



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

Material : **FLATBED SCANNERS**

Due Date:

Tender Enquiry No: **PROC-LH/PT/SYS-18510**

Bid Bond Value : RS. 23,400/-

EVALUATION WILL BE CARRIED OUT ON FULL

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 (Specification Attached)	13		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.
- DELIVERY TERM: WITHIN 8 WEEKS AFTER ISSUANCE OF LPO ON F.O.R 1-9 BASE STORE, ISLAMABAD. PAYMENT TERM: 100% AFTER DELIVERY AND INSPECTION. BID VALIDITY: 180 DAYS FROM THE OPENING DATE OF TECHNICAL BID.



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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 <input type="checkbox"/>	No <input type="checkbox"/>
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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For the Vendors/Contractors who opt to submit Bank Draft/Call Deposit/Pay order against Bid Bond/Performance Bond, our Accounts Department has finalized an arrangement for online payment to such Vendors/Contractors, which will be processed through (IBFT & LFT) for which following information is required:

i.	IBAN No. (International Bank Account Number 24 Digits)	
ii.	Vendor Name as per Title of their Bank Account	
iii.	Contact No.of Company's CEO/ Owner (Mobile & Landline)	
iv.	Bank Name.	
v.	Bank Branch Name and Code	

Name, Sign and Stamp of the authorized official of the Bidder(s) _____

Scanner Specifications:

SCANNER TYPE: Flatbed, ADF

DIGITAL SENDING STANDARD FEATURES: Scan to PC

SCAN RESOLUTION: OPTICAL Up to 600 dpi (color and mono, ADF); Up to 1200 dpi (color and mono, flatbed)

DUTY CYCLE (DAILY): Recommended daily duty cycle: 1500 pages (ADF)

BIT DEPTH: 24-bits external 48-bits internal

LEVELS OF GRAYSCALE: 256

SCAN SIZE, MAXIMUM: 216 x 297 mm

MEDIA WEIGHTS, SUPPORTED ADF: 60 to 105 g/m²

CONTROL PANEL: 5 buttons (including Sleep/Power button); 7 LEDs (including Power, Error, Scan to which destination and Simplex/Duplex)

AUTOMATIC DOCUMENT FEEDER CAPACITY: Standard, 50 sheets

AUTOMATIC DOCUMENT FEEDER SCAN SPEED: Up to 20 ppm/40 ipm (b&w, gray and color, 300 dpi)

SCANNING OPTIONS (ADF): Single-pass E-Duplex

SCAN SIZE (ADF), MAXIMUM: 216 x 3100 mm

COMPATIBLE OPERATING SYSTEMS: Windows 10 (32-bit/64-bit),

MAC COMPATIBLE: Yes

CONNECTIVITY, STANDARD: USB 2.0

USB cable; Power adaptor; Power cord

WARRANTY: 1 Year Standard Warranty