# PUBLIC JOINT STOCK COMPANY

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| **APPROVED BY**Chairman of the Competitive bidding committee ofPJSC “Ukrgasvydobuvannya”\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Razdobarin S.М.**The Competitive bidding committee meeting protocol**dated February “06” 2018 №030**  |

# DOCUMENTATION OF TWO-STAGE BIDDING WITH REDUСTION

**73220000-0 - Consulting services in the field of development**

**(3D modeling of the structure and development of deposits with the involvement of experts from leading world companies)**

**Procurement procedure number:**

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**Chapter 1. General provisions**

1. **Terms used in the documentation of procurement procedures**

 Procurment procedure documentation is developed in accordance with the “Procedure of procurement of goods, works and services of PJSC "Ukrgasvydobuvannya" approved by the Order No. 497 dd. 01.08.17 (hereinafter referred to as the Procedure).

 Terms of this documentation are used in the values specified in the Procedure.

1. **Information about the customer of procurement procedures:**

Full name: **Public Joint-Stock Company "Ukrgasvydobuvannya"**

**Address: 04053, Kyiv, Kudravska, 26/28;**

**Official of the Customer, authorized to communicate with the Participants:**

**manager Yuliia Viatkina – phone +38(044) 461-25-41**;

For additional information:

On technical matters:

managerSerhiy Polishchuk phone +38(044) 461 -28-93;

On issues related to Questionarie (Annex 7 and 8):

Oleksander Denisenko, phone: +38(044) 461-25-51

On questions regarding provision and support of bank guarantee:

Olena Machuzhak, phone: +38 (044) 461-29-46;

**On issues related to procurment procedure** – procurement organization division

phone +38 (044) 461-27-14, 461-27-11; е-mail: tender@ugv.com.ua

1. **Information about the subject matter of procurement**

Name: **73220000-0 Consulting services in the field of development**

Type of procurement item: 3D modeling of the structure and development of deposits with the involvement of experts from leading world companies

Place of service / execution of works:**Ukraine, Kharkiv city, Branch UKRNDIgas (Ukrainain Reseach Institute of Natural Gas).**

Terms of service / performance of works: **12 months as of the Contract signing date**

The expected cost of procurement: **74 835 000,00 UAH incl. VAT**

**4. Procurement procedure: Two-stage bidding with reduction**

**5. Non-discrimination of participants:** Domestic and foreign participants take part in the procedure on equal terms.

**6. Information about currency, in which the price offer of procurement procedure must be calculated and pointed.**

The currency of the (bidding procedure) procurement procedure offer is hryvnia -UAH.

In case the participant of the procurement procedure is a non-resident, such participant may indicate the bid price of the procurement procedure in US dollars or EURO.

When disclosing offers of the procurement procedure, the price of such a bid is converted into hryvnia (UAH) at the official exchange rate of hryvnia (UAH) to USD or EURO, established by the National Bank of Ukraine on the date of disclosure of proposals for the procurement procedure, as specified in the disclosure protocol.

**7. Information about the language (s) in which the procurement offers should be made.**

During the procurement procedures all documents prepared by customer and participant shall be provided in Ukrainian or in Russian, at the same time by the decision of the customer , all documents can have authentic translation into another language. The text in Ukrainian language shall always prevail.

If the proposal contains a document drafted in a language other than Ukrainian or Russian, the participant shall provide a translation of this document into Ukrainian or Russian, certified in due order.

**Chapter 2. Procedure for amendation and clarifications of procurement documentation.**

**1. Procedure for clarifications of procurement documentation.**

The participant has the right to contact the Customer for explanations regarding the documentation of the procurement procedure, but not later than 5 business days before the deadline for submission of proposals for the procurement procedure. The customer provides written clarification to the requests within three business days from the date of its receipt. The day of receipt is the request registration date in the bidding Committee.

The customer has the right, on his own initiative or by results of queries to make changes to the procurement procedure documentation, extending the term of submission of proposals and disclosure of offers not later than 5 business days and to publish on his own web site within one business day from the date of making a decision to put such changes.

**Chapter 3. Preparation of offers for procurement procedures**

**1. Preparation of offers for procurement procedures.**

**The offer should be provided in sealed package and contains two internal separate sealed envelopes:**

- envelope with a qualification offer – stitched, indicating the number of sheets on the back of the last sheet, bearing the signature of the participant and seal (if available);

- envelope with a price offer- stitched, indicating the number of sheets on the back of the last sheet, bearing the signature of the participant and seal (if available).

One package with a qualifying offer and price offer should bear a seal of participant (if available) in a gluing place of package.

The package must be marked as follows:

- the procedure number of the two-stage bidding with reduction according to the data on the site (**18П**-…….).

- full name and address of the customer: **Public Joint Stock Company "Ukrgasvydobuvannya", 04053, Kyiv, Kudravska, 26/28, office 904;**

- the name of the subject of procurement in accordance with the announcement of a two-stage bidding with a reduction;

- full name of the participant in the procurement procedure, location of legal entity, legal address, identification code under National State Registry of Ukrainian Enterprises and Organizations\ Enterprise Registration Code, contact phones, fax, e-mail address, Manager’s name;

- marking: "Do not open until \_ \_ \_ \_ \_ \_ \_ \_ \_ (indicate the date and time of opening offers)"

The inner envelopes with the relevant parts of the proposal should be marked as follows:

1.   Procurement procedure number of the two-stage bidding with reduction;

2.  Subject of procurement procedure of the two-stage bidding with reduction;

3.  Name and address of the customer;

4.  Name and address of the participant;

5.  Name of the part of the proposal (qualification offer or price offer).

If any part of the offer consists of several packages packed in separate envelopes, then each such envelope should be additionaly marked with the number of package of the relevant part of offer.

Simultaneously with the offer submitted in written, the participant provides an electronic copy of each part of the proposal on one or more discs CD-R/DVD-R (without the possibility of further modification of the information ), discs containe all documents of the relevant part of the offer. CD-R/DVD-R CDs shold be signed with permanent marker indicating the date and time of recording of information, the name of the participant and the signature of his authorized person.

