



HENGAM PETROCHEMICAL COPMANY

REQUISITION FOR: CARBON FIBER COMPOSITE DRIVE SHAFT	Project No.: HPC-TSR-088	
	ALWAYS REFER TO THIS NUMBER	
	Rev.: 00	
INQUIRY <input checked="" type="checkbox"/>	PURCHASE ORDER <input type="checkbox"/>	SHEET 1 OF 11

This Requisition is issued to obtain quotation for supply and delivery of:

CARBON FIBER COMPOSITE DRIVE SHAFT

as per this Requisition and its attachments.

REQUISITION CONTENTS

1. Scope of Work
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4. List of Attachments



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1. SCOPE OF WORK

Vendor's scope of work includes but not limited to the following items with requirements stated in the requisition and all its attachments.

1.1 GENERAL

MAIN QUOTATION	OPTION	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1.1.1 Design & Engineering
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1.1.2 Fabrication /Manufacturing
<input type="checkbox"/>	<input type="checkbox"/>	1.1.3 Assembly
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1.1.4 Shop test and inspection
<input type="checkbox"/>	<input type="checkbox"/>	1.1.5 Painting
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1.1.6 Packing
<input type="checkbox"/>	<input type="checkbox"/>	1.1.7 Marking
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1.1.8 Site supervision and start up services
<input type="checkbox"/>	<input type="checkbox"/>	1.1.9 Training
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1.1.10 Mechanical guarantee
<input type="checkbox"/>	<input type="checkbox"/>	1.1.11 Performance guarantee
<input type="checkbox"/>	<input checked="" type="checkbox"/>	1.1.12 Erection



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2. SCOPE OF SUPPLY

Vendor's scope of supply shall include but not limited to the followings with all accessories and as required according to this requisition, its attachments and references:

2.1 GENERAL

MAIN QUOTATION	OPTION	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2.1.1 Items and quantities as stated in the material summary list.
<input type="checkbox"/>	<input type="checkbox"/>	2.1.2 Installation / Mounting accessories
<input type="checkbox"/>	<input type="checkbox"/>	2.1.3 Spare parts for pre-commissioning and commissioning
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2.1.4 Spare parts for two years operation (Suggested by Supplier)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2.1.5 Capital spare parts (if any)
<input type="checkbox"/>	<input type="checkbox"/>	2.1.6 Consumables for site erection
<input type="checkbox"/>	<input type="checkbox"/>	2.1.7 Chemical and lubricants
<input type="checkbox"/>	<input type="checkbox"/>	2.1.8 Special erection and maintenance tools (if any)
<input type="checkbox"/>	<input type="checkbox"/>	2.1.9 Special calibration tools (if any)
<input type="checkbox"/>	<input type="checkbox"/>	2.1.10 Test equipment (during shop test)
<input type="checkbox"/>	<input type="checkbox"/>	2.1.11 Name Plate (s)
<input type="checkbox"/>	<input type="checkbox"/>	2.1.12 Documents as per the attached RFD (requirements for documents) form
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2.1.13 Final vendor data book

2.2 MATERIAL SUMMARY LIST

ROW	ITEM DESCRIPTION	QTY.	REMARK
1	CARBON FIBER COMPOSITE DRIVE SHAFT	12	COMPLETE SET

3. REQUISITION NOTES

3.1 Maximum delivery time should be 2 months from contract.

3.2 Any other accessories not included in the above list, but necessary for right and satisfactory operation of the cooling tower fan's drive shafts is considered in the scope of this requisition shall be designed and supplied by Vendor without any price impact.

3.3 For all bought-out items, the overall responsibility and performance shall be that of the Vendor scope. Vendor shall name sub-suppliers (if any) along with the quotation.



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3.4 If any discrepancy is found during procuring, design and fabrication stages, Vendor shall immediately inform the purchaser and shall obtain necessary clarification / approval before proceeding with the job any further.

3.5 Vendor shall complete/sign the attached letter of conformity and list his probably deviations this requisition clearly in his quotation.

3.6 For all bought-out items, the OVERALL RESPONSIBILITY as to their suitability and performance shall be that of the Vendor's scope. Vendor shall ensure that all requirements of inspection, testing, drawing and documentation are complied with sub-Vendor.

3.7 All required material test certificates and/or laboratory test results shall be reviewed and approved by Vendor's QC department

3.8 All materials selected shall be suitable for the specified service. The materials used for construction shall conform to ASTM standards or equivalent. However, Vendor shall specify equivalent ASTM standard.

