



**JORDAN PETROLEUM REFINERY
CO. LTD.**

شركة مصفاة البترول الأردنية المساهمة المحدودة

BID No.:140 /2025

مناقصة رقم: 2025/140

**Supply Of Spare Parts For Fire Fighting
Pumps**

توريد قطع غيار لمضخات إطفاء الحريق

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الشروط العامة

GENERAL CONDITIONS

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BID NO. 140/2025	JORDAN PETROLEUM REFINERY CO. LTD	
OR:25010616 OQ:25010321	Supply Of Spare Parts For Fire Fighting Pumps	

I. BID& Contract Invitation

1. The following Instructions and General Conditions are integral part of the invitation, and have the power of the purchase contract.
The listed conditions hereunder are binding for the tenderers, unless otherwise is stated in the documents.
Offers (technical & commercial) shall be submitted in triplicate, in **English language**, including the following details, before the **CLOSING DATE on Thursday 16th OCT of 2025**, at 12.30 PM (Jordan Local Time).
2. **Identifications:**
The Company: Jordan Petroleum Refinery Company Ltd., (JPRC).
The Manager: Chief Executive Officer.
The Contractor: The successful Tenderer/Supplier/ Manufacturer.
The Tenderer: The participant in BID (Company Owner).
3. **Offers shall include the following:**
 - A. Printed price and clearly written in figures and capital letters. (**Currency** shall be stated in words not in abbreviations).
 - B. Clearly stated price for **unit and total price**.
 - C. **Freight Terms:** On the basis of FOB, CFR. Aqaba Sea Port, CPT Amman (QAIA) Air Port, Zarqa Free Zone, **DDP at our stores / JPRC**.
 - D. **Valid** for (120) days, at least, from closing date, unless otherwise stated, and also fixed during the completion period.
 - E. **Delivery time:** the shortest delivery period is to be stated in your offer.
 - F. **Country of origin / shipment:** origin of goods, delivery place and port of shipment.
 - G. **Any extra optional and / or additional services** to the required specifications must be clearly detailed & priced.
 - H. **Manufacturer's name and full address.**
 - I. **Packing:** Proper and secure seaworthy packing and / or according to BID requirement. Details of packing shall also be stated.
4. **Catalogues:** Operation, maintenance and spare parts manuals, as well as any necessary leaflets and information shall be submitted in **English language**, all shall comply with BID documents requirements, if any.
5. **Spare Parts:** Tenderer shall provide separate, detailed, itemized priced spare parts list recommended for (two) years operation under normal circumstances in addition to other requirements of BID documents, if any.

The tenderer shall guarantee and shall secure to the COMPANY the guarantees of the manufacturers for the supply of spare parts for 15 years after commissioning of equipment.

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6. ☒ ~~**Samples:** Tenderer shall submit, with his offer, samples for offered materials if necessary or requested.~~
7. **Required Certificates:** Test Reports Laboratory certificate, API, Baseeffa, UL listing, FM approvals, Mill Test Certificate, Third Party Inspection Certificates and/or as required by BID documents, codes, etc.
8. The Tenderer guarantees that materials are to be supplied **brand new, updated in design, free from any failure, fault, damage, or defects in material, design, or manufacturing, and of latest model**, unless the offer states otherwise.
9. Offers shall not include charges for **Insurance**.
10. **Partial award** shall be acceptable by the Tenderer; otherwise, the COMPANY has the right to disregard the offer. Separate price is required for each item.
11. Any items or accessories necessary to have the offered system/ equipment complete in every respect shall be quoted even if they are not mentioned in this standard specification, noting that failure of the Contractor to do so shall be at his full responsibility, and the said equipment / system shall be rectified as necessary at the **Contractor's own expense**.
12. The COMPANY is not obliged to award on any offer or the **lowest offered prices**.
13. The COMPANY has the right to **cancel** any part or the whole BID without justifications.
14. The COMPANY has the right to **increase or decreases** the required quantities by (± 25 %) depending on the COMPANY's requirements.
15. The COMPANY is **not bound** to consider any offer which does not follow closely BID requirements.
16. The COMPANY shall be exempted from serving **notarial notice/s** on the tender.
17. The Tenderer is required to provide **qualification documents** with his offers.
These documents shall include details of his production and general catalogues, and explain, in detail, his experience in same required equipment and projects, and provide **reference lists including customers/refineries** to which he delivered similar equipment and projects, dates, and contract values. The COMPANY has the right to disregard any offer, which may be received from unqualified Tenderers and / or Manufacturer. The COMPANY shall not accept any responsibility or liability of any type or any kind in any way whatsoever.
18. The Tenderer shall submit all documents, which show financial statement of the supplier for the latest three years including balance sheet and profit and loss accounts with the offer.
If Qualification Form is attached to the BID documents it shall be completely filled by the Tenderer and submit with the offer
19. It is the full responsibility of the Tenderer to provide all required information during the offering stage, where any lack or misguidance of the required information provided by the Tenderer shall be considered a cause of rejection of his offer.
20. **Payment method:**
A- Payment shall be made either by **Letter of Credit, CAD. NET 30 DAYS or COD**.
(All Bank commissions or fees outside JORDAN shall be borne by the **Successful Tenderer(s)**.
B- **Payment in advance is not acceptable**.
C- All external bank charges including confirmation commissions or fees of L/C shall be borne by the **Successful Tenderers** exception of the initial internal banking charges for opening L/C, which shall be borne by the JPRC.
D- The following paragraphs shall be part of **L/ C when shipping by sea** :
1. Certificate issued by the owners, carriers, master, charterers or agent of the vessel, certifying that the carrying vessel is classified 100 A1 or equivalent and is a (P&I Club) member.

