



OIL & GAS DEVELOPMENT COMPANY LIMITED
OFFICE OF THE
MANAGER (LOCAL) PROCUREMENT

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NO. PROC-L(B)/LTWS/TOC/LUBE/14955

Islamabad, the 17th January, 2014

- i. M/s Pakistan State Oil Co. Ltd. ii. M/s Shell Pakistan iii. M/s Total Oil Pakistan
iv. M/s Chevron Pakistan v. M/s Hi-Tech Lubricants vi. M/s Castrol Pakistan
vii. M/s Mal Pakistan

SUBJECT: TENDER NO. PROC-L(B)/LTWS/TOC/LUBE/14955/13 FOR
PROCUREMENT OF LUBRICANTS

Dear Sirs,

Enclosed please find herewith a copy of Tender Documents and Schedule of Requirement for procurement of Lubricants. The Terms & Conditions provided in the Master Set of Tender Documents along with necessary Annexure (s) shall be applicable against subject tender and all the up-coming tender enquiries *as well*

2. The only Schedule of Requirement & specifications shall be forwarded to you in future.

3. You are requested to please prepare and submit your **SEALED BID** under SINGLE STAGE TWO ENVELOPE BIDDING SYSTEM (Technical & Financial Bids in two separate envelopes) along with all the requisite annexure (s), otherwise your bid will not be acceptable. Following instructions are also to be adhered to strictly:-

- The bids submission date & time is **03-02-2014** at **1100 Hrs** and the technical bids will be opened first at **1130 Hrs** on the same day
- Schedule of Requirement (SOR) as Annexure-A & other Annexure are also attached herewith to sign/stamp and attach with the bid.

Yours faithfully,
for Oil & Gas Development Company Limited

Hafiz Muhammad Aslam

(Hafiz Muhammad Aslam)
Manager (Local) Procurement