The electronic copy must contain scanned versions of documents (in the form accessible for visual perception), prepared in hard copy, Portable Document Format (\*. pdf) is preferable, according to the principle: one file - one document. The title of each document shall clearly name the document contained in the file. Files should not have protection: against opening, copying or printing its content. The name of the file must explicitly correspond to its content, the name of the file not to exceed 25 characters.

Each disc, which is an electronic copy of the part of offer must be inside an envelope with the relevant part of the offer.

One electronic copy of the proposal must include all the documents which are the original part of it. The content of the electronic versions of the documents that are included in an electronic copy must match the original content. In case of discrepancies between the original and the electronic copy, the offer of such a Participant may be rejected.

It is not allowed to provide an electronic copy of both parts of offers (qualification ~~qulifying~~ and price) on one disc. In case of the electronic copies of two parts of the Participant's offer are on one disc, the application of such a Participant may be rejected.

The received offer of the procurement procedure is submitted by the Customer in the register of received offers.

The Participant has the right to submit only one offer for the procurement procedure.

If the procurement procedure consists of several procurements items (lots) the Participants have the right to submit proposals for each procurement item or for a certain procurement item (lot).

All pages of procurement offer should indicate the number of sheets and bear a signature of authorized offial of the Participant and bear a seal (if available).

The authority to sign the tender documents of the Participant of the procurement procedure is confirmed by: an extract from the minutes of the founders, a copy of the order of appointment, power of attorney, power of attorney or other document, confirming the powers of the official of the Participant to sign the documents of the proposal.

**2. Content of the participant’s offer.**

The proposal should consists of:

- the qualification offer;

- the prise offer.

**The qualification offer consists of:**

- Bid Bond

For NON-RESIDENT – a paper copy of the appropriate SWIFT;

For RESIDENT – the original bank guarantee

- a documentary confirmation of the compliance of the Participant with the qualification criteria and requirements, in accordance with **Annex 1** to the procurement documentation;

- a copy of the anti-corruption programme of the legal entity that is a Participant, and a copy of appointment order of an authorized official (Commissioner **)** of the anti-corruption programme of the legal entity (if the expected value of the **purchase** is equal to or exceeds 20 mln. UAH);

- Original or copy of the letter that is certified by a signature and stamp, if available, a copy of the Participant's certificate of the tax authority, signed by the Participant with information on the absence / presence of debts for payment of mandatory taxes, fees and payments valid at the time of submission of the package of original documents by the Participant. In case of presence of such debts, the Customer may reject the offer of the Participant;

- DECLARATION on acceptance of terms and conditions for conducting procurement procedures in accordance with **Annex 5**, signed by an authorized official of the Participant and certified by a seal, if availabile.

- Contractor Questionnaire in accordance with **Annex 6 or 7** (depending on: type of enterprise: legal entity or private individual).

**The price offer contains:**

- Price offer in the form in accordance with **Annex 2** and **Annex 2A** for Non-resident Participants to the Documentation;

- Annex 4 (completed draft contract with annexes).

**3. Provision of BID BOND:**

**Provision of BID BOND** for **NON-RESIDENTS**

In order to participate in the procurement procedure, a Non-resident Participant shall provide an offer for the Procurement in the form of:

1. Bid bond Guarantee or Bid bond SBLC issued by a bank, rated by one of the world's leading rating companies (Fitch IBCA, Standard & Poor's, Moody's) that meets the requirements of first-class banks (no lower than the investment grade) .

A Bid bond Guarantee or standby letter of credit must provide the following cases:

- not signing of the procurement contract by the Participant that became the Winner of the procurement procedure;

- not providing ensuring the execution of the procurement contract before signing the contract by the Participant who became the Winner of the procurement procedure.

Conditions for returning of the provision of the procurement procedure: in accordance with clause 12.4. Procedure for Procurement of Goods, Works and Services of PJSC "Ukrgazvydobuvannya".

**The amount of the guarantee or standby is 374 200,00 UAH \***

*(\*Bank guarantee can be given in a foreign currency (euro or USD) on exchange rate of NBU on the day of the announcement of the purchase procedures on the site).*

Guarantee or standby should be in English.

A bank guarantee or standby letter of credit is issued by SWIFT with a visa through JSC "Ukreximbank" (EXBSUAUX). A paper copy of the relevant SWIFT must be added to the bidding procedure of the Participant

The term of the bank guarantee or standby letter of credit is **06.07.2018** (inclusive).

*(date indicated, date must be not less than the term of the Participant's offerings (120 calendar days) + 15 calendar days = 135 days).*

All expenses on the issuance of a bank guarantee or stand-by letter of credit is to be made at the expense of the Participant.

The bank guarantee or standby letter of credit must correspond to the form below.

TENDER SECURITY FORM

FORM OF BANK GUARANTEE / STANDBY LC

Place of drafting: (..)

Type of [Guarantee / SBLC]: Bid bond

Number of the [Guarantee / SBLC]: (..)

Date: (..)

The [Guarantor / Issuer]: (..)

The Applicant: (..).

Beneficiary: (..)

The Underlying Relationship: Tender Documentation № date (..)

The [Guarantee / SBLC] amount and currency: (..)

Language of any documents under the [Guarantee / SBLC]: English.

Form of the presentation: paper form by any mode of delivery.

For the purpose of identification, the beneficiary’s bank shall confirm authenticity of the Beneficiary’s signature on the demand by the authenticated swift message sent to the [Guarantor’s / Issuer’s]

Place of the presentation: (..).

Expiry: (..) [validity of the tender + 30 days]

The party liable for payment of any charges: Applicant.

At the request and for the account of the Applicant, we, as the [Guarantor / Issuer], hereby irrevocably undertake to pay the Beneficiary the [Guarantee / SBLC] amount, upon presentatin of the Beneficiary’s complying demand in the Form of the presentation indicated above stating that the

+ the Applicant has been nominated as successful bidder, but has failed or refused to sign the contract.

+ the Applicant has been nominated as successful bidder, but has failed or refused to provide Performance / warranty bond before signing of the Contract

Any demand under this [Guarantee / SBLC] must be received by us on or before Expiry at the Place of presentation indicated above.

[This Guarantee is subject to URDG758, ICC publication. / This SBLC is subject to ISP98 / UCP600, ICC publication.]

