



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

Material :PROCUREMENT OF SPARES FOR OVERHAULING CAT ENGINE
3512

Due Date:

Tender Enquiry No: PROC-LH/PT/DRL-18797

Bid Bond Value : RS. 50,000/-

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	GASKET. P# 7N4927, ASY ENGINE, GAS "CATERPILLER" MODEL 'G-3516'	1		Number					
2	PISTON AS. P# 2995204 ASSY DIESEL ENGINE CAT 3512B	1		Number					
3	GASKET KIT. P# 1756617 ASSY DIESEL ENGINE CAT 3512B	1		Number					
4	KIT GASKET. P# 4420681	12		Number					
5	KIT GASKET. P# 4347557 TO BE CHANGE ON REQUISITION.	1		Number					
6	GASKET. P# 9Y8389	1		Number					
7	KIT GASKET-T, P# 3316560	1		Number					
8	KIT GASKET, P# 5997281	1		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 60 DAYS AFTER ISSUANCE OF LPO ON F.O.R KORANGI BASE STORE, KARACHI. BID VALIDITY: 180 DAY FROM THE OPENING DATE OF TECHNICAL BID. PAYMENT TERM: AFTER DELIVERY AND INSPECTION

PROCUREMENT OF SPARES FOR CATERILLAR 3512 DIESEL ENGINE.
TERMS & CONDITIONS FOR BIDDERS

1. Offered spares/assys. are required for Caterpillar 3512 diesel engine.
2. If bidder is authorized dealer/ distributor of OEM (M/s. Caterpillar) then copy of OEM authority letter must be provided with the bid.
3. For bidders other than OEM (M/s. Caterpillar) or their authorized dealer / distributor, a hard copy of authority letter from OEM/ OEM authorized distributor must be provided with the bid. Such authority letter must have the following features.
 - 3.1 Printed on the letterhead of OEM or authorized dealer/distributor of OEM.
 - 3.2 Submitted in original.
 - 3.3 Duly signed and stamped by the OEM or authorized dealer/distributor of OEM as the case may be.
 - 3.4 Bearing OGDCL tender enquiry number.
 - 3.5 Stating that OEM/ OEM authorized distributor (name to be mentioned) has authorized the bidder (name to be mentioned) to offer the spares/assys. for Caterpillar Diesel Generating Sets against this tender enquiry and that genuine, new and unused spares/assys. will be supplied free from any defect in material and workmanship.Scanned authority letter or its photocopy will not be accepted. OGDCL reserves the right to confirm authenticity of the document from the issuer.
4. For bidders quoting equivalent parts, following documents to be provided with the bid.
 - 4.1. Original authority letter from manufacturer / authorized dealer / distributor of manufacturer (name to be mentioned) stating that the manufacturer /authorized dealer/distributor has authorized the bidder (name to be mentioned) for quoting the offered parts against this OGDCL tender enquiry (tender enquiry number to be mentioned).
 - 4.2. Copies of five (05) unpriced sale contracts / purchase orders with supporting invoices showing supply of the similar Caterpillar equivalent parts to well-known drilling contractors, E & P companies of foreign jurisdiction other than bidders/manufacturers own country.
 - 4.3. Satisfactory performance certificates/statements from any three (03) of the above end users (drilling contractors / E & P companies) on their letter head, stating that equivalent spares/assys. against the above contracts/ purchase orders have been utilized in Caterpillar machines and their performance found satisfactory. OGDCL reserves the right to re-confirm authenticity of the documents from the issuers.
 - 4.4. A certificate from the quoted manufacturer that the offered equivalent spares/assys. are 100% exact replacement (i.e.100% compatible in design, dimensions and function/performance) to the Caterpillar spares/assys. mentioned in the Schedule of Requirement.
5. Bidder to offer the required spares/assys. with complete description, part number and quantity.



6. In case, the bidder offers the required spares/assys. from Caterpillar with superseded/ replaced part numbers, these should be clearly mentioned in the technical bid and a certificate be provided from M/s. Caterpillar or their authorized dealer / distributor to confirm that offered spares/assys with new part numbers are 100% exact replacement (i.e.100% compatible in design, dimensions and function/performance) to the spares/assys mentioned in the Schedule of Requirement.
7. Bidder to mention in financial bid the description, quantity, unit price (FOB), unit price (CFR Karachi) & extended price.
8. The offered spares/assys to be covered by the OEM warranty/ guarantee for a period of one year from date of installation or 18 months from the date of shipment. Bidder/ Supplier will immediately replace any or all defective items/assys free of cost during the warranty period at no additional cost to OGDCL, whatsoever.
9. Bidder/ Supplier will provide to OGDCL, the original "Certificate of Origin and Compliance" against the supplied material before delivery. OGDCL reserves the right to re-confirm the authenticity of provided certificates from the issuer/manufacturer.
10. Post-delivery inspection of the consignment at OGDCL premises will be carried out jointly by OGDCL representative and bidder's/ supplier's representative. OGDCL will intimate the date and venue of post-delivery joint inspection to the bidder/ supplier in due course of time.
11. Supplied spares/assys should be boxed and packed as per OEM/ international standard to ensure safe handling and transportation during shipment.
12. Quantity of the required spares/assys may be increased or decreased as per OGDCL requirement.
13. Delivery period: 60 days from the date of issuance of purchase order.

Note: Above terms and conditions are integral part of the tender enquiry and a copy of the same duly signed and stamped by authorized person of the OEM / bidder must be provided with the technical proposal in token of acceptance.



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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) _____