

OIL & GAS DEVELOPMENT COMPANY LIMITED



TENDER ENQUIRY NO. PROC-SERVICES/CB/C&ESS-5075/2021

**HIRING OF DESIGN CONSULTANCY SERVICES FOR CONSTRUCTION OF EXTERNAL
EMERGENCY EXIT STAIRS AT OGDCL HOUSE ISLAMABAD**

TERMS OF REFERENCE

1.1. Oil & Gas Development Company Ltd (OGDCL) hereinafter referred to as "EMPLOYER" intends to hire services of a consultant for "**Designing of External Emergency Exit Stairs (Steel Structure) at OGDCL House, Jinnah Avenue, Blue Area, Islamabad**" through open bidding as per single stage two envelope procedure with Quality and Cost Based Selection (QCBS) (70% Technical & 30% Financial) under clause 3(B) of procurement of consultancy services regulation-2010 by PPRA. The consultant will be required to check Structural Stability of existing OGDCL building to take the loads of proposed emergency stairs and subsequent Detailed Design, Preparation of Construction Drawings, BOQ, Detailed Estimate and Tender Documents including Terms & Conditions and Technical Specifications for Construction of External Emergency Exit Stairs (Steel Structure) at OGDCL House Islamabad.

1.2. It is envisaged that the consultant shall undertake all aspects of designing but not limited to the following tasks:

- i. Necessary topographic survey,
- ii. Study available geotechnical investigations and carryout additional geotechnical investigations if required,
- iii. To check Structural stability of existing OGDCL building for taking loads of proposed stairs. It will include study of existing structure members, its structural & architecture drawings, subsequent developing / running computer model with respect to impact of proposed stairs.
- iv. Certification of Structural stability of existing OGDCL building with respect to taking loads of proposed numbers of External Emergency Exit Stairs.
- v. Design of reinforcement measures for existing structural members (if required) to take loads of the proposed stairs.
- vi. Designing of External Emergency Exit Stairs (No of staircases as per code / design).
- vii. Complete Design for anchoring of proposed stairs to existing building.
- viii. Complete Design of Footing for proposed stairs.


MALIK AHMAD GHAFFAR
D. Chief Engineer (Civil)
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- x. Amendment / Modification works required to clear the route toward exit points of emergency stairs at each floor and subsequent reinstatement of modification works.
- xi. Design of Emergency Lighting System for proposed stairs.
- xii. Design of sign board / directional lighting system at each floor.
- xiii. Complete preliminary design,
- xiv. Complete detailed design,
- xv. Preparation of tender documents including BOQ, estimate, technical specifications and construction drawings.
- xvi. Preparation of Technical & Financial valuation Criteria and assist in evaluations thereof.

1.3. The intent of this consultancy is to engage a Consultant who will apprehend Employer's requirements and carryout structural stability of the existing OGDCL building for taking loads of the proposed external emergency exit stairs and will carryout subsequent detailed designing of proposed external emergency exit stairs. Consultant shall also be responsible for preparation of construction drawings, tender documents comprising of terms & conditions, technical specifications, BOQ and estimate for the project. Obtaining NOC from CDA will also be the responsibility of the consultant.

1.4. It is mandatory for participating consultants to visit and examine the Site and its surroundings and to obtain for themselves on their own responsibility all information that may be necessary for preparing the proposal and entering into contract with the Employer.

1.5. The Consultant shall be deemed to have obtained all necessary information as to risks, contingencies and other circumstances which may influence or affect the proposal. To the same extent, the Consultant shall be deemed to have inspected and examined the Site, its surroundings, the relevant project data provided by the Employer and other available information, and to have been satisfied before submitting the proposal. All cost in this respect shall be at the consultant's own expense.

1.6. The Consultant is required to submit an implementation plan & narrative outlining the method of performing its obligations. The narrative should indicate in detail and include but not be limited to the staffing Organogram, staff utilization schedule, the


MALIK AHMAD GHAFFAR
Dy Chief Engineer (Civil)
Ext: 5085

sequence of work items; complete with details of required resources for all activities.

