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OIL & GAS DEVELOPMENT COMPANY LIMITED
PROCUREMENT DEPARTMENT (LOCAL), ISLAMABAD
SCHEDULE OF REQUIREMENT

Material : **PLOTTERS AND SCANNERS**

Tender Enquiry No: **PROC-LG/PT/SYS-17454**

EVALUATION WILL BE CARRIED OUT ON FULL

Due Date:

Bid Bond Value : *Rs. 60,000/-*
Attachment(if any) : YES

Sr No	Description	Quantity	Make/Brand offered	Unit	Unit Price (PKR) Inclusive Of All Taxes Except GST	Unit Price (PKR) Inclusive of GST	Total Price (PKR) Inclusive of GST	Delivery Period Offered	deviation from Tender Spec. If Any
1	Flatbed Scanner Legal (Specification Attahed)	2		Number					
2	Plotter 36" (Specification Attahed)	6		Number					

Special Note:- The prospective bidders also download the master set of Tender Document
- The prospective bidders may keep in touch with OGDCL web site for downloading the clarifications/amendments (if any) issued by OGDCL.
- DELIERY PERIOD:- 60 DAYS AFTER LPO. DELIVERY LOCATION:- I-9 BASE STORE. 100% PAYMENT AFTER DELIVERY,INSTALLATION/COMISSIONING.

Discount (if any) shall only be entertained on Schedule of Requirement of Bidding Document (Financial Proposal). If the discount is mentioned elsewhere in the bid, the same shall not be entertained.



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Mandatory Checklist

Please confirm the compliance of the following mandatory information along with the bid(s) (failing which bids(s) will not be accepted)

Documents	To be Attached with the Technical/Financial Bids	Compliance	
		Yes	No
Original Bid Bond	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Copy of NTN Certificate	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Copy of GST Certificate	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Confirmation that the Firm is appearing on FBR's Active Taxpayer List	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly signed and stamped Annexure-A (Un-priced)	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-B	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-D	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-L on Company's Letterhead	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly signed and stamped Annexure-M on Company's Letterhead	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly signed and stamped Annexure-N on Non-Judicial Stamp Paper duly attested by Notary Public	Technical Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-A (Priced)	Financial Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-C	Financial Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Duly filled, signed and stamped Annexure-E	Financial Bid	Yes <input type="checkbox"/>	No <input type="checkbox"/>

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Item # 1:

Plotter 36" Specification:

Plotter Print: Line drawings 25 sec/page on A1/D, 82 A1/D prints per hour

Print resolution: Up to 2400 x 1200 optimized dpi

Margins (top x bottom x left x right) Roll: 5 x 5 x 5 x 5 mm (0.2 x 0.2 x 0.2 x 0.2 in)

Sheet: 5x5x5x5mm(0.2x0.2x0.2x0.2in)

Technology: Thermal Inkjet

Ink types: Dye-based (C, M, Y); pigment-based (mK)

Ink drop: 6 pl (C, M, Y); 12.6 pl (mK)

Printheads: 1 (C, M, Y, mK)

Line accuracy: +/- 0.1%5

Minimum line width 0.02 mm (0.0008 in) (HP-GL/2 addressable)

Guaranteed: 0.07 mm (0.0028 in) (ISO/IEC 13660:2001(E))6 minimum line width

Media Handling: Sheet feed, roll feed, input tray, media bin, automatic cutter

Roll Size: 279 to 914 mm (11 to 36 in), Sheets: 210 x 279 to 914 x 1897 mm (8.3 x 11 to 36 x 74.7 in) Standard sheets: A4, A3, A2, A1, A0

Thickness: Up to 0.3 mm (11.8 mil)

Applications: Line drawings, Renderings, Presentations

Memory: 1 GB

Connectivity: Interfaces, Gigabit Ethernet (1000Base-T), Wi-Fi, Hi-Speed USB 2.0 certified (standard) connector

Printing paths: Windows, print from USB pen drive

Mobile printing: Wi-Fi Direct and local Wi-Fi connectivity to enable mobile printing capability features ePrint, AirPrint and All-in-One printer remote App.

