**Pre-qualification for**

**Iran’s Oil and Gas Upstream Projects**

**Tender Rounds**

**Questionnaire**

(Oct. 2016)

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# Introduction

Pursuant to the Iran’s board of ministers by law ref. No. 57225 dated 6th August 2016 and further amendments and based on call for tender act (CFTA) approved on 22nd January 2005, National Iranian Oil Company (NIOC) on behalf of Iran’s Ministry of Petroleum, intends to organize a pre-qualification in order to identify capable international E&P companies for participation in Iran’s oil and gas upstream projects.

## Purpose

Since NIOC intends to hold tender for Iran’s oil and gas upstream projects through different steps in future, this pre-qualification is for the purpose of evaluating the eligibility and qualification of international oil companies tend to participate in such tender rounds.

The qualified companies based on the current pre-qualification procedure will be included in the list of qualified E&P companies allowed to participate in Iran’s oil and gas upstream projects tender rounds, referred to as “Long List” which will be valid for two years from the date of announcement of such Long List.

Based on project type, in each round, NIOC will hold limited tender by inviting narrow qualified companies selected among the Long List.

This pre-qualification questionnaire is meant to collect required information about interested and capable international oil companies, referred to as “applicant(s)” intend to participate in tender rounds. The questionnaire clarifies evaluation criteria and scoring mechanism (section 1) followed by the required documents and preformatted tables to be provided by applicants (section 2) in terms of the following aspects:

* **Reliability (well-reputation, etc.)**
* **Scale (mobilization and logistic, experience in provision of goods and services , etc. )**
* **Internationality (experience, management capability, etc. )**
* **Technical capability (experience, technical knowledge and know how, technical and planning capability, expertise and qualification of human resources etc. )**

## Procedure and Schedule

Following the announcement of this pre-qualification, the related forms and information requested for in this questionnaire should be filled out properly and completely by applicants. The forms and requested documents should be submitted by deadline stipulated in the following table. NIOC will evaluate the applications based on the criteria and scoring mechanism defined hereunder. Long List comprising the qualified applicants would be issued publicly on 7th Dec. 2016 by NIOC.

|  |  |
| --- | --- |
| **Pre-qualification Schedule** | |
| Public announcement | 10th -15th Oct. 2016 |
| Questionnaire announcement | 17th Oct. 2016 |
| Application submission | 19th Nov. 2016 |
| Long List issuance | 7th Dec. 2016 |

## Application Submission

All applicants must comply with the following terms and conditions; otherwise the application will not be reviewed and evaluated.

* All documents and information requested in this pre-qualification questionnaire including the relevant certificates such as credit rating certificates must be provided in English. In case of failure to fully provide mentioned documents and information, NIOC has the right to refuse to review and evaluate the application.
* Any provided document shall be signed by fully authorized person while providing power of attorney.
* This pre-qualification questionnaire shall be submitted by each applicant individually. The qualified applicant shall consider that the qualification results will be applicable only for its legal entity individually, not for its affiliate or parent companies.

Applications shall be submitted to the following address, not later than 19th Nov. 2016**.** The original hardcopy of the application and a copy of requested documents together with the electronic files shall be provided.

Room 501, 5th floor, 6th NIOC Hq., No. 523,

North Hafez Ave., Karim Khan Zand Ave.,

Tehran, Iran

Email: [ipc@nioc.ir](mailto:ipc@nioc.ir)

# Section 1

## General Information

The general information about applicant’s company as a legal entity such as registration, shareholders and statute information as requested in clause 3.1 of section 2 shall be completed and any necessary and supplementary document in this regard shall be provided.

## Reliability (25% weight)

In order to ensure participation of qualified companies in Iran’s upstream oil and gas projects, 25 percent of total score has been allocated for applicant’s credit rating in oil and gas E&P industry. Such rates shall be granted by one of three major credit rating agencies including Moody’s, Fitch, Standard and Poor’s.

|  |  |  |
| --- | --- | --- |
| **Moody’s Rating** | **S&P/Fitch rating** | **Score (S1)\*** |
| Aaa, Aa1, Aa2, Aa3 | AAA, AA+,AA,AA- | 100 |
| A1, A2, A3 | A+,A,A- | 90 |
| Baa1, Baa2, Baa3 | BBB+,BBB, BBB- | 70 |
| Ba1, Ba2, Ba3 | BB+,BB, BB- | 50 |
| B1,B2,B3 | B+,B, B- | 30 |

\* (: Score will be from 100 points, multiplied by 25% weight, which will lead to max weighted score of 25.)

