

OIL & GAS DEVELOPMENT COMPANY LIMITED

TERMS OF REFERENCE (TOR)/SCOPE OF WORK(SOW)



TENDER ENQUIRY NO: PROC-SERVICES/CB/P&P-4336/2019

HIRING TECHNICAL SERVICES FOR EXECUTION OF ANNUAL TURN AROUND (ATA) 2019 JOBS OF NASHPA PLANT, DISTRICT KARAK, KPK

Note: Master set of tender documents (services) uploaded on OGDCL's website (www.ogdcl.com) is the integral part of this TOR/Tender.

TENDER ENQUIRY NO: PROC-SERVICES/CB/P&P-4336/2019

Vetted
[Signature]
11/14
MUHAMMAD KHALID MUNIR
Jr. Engr. (Mech.) N
P&P Deptt. Ext: 4136

TOR FOR EXECUTION OF ATA-2019 OF NASHPA PLANT

1. GENERAL SCOPE:

- 1.1 Oil & Gas Development Company Limited (OGDCL) intends to invite bids for hiring technical services regarding execution of ATA 2019 jobs of **Nashpa plant**, District Karak, KPK (located on main Indus highway). The tentative schedule of annual shutdown is w.e.f 26th August (14 days).
- 1.2 **Contract Period** will be three months from the date of issuance of Service Order by OGDCL.
- 1.3 **Completion Period** Contractor shall complete the ATA services within 14 days from the date of issuance of mobilization notice by OGDCL's P&P Department (via email or letter).
- 1.4 The Contractor shall quote separate rate in PKR for each activity against the quantities mentioned in the scope of work.
- 1.5 Contractor will be responsible for electric power and water supply for their own manpower at their residence camp.
- 1.6 The items mentioned in the scope of work consist of furnishing all plant, labor, equipment, machinery, scaffolding and materials for completing the work. The work shall be done, complete in all respects in accordance with the requirements and owner's instructions at site.
- 1.7 The Quantities contained in the scope of work for each activity are estimated and liable to change (increase, decrease or omitted) when the work is actually executed. The payment shall be based on the actual quantity of work performed.
- 1.8 The Contractor shall be responsible for carrying out all work, complete in all respects, according to the scope of work. Any item of work required for completion but not expressly indicated in the scope shall be deemed to have been included in the unit rates quoted by the Contractor.
- 1.9 The Contractor shall be responsible for ventilation and getting the vessels fit for entry and working environment. All other works required for equipment / piping repair works, e.g. removal / installation of internals, temporary supports, lighting, ventilation etc., shall be the Contractor's responsibility.
- 1.10 The works are to be carried out on a fast track basis and it is, therefore, essential that the Contractor shall be prepared to execute the work on a round the clock basis (day & night shift) including on holidays.
- 1.11 Unit rates quoted by bidder shall be firm. No extra payments on account of escalation in prices due to any reason shall be admissible.

- 1.12 The Contractor shall be paid only for the work duly approved by Owner's representative. Any rework due to poor quality, demonstrated by NDT results & inspection by OGDCL shall be on Contractor's account.
- 1.13 The work is being executed within the plant during shutdown and the Contractor shall, therefore, abide by all safety Rules and Regulations required to be followed on advice of Company.
- 1.14 Removal / Re-installation of hot & cold insulation where applicable shall be the responsibility of Contractor (materials to supply by OGDCL).
- 1.15 The contractor will arrange cranes and all other shifting/lifting/rigging gears for all activities to be carried out during ATA.
- 1.16 All tools, machinery, special equipment shall be supplied by Contractor.
- 1.17 Skilled manpower should be well experienced in their respective crafts.
- 1.18 OGDCL HSEQ Rules & Regulations will be strictly observed & followed by the Contractor.
- 1.19 Contractor will be responsible for dismantling, shifting to workshop and back to site after maintenance, re-installation and alignment of motors with skilled millwright teams.
- 1.20 Contractor will perform hydro testing/ pressure testing of heat exchangers (as per mechanical scope)
- 1.21 Contractor will develop and submit general hydro test procedure for each exchanger.
- 1.22 Contractor will arrange all assemblies, tubing or hoses to fill water/ Nitrogen gas for hydro testing/pressure testing (complete in all aspects).
- 1.23 Work methodologies of Jobs (modification jobs, valve testing/repairing, cleaning of vessels, Columns, heat exchangers and repair work of leakages in piping and pressure vessels) will be developed by contractor.
2. **INSPECTION/REPAIR/TESTING OF VALVES:**
- 2.1 The Contractor shall quote separate rates for each/individual valve (The valves nos. and type mentioned in Mech Scope Register.
- 2.2 Contractor shall submit methodology / procedure for repairing and testing of valves with respect to the standards specified in the engineering references above.
- 2.3 The repair and build up of valves' seats will be carried out with approved electrodes in accordance with applicable standards (if required).
- 2.4 All valves will be tested for seat tests & body test.
- 2.5 Lapping of valve seats shall be carried out on high-level precision machine.