2. Certificate issued by the owners, carriers, master, charterers or agent of the vessel, certifying that the carrying vessel is subject to International Safety Management Code (ISM) and International Shipping and Port Security Safety Code (ISPS) and carries valid Safety Certificate.
 3. Upon delivery, a signed commercial invoice in 3 original & 3 copies indicating delivery terms shall be provided.
 4. Full set of at least (2/2) long form original clean (on board) bill(s) of lading on the printed forms of carrier issued or endorsed to the order of issuing bank, showing full name and address of the shipping company agent or his representative in the country of destination .
21. **Instructions of the Central Bank:** All parties to this transaction are advised that where the U.S., EU, UN impose specific sanctions against certain countries, entities and individuals banks may be unable to process a transaction that involves a breach of such sanctions , and authorities may require disclosure of information.

II. Successful Tenderer/ Supplier shall be responsible for the following:

1. All the documents pertaining to the General Conditions, Specifications, Drawings and any Annexes shall form an integral part of the **agreement/ contract / purchase order**.
2. **After awarding, any change in the offered specifications shall not be acceptable.**
3. **Performance guarantee (bank guarantee) equal (10%)** of the total amount through a local Jordanian bank. shall be submit within (10) days of award of tender, to guarantee that materials will be supplied according to BID specifications and conditions, submitted offer on this tender, and related correspondences as well as to guarantee that the whole consignment will be delivered within the specified period.
This guarantee must be valid for period of **(3) months after receipt the materials and matching at our stores** unless otherwise is stated, subject to extension when required and payable partially or totally to COMPANY at first demand.
Copy of bank guarantee text is herewith attached.
If the Successful Tenderer/ Supplier refuse the letter of award or not submitting the performance bond for any reason, The COMPANY has the right to confiscate the bid bond amount and the supplier will not be allowed to participate in future tenders.
4. **(6) per one thousands** of Contract value shall be paid to cover **revenue stamps to be paid to the Ministry of Finance** according to prevailing Jordanian law. The total sum shall be paid within (10) ten days after the date of award letter to avoid delay penalty, or deduct it from the purchase order.
5. Accept the **purchase order** based on the submitted offer, in addition to all other conditions, which will be agreed upon by the COMPANY and Successful Tenderer, as an obligatory contract for both parties.
6. No assigning of the awarded BID (partially or totally) to any other supplier without the prior written consent from the COMPANY.
7. All original shipping documents (**commercial invoice, AWB, B/L, LWB**), **detailed packing list , EURO 1 Certificate if applicable**) in the name of JPRC, and shall be delivered to our BANK/ JPRC immediately from dispatching of the goods to avoid delay in Jordanian Customs Department.

