

User Manual for NELP VIII Biddable Data Preparation Software
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Preamble:

The primary idea of this software application is to capture the basic parameters required to calculate the bid evaluation points on the day of bid submission.

For on the spot evaluation and declaration of provisional results bidders are required to submit the computable parameters of their bids pertaining to each block in the abridged format as per the instructions given below for the application. The following information will be read from the soft copy of the bid for carrying out on the spot evaluation and declaration of provisional results.

- Company / consortium information with (Participating Interest) PI
- Details of Technical Capability of the proposed operator(s)
- Details of Biddable Work Programme and
- Fiscal Package

The results declared on the day of bid opening are provisional and final results will be based on comprehensive evaluation of hard copy of the bids considering various other documents to be examined.

Important Guidelines:

The following assumptions & restrictions will be applied while preparing biddable data. The same will hold good for computation of points against the biddable parameters.

- 1) A single company can bid for a block only once either as a single company or in a consortium.
- 2) The participating interest (PI) of a single company cannot be less than 10%.
- 3) The evaluation results to be declared on the bid evaluation date are purely provisional and subject to verification of their hard copy information and fulfillment of the net worth of the company.
- 4) The intermediate figures for calculating the government's NPV against the fiscal package will be rounded off at 5th decimal place. Investment multiple (IM) values will be rounded off at 3rd decimal place.

Work Flow to be followed while preparing data for NELP and CBM bids:

- 1) Create Company.
- 2) Create Consortium if a consortium of companies is bidding.
- 3) Assign block(s) to bidding company/consortium for which bid is going to be prepared.
- 4) Insert technical capability of operator(s).
- 5) Insert work programme pertaining to each block bid.
- 6) Insert financial parameters pertaining to fiscal package.
- 7) Prepare block wise biddable data on a new CD media to be handed over along with the bid document for spot evaluation of bids.

Launching the Application:

Please refer to the system installation manual for proper installation of the software. Once installed the please click on the “Start-> All Programs -> DGH Noida-> NELPVIII-CBMIV Client Application” link as shown below.



The client application will get launched and the following screen will appear where you can choose either NELP or CBM data preparation module.

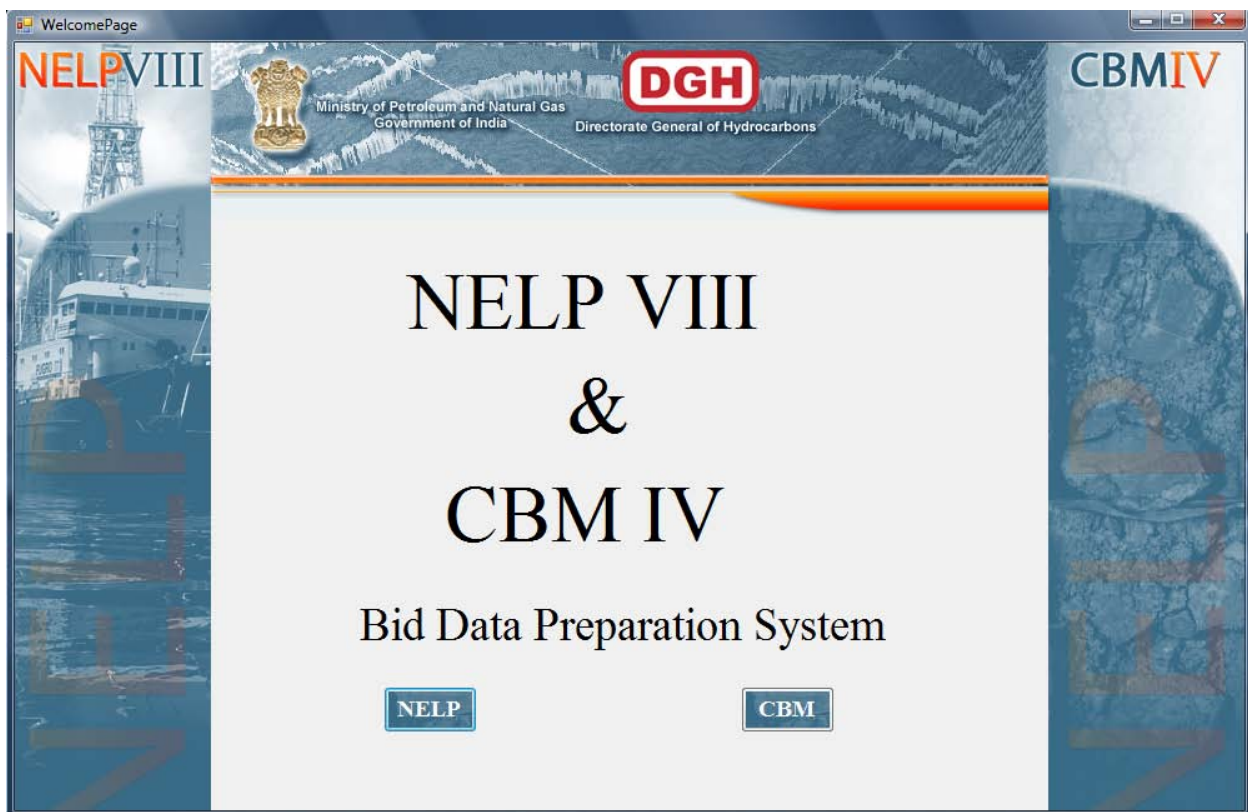
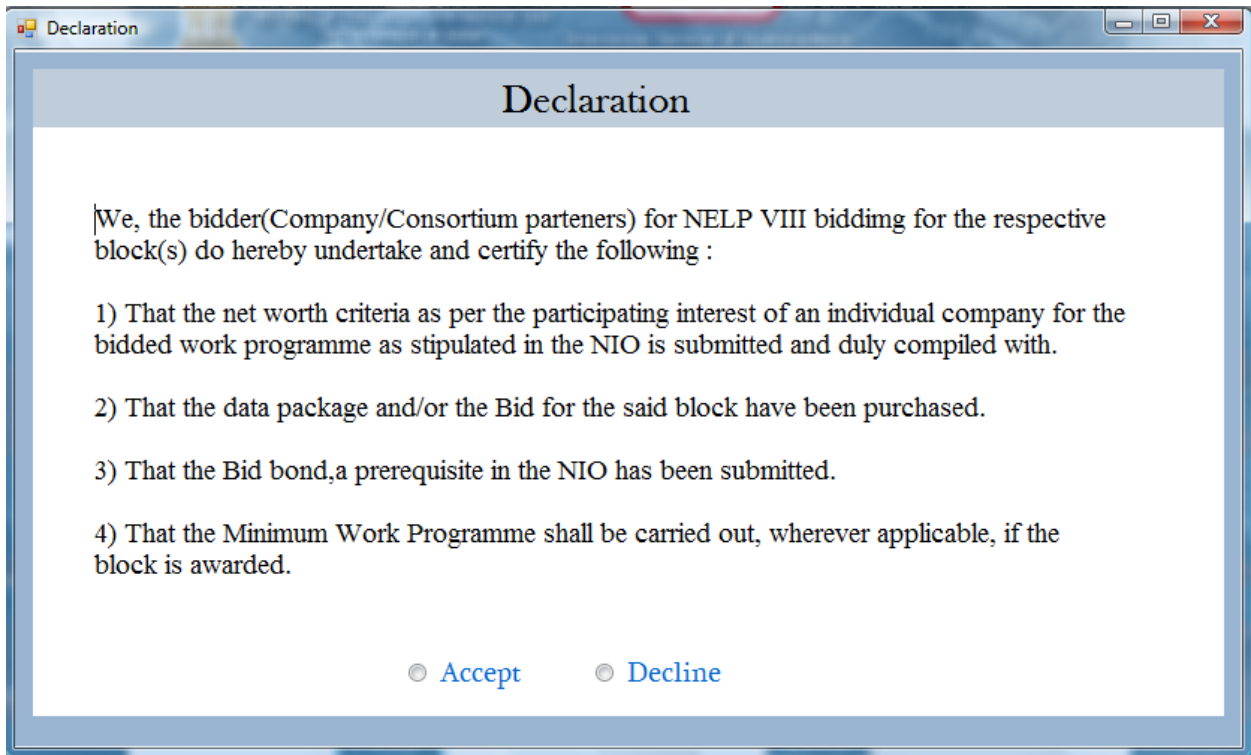