1.7. The Consultant is required to submit complete details of its key personnel including but not limited to those mentioned in TOR. The employer reserves the right to interview the key personnel prior to signing of contract.

1.8. Consultant must have a valid PEC registration certificate in relevant category and in case of JV, all JV partners must have valid PEC registration certificate.

1.9. Approval of Design / Drawings from Capital Development Authority (CDA) (Emergency & Disaster Management Directorate and Building Control Directorate) and other departments (if applicable) shall be responsibility of the consultant, however, any fee for such purpose deposited to such departments will be reimbursed to consultant on provision of original receipts. The consultant will obtain NOC from the CDA in time as prescribed in the TOR but if there occurs any delay due to CDA then consultant will not be penalized for such delay. It is mandatory that the proposed architect and structural engineer of the consulting firm must be enlisted

1.10. / registered with Capital Development Authority (CDA). For this purpose, consultant may engage a firm/entity or individuals at its own risk and cost, who have valid registration with Capital Development Authority (CDA).

20. PROJECT STATISTICS.

Employer	: Oil & Gas Development Company (OGDCL)
Project Title	: Designing of External Emergency Exit Stairs (Steel Structure) at OGDCL House, Jinnah Avenue, Blue Area, Islamabad
Location	: Oil & Gas Development Company Limited, OGDCL House, Plot # 3013, Jinnah Avenue, Blue Area, Islamabad
Building Description	: An office building consisting of Tower-A, B, C & D with 9, 16, 14 & 12 floors respectively.
Venue for Submission of Proposals	: GM (Supply Chain Management), OGDCL House, Blue Area, Jinnah Avenue, Islamabad. Tel: 051-920023607, Fax.051-9207530 Email: zahid.abbas@ogdcl.com
Due Date for Submission of Proposals	: As per press advertisement.

3.0 PARTICULARS OF THE CONSULTANT.


MALIK AHMAD GHAFFAR
Chief Engineer (Civil)
Ext. 5085

Consultants shall indicate in the space provided; their full and proper addresses at which notices may be legally served on them and to which all correspondence in connection with their proposals and the Contract is to be sent.

Postal Address	:	
E-mail	:	
Telephones	:	
Fax	:	
Consultant's Representative	:	Name: Designation:

4.0 SCOPE OF SERVICES.

The Consultant will use its best efforts to provide professional services to the assignment described as under. The Consultant shall exercise all skill care and diligence in the discharge of its duties and performance in this regard and shall be in accordance with the prevalent practices.

In accordance with TOR, the Scope of Services shall be in the following stages:

4.1 Design Services

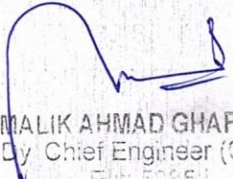
4.1.1 PRELIMINARY DESIGN STAGE.

- 4.1.1.1 You will be required to conduct a visit to the project area i-e OGDCL House, Islamabad. The building is comprised of Tower-A, B, C & D with 9, 16, 14 & 12 floors respectively above Ground floor. The building has 02 basements, 01 Lower Ground.
- 4.1.1.2 You will be provided available architectural and structural drawings of the OGDCL House building for study regarding stability of existing building with respect to addition of load of emergency stairs and subsequent detailed designing of proposed stairs. You have to conduct necessary survey of the site with regard to this project and take all measurements, levels etc for design purpose.
- 4.1.1.3 Consultant will be required to study the available soil / geotechnical investigations and carryout additional investigations if required, with approval of employer. The cost for such additional investigation will paid to consultant subsequent to approval.
- 4.1.1.4 It will be the responsibility of the consultant to check the stability of the existing building with respect to addition of loads (dead, live and environmental) of required number of external emergency exit staircases, as

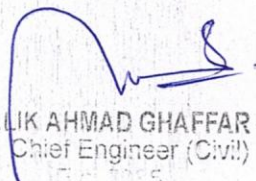

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Dy. Chief Engineer (Civil)
Ext: 5035

per prevailing national design codes. For this purpose consultant will be required to use all techniques, calculations, computer modeling etc.