8. Upon delivery packing list (1) original and (5) copies showing number of packages / cartons / rolls/pallets / gross weight and the contents of each package /carton/roll/pallet/ net weight separately.
9. All materials to be supplied from European countries shall be included with EURO 1 Certificate with shipping documents.
10. All materials to be supplied from USA shall be shipped directly from USA to Jordan according to Jordanian Customs Department rules; so any customs duty will be exempt due to implementation of customs agreement between USA and JORDAN.
11. Successful Tenderer shall be responsible for all applicable additional charges as **Taxes, VAT** in any country outside Jordan.
12. Delivery delay **liquidated damages**: in the event that the Supplier failed to supply the required materials, equipment and necessary documents within the specified delivery period, which prevents putting in service of the equipment, the sum of **JOD (20)** per day or any part thereof shall be paid by the supplier to COMPANY. (**Not exceeding 5 % of contract value**).
13. **In case delay or missing of submitting any of the shipping documents to the bank, which leads to storage fees or any custom fees on the goods from JORDAN CUSTOMS DEPARTMENT, all these charges shall be paid by the supplier.**
14. As the contract is a Jordanian one, any dispute arising between COMPANY and the Contractor on the interpretation or execution of the contract, which can't be solved amicably, shall be governed by and construed in accordance with **Jordanian laws**, and shall be referred to arbitration. Arbitration shall be conducted in Arabic, or English translated into Arabic. The venue of arbitration shall be in Amman – Jordan.
15. The COMPANY , through **cashing the guarantees** shall not be deemed to have waived any of its rights under the Contract. For BID performance purpose, the local agent and the Contractor are jointly and severally liable . The COMPANY has the right to claim its rights legally against either party , or both of them, in case they do not comply with any of the BID conditions.
16. The COMPANY has the right to reject of any supplied materials which not in conformity with the required specification, and shall hold the supplier liable for any damage resulting there from including taxes , custom fees , clearance fees ...etc.)
17. **Transshipment** is not acceptable.
18. **If the defect or function failure can't be corrected**, the Contractor / Supplier shall promptly replace said equipment (free of charge) or remove the equipment with refund the full purchase price
19. Return copy of purchase order, which considered as **a formal contract signed & stamped by an authorized person (beneficiary) within (48 hours)**.

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III.

Important Notes For Tenderers:

1. Offers shall be submitted in three separated, closed and sealed envelopes (**One original and two copies**) indicating clearly contents of each envelope as follows:
 - The 1st envelope shall include the **technical offer and qualification documents**.
 - The 2nd envelope shall include the **commercial offer**.
2. **Name and address of Tenderer** is to be printed on closed and sealed envelope in addition to BID number and closing date. Noting that **different offers** shall be treated separately.
3. Offers by e-mail are only acceptable on:
E-mail (JPRC.SubTenders@jopetrol.com.jo),
Offers by telephone are strictly prohibited.
4. **Any questions regarding the BID** shall be addressed in writing to:
EMAIL: FOREIGN.PURCHASING@JOPETROL.COM.JO
5. Tenderer is not permitted to contact and or meet and or visit any one of the technical team during BID study stage without prior post coordination and written approval by **Chief Executive Officer or Executive Director of Refinery or Purchasing Manager**.
6. Any offer after the closing date shall not **be accepted**.
7. **The offers must be signed and stamped by the Tenderer**; otherwise, it shall be disregarded. In addition, shall be submitted to the COMPANY as prepared and arranged by the manufacturer.
8. Tenderers shall provide the COMPANY with the name and full address of the **Agent or Representative / Regional office in Jordan** and his registration number, if available.
9. **Local Agent** shall submit a valid Career License and Registration Certificate with the offer.

☒ **NOT REQUIRED**



ANNEX

- Offers must be submitted in sealed envelopes on or before the closing date on Thursday 16/10/2025 not later than 12.30 PM (Jordan Local Time). Offers were received after that time will be disregarded.
 - Local agents must submit with their offer a valid copy of their registration certificate in the Ministry of Industrial & Commerce as well as their registration certificate in Great Amman Municipality.
 - Enclosed herewith a form (Supplier & Local Agent Information) to be filled accurately and accordingly, as it is an integral part of BID conditions.
 - JPRC is entitled to cancel the BID or to postpone the opening of bids, to whichever date it deems adequate.
 - Please abide strictly with the required conditions and specifications
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- يجب تسليم العروض بالظرف المختوم قبل الساعة الثانية عشرة والنصف من ظهر يوم الخميس الموافق 2025/10/16 ولن يقبل أي عرض بعد الموعد المذكور.
 - على الوكلاء والوسطاء التجاريين أن يرفقوا مع العرض نسخة صالحة من سجلهم التجاري ورخص المهن صادرة من وزارة الصناعة والتجارة وأمانة عمان الكبرى.
 - مرفق نموذج (معلومات عن المورد والوكيل) لتعبئته وإرفاقه مع العرض وبغير ذلك سوف يتم تجاهل العرض.
 - يحق لشركة JPRC إلغاء المناقصة أو تأجيل فتح صندوق المناقصات إلى أي وقت تراه مناسباً.
 - راحين الالتزام بالشروط والمواصفات العامة المطلوبة.