Fig-1

Click on the NELP button to prepare data for NELP blocks or click on the CBM button to prepare data for CBM blocks

Declaration:

On clicking the NELP button the following declaration screen will appear. You are requested to read carefully each clause and accept the declaration and proceed further.



The screenshot shows a window titled "Declaration" with a blue header bar. The main content area contains the following text:

Declaration

We, the bidder(Company/Consortium partners) for NELP VIII bidding for the respective block(s) do hereby undertake and certify the following :

- 1) That the net worth criteria as per the participating interest of an individual company for the bidded work programme as stipulated in the NIO is submitted and duly compiled with.
- 2) That the data package and/or the Bid for the said block have been purchased.
- 3) That the Bid bond,a prerequisite in the NIO has been submitted.
- 4) That the Minimum Work Programme shall be carried out, wherever applicable, if the block is awarded.

At the bottom of the window, there are two radio buttons: Accept and Decline.

Fig-2

Prepare Company Information:

We have already populated most of the E&P company information inside the database. Please check if your company information is up to date through the “**Company Master-> Modify Existing Company**” option from the main menu. If any change is required please do that and save the company information.

If your company information is not listed in the company list then you are required to create your own company as shown below. On the main menu of the application, click on the “**Company Master-> Add Company**” Details option as given below.

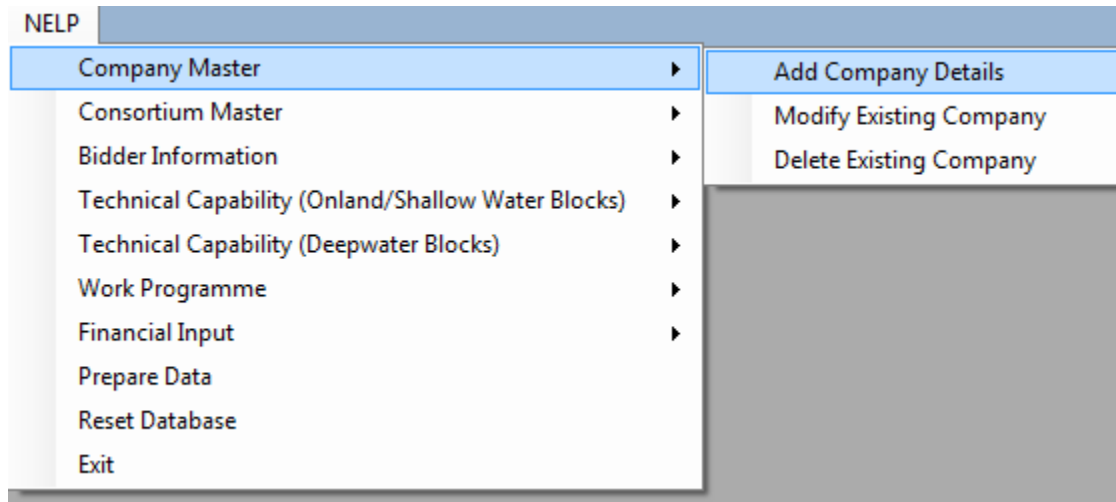
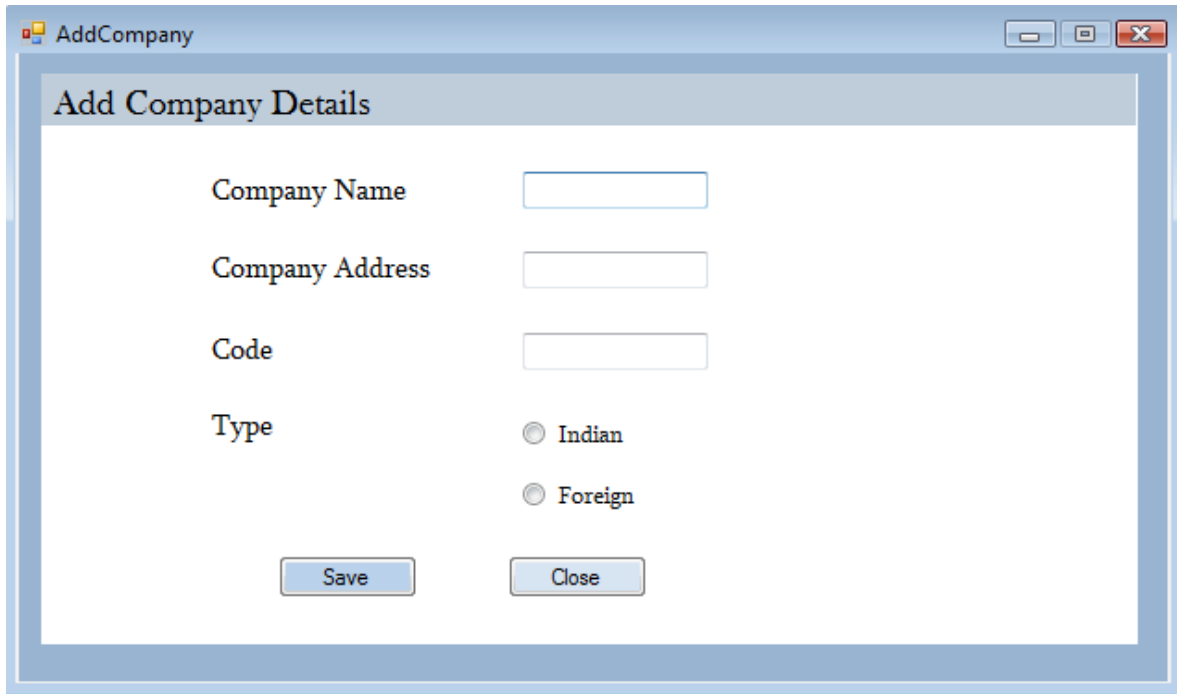