**Provision of BID BOND for RESIDENT**

In order to participate in the procurement procedure, the Resident Participant provides the Offer of the bidding procedure for the Participant in the form of **Bid bond Guarantee** issued

1. by the Ukrainian state bank, a bank with a state interest, where the state directly or indirectly owns more than 75% of the authorized capital of the bank or
2. A commercial bank institution that has a long-term credit rating on a national scale not lower than "uaAA"; in the case of the absence of a rating on a national scale from banks of foreign banking groups, the rating of parent foreign bank groups from one of the rating companies Fitch, Standard & Poor's, Moody's should not be lower than the raised investment class (A or higher) and which is not included in the list of legal entities , concerning which special economic or other restrictive sanctions have been imposed by the state authorities of Ukraine, the USA or the EU countries.

Recommended list of Ukrainian banking institutions that meet the requirements <http://ugv.com.ua/page/docs?count=6>

The bank guarantee should ensure the following cases:

- not signing by the Participant, who became the Winner of the procurement procedure, the procurement contract;

- not providing the Participant who became the Winner of the procurement procedure, ensurance of the performance of the procurement contract before the conclusion of the contract.

Conditions for returning the provision of the procurement procedure: in accordance with clause 12.4. Procedure for Procurement of Goods, Works and Services of PJSC "Ukrgasvydobuvannya".

**The sum of Bid bond Guarantee 374 200,00 UAH \***

**A Bid Bond Guarantee should be in Ukrainian.**

The term of the bank guarantee or standby letter of credit is **06.07.2018** (inclusive).

*(date indicated, date must be not less than the term of the Participant's offerings (120 calendar days) + 15 calendar days = 135 days).*

**The Participant shall cover all costs related to issuing of the bank guarantee.**

**The bank guarantee must comply with the form provided below:**

FORM OF BANK GUARANTEE

Place of drafting: (..)

To: (..)

Date: (..)

Type of the bank Guarantee: Bid bond

Number of the bank guarantee: (..)

The Guarantor: (..)

The Applicant: (..).

Beneficiary: (..)

Underlying relationship: Procurement documentation with the indication of the issuing number and date of the procurement procedure.

Amount of Guarantees and Currency: (..)

Supporting documents: not required

The language of any documents under the Guarantee: Ukrainian

Form of presentation: in paper form.

For the purpose of identification, the Beneficiary’s bank shall confirm authenticity of the Beneficiary’s signature on the demand by the authenticated swift message sent to the [Guarantor’s / Issuer’s].

Place of the presentation: [postal address of the institution of the Bank that issued the Guarantee]

End date: (..)

Party responsible for paying any fees: Applicant

As a Guarantor, we hereby irrevocably undertake to pay Beneficiary the amount of the Guarantee upon presentation of the Beneficiary’s complying demand stating that the Applicant is in breach of its obligations under the Underlying Relationship, such as:

-failure of the winning Applicant of the procurement procedure to sign the procurement contract;

- failure of the winning Applicant of the procurement procedure to provide the Performance Bond before signing of the procurement contract.

Any demand under this Guarantee must be received by us on or before Expiry at the Place of presentation indicated above.

This Guarantee is subject to the Uniform Rules for guarantee on Demand as revised in 2010, pub. ICC No. 758.

In case of submission by the Participant of a bank guarantee in the form of an electronic document:

the document must be singed by the digital signature of the guarantor bank.

The text (or headers) of the bank guarantee should contain a reference to the software package that is used for the digital signature. In this case, the signatory mentioned in the text of the bank guarantee must co-exist with the signatory who has signed the digital signature.

The bank guarantee is submitted by the participants as part of the proposal for the procurement procedure through the electronic procurement system.

Submission, receipt of an electronic banking guarantee is carried out in accordance with the provisions of the Law of Ukraine "On electronic documents and electronic document circulation".

**4. The terms of return or non-return of Bid Bond.**

As per Section 12 of the Procedure of procurement of goods, works and services of PJSC "Ukrgasvydobuvannya".

**5. Offer validity**

Proposals are considered to be valid for 120 days from the date of the proposals opening. Before the end of this period the customer has the right to request the prolongation of term of proposals validity.

**6. Qualification criteria and requirements for participants**

Qualification criteria and requirements for participants are specified in **Annex 1** to documentation.

The list of documents confirming qualification and requirements is specified in **Annex 1** to documentation.

**7. Information about required technical, qualitative and quantitative characteristics of the subject matter of procurement.**

- Information about required technical, qualitative and quantitative characteristics of the subject matter of procurement is specified in **Annex 3** to documentation.

**In the** Qualification **offer participants should provide the documents confirming the compliance of the proposals with technical, qualitative, quantitative, and other requirements for the subject of procurement established by the customer**.

**8. Description of particular** **part (s) of the subject of the procurement, for which offers can be submitted.**

**9. Amending or revocation of the offer by the participant.**

The Participant has the right to amend or withdraw his proposal before the expiration of its submission without losing Bid Bond. Such changes or statement for revocation of the offer shall be taken into account if they are received by the Customer before the expiration of the deadline submission of proposals.

**Chapter 4. Submission and disclosure of procurement offers**

1. **Place, deadline and the way of procurement offers submission:**

Offers for procurement proceduresreceived by the customer after the expiration of their submission are not accepted.

- **the way of offers submission:** **Personally or through an authorized representative or by courier -"IN HANDS”**.

- **place of submission**: 04053, Kyiv, Kudravska, 26/28, office 904, procurement organization division, phone +38 (044) 461-27-14, 461-27-11 .

- **deadline of submission (date, time): 28.02.2018, before 16:00.**

**2.** Disclosure of procurement offers: Place, date and time of the procurement procedure at the **1st stage**:

**- place:** 04053, Kyiv, Kudravska, 26/28, Conference or meeting room.

**- date and time: 01.03.2018, at 11.00.**

At the first stage, the Customer shall disclose the qualification proposal of the Participants. Envelopes with price offers are not disclosed. The first stage is conducted without involving representatives of the Participants.

By results of the opening of the envelopes with the qualification offer the appropriate protocol is formed with information about the submitted offers, the name, address and location of the Participant, as well as other information. The protocol of the opening of envelopes with qualification offers is not published on the website of the Customer.