SUPPLIER & LOCAL AGENT INFORMATION

BID no. 140/2025

الوكيل المحلي Local Agent	المورد Supplier	المعلومات المطلوبة
		الاسم التجاري Commercial Name
		أسماء مالكي الشركة Owner name
		اسم مدير الشركة Director /Manager Name
		هاتف Tel. No:
		فاكس Fax no:
		هاتف خلوي Mobile:
		رخص مهنة Profession License Certificate
		سجل تجاري Trading Registration Certificate
		رأس مال الشركة Company Capital
		البنك Reference Bank
		مجموع الإيرادات السنوية Turnover
		مجموع حقوق المالكين Owners Equity

نموذج العرض المالي

COMMERCIAL OFFER FORM

COMMERCIAL OFFER

BID NO: 140/2025

				Prices To Be Filled By The Contractor	
Item No.	Description	Unit	Quantity	Currency :- <input type="checkbox"/> \$ <input type="checkbox"/> £ <input type="checkbox"/> €.....	
				Unit Cost	Total Cost
1	Fire pump test meter	EA	3		
2	Dial gauge	EA	2		

TOTAL IN WRITTEN	TOTAL :	
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SIGNATURE :-

COMPANY'S STAMP-

المواصفة القياسية

STANDARD SPECIFICATIONS

Jordan Petroleum Refinery Company
Quote Order

Date 30/06/2025
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Order Number 25010321 OQ 00001

Delivery Instructions

Branch/Plant 2002
Order Date 30/06/2025
Request Date 27/12/2025
Freight Handling

General Description 1 212014 CATERPILLAR FIRE FIGHTING PUMPS

General Description 2 212683 FM approved Fire Pump Test Meter (Venturi & Fi-Gauge)

(*) Construction & Material:

Material: Carbon Steel ASTM A53/C. S

End connection: Flange 300 RF

Flange to Flange: 17.12 inch

Pipe size: 10-inch SCH.40

Process connection: 1/4" male with Brass isolating valves.

(*) Process conditions:

1- Rated Flow: 3500 GPM

2- Max. Flow: 7000 GPM

3- Max. temp: 120 °C

4- Max. pressure: 15 Kg/cm2

(*) Direct read Glycerin filled dial meter specifications:

1- Dial range: 1750 -7000 GPM

2- Gauge Operation: Dial Standard Diaphragm

3- Gauge material: SS 316

4- Gauge Dial size: (4-6) inch.

5- Lead lines: Rubber hoses with brass fitting (Rating:750 psi working Pressure).

6 - Three-way valve manifold with by pass.

7- Accuracy: (1% or less) of full scale.

8- Protected against overload

9- Certifications and approvals:

1- FM approved

2- Original papered accredited calibration certificate traceable to international institute,
taring date shall not exceed 3 months from the date of receipt

Line No.	VOCAB Number	Description	Part Number	Drawing Number	Ordered Quantity	Unit	Supplier Offer Unit Price	Supplier Offer Currency Code	Original Order No	Orig Type LineNo
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Jordan Petroleum Refinery Company
Quote Order

Date 30/06/2025
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Order Number 25010321 OQ 00001

Line No.	VOCAB Number	Description	Part Number	Drawing Number	Ordered Quantity	Unit	Supplier Offer Unit Price	Supplier Offer Currency Code	Original Order No	Original Type	Orig LineNo
1	2100516031	Fire pump test meter			3.000	EA			25010616	OR	1
2	2100516032	Dial gauge			2.000	EA			25010616	OR	2

Purchasing Manager :

Remarks of Purchasing Department :
.....
.....

الملحقات

ATTACHMENTS

PERFORMANCE GUARANTEE

**MESSRS : JORDAN PETROLEUM REFINERY CO. LTD
P.O.80X 1079
AMMAN-JORDAN**

DEAR SIRs,

**AT THE REQUEST OF MESSRS.....
(HEREINAFTER CALLED "THE ACCOUNTEE"), WE HEREBY ISSUE IN YOUR
FAVOUR OUR L/G NO. AS FOLLOWS:**

**WE..... BANK.....,AMMAN / JORDAN
IRREVOCABLY AND UNCONDITIONALLY HEREBY UNDERTAKE TO PAY YOU
WITHOUT DELAY ON YOUR FIRST WRITTEN DEMAND AND NOTWITHSTANDING
ANY OPPOSITION OR OBJECTION BY THE ACCOUNTEE WITHIN THE VALIDITY
OF THIS GUARANTEE, THE AMOUNT OF.....**

.....
.....
**IN RELATION TO TENDER NO.
FOR THE SUPPLY OF.....**

**THIS GUARANTEE SHALL REMAIN VALID UNTIL, AND
THE VALIDITY OF THIS GUARANTEE SHALL BE RNEWED AUTOMATICCLLY AND
WILL NOT BE CANCALLED WITHOUT YOUR WRITTEN CONSENT (ON THE
ACCOUNTTEE OWIN EXPENSE)**