## Scale (20% weight)

For the purpose of evaluating the scale of applicant’s capability and qualification as an oil and gas E&P company, some information and documents such as production rate (cumulative oil and gas in terms of barrel of oil equivalent) have been requested as per clause 3.3 in section 2 of this questionnaire. It should be noted that 20 percent of the total score is allocated to this criteria.

Furthermore some supplementary information including total/net producer wells drilled, proved reserves and financial statements have been requested which will have no score but are necessary and essential for such pre-qualification. In other words such data would not be used directly as criteria for the qualification and scoring but only to examine the company’s capacity to finance Iran’s oil and gas upstream projects.

The criteria of scale will be evaluated based on the following formula:

Where

= scale score (Score will be from 100 points, multiplied by 20% weight, which will lead to max weighted score of 20.)

P = the arithmetic mean of the last three years annual production of oil and gas (MMBOE/Year)

## Internationality (15% weight)

The Internationality criteria which consists 15 percent of the total score, will evaluate the amount of the applicants activities in oversea[[1]](#footnote-1) oil and gas E&P projects in comparison to such activities in internal and domestic projects. This criterion will be scored by the following formula:

Where

= Internationality Score (Score will be from 100 points, multiplied by 15% weight, which will lead to max weighted score of 15.)

INT = the ratio of applicant’s overseas to total oil and gas production (production is calculated based on the arithmetic mean of the last three years production in terms of MMBOE/year)

## Technical Capability (40% weight)

For the purpose of evaluating the technical qualification of applicants in oil and gas E&P projects some criteria such as the applicants experience in E&P projects as operator, the activities in the fields of improved and enhanced oil recovery have been defined as follows.

* Acting as developer (along with being operator ) – (weight: 30% of technical capability score)
* Average recovery factor – (weight: 40% of technical capability score)
* IOR/EOR experience (along with being operator) – (weight: 25% of technical capability score)
* Experience in Iranian oil and gas upstream projects – (weight: 5% of technical capability score)

Above mentioned items will be scored based on the following table:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Technical Capability** | | | | | |
| **Criteria** | **Weight** | **Total Weight** | **Unit** | **Evaluation** | **Score (\*)** |
| Acting as developer (Along with being operator)  DA | 30% | 30% | % | Production of integrated development and operation projects /total production (DA)\*\* | (Max: 100) |
| Average recovery factor (RF) | 40% | % | Average RF in Conventional SandStone (CS) | (Max: 100) |
| Average RF in Conventional Carbonate (CC) | (Max: 100) |
| Average RF in Fractured SandStone (FS) | (Max: 100) |
| Average RF in Fractured Carbonate (FC) | (Max: 100) |
| IOR/EOR experience (Along with being operator) | 25% | Number of IOR/EOR projects, acting as operator (I) | I≥4 | 100 |
| I=3 | 90 |
| I=2 | 70 |
| I=1 | 50 |
| I<1 | 0 |
| Experience in Iranian oil and gas upstream projects | 5% | Yes/No | Experience in at least 1 upstream project | 100 |
| No Experience | 0 |

\* (: Score will be from 100 points, multiplied by 40% weight, which will lead to max weighted score of 40.)

\*\* Applicants shall provide the amount of last three years production (in terms of MMBOE/Year) which has been achieved due to their activities in integrated E&P projects including development and production operations as well as the whole production as mentioned in clause 2.3 of this questionnaire.

## Corporate social responsibility (CSR) program

The applicants shall provide CSR strategy (if any) and the company’s program in this regard.

## Applicant Interests:

In order to hold tenders for different oil and gas E&P projects, NIOC may organize a kind of limited tender by inviting narrow qualified applicants from Long List. In this regard applicants are requested to specify their priorities and interested fields to participate in related tenders as operator or non-operator. Requested information concerning this issue shall be provided as in clause 3.7 in section 2 of this questionnaire.

## Summary of scoring

Regarding different criteria explained in this section, the total scoring of the applicants will be executed as follows:

1. the minimum score required for each criteria
   * **Scale:** 9 Points
   * **Internationality:** 4 Points
   * **Technical capability:** 15 Points
2. the minimum total score of 60 points

Only the applicants would be evaluated as qualified in the Long List that have earned the minimum score for each criteria as described in the clause (a) above together with earning a minimum total score (including the whole four criteria) of 60 as stipulated in the clause (b) above.

