**NIS PETROL srl Romania**

**- UPS Division -**

**INVITATION FOR BIDS IN OPEN TENDER FOR:**

**„Access road and Well pad construction on Teremia 1000 well“**

# Introduction

**NIS PETROL SRL Romania**. fully owned subsidiary of NIS j.s.c Novi Sad Serbia, hearby invite you company to participate in a Open tender by submitting offer for**:**

1. **Access road and Well pad construction on Teremia 1000 well**

**Qualification of the Contractor:**

Bidder shall carefullyread Supplement Qualification criteria – Supplement No 3 and submit requested documents (general, economic, commercial, technical and HSE requested conditions) taking into account colmun supportive documents which explains what kind of documents is requested from Contractor side

Qualification Criteria consists the folowing parts:

1. Basic qualification criteria (chapter No 1)
2. Finacial indicators (chapter No 2)
3. Contract forms:The Bidder is obliged to accept Contract form, NDA and HSE (chapter 3), all falling under the Romanian applicable legislation, any dispute arising therefrom or related thereto being under Romanian authorities' competency
4. Technical indicators (chapter No 4)
5. HSE Questionarre form developed by the Company ( chapter No 5).

Note- Bidder shall pay attention on above mentioned instruction and prepare all documents requested by chapter 1 to 5. Otherwise, Company reserve the right to Disqualify the bidder,

**Bid preparation:** The Bidder shall submit its offer in writing, in the prescribed form, filling in the required information for the procurement of services in accordance with the bill of quantities, which is an integral part of this Invitation**.**

Bidders may submit a joint bid, by submitting a legal act that define the mutual obligations in the contract performance and responsibilities for their execution, as well as a proof of eligibility for participation in the procurement procedure for each bidder **(must specify a list of subcontractors)**.

**Bid price and currency**: Contractor shall fill Supplement 1 (Bid Form) with total price for both access road and well pad without VAT being calculate. Contract shall also prepare detalied cost break for bot access road and well pad without VAT being calculate.

**Certificate of materaials**: all materalias which are planning to be used in subject matter work shall have appropriete certificates (gravel, cement, etc).

**Warranty period**: according to the law – min. 24 month

**Payment terms:** Monthly, within 30 days from the date when the report of qualitative and quantitive receipt of provided service have been mutually signed.

**Bid validity period** must be at least 120 calendar days from the date of tender opening.

**Contract forms:**

The Bidder is obliged to accept the Service agreement, Confidetiality agreement and HSE annex developed by the Investor.

**Bid submission deadline: 28.09.2016 until 16.00 (local time CEET +1)**

**Bid delivery -** bidder shall send their offer in closed envelope (1 original) and on CD

**Offer delivery addresses:** NIS Petrol SRL, 52 Take Ionescu Boulevard. 300124 Timisoara, Timis County ( attn: Deianca Nicolin)  Indicating: DO NOT OPEN – BID for „Access and Well pad construction Teremia 1000“

After bids receipt, Investor reserves the right to conduct the procedure of negotiations of which all the bidders shall be informed on time.

**Investor's procurement cancellation**: Investor reserves the right to waive further conduct of the procurement procedure at any time without setting out the reasons, but not later than the contract with the elected Bidder is signed, and without Bidder's right to ask for compensation for any possible damage or any costs within the participation in the procurement under this Invitation**.**

**Asking and giving information regarding this Invitation for Bids**: Any additional information regarding this procurement procedure is available every working day from

8 a.m. till 4 p.m.

Contact persons:

* General and commercial issues: Vanja Aleksic [vanja.aleksic@nis.eu](mailto:vanja.aleksic@nis.eu)
* Legal issues: Mihaela Plotogea, [Mihaela.plotogea@nis.eu](mailto:Mihaela.plotogea@nis.eu)
* HSE issued: Daniel Rogoveanu; daniel.rogoveanu@nis.eu
* Technical issues**:** Dragos Chiritescu, [dragos.chiritescu@nis.eu](mailto:dragos.chiritescu@nis.eu)

* Tender assistant: Deianica Nicolin**,** [deianca.nicolin@nis.eu](mailto:deianca.nicolin@nis.eu)

**Supplements of the RFQ:**

1. *Bid Form*
2. *Bidders questionare*
3. *Contractors Qaulification criteria*
4. *Technical assigment*
5. *Commercial agreement*
6. *NDA*
7. *HSE Annex*

