



Tender Documents

Name of the Commercial Public Tender (hereinafter referred to as "Tender"):

"Provision of mud logging unit including technical supervision"

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A. INSTRUCTIONS FOR BIDDERS

A.1 GENERAL INSTRUCTIONS

A.1.1 Identification of the Tender promulgator:

Name of the organization: NAFTA a.s.
COMPANY ID No.: 36 286 192
VAT ID No.: SK2022146599
Company registered office: Votrubova 1, 821 09 Bratislava
Registered in: Commercial Register of the District Court Bratislava I,
Section Sa, File No. 4837/B
Country: the Slovak Republic

Contact person: Mr. Jaroslav Kuník
Telephone: +421 34 693 4681
Fax: +421 2 4024 2516
E-mail: mud.logging@nafta.sk
Web sites: www.nafta.sk

A.1.2 Subject of the Tender:

Provision of mud logging unit including technical supervision (1 supervision person of the provider is required).

Monitoring of the required services shall be supplied by the two-man crew of contracting authority.

Required subject and scope of the services:

- provision of the mud logging unit;
(Contracting authority requires that the provider shall dispose by 3 own active units in working conditions);
- provision of the required technical personal (1 supervision person of the provider is required);
- eventually provision of other equipment for the evaluation;
- provision of the spare parts necessary for a faultless operation of the unit.

A.1.3 Type of contract:

The Frame Contract for the providing of the services of which the draft is mentioned in the Annex No. 2 of these Tender Documents.

A.1.4 Place and date of providing of services:

The place and the date of providing of the services will be the wells drilled out in the NAFTA's exploration territory during years 2015 – 2018.

A.1.5 Evaluation of proposals:

Only proposals from bidders submitted in the manner and by the date pursuant to the tender call shall be evaluated.

The promulgator reserves the right to restrict the number of bidders after proposals are submitted and to invite the bidders determined in this way to individual negotiations about the terms and conditions.

The promulgator reserves the right to negotiate the proposal with the bidder in several consecutive rounds with the possibility to invite bidders to submit the updated quotation after each round of negotiations.

In case of several rounds of negotiations, the promulgator shall notify bidders in advance that the quotation they are going to submit shall be the final quotation.

A.1.6 Explanation and communication:

Any communication and provision of information among the promulgator and bidders shall be carried out in writing or electronically. Address for written communication is provided in Point A.1.1 and e-mail address is mud.logging@nafta.sk.

A.2 INSTRUCTIONS FOR THE PREPARATION OF THE PROPOSAL

A.2.1 Content of the price proposal:

The submitted proposal shall contain the documents in the following order:

1. Name and precise address of the bidder, Company ID and contact data of the person authorized to act on behalf of the bidder in contractual relationships for further negotiation about the terms and conditions.
2. Cover letter with declaration of the aggregate fixed price (filled in form Annex No.1).
3. Documents for meeting the participation's conditions according to the part B of this Tender Documents:
 - 3.1 B.1 Economic and financial competencies of the bidder
 - 3.2 B.2 Technical competencies of the bidder;
4. The declaration of the bidder that it agrees with the Tender conditions determined by the promulgator, signed by a person authorized to act on behalf of the bidder.
5. Declaration of the bidder on veracity and completeness of all papers, documents, and data mentioned in the proposal.
6. The draft contract filled in and initialed by the bidder which is an inseparable part of the tender documents, to express consent with its terms and conditions while the contract approval shall be subject to the approval process of the bidder.

A.2.2 Execution of the price proposal:

The bidder may submit only one proposal.

The proposal shall be executed for the entire subject of the Tender in the Slovak or Czech or English language.

The proposal shall be executed in writing using a typewriter, computer printer, a pen with indelible ink etc.

The proposal shall be bound in one piece without a possibility of arbitrary replacement of individual parts.

The proposal shall be signed by the statutory body of the bidder in compliance with the extract from the Commercial Register or the person authorized for such acting. The original of the document proving authorization of the person to sign the proposal shall be a part of the proposal in such case.