- 4.1.1.5 If the load capacity of structural members of existing building is sufficient to take the load of the external emergency exit stairs without any reinforcement measure, then the consultant will proceed for designing of the proposed stairs as per provisions of Building Codes of Pakistan – Safety Provisions 2016, Building Codes of Pakistan – Seismic Provisions 2007, CDA building Code, Emergency & Fire Safety Standards of CDA and Life Safety code NFPA-101.
- 4.1.1.6 If the load capacity of any structural member of existing building is not sufficient to take the load of the external emergency exit stairs and if alternate arrangement is not possible then consultant will design reinforcement measures to cater for deficit in capacity of such member.
- 4.1.1.7 The design shall be done so that the load of the stairs shall be distributed to different columns / beams / RCC wall etc. No structural member may be stressed / loaded beyond its general load capacity.
- 4.1.1.8 National standards / codes, Building Codes of Pakistan – Safety Provisions 2016, Building Codes of Pakistan – Seismic Provisions 2007, CDA building Codes / regulations, Emergency & Fire Safety Standards of CDA and Life Safety code NFPA-101.and applicable HSEQ requirements shall be followed in determining the parameters (location, orientation, Maximum travel distance to staircase etc) for designing of the stairs and its installation.
- 4.1.1.9 Data regarding manpower floor wise will provided when required.
- 4.1.1.10 The materials used in this work need to be fire resistant as per HSEQ requirements. Fire rating of the material shall be determined by consultant as per provision of codes.
- 4.1.1.11 Consultant shall design in compliance with Structural Stability, Fire resistivity and cost factor. Consultant will present his design to OGDCL management when required.
- 4.1.1.12 Technical requirements shall be in compliance with relevant codes but not limited to the following:-
- 4.1.1.13 The design shall be based on the requirement of CDA building codes / regulations / guidelines, relevant ASTM codes, Building Codes of Pakistan – Fire Safety Provision 2016, Building Codes of Pakistan – Seismic Provision 2007 and Emergency & Fire Safety Standards of CDA and Life Safety code NFPA-101.and applicable HSEQ requirements.


MALIK AHMAD GHAFFAR
Dy Chief Engineer (Civil)
Ext: 50351

- 4.1.1.14 All the members shall be critically designed for any local failure or global failure of the structure considering all aspects of design but not limited to compression, tension, shear, flexure buckling, settlement, anchorage, fasteners and welding strength / capacity for required loads, resistivity against horizontal loads in the form of wind, seismic load, etc.
- 4.1.1.15 The Lowest Evaluated Responsive bidder (LERB) shall submit complete preliminary design / drawings including but not limited to floor wise plan, elevations, sections, drawings for emergency lighting and signage / direction lighting system, anchoring drawings, Footing drawings and drawings regarding reinforcement measures of structural members (slab of LG or any other member) if required.
- 4.1.1.16 The anchor bolts conforming to relevant ASTM codes and anchorage mechanism to meet the required pulling and shear strength shall be designed by the lowest bidder in compliance of HILTI or equivalent or better epoxy as proposed by the consultant and approved by the employer.
- 4.1.1.17 The base plates, end plates, connection plates shall be in compliance to relevant ASTM codes and as per design approved by the employer.
- 4.1.1.18 The stairs / Tread, platform, grating, bracing and flight beams with appropriate spacing, thickness and width shall be designed as per standard engineering practices and relevant codes.
- 4.1.1.19 A canopy shall be designed at the top of the stairs to protect against rain.
- 4.1.1.20 The consultant shall submit complete preliminary design / drawings as per TOR for approval of OGDCL which will include all drawings but not limited to:-
- i. Layout Plan of the External Emergency Exit Stairs showing relevant details with respect to location, orientation, Maximum travel distance to staircase etc
 - ii. Floor wise plan, elevations & sections.
 - iii. Drawings for Emergency Lighting System from separate source other than main supply.
 - iv. Drawings for Signage / Direction Lighting system at each floor.
 - v. Drawing showing anchoring details.
 - vi. Footing drawings.
 - vii. Drawings regarding reinforcement measures of structural members (slab of LG or any other member) if required.