3. OGDCL'S RESPONSIBILITIES:

- 3.1 OGDCL will provide blind/ spades for isolation and pressure testing. However, the blinds which are not available in stock, contactor will fabricate with MS sheets. MS sheets will be provided by OGDCL.
- 3.2 OGDCL will arrange NDT/Third party inspection.
- 3.3 OGDCL will provide gaskets and direct material/spares parts.
- 3.4 OGDCL will provide de-mineralized water for hydro testing.
- 3.5 OGDCL will provide nitrogen for purging/blasting activities.

4. CONTRACTOR'S RESPONSIBILITIES:

- 4.1 The technical manpower must be qualified / skilled and have at least five years' experience in its trade in the field of Oil & Gas/Petrochemical Processing Plants. Contractor skilled manpower will be interviewed by OGDCL professionals in all disciplines (Mechanical, Electrical and Instrument), if deemed necessary and contractor should arrange the interview at their premises. The detailed CV's of direct manpower/supervisors is mandatory.
- 4.2 Contractor will arrange the accommodation and three-time meal for their manpower, electric power, and water supply and laundry services at their camp.
- 4.3 Contractor shall deal/communicate with the locals directly.
- 4.4 Emergency/First Aid medical coverage will be the responsibility of contractor.
- 4.5 Although the plant has a safe history however contractor where deemed necessary will arrange their own security.
- 4.6 The Contractor shall quote separate rate in PKR for each activity against the quantities mentioned in the scope of work. Contractor shall mention mobilization & demobilization charges separately.
- 4.7 The contractor should plan ATA activities (direct/associated) using latest version of MS Project or equivalent and submit their planned schedule covering all the activities for carrying out ATA of Nashpa Plant successfully with high level quality within stipulated time period.
- 4.8 Contractor shall submit in the technical bid; Manpower histogram, to be plotted on each-day basis to show the nos. of people to be on site for execution of ATA works scope. The manpower should be segregated/ separately shown for Mech, Electrical and Instrumentation & Control.
- 4.9 Contractor shall submit in the technical bid; Lev-1 or 2 (MS Project or equivalent) schedule to demonstrate how the ATA work will be executed within OGDCL specified time line. The schedule must include all major machinery and tools/ equipment required to carry out ATA activities.
- 4.10 Contractor should prepare/submit daily progress report and percentage Gantt chart (planned vs actual) at end of the day.