A.2.3 Validity of the price proposal:

The validity of the proposal shall be **by 31st December, 2015.**

A.2.4 Variant solution:

Submission of the variant solution is not allowed.

A.3 SUBMISSION OF PRICE PROPOSALS

A.3.1 Designation of covers with price proposals:

Bidders submit proposals in the sealed envelope as well as in electronic form (in .pdf format) on the memory device (CD, USB stick) on the post address of the promulgator. The envelope shall be clearly designated with an inscription **TENDER – PRICE PROPOSAL - DO NOT OPEN** and the Tender slogan "**Provision of mud logging unit including technical supervision**" while stating the registered office of the bidder (sender) and the registered office of the promulgator mentioned below.

A.3.2 Place and date of the price proposal submission:

The proposals shall be delivered to the address:

NAFTA a. s.

Filling room

900 68 Plavecký Štvrtok, 900

Slovak Republic

by 25th May, 2015 till 12:00 p.m. – update no.1!

The proposals delivered after this hour shall be returned unopened to the bidder.

B. CONDITIONS OF PARTICIPATION

B.1 ECONOMIC AND FINANCIAL COMPETENCIES

Economic and financial competencies are being proved by the bidder by submission of the following documents and providing the following information:

1. An extract from the Commercial Register (presents a legal entity – enterpriser, natural person – entrepreneur entered in the Commercial Register),
2. Annual turnover document within the last three economic years (yearly) submitted on the separate document,
3. Number of employees and professional structure of employees,
4. Data about the education and professional qualification of the personal and persons of the bidder who to be responsible for the performance of the Contract for Services in accordance with this Tender Documents;
5. Financial situation and declaration – positive reference of the bank institution,
6. Declaration of the statutory representative of the bidder that no bankruptcy order was issued as at the date of the Tender calling, that it is not in liquidation and has no tax arrears registered.

B.2 TECHNICAL COMPETENCIES

Technical competencies shall be proved by the bidder:

1. A list of implemented deliveries of the same or similar character implemented in the past 3 years by the bidder as the contractor is required;
2. A statement that the bidder has available the means, mechanical and technical equipment required for the performance of the Contract, submitting a list of

equipment required for the mud logging (Technical Specification), a list of SW&HW (Technical Specification).

C. DESCRIPTION OF THE SUBJECT OF THE TENDER

MUD LOGGING UNIT REQUIREMENTS

Mud Logging service unit must allow:

- a.** Sampling of cuttings, their primary lithology description, evaluation of luminosity and calcimetry;
- b.** Lithological profile evolvement;
- c.** Sampling of cores, their primary lithology description;
- d.** Shale density measurement;
- e.** D – exponent calculation;
- f.** Continuous monitoring of hydrocarbon content in the mud C1 to C5 (Output in percentage content of hydrocarbons);
- g.** Total gas (fast sensor);
- h.** Hydrogen Sulphide (H₂S) indication;
- i.** Mud parameters monitoring
 - Mud temperature flow in and out of well;
 - Mud density flow in and out of well;
 - Monitoring of mud levels in mud tanks, in individual tanks and total (8x);
 - Monitoring of mud level in triptank and calculations for tripping.
- j.** Drilling parameters monitoring:
 - Measured Depth and Vertical Depth,
 - Weight on Hook,
 - Rate of Penetration,
 - Rotary per Minute,
 - Rotary Torque,
 - Stand Pipe Pressure,
 - Well Head Pressure,
 - Pump Stroke,
 - Flow out,
 - Over Pull,
 - Flow in,
 - ECD,
 - Volume +/-,
 - Weight on Bit,
 - Bit Time and Total Bit RPM,
 - Lag Time, Lag Sample,
 - Video monitor at Driller, Supervisor, Mud engineer, Directional drilling and Rotary Table (Ex version).

Technical supervisor (One person of Provider) tasks:

- Daily reporting,
- Masterlog,
- Gas test check list,
- Technical operating of Mud Logging service unit (hardware, software).

Masterlog content:

- Date
- Bit
- Rate of penetration (ROP)

- Depth m (MD – TVD)
- Weight on bit (WOB)
- Lithological composition (cuttings description)
- Lithology interpretation and description (based on cuttings)
- Cored intervals
- Content of hydrocarbons [%]
- Dolomite and Calcite ratio [%]
- D-exponent
- Well logging.