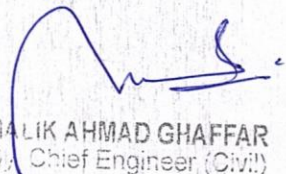

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Dy Chief Engineer (Civil)
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- viii. Drawings of Push bar doors.
- ix. Orientation and placement plan.
- x. Details of earthing system.
- xi. Preliminary drawings of all members showing relevant dimensions as required.
- xii. Use of such materials as per code which are easily available within the country will be encouraged subject to no compromise on quality.
- xiii. Drawings showing details of Foundations of Columns, Columns, beams at all levels, bracings, flights, platforms at all levels, Plates, railing, anchorage with members of the existing building.
- xiv. Architectural plans, elevations, perspective views and X-Sectional details of stairs.

4.1.2 DETAILED DESIGN STAGE.

After approval of the preliminary design / Draft Design by the OGDCL, Detail design will be carried out by the consultant and will include but not limited to the following,

- 4.1.2.1 Complete Design Report showing all calculations, loads, stresses and moments.
- 4.1.2.2 Based on approved preliminary drawings, detailed drawings showing details of all members but not limited to Foundations of Columns, Columns, beams at all levels, bracings, flights, platforms at all levels, thread widths, Plates, railing, anchorage with members of the existing building.
- 4.1.2.3 Based on approved preliminary drawings, detailed architectural plans, elevations, perspective views and X-Sectional details of all members of stairs.
- 4.1.2.4 Layout Plan showing required bench marks, if any. And relevant details with respect to location, orientation, Maximum travel distance to staircase etc
- 4.1.2.5 Plan, X-Sections and Mechanical input of special members, if any.
- 4.1.2.6 Complete Electrical drawings including Drawings for Emergency Lighting System from separate source other than main supply and Drawings for Signage / Direction Lighting system at each floor.
- 4.1.2.7 Details of Push Bar Doors including complete drawings.


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Chief Engineer (Civil)
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- 4.1.2.8 The consultant will certify that the detailed design carried out by him is in accordance with the provisions of codes referred in this TOR and is sound, safe and economical as per industrial practice.
- 4.1.2.9 Certificate of compliance of National standards / codes, Building Codes of Pakistan – Safety Provisions 2016, Building Codes of Pakistan – Seismic Provisions 2007, CDA building Codes / regulations, Emergency & Fire Safety Standards of CDA and Life Safety code NFPA-101 and applicable HSEQ requirements for External Emergency Exit Stairs, duly signed by Design Engineer registered with PEC will be required from consultant.
- 4.1.2.10 Vetting of drawings and signing / stamping by CDA enlisted Structural Engineer & architect for submission and approval purpose shall be the responsibility of the consultant.

4.1.3 PREPARATION OF CONSTRUCTION DRAWINGS, BOQ, DETAILED ESTIMATE AND TENDER DOCUMENTS INCLUDING TECHNICAL SPECIFICATIONS

- 4.1.3.1 Preparation and submission of complete construction drawings as per approved design.
- 4.1.3.2 Preparation and submission of BOQ and detailed estimate as per approved design.
- 4.1.3.3 Preparation and submission of tender documents, including terms & conditions, technical specifications and construction drawings for construction of External Emergency Exit Stairs.

4.2 SERVICES FOR OBTAINING NOC / APPROVAL FROM CDA FOR DETAILED DESIGN / DRAWINGS

- 4.2.1 The consultant shall make all submissions required by CDA (Emergency & Disaster Management Directorate & Building Control Directorate) and obtain approval thereof.
- 4.2.2 Any official fee deposited by the consultant in connection with approval from CDA will be reimbursed to consultant on provision of original receipts.
- 4.2.3 The inputs of the bidder (consultant) for submission of design / drawings to relevant directorates of CDA, any clarification / additional info / documents required by CDA thereafter, follow up of approval and other expenditure shall be calculated by the bidder along with their all overheads and applicable taxes as per TOR and quote in BOQ accordingly.