3.9 The spare parts and special tools required for erection, start up and two years operation shall be supplied by Vendor.

3.10 All material shall be packed suitably to avoid damage during shipment and storage in open area in the job site.

3.11 Detail drawing which should be used as reference for dimensions is Attachment No. 5.

3.12 Drive shaft should be fabricated in one piece, material should be "Carbon Fiber" and flexible parts material should be suggested by Vendor.

3.13 Below documents shall be furnished by vendor:

- a. Manufacturing and production schedule
- b. Vendor quality control records
- c. Final General Arrangement Drawing**
- d. Certificate of materials
- e. Final certificate of inspection and release
- f. List of Sub-supplier
- g. Certificate Of Origin (Original + Copies)
- h. Material Handling Procedure (If applicable)
- i. Material Storage Procedure (If applicable)
- j. Bill of Lading (Original + Copies)
- k. Commercial Invoice (Original + Copies)



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4. LIST OF ATTACHMENTS

SR.	DESCRIPTION	DOCUMENT NO.	REV.	NO. OF SHEET
1	Bid Technical Check List	ATTACHMENT NO. 1	00	1
2	Letter of Conformity (Technical)	ATTACHMENT NO. 2	00	1
3	Scope Of Inspection (SOI)	ATTACHMENT NO. 3	00	2
4	Packing List (Master & Detailed)	ATTACHMENT NO. 4	00	2
5	Detail Drawing	ATTACHMENT NO. 5	05	1



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ATTACHMENT NO. 1 : BID TECHNICAL CHECK LIST

1	HAVE YOU INCLUDED IN YOUR QUOTATION:	YES	NO	NOT APPLICABLE
1.1	LETTER OF CONFORMITY (TECHNICAL)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.2	LIST OF INCONSISTENCIES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.3	SPARE PART LIST	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.4	SPECIAL TOOLS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.5	MANUFACTURING AND DELIVERY SCHEDULE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.6	SUB-VENDOR LIST	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.7	QUALITY ASSURANCE MANUAL (OR CERTIFICATE)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.8	REFERENCE LIST	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	HAVE YOU STUDIED, TAKEN INTO ACCOUNT AND WILL YOU FOLLOW INSTRUCTIONS STATED IN THE REQUISITION NOTES REGARDING:			
2.1	ENGLISH LANGUAGE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2	UNITS OF MEASUREMENT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3	NAME PLATE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4	AMBIENT AND SITE CONDITION	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5	PROGERRSS REPORTING	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.6	INSPECTION REQUIREMENTS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.7	PARTIAL DELIVERY CONDITIONS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.8	DOCUMENT REQUIREMENTS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.9	PURCHASER'S DOCUMENT NUMBERING PROCEDURE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.10	QUALITY DOSSIER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.11	FINAL VENDOR DATA BOOK PREPARATION	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.12	FINAL DOCUMENT DELIVERY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.13	FILLING THE SPIR FORM	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.14	MASTER AND DETAILED PACKING LIST	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.15	AVAILABILITY PERIOD AFTER SALES SERVICES	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.16	OVERALL RESPONSIBILITY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.17	FABRICATION START	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Vendor Name, Date, Signature



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ATTACHMENT NO. 2 : LETTER OF CONFORMITY

TO : HENGAM PETROCHEMICAL COMPANY (HPC)

FROM :

(VENDOR)

Herewith we confirm that our quotationin response to
(QUOTATION)

your inquiry..... datedis fully in
(PURCHASER INQUIRY) (DATE)

accordance with the conditions as stated therein and we confirm that all **Technical** requirements as stipulated in the above mentioned inquiry documents , have been adhered to, except deviations stated as per following notes.

No Deviation

Deviation (Refer to Letter No.)

Date, Signature

(VENDOR)

NOTES:

- 1) Deviations shall be listed separately with brief explanations.
- 2) If no deviation exists, vendor shall specify by writing "No Deviation".



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ATTACHMENT NO. 3 : SCOPE OF INSPECTION

1. PROCEDURE:

Inspection procedure and inspection policy should be prepared by vendor and approved by purchaser.