- 4.11 Contractor will be responsible for dismantling, shifting to workshop and back to site after maintenance, re-installation and alignment of motors with skilled millwright teams.
- 4.12 In case of any accident, contractor should have its own medical facility however OGDCL may provide only general first aid as per requirement.
- 4.13 Contractor should arrange Hart communicator 475 latest model or equivalent (01 No) Multimeter (03 Nos), Pneumatic Calibrator (01 No) and Milli Ampere Source (02 No), Lathe Machine (upto 6Ft, 01 No.), PSV test bench up to 10" (01 Nos) for instrument related jobs.
- 4.14 Providing electrical supply extension boards and flood lights (approx. 05 Nos) at plant area for maintenance jobs as per requirement
- 4.15 Contractor will arrange following tools for electrical jobs.
- | | |
|--|--------|
| (a) Multimeter 500V | 03 Nos |
| (b) Megger 1000V | 02 Nos |
| (c) Grease Gun | 03 Nos |
| (d) Hydraulic Bearing Puller Multi sizes | |
| (e) Bearing Induction Heater | 01 No |
- 4.16 All calibration equipment/tools for all instruments, control valves & PSV's should be the responsibility of contractor.
- 4.17 Site administration personnel with associated resources like computer, printers, photocopiers etc.
- 4.18 Contractor will arrange certified E & I calibration and testing equipments.
- 4.19 Contractor shall arrange all Cranes and fork lifters and tools suitable to carry out all the activities within stipulated time frame. Contactor shall submit equipment deployment plan along with technical bid. OGDCL recommends following minimum logistic support with proposed allocation:
- Hydraulic Crane, Capacity 50 Ton, Qty: 01 No
 - Hydraulic Crane, Capacity 30 Ton, Qty: 01 No
 - Fork Lifters, Capacity 05 Ton, Qty: 02 Nos
 - In case of malfunctioning of crane/lifter, OGDCL will deduct the rental charges as per actual based on prevailing market rates.
- 4.20 Fin Fan coolers external cleaning arrangement (tanks, chemical and suitable pump arrangement of such type cleaning) will be the contractor responsibility.
- 4.21 Scaffolding material will be arranged by contractor.
- 4.22 Contractor will perform hydro testing of pressure vessels (as per mechanical scope of work). Contractor will develop and submit hydro test method statement in bid for technical evaluation.

- 4.23 Contractor will provide all the calibration certificates (Hard and Soft copy) of all the instruments which will be carried out in the ATA.
- 4.24 Shock absorbing safety harness for contractor employees as per job requirement.
- 4.25 The proper certification of lifting gears, cranes, lifters, crane operators, drivers etc. will be mandatory.
- 4.26 Contractor should arrange HSE I/C, supervisors, inspectors, first aiders, hole watcher, rescuer, fireman and housekeeping man as per work plan activities.
- 4.27 Contractor shall perform plant housekeeping at the end of ATA including cleaning of open drain channel of complete plant and dispose of the recovered waste.
- 4.28 Total nos of deployed manpower list (designation wise) with organogram for the execution of individual job along with manpower deployment plan shall be submitted in the technical bid.
- 4.29 Contractor will arrange transport for the pick and drop for their manpower from residence camp to plant and back for the whole period and also from Hyderabad/Karachi etc. to field & back.
- 4.30 Contractor should ensure the police verification (as per OGDCL requirement), of all manpower direct and indirect, must have bio-data file of each. Deployed manpower should have no criminal record.
- 4.31 Contractor manpower must have CNIC and Contractor identity card.
- 4.32 Contractor should ensure his manpower has no any kind of ammunition and narcotics.
- 4.33 Mobiles and photo camera are prohibited in the plant premises and contractor should be ensured.
- 4.34 Contractor should deploy his own fully equipped security to control the manpower's in/out movement in plant as well as at residence camp and store with the coordination of OGDCL security Incharge.
- 4.35 Contractor should rectify any breakdown/damage of equipment, material, spare parts due to contractor fault, mismanagement / manhandling.
- 4.36 Contractor to arrange Electrical Supply Boards (EXd rated class as well as non EXd-Specific to EXd Zone-I &II where work is being performed) with Cables for all activities planned in ATA. Supply boards should be EXd certified with Earth leakage breakers, EXd rated glands and receptacles. Contractor to make sure that these boards are sufficient in numbers to avoid shortage during ATA and sufficient man power should be deputed to ensure power supply up to point of consumption. OGDCL will only provide points at which three phase/single power is available at plant area.
- 4.37 Contractors to provide SOPs of all tests / checks / maintenance to be performed on electrical & mechanical equipment, provide detail of test equipment.