5 COMPLETION PERIOD.

- 5.1 Completion period for design stage is 150 days as under:-


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Dy. Chief Engineer (Civil)
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- i. Completion Time for Preliminary Design stage will be 60 Calendar days after commencement as per TOR.
- ii. The Completion Time for Detailed Design will be 60calendar days from the date of go ahead for detailed design.
- iii. **The time taken by OGDCL for approval of preliminary and detailed drawings shall not be included in the allotted completed period and shall be on OGDCL part.**
- iv. Upon approval of detailed drawings by OGDCL, the consultant shall proceed for submission of design /drawings complete in all respect as required for obtaining NOC from CDA (Emergency & Disaster Management Directorate & Building Control Directorate).
- v. Simultaneously Consultant will prepare Construction Drawings, BOQ/Detailed Estimate and Tender Documents including Technical Specifications within 30 Calendar days after approval of detailed design by OGDCL.

6 PAYMENT.

A. Design Services

The payments are to be made in 03 stages.

i. Preliminary Design Stage (4.1.1)

Upon approval of Preliminary Design / Drawings. = 40 % of quoted Consultancy fee by Consultant.

ii. Detailed Design Stage (4.1.2)

Upon approval of Detailed Design / Drawings. = 40 % of quoted Consultancy fee by Consultant.

iii. Preparation of Construction Drawings, BOQ, Detailed Estimate Tender Documents including technical specifications for Construction (4.1.3)

Upon approval of Construction Drawings, BOQ, Detailed Estimate & Tender Documents including technical specifications for Construction. = 20% of quoted Consultancy fee by Consultant.


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 Dy. Chief Engineer (Civil)
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B. Services for obtaining NOC / Approval from CDA for Detailed Design / Drawings.

- i. Upon successful submission of complete case for Design approval to CDA (Emergency & Disaster Management Directorate & Building Control Directorate) = 50 % of quoted fee for NOC / Approval from CDA as per Schedule of Price.
- ii. Upon approval from CDA (Emergency & Disaster Management Directorate & Building Control Directorate) = 50 % of quoted fee for NOC / Approval from CDA as per schedule of Price.

7.1 LIQUADATED DAMAGES.

7.1 As per draft Contract clause No.12.

8.0 VARIATIONS.

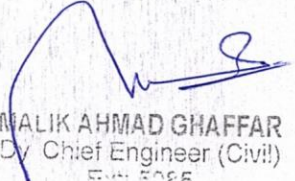
8.1. The Employer shall be entitled to add and/or omit the works and Consultant shall execute and be bound by each Variation. In case of any variation constituting additional scope, the time of completion and financial impact shall be evaluated with Employer's consent considering the contract documents and actual man-hours spent in performance of such work under variation.

8.2 No such variation shall vitiate or invalidate the Contract, but the value of such variations will be determined by the Employer and will be mutually agreed with the Consultant.

9.0 GOVERNING LAW.

9.1 This Contract shall be construed, interpreted and governed by the laws of the Islamic Republic of Pakistan.

10.0 ELIGIBILITY OF THE CONSULTANT & STAFF REQUIREMENT:


MALIK AHMAD GHAFFAR
Dy. Chief Engineer (Civil)
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- 10.1 The Consultant shall undertake to assign capable and experienced Design management personnel and relevant professional for obtaining NOC / Approval from CDA to discharge the Services under TOR, and not sub-contract any of the Services without the prior written consent of the Employer.
- 10.2 The Consultant is expected to have within his team all necessary expertise as is required to discharge fully the Services at the appropriate stage of the design and obtaining NOC / approval..
- 10.3 The Consultants are required to propose staff in accordance with the Staff requirement with detailed CVs mentioning their qualification and experience as per requirements of the respective position.