Drivers: Windows; 7, 8.1, 10

Warranty: 3/3/3 Manufacture must be Authorized partner

Intallation of Plotter is responsibility of Supplier

Item # 2:

Flatbed Scanner Legal Specification:

Resolution: Up to 600 x 600 dpi (color and mono, ADF); Up to 1200 x 1200 dpi (color and mono, flatbed)

Control panel: Touchscreen, Buttons (Back, Home, Help)

Bit depth: 24-bits external 48-bits internal

Maximum size: Legal

Scannable media types: Paper (banner, inkjet, photo, plain), envelopes, labels, cards (greeting, index)

Input type: Flatbed; ADF Auto document feeder (Standard, 50/60 sheets)

Connectivity: USB 2.0 and USB 3.0 (SuperSpeed)

Supported operating systems: Win 10, 8.1 & 7

Scan Software & Driver CD; USB cable; Power adaptor; Power cords

Warranty: 3/3/3 Manufacture must be Authorized partner

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Technical Evaluation Criteria

Tender No:

Criterion	Allocated max Score	Marks Distribution
Number of Purchase Orders for Delivery and services of Plotters/Printers/Scanners of Indent value or higher Volume in last 3 years, provide evidence	20	$X \geq 3$ and $x \leq 5$ 13 Marks $X > 5$ and $x \leq 8$ 17 Marks $X > 8$ 20 Marks X = number of Purchase Orders for Delivery and services of Laptop Computers for 100 or higher Volume
Company Experience Number of years of experience	25	$X \geq 5$ and $x \leq 10$ 17 Marks $X > 10$ and $x \leq 15$ 21 Marks $X > 15$ 25 Marks X = Number of years of experience
Company Financial Strength In terms of Last 03 years average Turnover	15	$X \geq 200$ and $x < 250$ million 10 Marks $X \geq 250$ and $x < 300$ million 12 Marks $X \geq 300$ and $X < 350$ million 14 Marks $X \geq 350$ million 15 Marks X = Last 03 years average Turnover of the company
Resource qualification for maintenance services Provide detail of technical staff with experience	20	04 Marks will be allocated to each resource up to maximum marks 20
Complain logging facility for service	20	<ul style="list-style-type: none"> • Complaint log through toll free Number or Helpdesk Number and Email = 13 Marks • Complaint log through web portal = 20 Marks
Total Maximum Marks	100	
Overall Qualifying Marks	75	

Note: Technical evaluation will be carried out on the basis of above mentioned Technical evaluation criteria, Bid will be rejected if bidder will not obtain 65% marks in each category and 75% marks overall

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Commercial Requirement (Mandatory)

Tender No:

S.No	Requirements
1	Bidder must be Tier 1 Partner of manufacturer for offered Hardware products (Enclosed OEM Partner Certificates)
2	The Hardware brand must have ISO Certification (ISO 14001) compliant and must provide evidence
3	The bidder must itself have Authorized Service Delivery partner (ASDP) of the Hardware manufacturer, provide evidence.
4	Company experience less than 5 years will be rejected
5	Must provide last three years audited financial statements
6	Number of Purchase Orders for Delivery and services of Plotters/printers/Scanners for indent value or higher Volume in last 3 years is less than 3 will be rejected
7	Manufacturer Authorization letter issued from OEM for this particular case
8	Affidavit on judicial Stamp paper to provide the Support Services facilities at the place where Seismic Party deploy. Pick & Drop from major cities of Pakistan will be responsibility of OGDCL.
9	Bidder must have support centers in Islamabad & Karachi.
10	Affidavit on judicial Stamp paper to the effect that firm has not been blacklisted by any Government/Semi Government/autonomous body or Company
11	Specification of offered product as per requirement with each part to be quoted with OEM Part number.

Note : Bid will be rejected, if Bidder will not fulfill mandatory requirement