- 4.38 Electrical Contractor to arrange 220VAC temporary illuminations wherever required at site. These fixtures should be rated as per EXd ratings relevant to area of installation. OGDCL will only provide electrical connection points at site.
- 4.39 QA/QC documents will be provided by contractor after complete overhauling/maintenance/repairing job.
- 4.40 Contractor to arrange pneumatic/24V (intrinsically safe, explosion proof) High RPM exhaust Fans for the ventilation of Columns and Vessels.
- 4.41 Contractor to arrange 24V Lighting arrangement with power source inside the Column and vessels.
- 4.42 Contractor to arrange and install suitable ventilation system to maintain safe entry for people in columns and vessels.
- 4.43 Contractor shall extend the support for any maintenance activities during startup of the plant.

5. CONTRACTOR'S HSE RESPONSIBILITIES:

- 5.1 Contractor will submit Company HSE Policy manual for implementation of safe execution of each activity with zero-injury target. In case of any accident, OGDCL will not be liable for any claim like insurance etc.
- 5.2 Provision of PPE'S to their manpower and each worker should display ID card (HSE concern)
- 5.3 Original certificates of lifting gears, cranes, crane operators, hydro-jetting machines, drivers etc. will be mandatory checked by OGDCL Maintenance representative. Furthermore, contractor will submit copy of these certificates to HSE representative of OGDCL (HSE Concern).
- 5.4 The valid certification of welders, scaffolder etc. will be mandatory. Tags should be displayed for certified scaffolding (HSE Concern).
- 5.5 HSEQ manpower by contractor
- 5.6 Manpower to be acquired by contractor, competence and skill to be mentioned. Contractor to provide CV of the manpower
- 5.7 HSEQ Officer should be graduate engineer with Nebosh certification with at least 05 Years of relevant experience.
- 5.8 Supervisor should be Graduate / D.A.E having Safety Courses certificates with at least 5 Years of relevant experience.
- 5.9 HSE assistant should be at least Intermediate having Safety Courses/ certificates with at least 5 Years of relevant experience).
- 5.10 Well-equipped First Aider & Rescuers (Trained/Certified at least 02 Nos.) e.g. ropes/pulley, tri-pod, stretchers, medicines etc.



- 5.11 Contractor to provide Job Safety Plan for critical jobs and respective arrangement regarding preventive measure (safety gadget, HSE equipments etc.) and mitigation measures (in case of emergency e.g. SCBA, rescuer, first aider, specialized arrangement tripod stand for evacuation from confined space etc.)
- 5.12 Emergency Response Plan by the contractor.
- 5.13 Mobiles and photo camera are prohibited in the plant premises and contractor should be ensured. (HSE / Security concern).
- 5.14 Smoking will be allowed only in designated areas.
- 5.15 The work is being executed within the plant during shutdown and the Contractor shall, therefore, abide by all safety Rules and Regulations required to be followed by the Owner.
- 5.16 HSEQ crew will be interviewed by OGDCL HSEQ representative before commencement of ATA by OGDCL.
- 5.17 Skilled manpower should be well experienced in their respective crafts.
- 5.18 Contractor shall strictly observe & follow OGDCL HSEQ Rules & Regulations, OGDCL contractor management manuals, HSE protocol for project management.
- 5.19 Contractor to follow OGDCL safety manual prepared for service companies/contractors.

6. MOBILIZATION / DEMOBILIZATION PERIOD:

- 6.1 Contractor shall be allowed to mobilize resources & manpower 7-10 days before commencement of ATA. Contractor can mobilize limited resources any time before ATA with the prior approval of OGDCL Plant Management for pre-shutdown activities. However, Contractor shall ensure to mobilize all resources before the start date of ATA in order to complete all ATA activities without delay.
- 6.2 Contractor should demobilize all resources within 07 days after completion of ATA activities & post shutdown activities.

7. NON-COMPLIANCE WITH TERMS / PENALTIES:

- 7.1 If Contractor does not mobilize within agreed time period; OGDCL will have the right to terminate the contract and confiscate the performance bond / guarantee etc.
- 7.2 If Contractor regrets or fails to provide the service or complete the agreed job (which is part of the service order/contract) during ATA then the Contractor shall be liable to pay penalty @ 5% of the total contract value (including mobilization & demobilization charges), which will be deducted from the invoice & charges of that specific job will also not be paid. However, if OGDCL hold or terminate / delete any services, job scope then no penalty will be imposed to the Contractor but the payment of that particular job will not be paid to Contractor.
- 7.3 If Contract is terminated due to negligence / fault at the part of the Contractor, then mobilization & demobilization charges will not be paid and Company has the right to confiscate the performance bond / guarantee.