Within ~~In~~ the framework of the first stage the Customer considers the qualification offer of the Participants in compliance with the requirements set in the procurement documentation in accordance with the instructions of the pre-qualification for selection of the contractors (which is available on the website of the company [www.ugv.com.ua](http://www.ugv.com.ua)

 in Chapter "Procurement»). The purpose of the first stage - admitting to further participation in procurement of proposals that meet the requirements of documentation and reject the other as inappropriate one. The Customer has the right to apply to the Participants for clarification of the content of their proposals.

The first stage should be completed within 21 working days after deadline for submission of qualification proposals. The term of consideration of the proposals may be extended for no more than 15 business days. The decision on extension of consideration terms for qualification proposals is made and documented by the bidding Committee's decision

By results of the first stage the bidding Committee makes decision about admission of the participants to the second stage of the procurement or rejection of admission according to the criteria of the qualification selection and define the date of the second stage (reduction). The bidding Committee's decision is documented by appropriate protocol.

At admitting to the second stage of procurement less than 2 Participants, such procurement is canceled.

**The announcement of the place, date and time of the second stage is published on the website of the Customer and shall be sent by fax or email to the address of the Participants admitted to 2nd stage no later than 5 working days before the date of the second stage**.

Authorized representatives of the Participant that received the notification must register to participate in the procedure for the disclosure of price offers before the date of the second stage. They must provide the Customer with the following documents:

- a copy of all completed pages of the passport or other identification document certified by Participant, also provide the original of such a document for familiarization;

- the document by which a representative is authorized on behalf of the Participant to be present at the disclosure procedure and to sign the Protocol of results of disclosure procedure and declare or reduce the the price of the bid of the Participant (power of Attorney or other document).

 The protocol of the disclosure shall be signed by members of the bidding Committee and Participants with the right to sign and make decisions determined by the power of attorney.

**3. Estimated time of start of reversed auction (2nd stage)**:

**- date and time of price offers disclosure:** *is published on the website of the customer and shall be sent by fax or email to the address of the Participants admitted to 2nd stage no later than 5 working days before the date of the second stage.*

At the second stage the envelopes with price offer of participants admitted by bidding Committee decision to the second stage are disclosured. Envelopes with price offer of Participants that by the bidding Committee's decision was not allowed to participate in the second stage, are not disclosed. Disclosure of price proposals is carried out in the presence of representatives of the Participants who are admitted to the second stage.

Absence of an authorized representative Відсутність уповноваженого представника

The Participant during the procedure of disclosure of offers is not a ground for refusal to disclose his proposal.

Disclosure of price offers is carried out at the time and place indicated in the notice of the second stage of the procurement procedure.

The Customer opens envelopes with price offer of Participants and announces their price and payment terms, and invites the authorized representatives of the Participants to start the procedure for reducing the price of of the procurement item or lot.

If it is necessary to calculate the present value of Participants offer after their disclosure and announcement the Customer has the right to postpone the procedure of price reduction of the subject of procurement to the next day after the day of the price offers disclosure. In this case the initial price of the offer is indicated in disclosure protocol and the disclosure Protocol is signed by members of the bidding Committee and present Participants. The next day the procedure of price reduction (auction) is carried out taking into account present value calculations.

The starting price for the price reduction procedure is considered to be the lowest price of the disclosed proposals. The consent to reduce the price of the proposal is confirmed by the representatives of the Participants by raising the hand and announcing a new bid price.

If after three-time announcement of the final price none of the Participants suggested new prices, the procurement procedure is terminated.

The initial and final price of proposals is specified in protocol of disclosure of price (reduction). The Protocol is signed both by the bidding Committee's members and present Participants or their authorized representatives.

The participant with the lowest price should provide within 3 business days a new price offer for the total amount not higher than was recorded in the Protocol of disclosure of priceon the subject of procurement in general or for each lot separately.

The period from the day of opening (reduction) to acceptance of the lowest price offer must not exceed 21 business days.

**Chapter 5. The winner definition**

1. **Procurement Offer evaluation and acceptance.**

**The winner is determined** by the decision of the bidding Committee at the lowest price (including VAT) at equal status of taxpayers or (excluding VAT) at the different status of the taxpayer of the Participants or on the basis of the calculation of the present value, if such a calculation was applied in the procurement procedure.

The customer has the right to apply for the confirmation of the information provided by the Participant to the public authorities, enterprises, institutions, organizations, in accordance with their competence.

In case of obtaining reliable information about the Participant’s inconsistency with the qualification requirements, the presence of the grounds specified in the documentation of the procurement procedures, or the fact that an offer of bidding of any false information provided in the proposal, that is essential in determining the results of the procurement procedure, the Customer shall reject the offer of such Participant.

The winner proposal acceptance is specified in protocol.

The notice about the winner of procurement procedure is published on the website of the Customer within three working days from the day of acceptance.

In case of fluctuation of the exchange rate of foreign currency into gryvnia, UAH, the Customer has the right to recalculate the cost of the proposals provided in foreign currency at the NBU rate on the day of decision making by the Customer concerning selection of such Participant as a winner. If the terms of the offer of such Participant in hryvnia equivalent will be higher than the offer of the next Participant of procurement procedures the Customer has the right to propose to the Participant to improve its price offer or to reject the offer of such Participant.

**2. Rejection of the Procurement Offer**

The Customer rejects the offer if:

 - the Participant’s offer does not meet the qualification requirements, including the technical and qualitative characteristics of the subject of procurement (lot) defined by documentation of procurement procedures;

 - the Participant’s offer does not meet requirements defined by documentation of procurement procedures;

- the Participant did not provide the Bid bond, if such provision was required by the customer;

- the Participant refused to sign the contract for the purchase;

 - the Participant has provided a written refusal from participation in the procurement procedure;

 - if, prior to the winner definition , the Customer has applied to the Participant with the most advantageous offer on basis of confirming information, and the Participant did not provide the additional documents or information within the specified term;

 - the Participant or Procurement Supplier of the Procurement subject is in Blacklist or the Customent has the claim work with such a Participant or Procurement Supplier that proposes such a Participant;

 - the participant has the unconditional stop-information parameters . The customer has the right to reject the Participant also in case of conditional parameters of stop-information.