Fig-3

The following screen will appear.



The screenshot shows a window titled "AddCompany" with a header "Add Company Details". Inside the window, there are four input fields: "Company Name", "Company Address", and "Code", each followed by an empty text box. Below these is a "Type" field with two radio buttons: "Indian" and "Foreign". At the bottom of the window, there are two buttons: "Save" and "Close".

Fig-4

Please insert the relevant details. For company code please give a suitable code word pertaining to your company by which you will be identified throughout the exercise. E.g **OIL** could be relevant code for Oil India Limited.

The other menu options as shown in the fig-2 can be used to modify or delete company information from the system.

Preparing Consortium Information:

Before creating any consortium it is required to fill all constituent company information into the system. If not all company information are prepared then you would not be able to prepare consortium information properly.

To prepare consortium information please go to the “**Consortium Master-> Add Consortium**” option from the main menu as shown below.

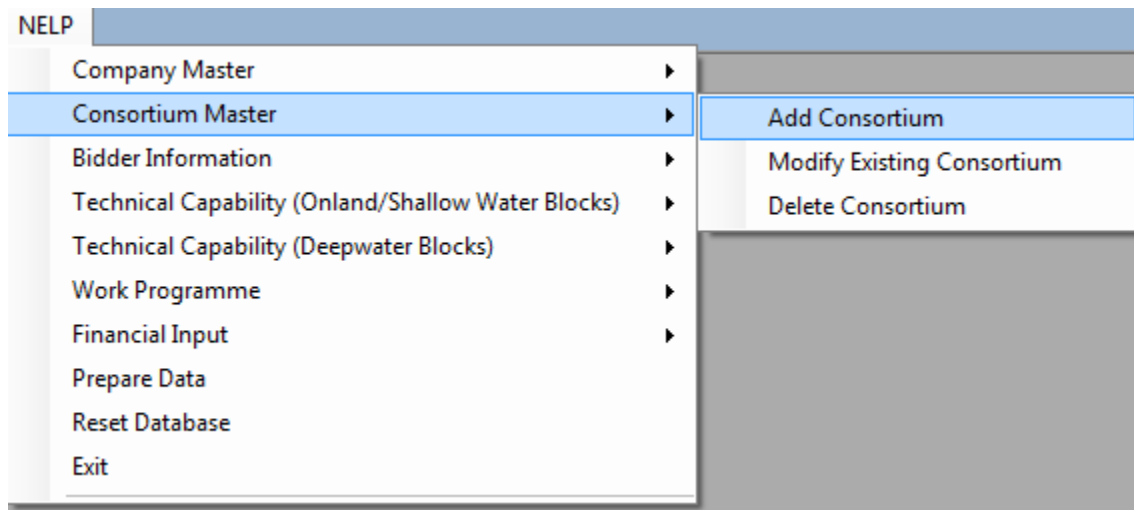
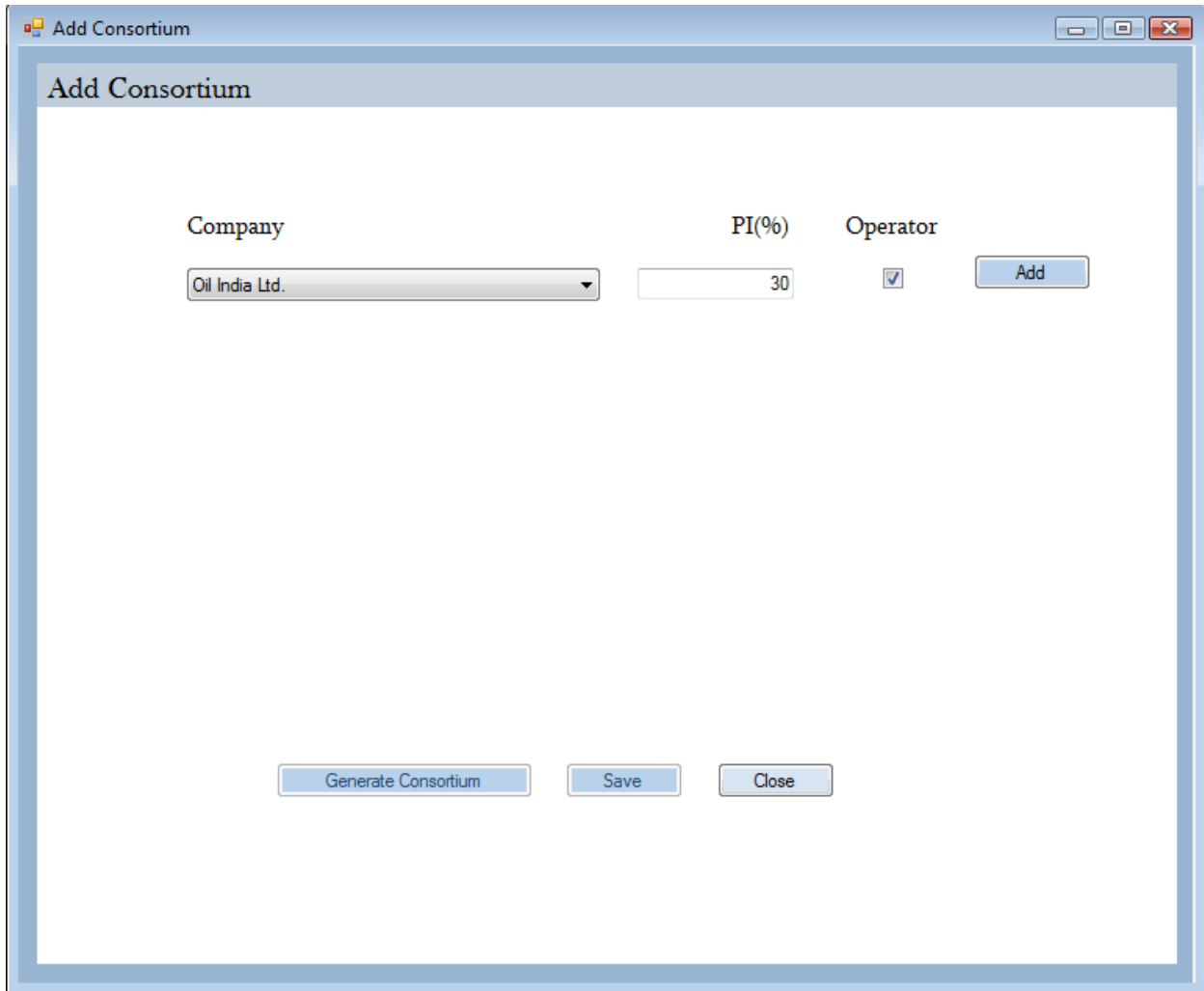