- 7.4 In case of any damage or break down of the equipment due to maintenance fault, assembly, disassembly, box up, Contractor will bear all cost of services, consumables & parts used to restore the equipment in original condition.

8. FOR BIDDER QUALIFICATION:

All the interested parties intending to participate to execute the ATAs must fulfil all the requirements / parameters required for bidder qualification as per tender document in their bids. The evaluation of the bids shall be carried out through grading of the contractors according to marks calculated as per criteria defined in "Technical Evaluation Criteria" (below). A Contractor should earn minimum qualifying marks in each category & total 70 marks as overall in order to qualify. The Minimum qualifying marks in each category are also defined in "Technical Evaluation Criteria" (below).

8.1 The Contractor(s) are required to provide the following documents for bidder qualification:

- i. Certified copy of valid NTN / GST certificates.
- ii. Contractor profile.
- iii. Documentary proof for providing the satisfactory services for ATA / Shutdown (which include copy of purchase orders, Contract, completion certificates showing nature of job, client name & value) of at least 03 years in oil & gas, refinery or petrochemical plants. ATA at other plant like sugar, textile, cement, power plants etc. will not be considered. Project (like erection of new plants etc.) experience will not be considered as ATA experience.
- iv. Comprehensive list of all available equipment, tools, camp, office & workshop facilities, logistic equipment, cranes, lifters etc. should be provided. It may be verified physically if OGDCL deem necessary.
- v. Contractor's site organogram of ATA, manpower deployment plan & equipment deployment plan with total numbers of each craft, machinery, tools etc. It should cover all required resources (manpower, machinery & tools) specially; Mechanical, Instrument, Electrical, HSEQ, Inspection crews etc.
- vi. CVs of the all Management & Supervisory ATA team (as per organogram). The Managers, Engineers, supervisors should have experience of ATA execution.
- vii. List of all the offices and service agencies across Pakistan.
- viii. Contractor's HSEQ policy & detail required to claim the marks as per "Technical Evaluation Criteria" (below) Sr. No. 05.
- ix. Verifiable copy of purchase orders & satisfactory performance certificate from Oil & Gas companies, refineries or petrochemical plants for execution of previous ATA in order to claim the marks as per "Technical Evaluation Criteria" (below).
- x. Lev-1 or 2 (MS Project or equivalent) schedule to demonstrate how the ATA work will be executed within OGDCL specified time line. The schedule must include all major machinery and tools/ equipment required to carry out ATA activities.



- 8.2 In case of bid submitted by any Joint Venture Contractors, the experience of one Contractor will be considered for evaluation (for example 01-year experience of one Contractor & 01 year of the another JV Contractor will not be considered as two years. Similarly, two ATAs performed by one Contractor & one ATA by JV will not be considered as three ATAs.
- 8.3 Contractor declared as black listed at PPRA website will not be entertained.
- 8.4 Contractor shall have strong financial strength to meet the execution of ATA services, evidence of financial resources / strength should be provided.

Important Note:

- a) All interested parties / bidders are requested to visit **Nashpa** site to clarify / understand the scope of work if deem necessary. It will also helpful to understand the scope & submit the bid well in time.
- b) OGDCL requirement for bidders is to explicitly demonstrate in their "Technical Bid Submission" that they have allocated enough manpower, machinery, equipment, tools, consumables etc. to carry out all ATA activities safely and within planned timeline. Any of the bidders appearing to be short of resources in their technical bid submission may be rejected, if found non-compliant / non-responsive to OGDCL requirements. It should also be noted that after award of ATA Contract by OGDCL, Contractor shall have sole responsibility to review the current situation/ onsite situation (including any changes to priorities by OGDCL) and arrange the additional resources (people/ machinery, Tools, equipment, consumables etc.) to ensure ATA delivery within stipulated timeline and OGDCL defined targets. All such activities shall be performed without additional and/or extra cost to OGDCL.
- c) Bidder shall confirm to provide & execute all activities as per TOR / Scope of work, any bidder who will obtain 70 marks but not confirm to execute complete TOR / Scope of work will be declared as technically non responsive.

