



Tender Documents

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

"Reconstruction of the rig IDECO BIR 8005"

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A. INSTRUCTIONS FOR BIDDERS

A.1 GENERAL INSTRUCTIONS

A.1.1 Identification of the Contracting Entity (hereinafter referred to as "Entity"):

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. Milan Gergel
Telephone: +421 34 693 4729
Fax: +421 2 4024 2516
E-mail: BIR8005-reconstruction@nafta.sk
Web sites: www.nafta.sk

A.1.2 Subject of the Tender:

Reconstruction of parts of the rig IDECO BIR 8005 (hereinafter referred to as "rig parts") as follows:

- Mast with standpipe;
- Crown block;
- Equipment mounted on the rig carrier: mast base, dead line anchor, guy line anchor pad eyes, rear tightener pad eyes, mudboat tightener pad eyes;
- Racking board (monkey board) without windbreaks;
- Substructure without V-door slide, windbreaks and stairways;
- Mudboat.

Required subject and scope of the works:

- Disassembling of the rig parts;

Note 1: Before the transportation to the Bidder, the Entity will carry out the activity as follows:

- high-pressure cleanup of the rig parts;
- demount of the monkey board from the mast;
- demount of the mast from the rig;
- remove of the travelling block and drill line;
- remove of the guy lines;
- disassembling of the electric cables and electric components from the mast;

Note 2: Hydraulic catheads, hoses, pipes and manifold for catheads and hydraulic winch stays mounted on the mast; rotary table and rotary table drive stays mounted on the substructure.

- Sandblasting of the rig parts (on the mast base on carrier only the welded joints will be sandblasted, the other surface will be cleaned with grinder, because of the dust protection of other installed equipment);
- NDT inspection of all welded joints on mast;
- NDT inspection of all pad eyes, sheaves, locks, pins and bolts;
- Inspection of the supports, tensioners and outriggers for cracks, deformations or other damages, inspection of threads;
- NDT inspection of the welds on all pad eyes, supports, sheave consoles, tensioners, locks, outriggers, guide rollers, guide roller consoles;
- NDT inspection of the crownblock sheaves and pins, inspection of sheave bearings;
- NDT inspection of the racking fingers and racking finger consoles on monkey board;
- Inspection of the standpipe (measuring the wall thickness, pressure test), NDT inspection of standpipe consoles on the mast;
- Repair of all welded joints which failed the NDT inspection;
- NDT inspection of all repaired welded joints;
- Replacement of all bearings;
- Replacement of the drill floor wood platform;
- Surface coating of the rig parts (2 - layer chemical resistant coating – primer coat, topcoat);
- Function test at the Bidder's premises (mounting the mast onto the rig, mounting the racking board on mast into the working position, raising and telescoping the mast). Mounting the mast onto the rig, mounting the racking board on mast into the working position, placing and anchoring the rig onto the mudboat will be performed by the Bidder's technicians. Mast raising and telescoping will be performed by the Entity's technicians with the assistance of the Bidder's technicians; **- Update no. 1.**
- Re-assembling the rig parts;

Note 3: After the transportation to the Entity's premises the mast will be mounted to the rig by the Entity.

Option:

- Manufacturing of the new rig parts if necessary;
- Repairing or replacement of all damaged, deformed, broken and NDT failed parts if necessary;
- Obtaining of the OEM spare parts if necessary.

A.1.3 Type of contract:

The Contract for work the draft of which forms the Annex No. 2 of these Tender Documents.

A.1.4 Place and deadlines of work's realization:

The place of the work's realization will be the premises of the Bidder. The expected terms of the work's realization are as follows:

- | | | |
|------------------------------------|---|------------------------|
| a) Start of the works: | 2nd May of 2016; | - Update no. 2. |
| b) Function's test: | 31st August of 2016; | - Update no. 2. |
| c) Take-over of the rig to Entity: | 16th September of 2016. | - Update no. 2. |

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 Entity 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 Entity 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 Entity 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 Entity 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 BIR8005-reconstruction@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 Entity, 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 has to be until **31st May 2016. - Update no. 2.**

A.2.4 Variant solution:

Submission of the variant solution is allowed.

A.2.5 Visual inspection of the rig:

Visual inspection of the rig is obligatory.

Term of the visual inspection of the rig will be stated by the Entity according to the mutually agreement with each of the bidders.

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 Entity. The envelope shall be clearly designated with an inscription **TENDER – PRICE PROPOSAL - DO NOT OPEN** and the Tender slogan "**Reconstruction of the rig IDECO BIR 8005**" while stating the registered office of the Bidder (sender) and the registered office of the Entity 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 29th January 2016 at 12:00 p.m. – Update no. 1.