11.0 **MISCELANEOUS/ GENERAL PROVISIONS.**

- 11.1 The Consultant will follow local Laws in performance of its services and regarding Safety/Security & Insurance of its workers.
- 11.2 Submission of bid will mean that the Consultant; after visiting the site, reading carefully and having examined all terms and conditions referred above, is agreed to undertake the Works, if awarded.
- 11.3 In Case of any dispute, the arbitration act 1940 may be followed for resolution of disputes.
- 11.4 Single stage two envelope (SSTE) procedure shall be followed for this consultancy services with Quality and Cost Based Selection (QCBS) (70% Technical & 30% Financial) under clause 3(B) of procurement of consultancy services regulation-2010 by PPRA to determine most advantageous bid as per PPRA rules for consideration of award.
 - a. A combined technical and financial evaluation shall be done by assigning weightage of 70:30 (T:P) to technical and financial components for evaluation / ranking of technical and financial bids respectively. Highest ranked bid will be considered for award.
 - b. Technical Evaluation will be done as per the evaluation criteria given in this TOR. Each responsive bid shall be attributed a technical score (St). Bidders scoring


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Dy. Chief Engineer (Civil)
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less than Fifty (50) percent in each category and less than seventy (70) percent in total / overall points shall be rejected and their financial bids shall be returned un-opened.

- c. The financial bids of technically responsive bidders, on the basis of evaluation of technical bids, shall be opened in the presence of the representatives of these firms, who shall be invited and who choose to attend. The employer shall inform the date, time and address for opening of financial bids accordingly. The total cost of each proposal shall be publicly announced to the attending representatives of the firms.
- d. The evaluation committee shall determine whether the financial bids are complete and without computational errors. The lowest financial bid (F_m) among the all opened financial bids shall be given a financial score (S_f) of 100 points. The financial scores of the other proposals shall be computed as follows:


- a.
$$S_f = \frac{100 \times F_m}{F}$$

- b. (F = amount of specific financial proposal / quoted bid price)
- c. (F_m = amount of lowest financial bidder / quoted bid price)
- d. (S_f = financial Score of specific proposal / bidder)

- e. Bids, in the quality cum cost based selection shall finally be ranked according to their combined technical (S_t) and financial (S_f) scores using the weights (T - the weight given to the technical bid, P = the weight given to the financial bid; and $T+P=1$):

- a.
$$S = S_t \times T \% + S_f \times P\%$$

- f. The bidder scoring highest points in Quality Cum Cost Based Selection shall be considered for award of work.
- g. Any computational errors shall be corrected by the Evaluation Committee. When correcting a discrepancy between a partial amount and total amount or amount in words and figures the former shall prevail.


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Dy Chief Engineer (Civil)
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- 11.5 You will be required to present your design / options to OGDCL management, as advised.
- 11.6 If required, you will be bound to provide any other documents without any additional charges.
- 11.7 The drawings and other documents prepared in connection with the project shall be the property of OGDCL and copyrights therein shall vest with OGDCL.
- 11.8 Additional services if required (other than the services mentioned in the scope of services) will be paid on the rate mutually agreed by both the parties hereafter.
- 11.9 No escalation shall be allowed on account of fluctuation in market rates, delay in approval of design on OGDCL part or any other reason.
- 11.10 OGDCL may terminate the contract at the design stage or earlier or later without entertaining any claim of the consultant on this account. Payment for the design work executed and verified by OGDCL will be considered.
- 11.11 All bills shall be paid, as per OGDCL procedure and in time as required by OGDCL and no interest for delay in payment of running bills or Final bill is applicable.

12. BID EVALUATION CRITERIA.

12.1 As per attached Performa.

Thanking you.