Fig-5

On selecting the ‘**Add Consortium**’ option the following input screen will appear.

Select the first company of the consortium, its PI and check operator box if the company is the operator and click on the add button to insert the company name.

User Manual for NELP VIII Biddable Data Preparation Software



The screenshot shows a software window titled "Add Consortium". Inside the window, there are three input fields: "Company" (a dropdown menu with "Oil India Ltd." selected), "PI(%)" (a text box with "30" entered), and "Operator" (a checked checkbox). To the right of the "Operator" checkbox is an "Add" button. At the bottom of the window, there are three buttons: "Generate Consortium", "Save", and "Close".

Fig-6

Similarly you can keep on inserting the other company names to form the required consortium. Please do not tick the '**operator**' check box if the given company is not an operator. For a joint operatorship scenario, please select the leader operator. As shown below. Finally press the generate consortium button which will show the system generated consortium name as shown below in an example scenario.

User Manual for NELP VIII Biddable Data Preparation Software

	Company Name	PI(%)	Operator
▶	Oil India Ltd.	30	True
	Oil & Natural Gas ...	50	True
	British Gas	20	False
*			

Fig -7

Please do not proceed to enter biddable parameters like work programme, technical capability, fiscal package etc. until your company and consortium information are prepared correctly.

Deletion of a company is not allowed once a consortium is saved. Under such requirement please delete the consortium and regenerate the consortium again with correct data.

Deletion and modification of consortium information can be carried out from the respective option from the Consortium Master option in the main menu.

Preparing Biddable Block Information:

Select the “Assign Block to Bidder” option from the Bidder information menu as shown in the following screenshot.

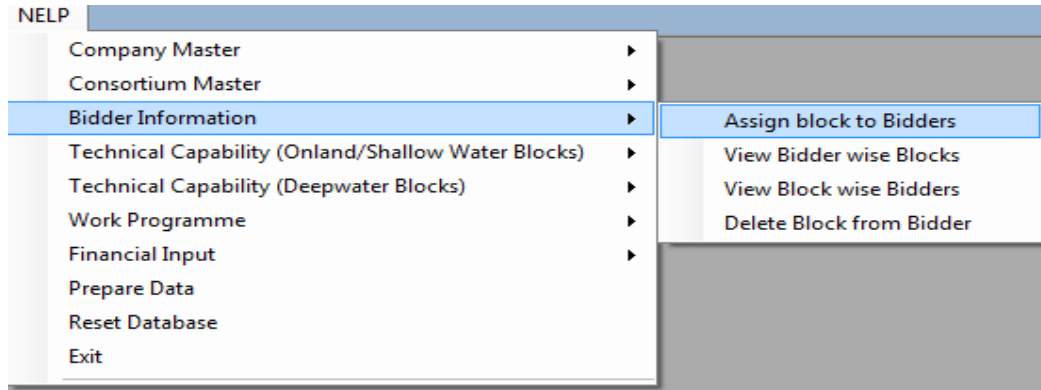


Fig-8

The following screen will appear.

