the following:
 - a. Tender Inquiry Number.
 - b. Supply of new material as per tender specification.
 - c. Signed / Stamped by manufacturer.
 - d. Contact details (Name, address, telephone numbers, email).
 - e. Delivery schedule.
 - f. List of documents provided by manufacturer (Documents not mentioned in the authority letter but part of the bid will not be considered).

TECHNICAL EVALUATION CRITERIA		ANNEXURE-V	
Sr. No	REQUIREMENT / DESCRIPTION	TOTAL SCORE	SCORE OBTAINED
1	Authority letter of Bidder/Manufacturer & Local Agent (05 Nos) i) Authority letter ii) Not Submitted	5 Rejected.	
2	ASME U-STAMP CERTIFICATE (30 Nos) i) Valid and last 5 years certificate ii) Latest only and not for Last 5 years Note: Copies of certificate to be submitted.	30 Rejected	
3	Certifications (6 Nos) i) ISO 9001 ii) ISO 14001 iii) OHSAS 18001 Note: Copies of valid certificate to be submitted.	2 2 2	
4	Design and supply of Pressure vessel (U Stamped) during last 07 (Seven years) to companies which are in the business of exploration & production and/or refining and/or processing of hydrocarbons. See Note-3 (28 Nos) i) For $X \geq 10$ ii) For $6 \leq X \leq 9$ iii) For $1 \leq X \leq 5$ iv) No U Stamped Vessel Note: Copies of Purchase Orders to be submitted. Supply record as per table attached at Annex-II	28 20 10 Rejected.	
5	Complete Copies of Satisfactory third party Inspection Report of Pressure Vessels supplied (U Stamp). i) If Submitted ii) If not submitted	10 0	
6	Copies of Performance Certificate of Pressure Vessels (U Stamp) Supplied i) For $X \geq 3$ ii) For $1 \leq X < 3$ iii) For $X = 0$	5 2 0	
7	Financial Strength of the Company (10 Nos) i. Three Years Audited Financial reports of the bidder / manufacturer. ii. Non submission of Three years audited financial reports of bidder / manufacturer. ▪ Filling of information as per Annex-I.	10 Rejected.	
8	Manufacturer Document Compliance/ Submission (6 Nos) i. Manufacturing Mill Details ii. Quality Plan iii. Equipment Details iv. Manufacturing Specifications & Methodology	1.5 1.5 1.5 1.5	
Note: 1. Minimum pre-qualification criteria for agreement is 60 Score. 2. Bid exceeding 60 Score but rejected in any one of the sub category will be non-responsive i.e. sub category 1, 2, 4 and 7.			