**3. Procurement procedure cancellation by the customer**

The customer cancels the procurement in case:

- lack of funding;

- loss of the Goods, works and services procurement necessity including for the reason of changes in technical requirements to procurement subject;

- submission for participation in procedures and procurement of less than two proposals;

- the lowest price offered by the Participant in the procurement procedure exceeds the amount provided by the Customer for financing the purchase;

- if less than two Participants have been admitted to Stage II (Reduction), after Stage I (stage of qualification);

- if the Board of the company and/or the general meeting of shareholders of the Company did not approve the purchase agreement with the winner, if obtaining of such approval is required in accordance with the Charter of the company or the decisions of the Board and/or the general meeting of shareholders of the Company.

- according to the decision of the tender Committee, in case of establishing significant violations of the procurement procedures on recommendation of Conflict Commission of the Company.

Procurement procedure can be cancelled in part (by lots).

**4. Other information**

The prices are specified taking into account the requirements specified in Clause 6 of Chapter 1 of this documentation, taking into account the value added tax and the cost of other expenses necessary for the implementation of the agreement, under the conditions determined by this documentation.

The Participant shall indicate the price of the price offer, taking into account all expenses related to the goods, up to the time of its delivery in accordance with the terms of this documentation, including transport costs, as well as all duties, taxes and other charges payable upon export of the goods and which are required for its transit through any country before the time of its delivery. The cost of customs procedures in the country of import are paid by the Participant.

**Chapter 6. Conclusion of the contract**

**1. Terms of the contract conclusion**

The Customer enters into a contract with the Participant an offer of which was accepted not later than twenty one business days from the date of acceptance.

**2. The draft contract or the basic conditions which necessarily included to the contract**

The draft contract for procurement is specified in **Annex 4** to this documentation.

**3. The actions of the customer in case of refusal of the bidding winner to sign a contract**

In the case of a written denial of the winner of procurement procedure to sign a contract in accordance with the requirements of the procurement procedure documentation or the failure to conclude an agreement of the participant within the period specified by this Procedure,

the Сustomer may re-determine the most economically advantageous offer of procurement procedure among other Participants of this procedure, which have not yet expired and conclude a purchase agreement with him no later than the 21st working day after the re-determination of the winner of the procurement procedure.

**4. Perfomance Bond**

The Participant shall provide the Perfomance Bond no later than the date of conclusion of the contract in the form of funds or Bank Guarantee in accordance with the Annex "Form of Bank Guarantee" to the draft agreement.

**The sum of funds or a bank guarantee: 5% of the contract amount*.***

The order of return of Performance Bond: according to clause 13.1. of the Procedure of procurement of goods, works and services of PJSC "Ukrgasvydobuvannya".

**5. List of documents for the winner, necessary for the contract conclusion**

For the conclusion of the contract the winner provides the following documents:

Confirmation of the payment of monetary funds to the Customer or the Original of the Bank guarantee for the performance of the contract;

Copies of following documents that are approved by the Participant-winner:

a) the Charter (regulations), the memorandum, the decision about the formation of a business entity;

b) certificate of payer of value added tax (if the counterparty is a payer of value added tax);

c) document confirming the authority of the person who signs the Contract (passport and a copy of the order or a copy of a power of Attorney, or a copy of the decision of the supreme body of the legal person, or any other document confirming the right of a person to sign the contract);

d) extract/certificate from the unified State Register of legal entities and persons-entrepreneurs;

e) certificate of registration of the taxpayer in the TAX INSPECTION or certificate of the payer;

f) balance of the company for the last reporting period (in accordance with Article \_\_\_ of the tax code of Ukraine);

g) Permissions to implement certain activities, if such permission is necessary according to the current legislation for a certain type of activity (license, patent, certificate, etc.);

h) Bank certificate about the opening of current account for the details specified in the contract;

i) Bank certificate about the lack(presence) of overdue indebtedness on loans, which must be dated no earlier than the last day of the quarter preceding the publication of the announcement of the bid;

k) certificate from STATE TAX INSPECTION about absence of indebtedness to the budget on the required taxes and fees, which must be dated no earlier than the last day of the quarter preceding the publication of the announcement of the bid;

l) certificate from the state body on bankruptcy concerning the absence of the prosecuted bankruptcy proceeding and the lack of a decision to declare bankruptcy;

m) certificate of the actual location of the Contractor and the telephone number of the manager and chief accountant or the person performing his functions;

n) for state and municipal enterprises, institutions, organizations providing services, perform work for the Company, instead of the documents stipulated in items (h), (i), (k), (l), may be provided from the specified questions of the certificate signed by the head of such enterprise, institution or organization.

The NON-RESIDENT Participant provides the following documents

Copies certified by a notary :

a). an extract from the company's trade register or certificate of incorporation, legalized and translated into Ukrainian;

b). a document confirming the authority of the person signing the Contract from the counterparty's side;

c). Company statute (regulation), constituent agreement / foundation agreement, decision on the establishment of a business entity or other document that serves as a constituent document in accordance with the law of the country of registration of the Contractor);

d). a certificate from the bank on opening a current account, for the details specified in the Contract;

e). certificate from state tax insprction about absence of indebtedness to the budget on the required taxes and fees, which must be valid at the time of the relevant action (submission of a tender, conclusion of the Contract, if such a contract is concluded without conducting procurement procedures).

**Chapter 7. Blacklist.**

1. **Inclusion in the Blacklist**

The customer makes a Blacklist of Participents and Suppliers. Inclusion of the Participant into Bliacklist is made upon the Customer's decision.

Information in the Blacklist is made for a term that can not exceed one year. Such a register of unscrupulous Participants is published on the website of the Customer.

The register of unscrupulous Participants includes the Participants that:

- unjustifiably refused to sign the contract;

- at the end of the auction or after the rejection of the previous Participant, the winner three or more times within 6 months did not provide the Customer with a package of original documents required for documentation of the procurement procedure;

- if the contracts were terminated due to significant violations of the terms of the contract without corresponding grounds;

- disapproved and anti-competitive concerted actions;

- violated the agreement on the protection of confidential information;

- provided in the offers any inaccurate information;

- committed breach of duty in accordance with the Agreements concluded.

- provided any inaccurate information to the Conflict Commission.

- have claims and / or claims to the Company or the Company to pursue claims for such a Participant;

- if the Company has claims and / or for third parties involved by such Participants (e.g. subcontractors, manufactuter, etc.) to execute contracts with the Company .