It should be noted that for the upcoming tender rounds, based on the field size and type in terms of difficulty to extract reserves and etc., NIOC may request a higher minimum total score of 70-85.

# Section 2

## General Information

### Company Information

|  |  |
| --- | --- |
| Applicant’s Name |  |
| Address to appear on Tender communications |  |
| Telephone number |  |
| Fax number |  |
| Country of registration |  |
| Registration number |  |
| Registered office |  |
| Website |  |

### Contact Person

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| Telephone number |  |
| Fax number |  |
| Address |  |
| Email |  |

### Representative in Iran or Middle East

|  |  |
| --- | --- |
| Full Name and Address |  |
| Telephone number |  |
| Fax number |  |
| Country of registration |  |
| Registration number |  |
| Website |  |
| E-mail |  |

### Main shareholders

|  |  |
| --- | --- |
| Shareholder | Share (%) |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

### Main associated/affiliated/subsidiary companies

|  |  |
| --- | --- |
| Company name | associate/affiliate/subsidiary |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

### Key management members (board of directors, CEO, top managers)

|  |  |  |  |
| --- | --- | --- | --- |
| Position | Full Name | Professional Experience | E-mail Address |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

### Total number of employees (by division)

|  |  |
| --- | --- |
| Main Division | Number of employees |
|  |  |
|  |  |
|  |  |
|  |  |
| Sum |  |

## Reliability

* Please complete the following table with ratings you received from the major credit rating agencies.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Long-term rating** | | | **Outlook** | | |
| Moody’s | Fitch | S&P | Moody’s | Fitch | S&P |
|  |  |  |  |  |  |

## Scale and Internationality

* Please complete the following tables:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Year | Number of producer wells drilled | Total oil and gas production  (MMBOE) | Oversea oil and gas production  (MMBOE) | Proved reserves  (MMBOE) |
| 2013 |  |  |  |  |
| 2014 |  |  |  |  |
| 2015 |  |  |  |  |
| 2016-H1 |  |  |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Year | Revenue  (MMUSD) | Net Income  (MMUSD) | Investment  (MMUSD) | Market Capitalization  (MMUSD) | Asset  (MMUSD) | Liabilities  (MMUSD) | Debt to equity ratio |
| 2013 |  |  |  |  |  |  |  |
| 2014 |  |  |  |  |  |  |  |
| 2015 |  |  |  |  |  |  |  |
| 2016-H1 |  |  |  |  |  |  |  |

Further to completing above mentioned tables, applicant shall provide its audited financial statements for last four years including the balance sheet, income statement, cash flow statement, notes to the accounts and the director’s report.

## Technical Capability

### Acting as developer

Please specify the projects and the type of your activities as operator or non-operator in onshore, shallow water, deep water, heavy oil, high pressure and etc.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No.** | **Country** | **Client** | **Project Description** | **Type of activities** | **Value (MMUSD)** | **Year** |
| 1 |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |

|  |  |  |
| --- | --- | --- |
| Year | Total oil and gas production  (MMBOE) | Integrated E&P activities oil and gas production  (MMBOE) |
| 2013 |  |  |
| 2014 |  |  |
| 2015 |  |  |
| 2016-H1 |  |  |

### Recovery Factor

* Please complete the following table with your company’s average recovery factor.

|  |  |  |  |
| --- | --- | --- | --- |
| Weighted Average RF in conventional Sandstone (CS) | Weighted Average RF in Conventional Carbonate (CC) | Weighted Average RF in Fractured Sandstone (FS) | Weighted Average RF in Fractured Carbonate (FC) |
|  |  |  |  |

* Please also specify the recovery factor for your top 10 projects.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Country | Project Description | Reserve Type  (CS/CC/FS/FC) | Production  (MBOE/day) | Recovery Factor |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |
| 6 |  |  |  |  |  |
| 7 |  |  |  |  |  |
| 8 |  |  |  |  |  |
| 9 |  |  |  |  |  |
| 10 |  |  |  |  |  |

### IOR/EOR Experience

* Please specify your company’s experience in IOR/EOR projects as operator.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Country | Client | Project Description | Value (MMUSD) | Year |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |

### Experience in Iran`s oil and gas upstream projects

* If you have already performed any E&P activity in Iranian oil and gas upstream projects, please complete the following table.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| No. | Client | Contract Description | Type of activities | Value (Euro/USD) | Year |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |
| 4 |  |  |  |  |  |
| 5 |  |  |  |  |  |

## CSR

* Please explain your corporate social responsibility program and provide related certificates and documents in this regard.