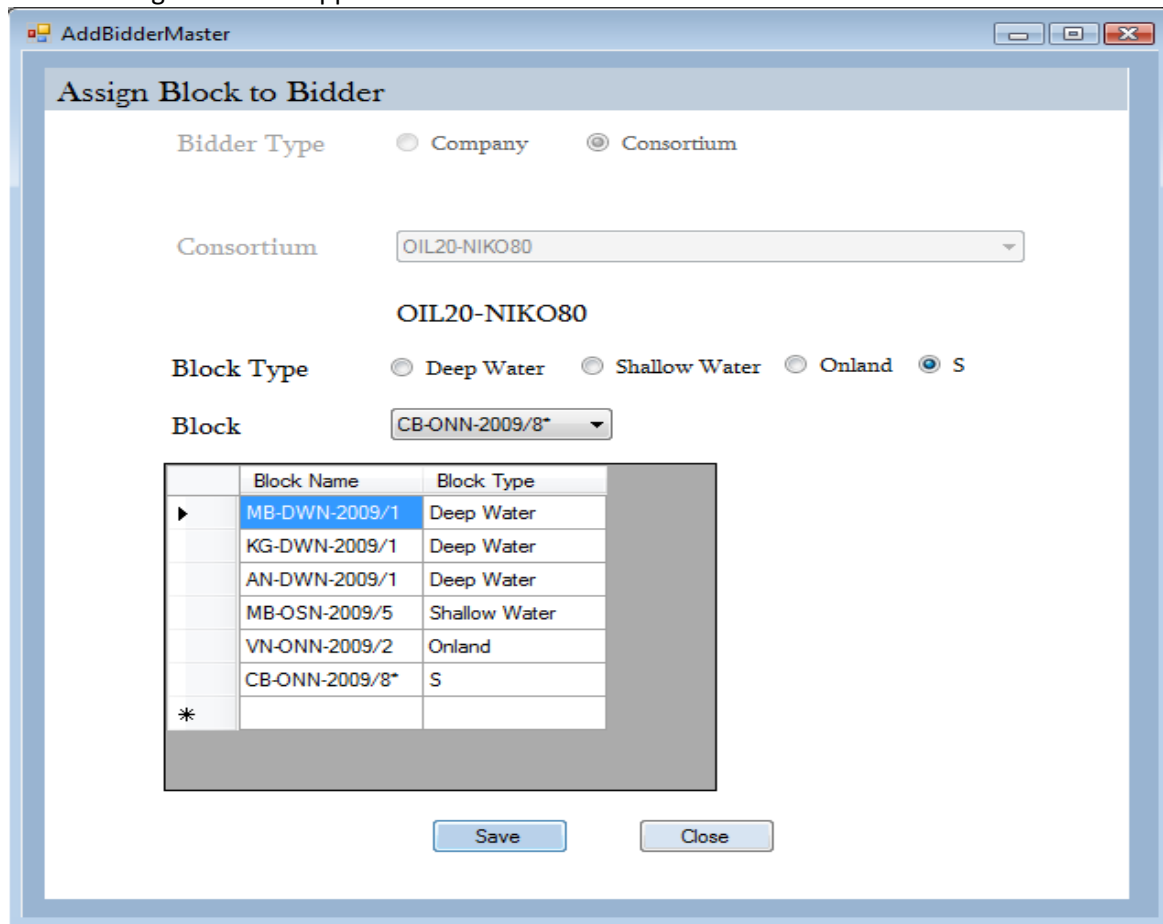


Fig-9

User Manual for NELP VIII Biddable Data Preparation Software

Select desired Company or Consortium who is bidding. Then select respective blocks for which the Company/Consortium is bidding one by one. Once the list is prepared as shown above, press “**save**” to save the block list.

Please note that a single company can bid for a block only once either as a single company or in a consortium.

Prepare Technical Capability Details of Operator:

Select the relevant option for “**Onland/Shallow**” water block or “**Deepwater**” block as shown in the main menu for preparing technical capability of the concern operator.

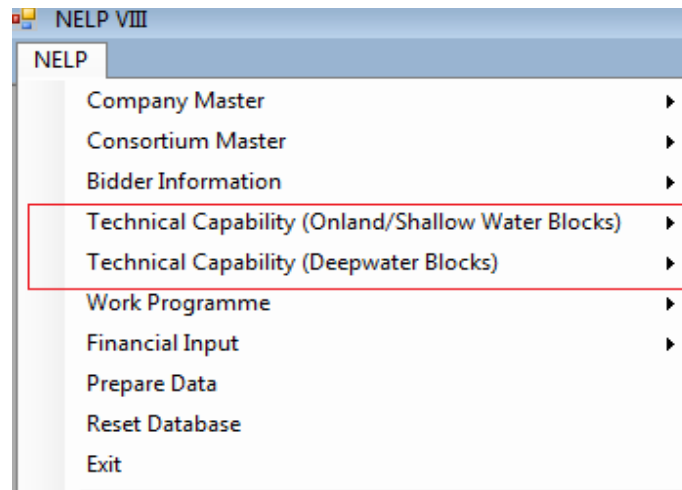


Fig-10

For Onland/Shallow Water blocks in total 4 parameters are required to be filled up as shown below

User Manual for NELP VIII Biddable Data Preparation Software

Add Technical Capability : (For Bidders of Onland and Shallow Water Blocks)

Select Bidder

Company Type Company
 Consortium

Consortium OIL30-ONGC50-BG20

OIL30-ONGC50-BG20 Operator Oil & Natural Gas Corporation

S.No	Parameters	Information				
(i)	Acreage Holding(petroleum Exploration License)(sq. km.) (Total onland,shallow,deepwaters)	<input type="text"/>				
(ii)	Operatorship experience (years) (Experience of operatorship in oil and gas exploration and/or development and/or production in the last consecutive 10 years)	<input type="text"/>				
(iii)	Average Annual Accretion of Proved Reserves(IP) during last 5 years (MMBoe) (Total onland,shallow and deepwaters) Average will be calculated based on the figures below :	<input type="text"/>				
Accretion of O+OEG Reserves MMBOE (Proved)						
	Year 1	Year2	Year 3	Year 4	Year 5	Average
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
(iv)	Average Annual Production(O+OEG) for the previous 5 years (MMBoe)(Total onland,shallow and deepwaters) Average will be calculated based on the figures below :	<input type="text"/>				
Accretion of O+OEG Reserves MMBOE (Proved)						
	Year 1	Year 2	Year 3	Year 4	Year 5	Average
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Save Close

Fig-11

For deep water blocks in total 7 parameters are required to be filled up as shown below which are distributed in two tabs. In tab 1 parameters 1-5 are available and in tab 2 parameters 6-7 are available. User is requested to fill all the parameters of both the tab pages one by one.