(CONSULTANT)


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Dy Chief Engineer (Civil)
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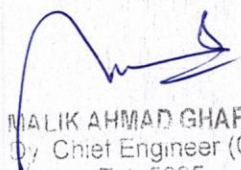
OIL & GAS DEVELOPMENT COMPANY LTD,

Schedule of Prices

SR. NO.	NAME OF WORK	QUOTED FEE / CHARGES
01.	Designing of External Emergency Exit Stairs (Steel Structure) at OGDCL House, Jinnah Avenue, Blue Area, Islamabad FEE FOR DESIGN SERVICES (AS PER CLAUSE 4.1) (Lump sum) (It includes preliminary design stage, detailed design stage, preparation of construction drawings, estimate /BOQ and tender documents including technical specifications) Quoted cost will include consultancy fee, overheads, profits and all applicable taxes excluding ICT Sale Tax.	Rs. _____
02	FEE FOR SERVICES FOR OBTAINING NOC / APPROVAL FROM CDA FOR DETAILED DESIGN / DRAWINGS (AS PER CLAUSE 4.2) (Lump sum) (Obtaining approval of Design / Drawings from Capital Development Authority (CDA) (Emergency & Disaster Management Directorate and Building Control Directorate) shall be responsibility of the consultant, The inputs of the bidder (consultant) for submission of design / drawings to relevant directorates of CDA, any clarification / additional info / documents required by CDA thereafter, follow up of approval and other expenditure shall be calculated by the bidder along with their all overheads and applicable taxes as per TOR and quote here. The official fee of CDA for approval will be reimbursed to consultant on provision of receipt, as per TOR clause 4.2.2) Quoted cost will include consultancy fee, overheads, expenditures, profits and all applicable taxes excluding ICT Sale Tax.	Rs. _____
03	TOTAL OF FEE FOR DESIGN SERVICES AND OBTAINING NOC / APPROVAL FROM CDA (01)+(02) Quoted cost will include consultancy fee, overheads, profits and all applicable taxes excluding ICT Sale Tax.	Rs. _____

(RUPEES _____ ONLY)

(CONSULTANT)


MALIK AHMAD GHAFFAR
 Dy. Chief Engineer (Civil)
 Ext: 5085

The evaluation shall be done based on the following personnel, however, cost of other required professionals shall be built in the quoted cost of the consultant.

Technical Evaluation Criteria	
Consultancy Services For Designing of External Emergency Exit Stairs (Steel Structure) at OGDCL House, Jinnah Avenue, Blue Area, Islamabad	
EVALUATION CRITERIA	Yes or No (✓ or X)
I. Mandatory Requirements	
a) Valid Registration with Pakistan Engineering Council (PEC) as Consulting firm / Engineer	
b) Design Engineer (Structural Engineer for this project) to be mentioned in PEC certificate of the firm / JV as employed engineer by the firm or documentation with PEC for replacement will be required for such structural engineers whose name is not mentioned in PEC certificate of the firm.	
c) Valid PEC registration certificates of the Design Engineers (Structural Engineer & Electrical Engineer for this project)	
d) Enlistment of the firm / Design Engineer (Structural Engineer) with CDA	
e) Complete Detailed CV of the proposed Design Engineers (Structural Engineer & Electrical Engineer for this project) duly signed by them. CV must show all relevant works which the firm wants to submit for evaluation purpose of their Design Engineer.	
f) Complete list with supporting documents (work order / services order/ contract agreement / performance certificate / completion certificate) for all relevant works which the firm wants to submit as the firm's experience.	

MALIK AHMAD SHAFFAR
 Dy. Chief Engineer (Civil)
 Ext: 5035



I. Firms Experience	60
a) General Experience of the firm For General Experience No of year of the firm in business will be considered. 01 (one) mark per 02 year and Max. 10 marks.	10
b) Relevant Experience of the firm	50
i. Designing of Conventional Buildings. 10 No of completed Projects @ 02 marks / project. Structural Designing of projects / buildings with 10 No of Floors will be considered.	20
ii. Designing of Steel Structures. 10 Nos of completed Projects @ 02 marks / project. Designing will include any steel structure designed in compliance to National / international codes.	20
iii. External emergency / fire escape stairs (Steel structures). a. 02 projects with minimum G+10 floors = 10 marks (05 marks/project) OR b. 02 projects with minimum G+5 floors = 05 marks (2.5 marks / project)	10
(The project with <u>contract documents / work order / services order</u> AND <u>completion certificate</u> will be considered for full marks and project having <u>contract documents / work order / services order</u> OR <u>completion certificate</u> will be considered for 50 % marks.	

