



Islamic Republic of Iran

Ministry of Petroleum

Deputy of Engineering, Research & technology

Request for Information (RFI)

Operation and Maintenance (O&M) Management

Outsourcing

of

Selected Oil, Gas and Petrochemical Plants and Facilities

In

Physical Asset Management Framework

of

The Islamic Republic of Iran Ministry of Petroleum (IRIMOP)

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1. Introduction

The Islamic Republic of Iran Ministry of Petroleum (IRIMOP) consists of four main production companies: National Iranian Oil Company (NIOC), National Iranian Gas Company (NIGC), National Iranian Oil Refining and Distribution Company (NIORDC) and National Petrochemical Companies (NPC).

The whole of activities in these companies are done by applying policy packages and micromanagement, as well as developing and streamlining strategies to achieve sustainable production.

The IRIMOP plans to outsource Operation and Maintenance Management of selected oil and gas upstream and downstream plants (production chain) from NIOC, gas refineries and pipelines from NIGC, oil refineries and pipeline from NIORDC and petrochemical plants from NPC. This outsourcing will be in accordance with ISO 37500 and considering asset management standards (ISO 55000) and process safety management (API-RP 750 or CCPS guideline). Meanwhile, the role of physical asset management as one of the main pillars of creating value and achieving strategic organizational goals and plans is of great importance.

The approved Iranian Ministry of Petroleum Asset Management Framework (IMPAMF-See also annex A) has three levels:

1. Leadership, including strategy and human resource;
2. Fundamentals and Principals, including work progress management, basic care, material management, performance management and support systems;
3. Excellence, including team work-based, asset attitudes-based and process-based optimization.

In this regard, O & M processes should include all the requirements and issues of the above-mentioned code (IMPAMF). Implementation of this plan should realize the objectives of organization such as: sustainable production, increased flexibility and resilience of operation, reduced operation and maintenance costs, standardized processes, updating systems and structures, productivity and improvement of knowledge and skills of human resource, optimal utilization of equipment, energy consumption and improvement of quantitative and qualitative indicators such as availability, reliability, safety and environmental.

2. Objectives

This RFI seeks information and suggestions based on solid experiences at the level of international companies, and the initial identification of the qualified companies.

Moreover, the RFI looks to identify their abilities and experiences, and finally obtain the necessary information for the development of contractual model of O & M outsourcing management in all of the above-mentioned facilities and plants considering the principles of physical asset and the terms that will be considered. In other words, this document (RFI) seeks to obtain the following information in the subject matter above:

- 2.1. Ideas, suggestions, and participatory methods, various models of O & M outsourcing consistent with the physical asset management system for selected facilities;
- 2.2. The history of activities and similar methods in development of O&M solutions for world-class oil, gas, refinery and petrochemical plants;
- 2.3. The design of the contract service model (O & M) conforms to the physical asset management system;
- 2.4. Determination of the evaluation indicators and preparation of a list of qualified companies;
- 2.5. Suggested criteria for selecting pilot plants.

3. Responsibilities

The IRIMOP aims to outsource O&M management including: policymaking and supervision of selected upstream and downstream oil and gas facilities, pipelines, oil and gas refineries and petrochemical plants, to eligible companies with the terms and time-period specified in a contract.

In pursuing its policies, the IRIMOP intends to facilitate and supervise this process through developing RFI, preparing outsourcing contracts, finalizing a list of eligible bidders, and selecting the pilot plants while ensuring the process follows IMPAMF.

The responsibility of managing, i.e. bidding, contracting and monitoring contracts, is by the CEOs of four main production companies of MOP.

O & M contractors are selected as contracting agents for a specified period of time (currently up to 5 years) and are required to use the most qualified and experienced Iranian human resources.

4. Request for Information

4.1. Respondent Profile, including:

- 4.1.1. Name of the company, abbreviation code, national registration code;
- 4.1.2. Address and phone;
- 4.1.3. Organization size in terms of number of employees;
- 4.1.4. Organizational chart;
- 4.1.5. Relevant backgrounds and experiences;
- 4.1.6. Financial records;
- 4.1.7. Technical capability in planning;
- 4.1.8. Technical knowledge regarding study and design;
- 4.1.9. Management capability;
- 4.1.10. Experience in supplying goods;
- 4.1.11. Presentation of the implementation model and process, consistent with the principles of physical asset management.

4.2. Approaches

- 4.2.1. Presentation of a typical model and approach for implementation of O&M and a list of procedures to cover technical, operational, and managerial aspects of asset integrity/asset management subjects impacting overall

production reliability and safety which contains all the requirements of IMPAMF and ISO 55000 series.

4.2.2. Presentation of a comprehensive management system including frameworks, standards, operational software and analysis and diagnosis procedures for offshore/onshore production plants, refineries and petrochemicals. All subject-related software shall have valid certificate along with operational records for more than 10 years in any World-class oil & gas plants.

4.2.3. Presenting a model for benchmarking the current status of O&M practices in upstream and downstream and pipeline, oil and gas refineries and petrochemical plants based on the Iranian Ministry of Petroleum Asset Management Framework (IMPAMF) against top 10 world-class oil & gas plants.

4.2.4. Presenting a model for verification & validation system in order to enable the IRIMOP to carry out auditing of their plants on timely manner.

4.2.5. Providing a methodology for the pricing mechanism of the services as well as a method for pricing the supply of goods.

4.2.6. Presenting a model for training, implementing and monitoring asset management systems and related O&M management in the selected oil, gas and petrochemical plants.

4.2.7. Presenting a quality documentation system in conformance with the ISO 9000 series requirements or their equivalent.

4.2.8. Providing a model for service levels and their measuring metrics based on cost reduction and service improvement.

4.2.9. Presenting a model in relation to the elements of physical asset management, including: human resources management, HSE management, risk and process safety management (PSM), knowledge management, communication management and financial management.

4.2.10. Providing a model for the deployment of quality systems such as statistical process control and quality management systems with the aim of eliminating process fluctuations and improving products quality.

5. Features and General Description

Outsourcing the operation and maintenance of oil, gas and petrochemical facilities and plants will be in accordance with a reward-based contract where the payments are based on production output, asset health condition, updating systems, human resource knowledge and skills enhancement, and safety and environmental incidents reduction through modifying the safety measures of the process. In general, operation and maintenance management services include:

- 5.1. Operation;
- 5.2. Engineering Services;
- 5.3. Condition-based Maintenance (CBM) and Monitoring;
- 5.4. Periodic Technical Inspection based on RBI;
- 5.5. New Technical Inspection Approach
- 5.6. Implementation of Computerized Maintenance Management System (CMMS);
- 5.7. Risk Management, HSE and PSM;
- 5.8. Process Improvement and Optimization

- 5.9. Integrated Asset Management System (IAMS);
- 5.10. Proactive Maintenance;
- 5.11. Supporting Production and Supply Chain Resources;
- 5.12. Life Cycle Cost.

6. Deadline for Response

Responses are requested by December 29 and they must be submitted to **doert.mop.ir**.

7. RFI Writing Guideline

- 7.1. RFI response should be in PDF format, max 20 pages with font 12 and line spacing 1.5. Additional information should be attached if needed.
- 7.2. Each section should be in accordance with the topics and completely clear.
- 7.3. Responses must be submitted in both electronic and official paper versions.

8. Important Notes

This RFI is not a request for proposal, request for quotation, offer or an invitation for bid, nor does it cause legal obligation for the bidder or the respondent. This is an RFI only, and all information received will be used for planning and market research purposes. Your responses may be releasable to the public under the Freedom of Information Act (FOIA). If you wish the IRIMOP to consider any portion of your response exempt from disclosure under the FOIA, you should clearly mark the portion as “confidential commercial information”.