Masterlog and daily report will be sent to well site geologist once per day (Possible based on well site geologist instruction).

Final output (After the well's drilling):

- Final well report (+ CD digital version);
- Geological masterlog;
Content depend on well site geologist decision
- Drilling masterlog;
Content depend on drilling engineer decision.

D. PRICE PROPOSAL, INVOICING

D.1 METHOD FOR PRICE CALCULATION

1. The price for the subject of the Tender shall be set pursuant to Act of the National Council of the Slovak Republic No.18/1996 Coll. on Prices as amended.
2. The prices provided by the bidder shall be in EUR.
3. The bidder shall propose the price for the subject of the Tender in the following composition:
 - a/ the proposed contractual price VAT excl.,
 - b/ VAT rate and VAT amount,
 - c/ the proposed contractual price VAT incl.,
4. If the bidder is not a VAT payer, it shall provide the total proposed contractual price. It shall notify of the fact it is not a VAT payer (to be provided) in the proposal.
5. The bidder shall include all and any costs incurred in regard to the delivery of the subject of the Tender in the price.
6. The price mentioned in the proposal shall cover all costs related to the subject of the Tender – Annex No. 1 shall contain the total price for the subject of the Tender, i.e. the summary of all items including all other costs of the bidder.
7. The committee for the proposal evaluation may ask the bidder for clarification and justification of appropriateness of the proposed price.

D.2 INVOICING

The promulgator shall not provide advance payments.

The invoice maturity is within 60 days from the date of the invoice delivery to the registered office of the promulgator.

E. SUPPLEMENTARY CONDITIONS AND PROVISIONS

1. The tender documents shall be provided by the promulgator free of charge.
2. The promulgator shall reserve the right to change the Tender conditions or to cancel the Tender anytime. It shall inform the bidders on these facts.

3. The bidder shall not be entitled to compensation of costs related to the participation in the Tender.
4. Within the proposal evaluation the promulgator shall reserve the right to ask the bidders for explanation of the proposal or to verify some data and facts mentioned in the proposal.
5. No contractual relationship shall arise by the Tender closing and announcement of the Tender result.
6. The proposals shall not be returned to the bidders but they remain archived by the promulgator as a part of the tender documentation.
7. All documents and deeds submitted by the bidder to the promulgator shall be signed by the bidder, statutory body of the bidder or a member of the statutory body of the bidder or his/her representative who shall be authorized to act on behalf of the bidder in contractual relations. Authorization of this person shall be in compliance with the submitted documents on authorization to run business or a proxy.
8. The promulgator shall be entitled to select a proposal which is the most suitable while it shall not be obliged to inform on reasons of its decision. It shall also be entitled to refuse all submitted proposals.
9. The tender documents shall be subject to the trade secret without any time restriction.

F. LIST OF ANNEXES

Annex No. 1

Cover letter for bidders

Annex No. 2

Draft of the Frame Contract for the providing of the services.

Annex No. 1)

COVER LETTER FOR BIDDERS

Title: **Provision of mud logging unit including technical supervision**

A. Bidder:

Title:

Address:

COMPANY ID No.:

Tax ID No.:

Authorized representative of the bidder

Tel.: Fax:

Item No.:	Description of the Service:	Unit price in EUR excl. VAT:	In a word:
1.	Operational rate for 24 hours for mud logging unit		
2.	Standby rate for 24 hours for mud logging unit		
3.	Operational personal rate for 24 hours for technical supervision		
4.	Standby personal rate for 24 hours for technical supervision		
5.	Installation and setting of mud logging unit (per 24 hours)		
6.	Uninstallation of mud logging unit (per 24 hours)		

Note: the unit rates mentioned above will be valid within all the period of the Frame Contract validity, i.e. from 2015 to 2018.

We concurrently hereby confirm that the data provided in the remaining annexes to the proposal shall serve as binding documents for evaluation of our proposal.

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Seal, name and signature of the bidder's representative