## Evaluation Criteria for Participants of Procurement Procedure (Procurement of Work and Services)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item #** | **Criteria** | **Candidate evaluation scale** | **Possible answer of potential contractor** | **Supporting documentation to be provided by candidate** |
| **Criterion value** | **Criterion value** |
| **Possible evaluation result of candidate** | **Possible evaluation result of candidate** |
| **Accreditation** |
| 1. | Compliance of Participant with requirements for entities performing work and providing services pursuant to current laws | Availability or guaranteed obtainment within the agreed terms. | No | Yes. Confirmation documents provided. /No. | Copies of statutory documents of Participant (list):- Charter;- Articles of Incorporation on actions of founding shareholders on establishment of enterprise, institution **(*in case if its founders and their equity interest not mentioned in the charter capital***).- ***Joint-stock companies*** shall provide a copy of an excerpt from the Registry of Shareholders regarding the shareholders owning over 10% of shares. |
| Qualified completely; qualified subject to passing of audit; qualified subject to additional actions. | Disqualified |
| - A copy of an excerpt from the Registry of VAT or Unified Tax Payers signed and sealed by Participant (hard copy or soft copy); |
| - A copy of an excerpt from the Unified State Registry of legal entities, physical entities and societies, (hard copy or soft copy) signed and sealed by Participant. |
| - A copy of the founders’ resolution on appointment of the general manager;- A copy of the order on assignment of the general manager to the position;- A copy of the general manager’s identification document (passport) (pages 1-3). |
| - Free-form statement confirming that the participating legal entity is not listed in the Unified State Registry on corruption or corruption-related offenses. |
| 2. | Participant (legal entity) is not in process of liquidation; there is no court’s decision on recognizing Participant (legal entity, individual entrepreneur) bankrupt or initiating of the bankruptcy proceedings. | There is no resolution of relevant authorities  | There is a resolution of relevant authorities  | No. Written confirmation provided. /Yes.  | Information on the Participant’s letterhead signed by the Participant’s general manager. |
| Qualified completely; qualified subject to audit.  | Disqualified  |
| 3. | Absence of outstanding claims towards Participant on behalf of PJSC Ukrgazvydobuvannya or outstanding property or financial disputes between Candidate and PJSC Ukrgazvydobuvannya. | No | Yes  | No. Written confirmation provided. /Yes. | A list of complaints related to fulfillment of work/provision of services to PJSC Ukrgazvydobuvannya during the past 12 months signed by an authorized manager (a free-form letter provided by Participant). |
| Completely qualified. | Disqualified. Qualified subject to additional actions. |
| 4. | Guaranteed possibility to perform technical audit of candidate’s compliance with data provided.Valid throughout accreditation period (12 months). | Provided  | Not provided | Yes. Written confirmation provided. /No.  | A singed letter on Participant’s letterhead containing guarantees, valid through accreditation period (12 months), on possibility to perform technical audit of Participant and subcontractors (if any), or of Participant and manufacturer (if Participant is not a manufacturer but an official dealer). |
| Qualified completely; qualified subject to passing of audit; qualified subject to additional actions. | Disqualified  |

**Deputy CEO**

**Reservoir Development \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Miljenko Cimic**

*Notes:*

*1. Documents that are not required by law from participants who are physical entities, including individual entrepreneurs, are not required for submitting as a part of the procurement proposal package.*

*2. Participants who are non-residents, in order to meet the requirements listed in the Annex 1 of the procurement documentation, shall provide the documents required by law of the country they are registered in. All such documents must be provided with certified translation.*

*3. In case if the participant has or involves loans, reimbursable financial assistance in the amount in 3.5 times above amount of its equity capital, the participant provides information about such person in any form with its identification data.*

*4. Qualification documents the participant shall certify with the signature of the general manager or authorized person and preferably, but not necessarily, the seal of the enterprise*

*Participant’s letterhead*

Number and name of procurement item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Information on experience in fulfillment of similar contracts**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.****Item** | **Subject of the Contract** | **Client’s name, address, contact details/tel/fax****Contact person** | **Contract start/end dates (month, year), % completed** | **Role (general contractor, subcontractor, partner) and scope of work under the contract, %** | **Notes** |
| 1. |  |  |  |  |  |
| 2. |  |  |  |  |  |
| 3. |  |  |  |  |  |
| … |  |  |  |  |  |

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(Signature, stamp)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Full name and position of signer)

Form completion guidelines:

**1) This form shall include information on performed contracts with similar scope, content, timing and other features as specified in procurement documentation.**

**2) The form shall be signed by the manager and sealed with Participant’s seal (if available).**

*Participant’s letterhead*

Number and name of procurement item: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Information on personnel**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.****Item** | **Name** | **Number of people** | **Qualification (grade, category, etc.)** | **Number of staff Participant intends to use when performing the Contract** |
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|  | **Total** |  |  |  |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature, stamp)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Full name and position of signer)

Form completion guidelines:

**1) This form contain information regarding workers, experts, specialists which are part of the Participant official staff (or work on other legal grounds) and about those who will be involved in the implementation of this Contract.**

**2) The form shall be signed by the manager and sealed with Participant’s seal.**

**Annex 2**

# to the documentation

*The Price Offer to be submitted by filling the form below.*

*Participant shall adhere to the form.*

**Form**

**PRICE OFFER**

 (the form to be submitted on the Participant’s letterhead)

«Offer № \_\_\_\_\_\_\_ dtd \_\_\_\_ 20\_\_»

Having thoroughly studied the documentation, we are submitting this offer for participation in the below threshold procurement procedure:

1. Full name of Participant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Address (registered and physical) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Telephone/fax (person in charge for bidding)
4. Management (Surname, name, patronymic) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. USREOU code \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. **Total cost under the offer without VAT (UAH):**

In figures \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In words \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**In addition, the VAT, UAH**.

In figures \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In words \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Total cost under the offer\* including VAT (UAH):**

In figures \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In words \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Payment terms:** Payment for actual work performed within 45 calendar days after signing of Services Acceptance Act by the Parties

**Term of work:** 12 months as of the Contract signing date.

\*The total cost of the proposals is calculated in accordance with the draft contract.