User Manual for NELP VIII Biddable Data Preparation Software

AddDeepWaterTechnicalCapability
_ _ X

Add Technical Capability: (For Bidders of Deepwater Blocks)

Select Bidder

Company Type Company
 Consortium

Consortium

OIL30-ONGC50-BG20 Operator

Parameters(i-v)
Parameters(vi,vii)
TAB PAGE-2

S.No	Parameters	Information
(i)	Acreage Holding(petroleum Exploration License i.e PEL)(sq. km) beyond 400m bathymetry	<input type="text"/>
(ii)	Operatorship experience (years) (Experience of operatorship in oil and gas exploration and/or development and/or production in the last consecutive 10 years beyond 400m bathymetry)	<input type="text"/>
(iii)	Average Annual Accretion of Proved Reserves(IP) during last 5 years (MMBoe) beyond 400m bathymetry (Total onland, shallow and deepwaters) Average will be calculated based on the figures below :	<input type="text"/>
Accretion of O+OEG Reserves MMBOE (Proved)		
	Year 1 Year2 Year 3 Year 4 Year 5 Average	
	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
(iv)	Average Annual Production of O+OEG(MMboe) during last 5 years upto 400m bathymetry from its share of total acreage held either as operator or non-operator.Average will be calculated based on the figures below :	<input type="text"/>
Annual Production O+OEG(MMBOE)		
	Year 1 Year 2 Year 3 Year 4 Year 5 Average	
	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
(v)	Average annual Production of O+OEG(MMBoe)during last 5 years beyond 400m bathymetry.Average will be calculated based on the figures below :	<input type="text"/>
Annual Production O+OEG(MMBOE)		
	Year 1 Year 2 Year 3 Year 4 Year 5 Average	
	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	

Fig-12-a (Tab Page-1)

User Manual for NELP VIII Biddable Data Preparation Software

S.No	Parameters	Information
(vi)	Drilling of Deep Water Exploratory wells beyond 400m bathymetry during last 5 years.Total will be calculated based on the figures below :	<input style="width: 100px; height: 20px;" type="text"/>
Details of Deep Water Exploratory Wells beyond 400m bathymetry drilled during last 5 years		
	Year 1	Year 2
	Year 3	Year 4
	Year 5	
Number of Exploratory	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>
(vii)	Average Annual Production of O+OEG(MMboe) during last 5 years.Average will be calculated based on the figures below :	<input type="radio"/> Beyond 400 m <input type="radio"/> Beyond 1000 m
Annual Production O+OEG(MMBOE) : Beyond 400m bathymetry and upto 1000 m bathymetry		
Year 1	Year 2	Year 3
Year 4	Year 5	Average
<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>
<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>
Annual Production O+OEG(MMBOE) : Beyond 1000 m bathymetry		
Year 1	Year 2	Year 3
Year 4	Year 5	Average
<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>
<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>	<input style="width: 40px; height: 20px;" type="text"/>

Fig-12-b (Tab Page-2)

For a consortium having joint operators, technical capabilities of both the operators have to be prepared one by one after selection of the concern consortium.

Prepare Work Program Details of Operator:

Go to the add work program option from the work program option of main menu. The following screen will appear.

Add Work Programme

Select Bidder

Bidder Type Company Consortium

Consortium OIL20-NIKO80

Select Block

MB-DWN-2009/1

S. No.	Type Of Work	Physical Quantity								
(i)	2D Seismic surveys(API) (In LKM)	1000								
(ii)	3D Seismic surveys(API) # (In Sq. Km.)	500								
(iii)	Exploratory Wells	<p>Well Depth(metres)</p> <input type="text"/> <p>Add Well</p> <table border="1"> <thead> <tr> <th>Well No.</th> <th>Well Depth</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>4500</td> </tr> <tr> <td>2</td> <td>3000</td> </tr> <tr> <td>3</td> <td>5000</td> </tr> </tbody> </table>	Well No.	Well Depth	1	4500	2	3000	3	5000
Well No.	Well Depth									
1	4500									
2	3000									
3	5000									

Save Close

Quantum of 3D seismic surveys acquisition . Processing, Interpretation (API) proposed should be equal to less than the area of the block.
 * Physical quantity and expenditure to be bid should be exclusive of Mandatory Work Programme

Fig-13

Select either Company or Consortium as bidder type and select the respective block. Put the other 2D , 3D parameters as shown above and keep adding well depth information. Finally you can press the save button to save the information.

In a similar fashion work program details can be edited and deleted from the work program menu option.

Prepare Financial Package Details of Operator:

Go to the 'Add Fiscal Package' option from the 'Fiscal Package' option of the main menu.