Supplement No.1 - BID FORM

**„Access road and Well pad construction on Teremia 1000 well“**

# TO BE COMPLETED BY BIDDER

|  |  |  |
| --- | --- | --- |
| **CONTRACTOR’S NAME AND HEADQUARTERS** | | TO BE COMPLETED BY BIDDER |
| **NAME OF THE AUTHORIZED PERSON (contract signatory)** | | TO BE COMPLETED BY BIDDER |
| *SUBCONTRACTOR’S NAME AND HEADQUARTERS* | | TO BE COMPLETED BY BIDDER |
| *NAME OF THE AUTHORIZED PERSON (contract signatory)* | | TO BE COMPLETED BY BIDDER |
| **Offer reference number** | | TO BE COMPLETED BY BIDDER |
| **Offer date** | | TO BE COMPLETED BY BIDDER |
| **No.** | **Name** | **Price (EUR)** |
| 1. | **Access road construction** | TO BE COMPLETED BY BIDDER  **(detailed cost break shall be prepared)** |
| 2. | **Well pad construction** | TO BE COMPLETED BY BIDDER  **(detailed cost brea shall be prepared)** |
| **Total (1+2)** | |  |
| 3 | **Bank Guarantee letter for (10% of contracted value) for warranty period** | YES/NO (bidder shall state readiness for issuing BGL) |
| 4. | **Availibilty to start with operation and duration of the work** | |
| TO BE COMPLETED BY BIDDER   1. Access road No of days– 2. Well pad No od days - | |

|  |  |
| --- | --- |
| **5.** | **Due Date of Payment** |
| TO BE COMPLETED BY BIDDER (min.30 days after receiving invoice) |

|  |  |
| --- | --- |
| **6.** | **Validity of Bids** |
| TO BE COMPLETED BY BIDDER |

|  |  |
| --- | --- |
| **CONTACT PERSON’S NAME** | TO BE COMPLETED BY BIDDER |

|  |  |
| --- | --- |
| **Telephoneand fax** | TO BE COMPLETED BY BIDDER |
| **Mob phone** |  |
| **E-mail address** | TO BE COMPLETED BY BIDDER |

**DATE:**

**SIGNATURE:**

**SEAL OF BIDDER:**

Supplement 2: **Biders questionare**

**Bidder’s questionnaire**

Основная информация о хозяйственном субъекте/ Основни подаци о привредном друштву

1. **Назив привредног друштва/Наименование хозяйственного субъекта /Organization information**

**Пун**/Полное/Official name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­ или

**Скраћени**/Сокращённое/Short name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

1. **Седиште привредног друштва/Местонахождение субъекта/Location/**

|  |  |
| --- | --- |
| **Држава**/Страна/Country |  |
| **Место**/Город/City |  |
| **Улица и број**/Улица и Но дома /Street Addres |  |
| **Телефон**/Телефон/Phone |  |
| **Факс**/Факс/Fax |  |
| **Е-маил**/Е-маил/E-mail |  |
| **Вебсајт**/ Сетевая страница /Website |  |

1. **Финансијско стање и опис делатности/Финансовое положение и описание вида деятельности**

**/Bidder’s financial condition and production activity data**

|  |  |  |
| --- | --- | --- |
| **Датум оснивања**/Дата учреждения/Constitution date | |  |
| **Основни подаци о регистрацији привредног друштва**/ Основная информация о регистрации субъекта /  Bidder,s registration data/ | **Држава**/Country |  |
| **Назив установе у којој је извршена регистрација**/ Наименование органа регистрации /Name of registering agency |  |
| **Регистрациони број**/ № регистрации /Registration number |  |
| **Датум регистрације**/ Дата регистрации /Date of registration |  |
| **Претежна делатност(и)** / Преобладающий вид деятельности /Core activity |  |
| **Висина капитала (за привредна друштва регистрована у Р. Србији у динарима, а за остала у еврима)**/Имеющийся капитал (субъекты в Сербии в динарах, остальные в евро)/Size of chartered capital/ | |  |
| **Име банке**/Название банка/Bank details | |  |
| **SWIFT**/SWIFT код /code of the acquiring bank | |  |
| **IBAN**/IBAN код /code of payce (Bidder) | |  |
| **Седиште банке (држава, место**)/ Местонахождение банка (страна, город)/Name and location of bank (country, city) | |  |

1. **Овлашћени заступници/Уполномоченные представители/Organization’s (bidder’s) general manager**

|  |  |
| --- | --- |
| **Име и презиме**/ФИО/Full name |  |
| **Позиција (назив радног места)**/Должность (название должности) /Position |  |
| **Телефон** Номер телефона /Telephone |  |
| **Факс**/Номер факса /Fax |  |
| **Е-маил**/Адрес электронной почты /E-mail |  |

1. **Особа за контакт/Контактное лицо/Contact person/**

**Име и презиме**/ФИО/Full name/ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

**Позиција (назив радног места)** Должность (название должности)/Position/ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

**Телефон**/ Номер телефона /Telephone/ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_;

**Е-маил**/ Адрес электронной почты /E-mail/\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

**Напомена:** Осенчена поља су обавезна за попуну!