……………………………………………………………………………………………………………

……………………………………………………………………………………………………………

## Other Information and Capabilities:

Any other information which applicants consider relevant and necessary may be submitted as addenda to application.

……………………………………………………………………………………………………………

……………………………………………………………………………………………………………

## Applicant’s interests in Iran’s oil and gas projects:

As this pre-qualification questionnaire is to create the Long List for Iran’s oil and gas upstream projects tender rounds, please specify your interested projects and your priority to take part in these projects as operator or non-operator.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Green Fields** | | | | | | | | |
| **Oil** | | | | **Gas** | | | | |
| **No.** | **Project** | **Operator** | **Non-Operator** | **No.** | **Project** | | **Operator** | **Non-Operator** |
| 1 | South Azadegan |  |  | 13 | Farzad-A | |  |  |
| 2 | South Pars Oil Layer |  |  | 14 | Balal Gas Field | |  |  |
| 3 | Changuleh |  |  | 15 | Kish | |  |  |
| 4 | Darquian-3rd Phase |  |  | 16 | North Pars | |  |  |
| 5 | Golshan |  |  | 17 | Golshan | |  |  |
| 6 | Ferdowsi |  |  | 18 | Ferdowsi | |  |  |
| 7 | Jufair |  |  | 19 | Khami Fields | Ghale Nar-Bangestan |  |  |
| 8 | Sepehr |  |  | 20 | Kuh asmari- Jurassik |  |  |
| 9 | Susangerd |  |  | 21 | Ahwaz-Fahlian |  |  |
| 10 | Sohrab |  |  | 22 | Karanj-Khami |  |  |
| 11 | Bande-karkheh |  |  | 23 | Pazanan-Khami |  |  |
| 12 | Arvand |  |  | 24 | Bibi Hakimeh-Khami |  |  |
|  |  |  |  | 25 | Binak- Khami |  |  |
| 26 | Milatun-Surmeh |  |  |
|  |  |  |  | 27 | Aghar | |  |  |
|  |  |  |  | 28 | Halegan | |  |  |
|  |  |  |  | 29 | Sefied-Baghoun | |  |  |
|  |  |  |  | 30 | Sefied-Zakhour | |  |  |
|  |  |  |  | 31 | Dey | |  |  |
|  |  |  |  | 32 | Karun-Bangetan & NGL-1700 | |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Brown Fields** | | | | | | | |
| **Oil** | | | | **Gas** | | | |
| **No.** | **Project** | **Operator** | **Non-Operator** | **No.** | **Project** | **Operator** | **Non-Operator** |
| 33 | Ab-Teymour |  |  | 50 | Tang-e-Bijar and Ilam Refinery |  |  |
| 34 | Ahwaz-Bangestan |  |  |  |  |  |  |
| 35 | Mansouri-Bangestan |  |  |  |  |  |  |
| 36 | Foroozan |  |  |  |  |  |  |
| 37 | Soroosh |  |  |  |  |  |  |
| 38 | Norooz |  |  |  |  |  |  |
| 39 | Dorood |  |  |  |  |  |  |
| 40 | Salman |  |  |  |  |  |  |
| 41 | Aban |  |  |  |  |  |  |
| 42 | Paydar |  |  |  |  |  |  |
| 43 | Danan |  |  |  |  |  |  |
| 44 | West Paydar |  |  |  |  |  |  |
| 45 | Cheshmeh -Khosh |  |  |  |  |  |  |
| 46 | Dalpari |  |  |  |  |  |  |
| 47 | Naft Shahr |  |  |  |  |  |  |
| 48 | Sumar |  |  |  |  |  |  |
| 49 | Dehloran |  |  |  |  |  |  |

The signatory of this questionnaire guarantees trust and accuracy of all responses given herein and documents provided.

This statement is completed by:

Name:

Signature:

Position:

Date:

Company’s Stamp:

1. In this questionnaire, oversea means countries other than applicant’s headquarters’ business and/or registration place. [↑](#footnote-ref-1)