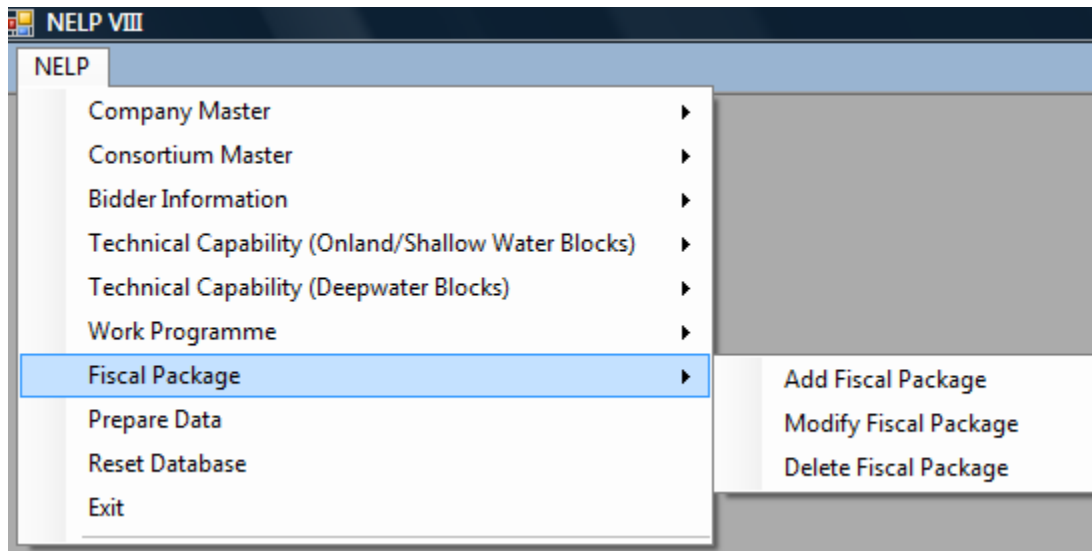


Fig-14

The following screen will appear

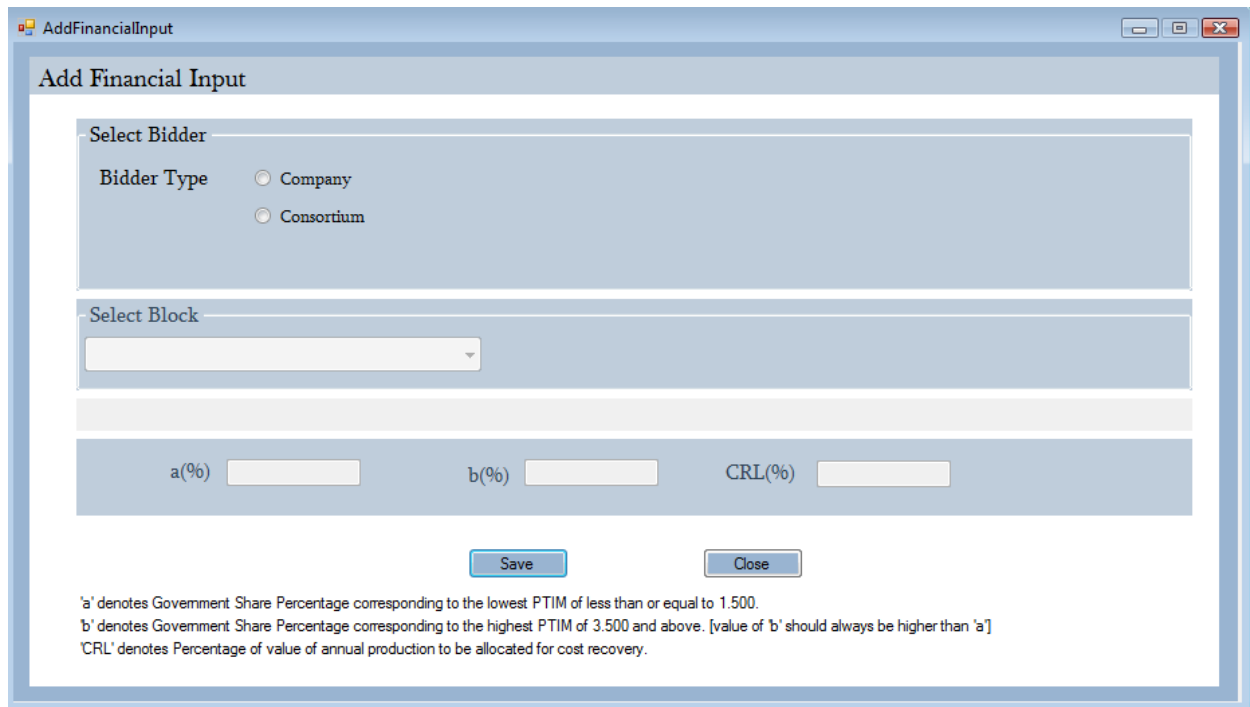


Fig-15

Select either Company or Consortium as bidder type and select the respective block. Put **a**, **b** and **CRL** values as shown above.

Prepare Block Wise Biddable Data:

Once all the data parameters are inserted for a particular block, same are to be copied onto a new CD. For that select '**Prepare Data**' from the main menu. The following screen will appear.