The proposal 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 works 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, health and social 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 5 years by the Bidder as the contractor is required. The list should consist of: project name, company name, company address, competent contact person (name, phone number) to confirm the references, evaluation and time of project realization;
2. A list including data of the mechanical and technical equipment required for the performance of the Contract;
3. Required quality documents:
 - 3.1 a valid certificate of quality management system in accordance with the standard EN ISO 9001, which the applicant holds for its performed activities – a copy of the certificate is required;
 - 3.2 a valid certificate of quality management for welding in accordance with EN 729-2 (ISO 834-2) - a copy of the certificate is required;
 - 3.3 a valid certificate AWS D1.1 for the welder or adequate certificate - a copy of the certificate is required;
 - 3.4 a valid certificate API Spec.4F - a copy of the certificate is required;

Note: the certificate API Spec.4F is required exclusively in the case of the manufacturing the new rig's part. The Bidder is eligible to ensure in this case the subcontractor who holds this certificate. Also in your bid we require to submit the trade data about that company - your subcontractor including a copy of the certificate and a memorandum about the cooperation between your company and your subcontractor signed by both parties. – **Update no. 1.**

 - 3.5 a valid certificate for the representative of the Bidder for performing NDT inspection of welded joints - a copy of the certificate is required;
4. A complexity of delivery – it is required to state the share (%) of the third party companies (subcontractors) participating on the subject of the tender. It is also required to submit the list of such subcontractors including the company name, the part of the subject of the tender on which participates and the list of all related quality documents in accordance with point 3.
5. A preliminary time schedule of the rig's parts reconstruction.

C. DESCRIPTION OF THE SUBJECT OF THE TENDER

The subject of the tender is described in the point A.1.2 of these Tender Documents.

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 Entity 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 Entity.

D.3 WARRANTY

The warranty period for the work is required min. 12 months from the date of the rig's commissioning and max. 18 months from the date of the take-over of the rig parts by the Entity.

E. SUPPLEMENTARY CONDITIONS AND PROVISIONS

1. The Tender Documents shall be provided by the Entity free of charge.
2. The Entity 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 Entity 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 Entity as a part of the tender documentation.
7. All documents and deeds submitted by the Bidder to the Entity 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 Entity 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.
10. The inseparable part of the delivered work will be also the documents as follows:
 - The affidavit about the repair's performance according to the API RP 4G;
 - The realization documentation;
 - The documentation of the technologic processes;
 - NDT test report of the welded joints of rig parts – before repair;

- NDT test report of the new (repaired) welded joints of rig parts;
 - The certificates of the used materials;
 - The protocol of function test
 - The summary report.
11. The disassembling of the mast from the rig before the reconstruction and the assembling of the mast to the rig after reconstruction will be provided by the Entity.

Notes:

1. Loading and unloading of the rig parts at the premises of the Entity will be provided by the Entity on his own costs. The transport including the insurance, unloading and loading of the rig parts at the premises of the Bidder and other manipulation with the rig parts will be provided by the Bidder as well.
2. Unloading and loading of the rig parts at the premises of the Bidder will be performed under the supervision of the Entity's representatives.
3. According to the Entity's experience, six low-bed trucks with adequate length and weight capacity will be necessary for the transport of rig parts to the Bidder's premises. The rig carrier must be transported on the low-bed truck with raids. When considering the dimensions and weight of rig parts, all trucks will be as oversized cargo by the mean of weight, length, width, height or their combination.

F. LIST OF ANNEXES

Annex No. 1

Cover letter for Bidders

Annex No. 2

Proposal of the Contract for work

Annex No. 1)

COVER LETTER FOR BIDDERS

Title: **Reconstruction of the rig IDECO BIR 8005**

A. Bidder:

Title:

Address:

COMPANY ID No.:

Tax ID No.:

Authorized representative of the Bidder

Tel.:Fax.

“Reconstruction of the rig IDECO BIR 8005”

Table no.1

<u>Item</u>	<u>Price in EUR excl. VAT:</u>
Disassembling of the rig parts	
Sandblasting of the rig parts	
NDT inspection of the welded joints and requested equipment	
Surface coating of the rig parts	
Re-assembling of the rig parts	
Transport costs	
<u>Unit hourly rates for repairing the welded joints:</u>	
Welder	
Technician	
Supervisor	
NDT inspector	
Others...	

Note: the unit rates mentioned above will be valid within all the period of the Contract for work.

1. In expected deadlines:

- a) Start of the works: **2nd May of 2016;** - Update no. 2.
- b) Function´s test: **31st August of 2016;** - Update no. 2.
- c) Take-over of the rig to Entity: **16th September of 2016.** - Update no. 2.

2. Under warranty period:

12/18 months.

The validity of this proposal shall be until

31st May of 2016. - Update no. 2.

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