In case of a prepayment/advance payment option under the commercial proposal, Participant shall provide, among other payment documents, a bank guarantee to secure the advance refund. The cost of issue of the Bank Guarantee shall be covered by Participant.

Participant shall take into account the following when submitting a commercial proposal:

In case if a commercial proposal provides for a prepayment, it shall be made via direct bank transfer or by using a Letter of Credit (LOC), except as expressly indicated otherwise by Ukrainian legislation in effect as of signing of the Contract.

In case of using a LOC, a non-resident participant shall include the following allocation of bank fees into the commercial proposal:

All LOC servicing costs within the territory of Ukraine shall be covered by Buyer.  All costs incurred outside Ukraine, including the LOC confirmation fee and security guarantee by International Financial Organization/EBRD shall be covered by Seller.  The costs related to change of terms of the LOC shall be paid by a Party that initiated such changes.

Letters of Credit are subject to the Uniform Rules for Letters of Credit №600 rev. 2007, published by the International Chamber of Commerce.

Until accepting our offer, your documentation together with our offer (subject to its compliance with all requirements) have the effect of the statement of intent.

We agree to adhere to the terms of this offer within 120 days as of the bid opening date as indicated by you. Our offer is binding to us and it can be accepted any time before the end of the said period.

We agree with the condition that you may reject our offer or all offers of Participants pursuant to the documentation requirements and we understand that you have no restrictions in regards to making any deals having the terms more favorable for you.

**Should our offer be accepted, we will undertake to conclude an agreement with you on terms specified in documentation, 21 business days after acceptance of the offer the latest.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Position, name and signature of an authorized person of the Participant, sealed\**

*(\*Doesn’t apply to participants that do not use a seal pursuant to current legislation.*

**Annex 2А**

# to the documentation

*FOR NON-RESIDENT PARTICIPANTS*

*The Price Offer to be submitted by filling the form below.*

*Participant shall adhere to the form.*

**Form PRICE OFFER**

 (the form to be submitted on the Participant’s letterhead)

«Offer № \_\_\_\_\_\_\_ dtd \_\_\_\_ 20\_\_»

Having thoroughly studied the documentation, we are submitting this offer for participation in the below threshold procurement procedure:

1. Full name of Participant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. Address (registered and physical) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. Telephone/fax (person in charge for bidding)
4. Management (Surname, name, patronymic) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. Registration number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
6. **Total cost under the offer\*including VAT (USD/EUR):**

In figures \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 In words \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Payment terms:** Payment for actual work performed within 45 calendar days after signing of Services Acceptance Act by the Parties.
2. **Term of work:** 12 months as of the Contract signing date

\*The total cost of the proposals is calculated in accordance with the draft contract.

In case of a prepayment/advance payment option under the commercial proposal, Participant shall provide, among other payment documents, a bank guarantee to secure the advance refund. The cost of issue of the Bank Guarantee shall be covered by Participant.

Participant shall take into account the following when submitting a commercial proposal:

In case if a commercial proposal provides for a prepayment, it shall be made via direct bank transfer or by using a Letter of Credit (LOC), except as expressly indicated otherwise by Ukrainian legislation in effect as of signing of the Contract.

In case of using a LOC, a non-resident participant shall include the following allocation of bank fees into the commercial proposal:

All LOC servicing costs within the territory of Ukraine shall be covered by Buyer.  All costs incurred outside Ukraine, including the LOC confirmation fee and security guarantee by International Financial Organization/EBRD shall be covered by Seller.  The costs related to change of terms of the LOC shall be paid by a Party that initiated such changes.

Letters of Credit are subject to the Uniform Rules for Letters of Credit №600 rev. 2007, published by the International Chamber of Commerce.

Until accepting our offer, your documentation together with our offer (subject to its compliance with all requirements) have the effect of the statement of intent.

We agree to adhere to the terms of this offer within 90 days as of the bid opening date as indicated by you. Our offer is binding to us and it can be accepted any time before the end of the said period.

We agree with the condition that you may reject our offer or all offers of Participants pursuant to the documentation requirements and we understand that you have no restrictions in regards to making any deals having the terms more favorable for you.

**Should our offer be accepted, we will undertake to conclude an agreement with you on terms specified in documentation, 21 business days after acceptance of the offer the latest.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Position, surname, initials, підпис signature of an authorized person of Participant, stamp\**

*(\* Doesn’t apply to participants that do not use a stamp pursuant to current legislation)*

**Annex 3**

to the documentation

**TECHNICAL SPECIFICATION**

**3D modeling of geological structure and field development service**

**1. Objectives:**

1.1 Implementation of reservoir modeling workflow to the Customer's fields based on the best oilfield practice of leading oil and gas companies;

1.2 Establish the best process for static and dynamic modeling of the Customer's fields;

1.4 Expert support and quality control of the 3D modeling undertaken by the Customer's specialists with the purpose of transferring of know-how in order to improve internal Customer competences.

1.3 Reducing timing and improving work quality of static and dynamic model design.

**2. Place and duration of Services:**

2.1 The provision of the modeling support services will take place at the Ukrainian Research Institute of Natural Gas (UkrSRIgaz) - a branch of PJSC "Ukrgasvydobuvannya" (Kharkiv, Gymnasiyna Bay, 20).

2.2 Contract duration: 12 months from the date of signing with option to extend, if required by the Customer.

**3. Basic requirements for the provision of services (type, scope, direction and features).**

3.1 The main directions of providing expert services are:

1. Four Customer operating fields models design with the following parameters:
* oil and gas area: 26, 34, 26, 52 km2
* total drilled fund of wells: 41, 61, 71, 125 units
* start of field development: 1969, 1983, 1979, 1983
* initial reserves: gas – 10, 29, 31, 108 billion m3
1. Workflow modeling process implementation taking into account the actual needs of Customer and Contractor experience;
2. Advisory assistance and quality control at all stages of six static and dynamic models that will be performed by UkrSRIgas specialists listed below:
* Output data processing for a geological model design:
* QC and interpretation of seismic data;
* Core and logging data interpretation and geomechanical properties modeling;
* Detailed wells correlation;
* Objectives and deposit modules choice justification.
* Geological modeling:
* Reservoir characterization
* Grid parameters and size definition;
* Structural modeling;
* Lithological modeling;
* Permeability and porosity distribution;
* Volumetric calculations of hydrocarbon in place and QA/QC
* Input data processing for hydrodynamic modeling
* Definition of the reservoir filtration model;
* Reservoir fluid modeling and PVT-simulation (BlackOil, Compositional models);
* Relative permeability modeling for different types of reservoir saturations, heavy oil included;
* Dual porosity (permeability) reservoir modeling;
* Aquifer modeling;
* Well design and well completion modeling;
* Calculation of well VLP table;
* History matching;
* Prediction of future reservoir behavior;

3.2 The list of oil and gas fields for geological and hydrodynamic modeling will be determined and provided by the Customer.