2. DEFINITIONS:

- a. **INSPECTOR** : Inspector Means Project inspector and/or OWNER /his THIRD PARTY inspectors as will be introduced after order placement.
- b. **HOLD POINT (HP)** : The designated feature is to be witnessed by INSPECTOR. Vendor/manufacture is to notify Project quality coordinator two weeks prior to performing the designated feature. Activities may not proceed until the continuation of work is permitted by Project Quality coordinator or waived in writing by him ("inspection waiver").
- c. **WITNESS POINT (WP)** : The designated feature is to be witnessed by INSPECTOR. Vendor/manufacture is to notify Project quality coordinator two weeks prior to performing the designated feature. If the INSPECTOR fails to be present, activities may proceed without witnessing or waiving of the inspection as will be decided by Project quality coordinator.
- d. **RANDOM INSPECTION (RI)** : The inspection of the designated feature will take place during inspection visits as a standard performance. Vendor/manufacture does not have to notify Project quality coordinator prior to performing the designated feature. Activities may proceed without witnessing or waiving by Project quality coordinator
- e. **REVIEW DOCUMENTATION (RD)** : Documentation will be reviewed/approved by Project Engineering team or INSPECTOR depend the nature of documents (refer to RFD form in order to find that documents which shall be reviewed & approved by Project engineering team and/or inspector).
- f. **WAIVED INSPECTION** : For the designated feature, shop inspection is not carried out, as will be decided by Project quality coordinator.

Inspection Extent:

- PRE - INSPECTION MEETING
- IN - PROCESS INSPECTION
- FINAL INSPECTION



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REV	DESCRIPTION OF INSPECTION POINT	HP	WP	RI	RD
	Materials (Dimensions, Marking and etc.)				√
	Welding Documents (Incl. WPS, PQR& WQR) (If required*)				√
	Adherence To Agreed Inspection Plan (If required*)			√	
	Workmanship, Cleanliness (If required*)			√	
	Visual Inspection of Welds (If required*)			√	
	Nondestructive Testing (Incl. Review of Radiographs) (If required*)				√
	Hydro Testing (If required*)		√		
	Heat Treatment Execution (If required*)				√
	Hardness Measurements in Final Condition (If required*)			√	
	Alloy Verification or Chemical Analysis (If required*)				√
	Painting, Coating, Lining, Preservation, Pickling & Passivating			√	
	Final Visual and Dimensional Inspection	√			
	Protection Of Ends (If required*)			√	
	Documentation Review Prior To Release				√
	Preparation For Shipment (Nameplate, Tagging, Packing, Marking, Color Coding, etc.)	√			



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ATTACHMENT NO. 4 : MASTER & DETAIL PACKING LIST

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PURCHASE ORDER NO. :			MASTER PACKING LIST			PACKING LIST NO. :				
						DATE :				
						SHEET : OF				
VENDOR'S NAME :				DESTINATION : PARS SPECIAL ECONOMIC ENERGY ZONE(ASSALUYEH)						
PURCHASER : PETROCHEMICAL INDUSTRIES DESIGN & ENGINEERING CO.				PROJECT LOCATION : P.S.E.E.Z ,HENGAM FERTILIZER PLANT						
PACKAGE NO.	QTY.	KIND OF PACKAGE	DESCRIPTION	NET WEIGHT (KG)	GROSS WEIGHT (KG)	DIMENSION (M)			VOLUME (M3)	STORAGE SYMBOL
						L	H	W		
TOTAL										
MANUFACTURE:			CONTRACTOR:		3RD PARTY INSPECTOR:		WAREHOUSE:			
SIGN:			SIGN:		SIGN:		SIGN:			
DATE:			DATE:		DATE:		DATE:			



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PURCHASE ORDER NO. :

DETAIL PACKING LIST

PACKING LIST NO. :

DATE :

SHEET : OF

VENDOR'S NAME :

DESTINATION : PARS SPECIAL ECONOMIC ENERGY ZONE(ASSALUYEH)

PURCHASER : PETROCHEMICAL INDUSTRIES DESIGN & ENGINEERING CO.

PROJECT LOCATION : P.S.E.E.Z ,HENGAM FERTILIZER PLANT

S.R	ABR.	COMODITY CODE	DESCRIPTION	SIZE	QUANTITY	REMARK

TOTAL

MANUFACTURE:

CONTRACTOR:

3RD PARTY INSPECTOR:

WAREHOUSE:

SIGN:

SIGN:

SIGN:

SIGN:

DATE:

DATE:

DATE:

DATE: