




Owner:  اداره کل بندر و فرودگاه استان هرمزگان مقر: بندر شهید رجایی	Client:  شرکت پالایش نفت پاپا (سهلگانی پاپا)	GENERAL AUTHORITY OF HORMOZGAN PERSIAN GULF PORT PAYA OIL PRODUCT TERMINAL			Consultant:  بهین طرح پایدار	Supervisor:  تدبیر ساحل پارس مهندس مشاور
		Client Doc. No.:	POT-150-DE-ME-MRQ-7224	Rev. 1	Page:	1 of 10
Document Title: MR FOR TRUCK LOADING ARM					Date:	1404-02-13

MR FOR TRUCK LOADING ARM

00	04/02/13	ISSUE FOR APPROVAL	M.Abbaspour	R.Razmi	R.Razmi
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		Client Doc. No.:	POT-150-DE-ME-MRQ-7224	Rev. 1	Page:	2 of 10
Document Title: MR FOR TRUCK LOADING ARM					Date:	1404-02-13

TABLE OF CONTENTS

1	GENERAL	3
2	CONFLICTING REQUIREMENTS	3
3	SCOPE	3
4	VENDOR RESPONSIBILITY	4
5	DESIGN REQUIREMENTS	5
6	TEST AND INSPECTION	5
7	SUB-VENDOR LIST	6
8	MARKING, PACKING AND SHIPPING	6
9	SPARE PARTS	7
10	GUARANTEE	7
11	DOCUMENTATION	8
12	ATTACHMENTS	8

Owner: 	Client: 	GENERAL AUTHORITY OF HORMOZGAN PERSIAN GULF PORT PAYA OIL PRODUCT TERMINAL			Consultant: 	Supervisor: 
		Client Doc. No.:	POT-150-DE-ME-MRQ-7224	Rev. 1	Page:	3 of 10
Document Title:		MR FOR TRUCK LOADING ARM			Date:	1404-02-13

1 GENERAL

1.1 Scope

PAYA OIL Co. intends to establish an storage facilities of oil products in KHALIJ E FARS port.

1.2 Definition

In this document following words and expressions shall have the meaning as below:

Client:	PAYA OIL REFINERY CO.
Project:	PAYA OIL TERMINAL
Consultant:	BEHIN TARH PAYDAR
Location:	KHALIJ E FARS PORT / BANDAR ABBAS

2 CONFLICTING REQUIREMENTS

In case of conflict between this specification and the various documents listed, their order of precedence

is as follows:

- **This document (Material requisition)**
- **Codes and standards**




VENDOR shall immediately inform client for any non-conformity during fabrication, inspection, and/or

testing and shall have approval of client before preceding the job.

3 SCOPE

3.1 SCOPE OF WORK

- ☒ **Manufacturing**
- ☒ **Shop Test and Inspection**
- ☒ **Site Acceptance Test**
- ☒ **Painting**
- ☒ **Marking and Packing**
- ☒ **Transportation**
- ☒ **Documentation**

Owner:  اداره کل بندر و دریانوردی ایران مختار و اقتصادی بندر شهید رجایی	Client:  شرکت پالایش نفت پاپا (سهانهایی عامه)	GENERAL AUTHORITY OF HORMOZGAN PERSIAN GULF PORT PAYA OIL PRODUCT TERMINAL			Consultant:  بهین طرح پایدار	Supervisor:  تدبیر ساحل پارس مهندسین مشاور
Client Doc. No.: POT-150-DE-ME-MRQ-7224			Rev. 1	Page:	4 of 10	
Document Title: MR FOR TRUCK LOADING ARM				Date:	1404-02-13	

3.2 SCOPE OF SUPPLY





- ☒ **Item and Quantity (Based On attached data sheet)**
- ☒ **Accessories**
- ☒ **Spare Parts of Installation, Pre Commissioning, Commissioning and Start-Up**
- ☒ **Spare Parts of Two Years of Operation**
- ☒ **Special tools (If any)**
- ☒ **Test Equipment (If any)**

3.3 The Vendor shall supply **LOADING ARM** with conditions are defined on the attached Data sheet.

3.4 The vendor shall be responsible for **LOADING ARM** functionality and performance.

4 VENDOR RESPONSIBILITY

- 4.1 Vendor shall have full and overall responsibility for the complete scope of supply.
- 4.2 Compliance with the material requisition dose not relieve vendor responsibility to furnish proper design of commodity and mechanically suited to meet the operating quarantines at specified service condition indicated in the data sheets and/or specification
- 4.3 Additionally vendor is responsible for all coordination with sub-vendor for collecting all documents as per material requisition
- 4.4 Commodity shall be designed in such a way that safe operation under normal condition is guaranteed and routine maintenance is possible during normal operation
- 4.5 VENDOR shall submit catalogue and all required documents, Material certification and etc.
- 4.6 VENDOR shall develop a fully detailed packing, handling and storage procedure for commodity materials for PURCHASER review and approval. This procedure shall cover sea transportation & storage instructions.
- 4.7 Purchaser's approval dose not relieves Vendor, in any way from Fhis obligation to fulfill the requirements of the purchase order.
- 4.8 All materials shall be new, clean and free from defects.
- 4.9 VENDOR shall clarify any vague point throughout the requisition with the PURCHASER before finalizing his proposal.

Owner:  اداره کل بنادر و دریانوردی ایران معاونت و اداره اقتصادی بندر شهید رجایی	Client:  شرکت پالایش نفت پاپا (سهانهایی پاپا)	GENERAL AUTHORITY OF HORMOZGAN PERSIAN GULF PORT PAYA OIL PRODUCT TERMINAL			Consultant:  بهین طرح پایدار	Supervisor:  تدبیر ساحل پارس مهندسین مشاور
		Client Doc. No.:	POT-150-DE-ME-MRQ-7224	Rev. 1	Page:	5 of 10
Document Title: MR FOR TRUCK LOADING ARM					Date:	1404-02-13





4.10 If there will be any exception to and/or deviation from requirements of the PURCHASER in Vendor's proposal, he shall notify the PURCHASER clearly through a deviation/exception points list to be submitted together with the proposal.

5 DESIGN REQUIREMENTS

- 5.1 All replacement parts of the **LOADING ARM** shall be provided, so that any part may be replaced without modification.
- 5.2 Specifications for all material and components shall be in accordance with relevant standards and documents. All proposed alternate materials/components shall be highlighted by the Vendor and submitted for Purchaser/Consultant review and approval.
- 5.3 All agreed deviations/waivers from this document and the referenced standards, and relevant documents shall be listed and announced. If no agreed deviation/waiver exists, the Vendor shall be considered to be in full compliance with this document and its referenced Standards and relevant documents. Consultant/Purchaser will insist on strict adherence to the document and the referenced Standards and relevant documents with exception to the agreed deviations/waivers.
- 5.4 The inspection and testing requirements shall be as per this document, referenced Standards.

6 TEST AND INSPECTION

- 6.1 Test and inspection shall be according to related standard.
- 6.2 Purchaser reserves the right for inspection at any stage of manufacturing, testing or preparation for shipment. Purchaser's approval shall not relieve Vendor of his commitments under the terms of the purchase documents and this specification.
- 6.3 The purpose of the test and inspections outlined in this Material Requisition is to verify manufacturing process as well as its consistency with the related standard and all other attachments as well as fulfilment of the designated function and safety.
- 6.4 Inspection procedures (Q.C.P.) shall be prepared by Vendor and submitted to Purchaser for his approval.
- 6.5 Test certificates and inspection reports shall be issued by Vendor in accordance with the approved Q.C.P.
- 6.6 Purchaser's representative shall have access to Vendor's shop for inspection during manufacturing.
- 6.7 Type test certificates shall be provided by manufacturer and the manufacturer shall be fully responsible for carrying it out.
- 6.8 In addition to main parts, spare parts are also subject to inspection and testing.

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Client Doc. No.:		POT-150-DE-ME-MRQ-7224	Rev. 1	Page:	6 of 10	
Document Title:				Date:	1404-02-13	

6.9 Witness test shall be considered by the vendor.

7 SUB-VENDOR LIST

VENDOR shall submit in detail all sub-vendor manufacturers and their origin.

8 MARKING, PACKING AND SHIPPING

8.1 MARKING





All commodities shall be stamped such as: Size, Material, Standard etc.

8.2 PACKING

- All **LOADING ARM** and their accessories shall be suitably packed in sections for shipment considering local port, road and bridges restrictions and regulations. Spare parts for two years operation shall be packed separately.
- The restrictions and regulations shall be set before placing the order.
- All machined surfaces shall be coated with a rust preventive compound for shipping.
- Two copies of the packing list, each indicating the box, package or bundle number must be included with each shipment, one packed within and the other fastened securely to the outside, each in a water proof envelope.
- Vendor's packing procedure is acceptable subject to above and any damage due to weakness of the package shall be born by Vendor.
- Packing procedure shall be submitted to Purchaser/Consultant for his consideration and comments, if any.

8.3 SHIPPING

- Preparation for shipment shall be in accordance with manufacture's standards. The manufacturer shall be solely responsible for adequacy of the preparation for shipment provisions employed in respect of material & application, to provide commodity to their destination in ex-works condition by commercial carrier systems.
- The preparation shall be suitable for at least two years of outdoor storage from the time of shipment.
- All materials shall be stamped indicating material, standard etc.
- The shipping container (including any necessary blocking, bracing, cushioning or waterproofing) shall comply with the regulations of the carrier used and shall provide safe delivery to the

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		Client Doc. No.:	POT-150-DE-ME-MRQ-7224	Rev. 1	Page:	7 of 10
Document Title: MR FOR TRUCK LOADING ARM					Date:	1404-02-13

destination at the lowest tariff cost. It shall be capable of multiple hauling and storage under favorable conditions for a minimum of two years.

8.4 However, quotations shall include detailed delivery schedule and overall period for delivery of package.

9 SPARE PARTS

9.1 Vendor shall provide in his quotation two separate recommended spare parts list for commissioning and two years normal operation with unit price and their validity period. These lists shall include following data.

- Vendor's reference drawings number(s)
- Description of part
- Sub-manufacturer, if any
- Vendor or sub-manufacturer part number
- Delivery in week
- Unit price
- Statement as to whether part is stock item and if so, where it is stocked
- Number of parts fitted per item
- Number of parts fitted all items
- Quantity recommended

9.2 Recommended spare parts shall have full description and enough catalogue data.

9.3 A suggested list (with separate price list) of spare major components for emergency replacement, if any, shall be furnished.

9.4 A list (with separate price list) of recommended special tools for calibration and maintenance shall be proposed. List shall include type, manufacturer, recommended quantity and unit price.





9.5 Purchaser reserves his right to select the required spare parts from Vendor's recommend list or add to the list at his discretion.

9.6 Vendor shall provide storage procedure for spare parts.

9.7 Attachment 4 should be filled by final selected vendor.

10 GUARANTEE

10.1 Vendor shall guarantee that the equipment designed by him shall be capable of operating under conditions specified in this Material Requisition and will operate satisfactorily and trouble free during normal, start-up, shut down and specified turn down.

Owner: 	Client: 	GENERAL AUTHORITY OF HORMOZGAN PERSIAN GULF PORT PAYA OIL PRODUCT TERMINAL			Consultant: 	Supervisor: 
		Client Doc. No.:	POT-150-DE-ME-MRQ-7224	Rev. 1	Page:	8 of 10
Document Title: MR FOR TRUCK LOADING ARM					Date:	1404-02-13

10.2 The Vendor shall design the **LOADING ARM** such that operating conditions specified in the related documents to be met by the requirements of relevant standard.

10.3 In addition, Vendor shall take full responsibility for smooth operation of the **LOADING ARM** during guarantee period, means 12 months after commissioning or 18 months after delivery.

10.4 The Vendor shall correct all defects or failures in any part of supplied equipment, which are discovered within the guarantee period.

10.5 Guarantee bonds and other conditions shall be set separately.

11 DOCUMENTATION

11.1 The Vendor shall submit documents for the purpose of proposals and Contract data as requested in the related documents.

11.2 The Vendor shall forward the original proposal in one copy and one electronic file.

11.3 The number of copies for reviewing of Vendor documents and drawings are three and three sets of final copy of Contract data along with one electronic copy.





12 ATTACHMENTS

APPLICABLE DOCUMENT :

Loading Arm Data Sheets POT-150-DE-ME-DSH7223

TRUCK LOADING ARM SPECIFICATION POT-150-BE-ME-SPE-7014

PAINTING SPECIFICATION POT-150-BE-PI-SPE-6009

Owner:  اداره کل بندر و دریانوردی ایران مختار و اقتصادی بندر شهید رجایی	Client:  شرکت پالایش نفت پارس (سپاهانی پارس)	GENERAL AUTHORITY OF HORMOZGAN PERSIAN GULF PORT PAYA OIL PRODUCT TERMINAL			Consultant:  بهین طرح پایدار	Supervisor:  تدبیر ساحل پارس مهندسین مشاور
		Client Doc. No.:	POT-150-DE-ME-MRQ-7224	Rev. 1	Page:	9 of 10
Document Title: MR FOR TRUCK LOADING ARM					Date:	1404-02-13

12.1 ATTACHMENT-3: LIST OF DOCUMENTS REQUIRED FROM VENDOR

NO	DESCRIPTION	DURING BID Q/T	AFTER ORDERING				
			DRAWING AND DOCUMENTS				
			Q/T	DEL. TIME	PURPOSE	FINAL ISSUE	AT THE FINAL INSP
1	Specific Performance data, drawings, documents	-	3/C+1/CD	8W	A	3/C+1/CD	X
2	Packing sketch & Specification	-	3/C+1/CD	3W before Shipping	A	3/C+1/CD	X
3	Test & inspection procedure at Vendor shop	-	3/C+1/CD	6W before Test	A	3/C+1/CD	X
4	Instruction for transportation & storing	-	3/C+1/CD	6W before Delivery	R	3/C+1/CD	X
5	Inspection and Tests report	-	3/C+1/CD	1 week after test	A	3/C+1/CD	X
6	Vendors Quality Assurance Plan	1/C+1/CD	-	-	-	-	-
7	Vendor Quality Control Plan	-	3/C+1/CD	4W	R	3/C+1/CD	X
8	Vendor Print Index & Schedule	-	3/C+1/CD	2W, other issues: with Progress Report	R	3/C+1/CD	X
9	Manufacturing Schedule (including Design, Procurement, Fabrication, Test & Packing)	1/C+1/CD	3/C+1/CD	2W	R	-	-
10	Vendor Progress Report on Manufacturing Schedule(item 10)	-	3/C+1/CD	Biweekly, every 12 th & 27 th of each Gregorian Month	R	-	-
11	Vendor Procurement Status	-	3/C+1/CD	with Progress Report	R		
12	Material Certificates	-	3/C+1/CD	3W Before Fabrication Starts	I	3/C+1/CD	X
13	Vendor Data Book (Complete)	-	-	At Delivery	R	3/C+1/CD	X
14	Draft of Packing List	-	3/C+1/CD	15 days prior to cargo ready date	R	3/C+1/CD	X
15	Packing List	-	3/C+1/CD	At Delivery	-	-	-
16	Inspection Notification	-	3/C+1/CD	2W before each hold/witness inspection	-	-	-
17	Sub vendor , sub supplier list	1/C+1/CD	3/C+1/CD	1W	-	-	-
18	Vendor organization chart	1/C+1/CD	3/C+1/CD	1W	-	-	-

Notes:

- (1) Q=QUANTITY, C=COPY, P=POLYESTER, CD=COMPACT DISC
- (2) W=WEEK, M=MONTH (from Purchase Order)
- (3) R=FOR REVIEW, I=FOR INFORMATION, A=FOR APPROVAL
- (4) X=DOCUMENTS TO BE SUBMITTED AT THE FINAL INSPECTION