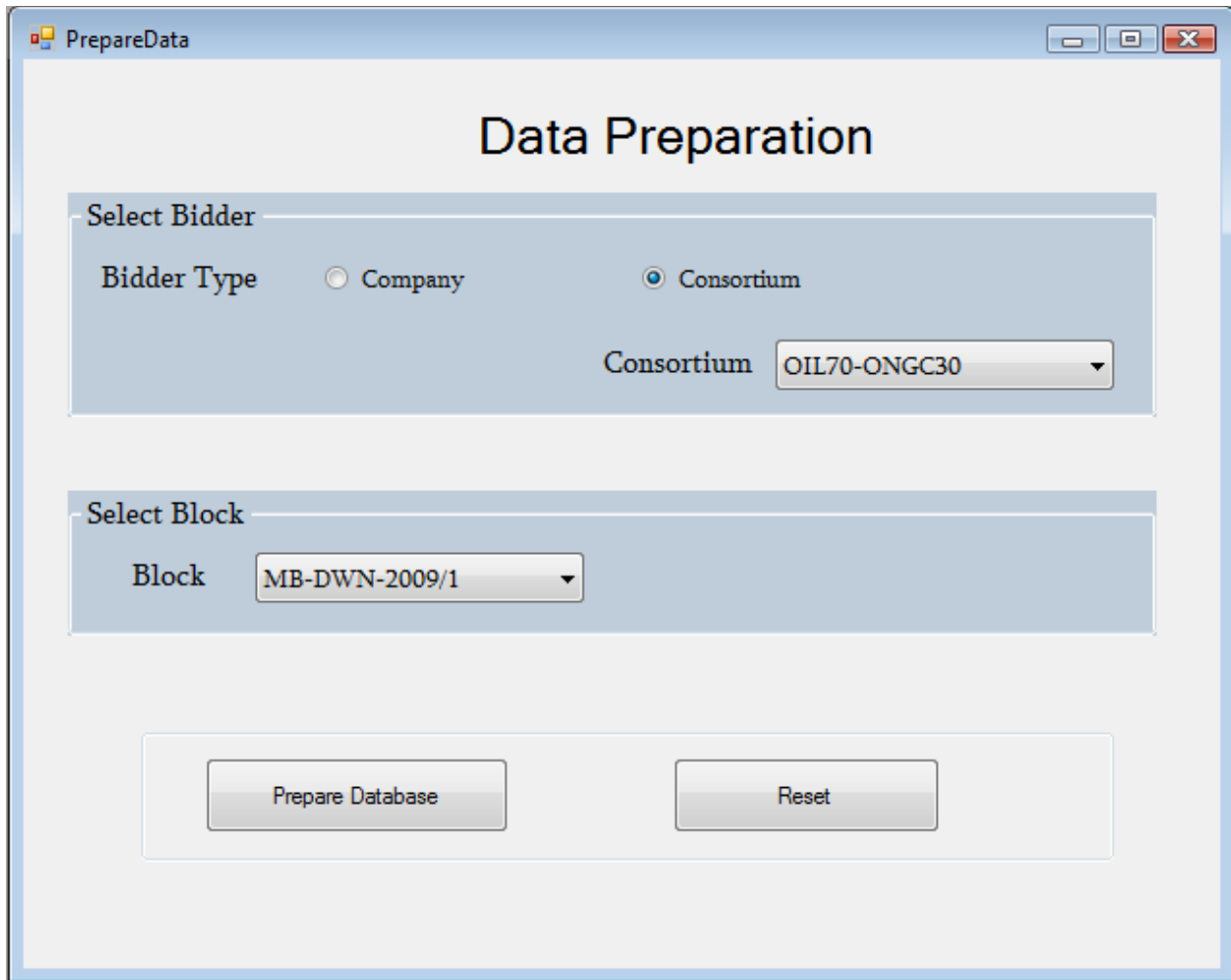


Fig-16

Select necessary bidder followed by the block bidded. Then press the '**Prepare Database**' button to generate a password protected database of biddable parameters for that block. The following window will appear. If not all the parameters like (Technical Capability of each operator, Work Program & Fiscal

User Manual for NELP VIII Biddable Data Preparation Software

Package) are not inserted then data generation is not possible and an error message would appear as incomplete data.

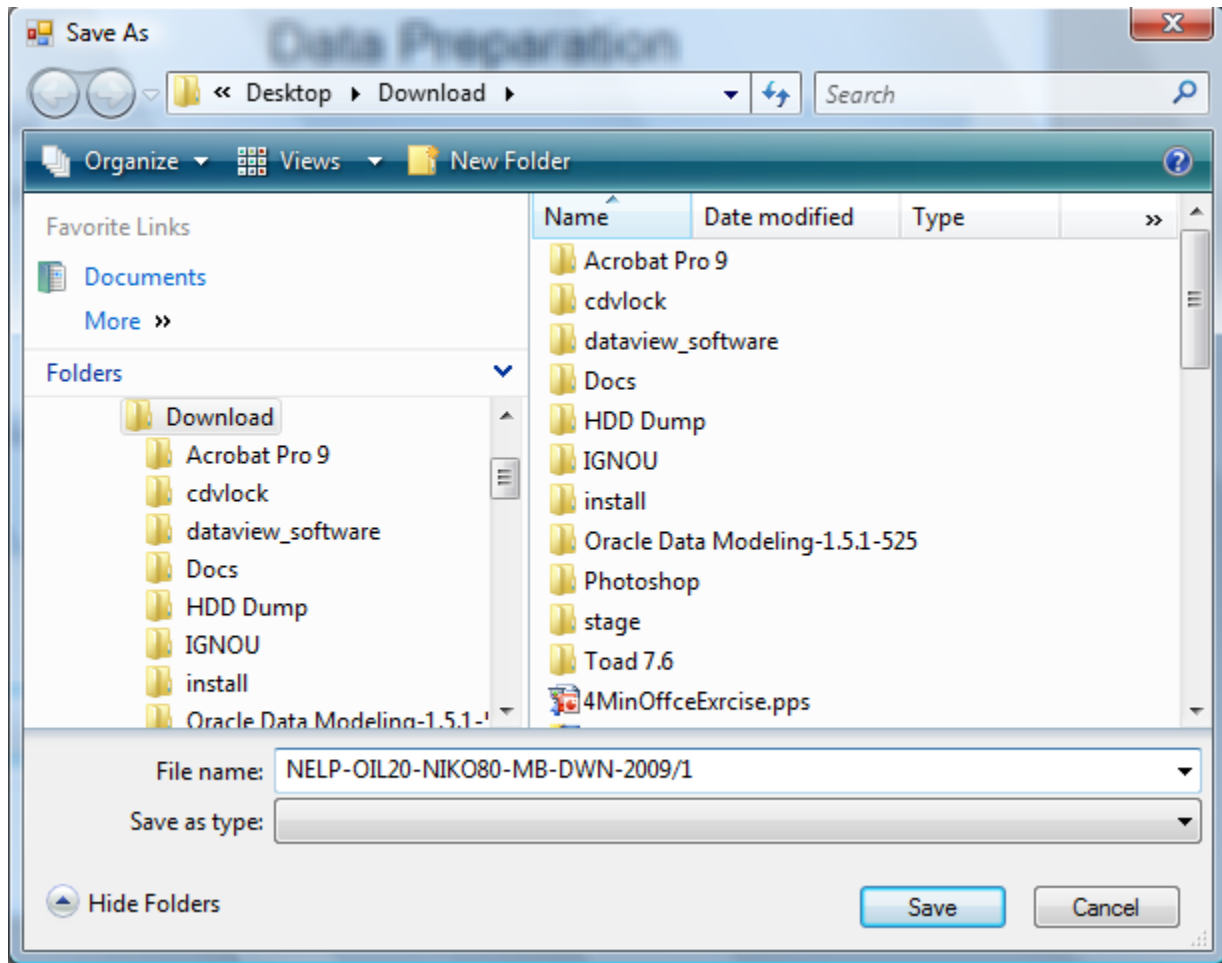


Fig-17

If any special character like '/', '.', '*' etc. appears on the file name as shown above, then Windows may not be able to save the file. Under such scenario replace such special character like '/' with some other character like '-' before saving. You need not give any file type as shown above. Select the desired location and press 'Save'. Do not change the other portion of the file name unnecessarily. This process will create a Microsoft Office compatible password protected .MDB file. Copy that file onto a new read only CD media and submit with the bid documents for that block.

This exercise has to be repeated for each block bid by a bidder. The respective CD with biddable data parameters prepared by the software has to be submitted along with each bid envelope.

Further Support:

Every bidder is requested to fix any installation or configuration or any operational issue well in advance in co-ordination with the DGH's IT support team. Also you are requested to check DGH website regularly for any update.

Below are the contact Persons at DGH for further support.

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09818615118