3.3 Example of Typical detailed scope of work

3.3.1 Seismic analysis – review the provided seismic analysis for use in construction of the geocellular model. It is expected that provided data will be used with revisions if required for geocellular modelling.

* Review of well to seismic ties, structural (both horizons and faults) and stratigraphic (framework surface) interpretation;
* Review of velocity modelling incorporating the well ties and depth conversion of interpreted horizons/surfaces and faults from seismic volumes
* Review results of petro-elastic modelling, deterministic pre-stack angle dependent inversion and generation of P-imedance, Vp/Vs, other suitable attributes and associated probability volumes
* Review inversion results to determine attributes that best separate the faces and appropriately characterizes the pay

3.3.2 Petrophysical Analysis

* Detailed petrophysical analysis to estimate porosity, fluid saturation, net pay thickness at wells and justify the selection of cut-off criteria
* Calibrate the petrophysical interpretation (net pay, porosity, saturation) with the available core data (core porosity, dean-stark & SCAL) to arrive at the core integrated petrophysical interpretation
* Define petrophysical rock types via integration of core observations and measurements with conventional and image log data. Integration of these petrophysical rock types with sedimentological interpratations of reservoir faces to obtain the best practical definition and number of faces (rock types) for use in the geological model, consistent with the variations in depositional characteristics and diagenetic processes that are the fundamental controls on reservoir quality
* Analyze the petrophysical rock types using processed logs and available RCA and SCAL data to define fluid saturation & poro-perm models for each of the rock types. Calibrate the permeability model with estimated permeability from pressure transient analysis at the well level
* Evaluate available dipole sonic logs mid geomechanical data to assess stress regime and likely fracture orientation
* Generate petrophysical summation tables for each geologic unit identified from stratigraphic interpretation

3.3.3. Geocellular modelling – Geo-cellular models to be constructed integrating results from petrophysical and seismic analysis to achieve following deliverables

* Perform stratigraphic interpretation to define geological units
* Build structural and stratigrafic framework using results from seismic analyses to capture internal architecture and geometry of the reservoirs
* Use appropriate grid design and layering scheme to adequately capture spatial heterogeneity in reservoir properties
* Distribute petrophysical rock types/facies in the geocellular model using geostatistical techniques, incorporating seismic/inversion attributes, as applicable and as data permits
* Distribute porosity and permeability based on petrophysical rock types/facies using geostatistical techniques. Define petrophysical cut-off parameters and estimate net-to-gross (NTG)
* Estimate initial water saturation using saturation-height function developed from available capillary pressure data
* Perform volumetric calculations to estimate hydrocarbon initially in place in P10, P50 and P90 categories

3.3.4 Reservoir modelling – A full Field reservoir model (dynamic model) integrating results from previous stages to be constructed to achieve following deliverables

* Engineering Analysis
* Analysis of PVT data and construction of PVT data set for reservoir simulation
* Review of DST/well test data (AOFP and well deliverability)/interpretation
* Well performance analysis of available production data to assess production characteristics and productivity metrics
* Generate vertical flow performance data and inputs for each well
* Model Initialization and History-Match
* Upscale, if appropriate, the fine scale geo cellular model to simulation scale by ensuring overall consistency with the fine scale model in terms of key depositional elements, average properties, rock type distribution and hydrocarbon volume content
* Set-up rock-type based relative permeability and saturation tables
* Define PVT and equilibrium regions
* Initialize reservoir model and estimate hydrocarbon initially in-place. Reconcile with volumes estimated from the geocellular model
* Generate reccurent well data for input to simulator and history-match reservoir performance. Key adjustments and justification to be documented for all history-match parameters
* Production forecast
* Calibrated reservoir model to be used to estimate future performance of the reservoir. All the forecast cases will be from full field reservoir simulation only considering the static geocellular model. A base case forecast considering existing well design and completion strategy with current and planned development wells to be simulated
* Development sensitivities to be use actual development plans as provided by UGV
* Production profiles generation assuming specification and estimation of reserves under 1P, 2P and 3P cases as per SPE PRMS definition. Estimation of contingent resources under 1C, 2C and 3C wherever applicable as per SPE PRMS definition

**Annex 4 to the documentation**

**DRAFT CONTRACT**

 The draft contract is loaded with a separate file

**Annex 5**

to procurement documentation

**DECLARATION**

**on acceptance of conditions of the procurement procedure**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (hereinafter referred to as the Participant) fully and unconditionally

 *(Name)*

acklnowledges the rules of the procurement procedure, established by PJSC Ukrgazvydobuvannya, as well as completely acknowledges and agrees, that the mentioned procurement procedure is carried out according to the “Internal procedure of procurement of goods, works and services” adopted by PJSC Ukrgazvydobuvannya. The participant recognizes, that the procurement procedure, in which he intends to take part, is not subject to the laws of Ukraine "On public procurement" and “On implementation of government procurement”, and fully complies with the norms of current legislation of Ukraine.

In this regard, the Participant understands, that any legal implications related to the procurement procedure of PJSC Ukrgazvydobuvannya, including in part of its appeal, cannot be governed by the above legislative acts.

There are no claims or obections with the Participant regarding the procedure of procurement of goods, works and services, adopted by PJSC Ukrgazvydobuvannya, according to which the procurement is made.

The participant acknowledges his right to apply to the Conflict Commission of PJSC Ukrgazvydobuvannya with his claims in the in established by PJSC Ukrgazvydobuvannya order.

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***Position, first name, initials and signature of an authorized person of the Participant, sealed\****

*(\* Doesn’t apply to participants that do not use a seal pursuant to current legislation)*

 Annex 6 to the documentation















Annex 7 to the documentation