9. **TECHNICAL EVALUATION CRITERIA (MARKS)**

Sr. No.	Evaluation Item	Description of Criteria	Max. Marks / Calculations	Maximum Marks	Minimum Qualifying Marks	Remarks
1.	Contractor strength to execute Mechanical, Electrical & Instrumentation work.	Contractor should have experience for execution of Mechanical, Electrical and Instrument works in ATAs.	Fully Complied = 15	15	15	The Contractor should submit the detail of scope of work along with supporting documents to prove that they have executed Mechanical, Electrical & Instrument activities during ATAs. Experience of Contractor itself will be considered only (experience of

Sr. No.	Evaluation Item	Description of Criteria	Max. Marks / Calculations	Maximum Marks	Minimum Qualifying Marks	Remarks
						manpower is separately covered in TOR)
2.	Specific experience of Annual Turn Around (ATA).	Contractor's experience of ATAs.	Contractor shall earn 06 marks against each ATA up to maximum of 30 marks, Only 05 ATAs will be considered for Marks calculation.	30	10	In order to get 06 Marks for each ATA, the value/ worth of each previous ATA performed by contractor should be at least 10 Million (PKR). If value/ Cost of ATA performed is less than 10 Million but above 07 Million (PKR) 05 points each. If value/ Cost of ATA performed is less than 07 Million but above 04 Million (PKR) 04 points each. If value/ Cost of ATA performed is less than 04 Million but above 1.5 Million (PKR) 03 points each. If value/ Cost of ATA performed is less than 1.5 Million then it will not be considered.
3.	Certifications.	Contractor should provide following valid certificates; 1. ISO 9000 certification: 2. ASME U/R/S-Stamp 3. PEC Registration	1. 04 Marks 2. 03/02/02 Marks 4. 04 Marks	15	04	Contractor should submit the valid copy of certificates. If the certificate status is in progress no marks shall be given.
4.	Offices, Workshop, Tools,	Contractor should have following	1. 03Marks 2. 08 Marks	30	15	Established workshop: 02 Marks

Sr. No.	Evaluation Item	Description of Criteria	Max. Marks / Calculations	Maximum Marks	Minimum Qualifying Marks	Remarks
	Equipment, Machinery, Infrastructure.	<p>facilities with in Pakistan.</p> <p>1. Workshop & office,</p> <p>2. Tools to execute the ATA activities (Mechanical, Instrument, Electrical).</p> <p>3. Equipment / Machinery (Valve test bench, hydro jetting machines, welding machines/ Generators).</p> <p>4. Cranes, fork lifters.</p> <p>5. Relevant professional CVs & site deployment Organogram for Mechanical, Instrument & Electrical works.</p>	<p>3. 03 Marks</p> <p>4. 06 Marks (04 + 02)</p> <p>5. 10 Marks.</p>			<p>Established Office: 01 Marks</p> <p>Mechanical tools: 04 Marks.</p> <p>Instrument tools: 02 Marks.</p> <p>Electrical tools: 02 Marks.</p> <p>01 Marks for each main equipment / Machinery.</p> <p>01 Crane (Min 30-50 tons). 02 Marks Max: 04 Marks 01 fork lifters (Min 3 Tons). 01 Mark Max: 02 marks</p> <p>Organogram: 02 Mark.</p> <p>Mechanical CVs: 04 Mark</p> <p>Electrical CVs: 02Mark</p> <p>Instrument CVs: 02Mark</p>

Sr. No.	Evaluation Item	Description of Criteria	Max. Marks / Calculations	Maximum Marks	Minimum Qualifying Marks	Remarks
5.	Safety & HSE Policy	<ol style="list-style-type: none"> Contractor's documentary evidence of HSE policy with commitment to provide PPE, Helmet, Ear plugs and safety shoes to the skilled labour at work. Well defined HSE policy with commitment and to provide 1 Million Safe Man hours' record. Deployment of first aid boxes & medical team for the labour at site. 	<ol style="list-style-type: none"> 04 Marks for full compliance, partial compliance zero Marks. 04 Marks, 02 Marks for full compliance partially compliance zero Marks. 	10	06	The Contractor who will provide 1 Million safe man hours record will be awarded 04 marks while the Contractor who will provide 0.5 Million safe man hours record will be awarded 02 Marks.

Total Marks= 100

Minimum Qualifying Marks = 70

- Contractors capable of executing Electrical, Instrument & Mechanical activities will be considered for qualification. Partial compliance i.e. if the Contractor has experience of mechanical jobs only, having no experience in Electrical & Instrumentation field & vice versa, then it will be not considered for qualification.
- Contractor should get minimum qualifying marks in each category as mentioned in above table. Contractor will not be qualified if above mentioned minimum qualifying marks in any category will not be scored by the contractor. In addition, the total marks should also be not less than 70. Any contractor who will score less than 70 marks shall not be considered for qualification.
- Contractor must have three years' total experience of providing ATA/ shutdown services. Contractors having experience less than three years will be disqualified & shall not be considered for qualification even if they score marks more than 70 as per above tabulated criteria. In order to prove three years' experience, Contractor can claim the ATA whose worth / value is less than Rs.1.5 million however these ATA shall not be considered for marks calculation and only ATAs having worth / value more than Rs. 1.5 million will be considered for marks calculation as per above table Sr. No. 02.
- In case of JV, JV agreement to be provided by contractor. Experience of both JV partner will be not added together for marks calculation.

10. FINANCIAL BID FORMAT/EVALUATION CRITERIA:

Sr.	Description	Price in PKR (inclusive of all taxes except PST/ICT)
01	Cost of Services for ATA jobs, activity wise breakdown should be provided as per enclosed document / scope of work (the cost must be inclusive of all types of equipments, tools, manpower, machinery, consumables and PPE) for	
	i, Mechanical works	
	ii, Electrical works	
	iii. Instrument works	
02	Mob / Demob. Cost	
03	Total cost (inclusive of all taxes except PST/ICT)	
<p>Note:</p> <p>i) Bidders are requested to quote the above mentioned rates separately for each activity of the jobs at Sr. No. 01. & provide the activity wise break down as per attached list.</p> <p>ii) OGDCL reserves the right to delete / cancel any activity mentioned in the scope of work at any stage of the ATA and payment will be made as per actual job done.</p> <p>iii) Contract will be awarded to financially lowest evaluated bidder on complete package basis.</p> <p>iv) Financial evaluation Financial evaluation will be carried out on total cost basis (on complete package basis). Extra cost except total cost shall not be considered.</p>		

11. BID PRICE:

- (i) Bid price must be quoted in PKR otherwise the bid will be rejected.
- (ii) Bid price shall be inclusive of all taxes, duties, levies, charges etc., except Provincial Sales Tax (PST)/ Islamabad Capital Territory Sales Tax (ICT) on services in Pakistan.
- (iii) PST/ICT wherever applicable shall be borne by OGDCL at actual.
- (iv) The prices quoted by the successful bidder (contractor) for required services shall remain firm and final throughout contract period. The price charged by the successful bidder (contractor) for required services shall not vary from the prices quoted by the service company.

(This clause shall prevail instead of Master Tender document "ITB" clause # 06 'BID PRICE')

12. PAYMENT TERMS

Payment will be made against verified invoices as per actual work performed by the contractor after completion of services.

(This clause will prevail instead of Master Tender document "ITB" clause # 07 'PAYMENT').

13. **AMOUNT OF BID BOND:** Bid Bond /Bid Security amounting to **PKR: 500,000/-** is to be attached / provided with the technical bid. Please see Master Set of Tender Document for further details.

Note :-

The master set of tender documents (services) uploaded on OGDCL's website (www.ogdcl.com) is the integral part of this TOR.

TENDER ENQUIRY NO: PROC-SERVICES/CB/P&P-4336/2019