II. Personnel (Areas of Expertise)	40
a) Design Engineer	30
Qualification (M.Sc Structural Engg. – 5; B.Sc Civil Engg – 3)	5
Experience General Exp=Max 5 marks. (01 mark/ 04 years), Relevant Exp in design of multistory structures (RCC + steel) =Max 10 marks. (01 mark / 01 year), No of steel structure projects completed as Design Engineer = Max 10 Marks, 01 project =01 marks	25
b) Electrical Design Engineer	10
Min Qualification (B.Sc Elect / Electronics)	<i>Mandatory</i>
Experience Relevant Experience as Electrical Design Engineer for building projects / multistory structures =Max 10 marks. (01 mark / year)	10
TOTAL	100
<p>Note. Bidders scoring less than Fifty (50) percent in each category and less than seventy (70) percent in total / overall points shall be rejected and their financial bids shall be returned un-opened.</p> <p>Joint Ventures of firms will be evaluated as per standard procedure of PEC for bid evaluation.</p>	

MALIK AHMAD GHAFAR
 Dy Chief Engineer (Civil)
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DESIGN GUARANTEE.

1. 1. This is to confirm that We M/S _____ undertake and certify that the Consultancy Services for Designing of External Emergency Exit Stairs (Steel Structure) at OGDCL House, Jinnah Avenue, Blue Area, Islamabad, shall be handled and executed with due care and diligence. All possible efforts shall be made to make each and every element of the project sound and stable both from Technical & Financial aspects.


2. We further undertake that We M/S _____ shall be responsible and liable for any fault occurred due to faulty technical design or professional negligence as per guidelines of Pakistan Engineering Council.

Sincerely Your's,

Dated:- _____

M/S _____

NIC NO. _____


MALIK AHMAD GHAFFAR
Dy. Chief Engineer (Civil)
Ext: 5085

SCHEDULE – A

CONSULTANCY SERVICES FOR DESIGNING OF EXTERNAL EMERGENCY EXIT STAIRS (STEEL STRUCTURE) AT OGDCL HOUSE, JINNAH AVENUE, BLUE AREA, ISLAMABAD

Oil & Gas Development Company Limited (OGDCL) intends to construct external emergency exit stairs (Steel Structure) at OGDCL House. No of emergency exit staircases / fire escapes shall be determined by the selected consultant as per requirements of relevant codes and existing manpower in the building.

OGDCL house is a multi-storied building situated in Jinnah Avenue, Islamabad. The building consists of the following four towers:


- Tower-A: From 2nd Basement to 9th Floor.
- Tower-B: From 2nd Basement to 16th Floor.
- Tower-C: From 2nd Basement to 14th Floor.
- Tower-D: From 2nd Basement to 12th Floor.

Currently there are two common service cores (Lift/Stairs & Toilets), one is at between Tower-A & Tower-B and another is at between Towers-B & Tower-D.

Now OGDCL plans to construct the additional 02 No external emergency staircases to meet the compliance of CDA Bye-laws / Pakistan Building Codes – Safety Provisions 2016 which require additional external staircases in case of an emergency such as fire, earthquake and smoke within the OGDCL House.

The scope of the project is to check structural stability of the existing building to take loads of the proposed stairs and to design additional External Emergency Exit Stairs for OGDCL house Islamabad as per safety requirement mentioned in CDA Bye-laws / Pakistan Building Codes – Safety Provisions 2016, clause 4.11, “International Building Code-2015”, & “Life Safety Code NFPA-101”.

The scope also includes the designing of complete system for Emergency lighting of the stairs and Exit light/boards system on each floor and required modification (e.g. demolition and reinstatement) in the existing floors to create space for exit routes and entrance to new emergency stairs.


MALIK AHMAD GHAFFAR
Dy Chief Engineer (Civil)
Ext: 5085

The scope of work under this contract includes engineering design, of the required No of External Emergency Exit Stairs. The detailed work scope includes following:

- Site visit for collection of As-built data
- Study of TOR
- Perform detailed design
- NOC & Approval
- Planing & Design for Demolition and Reinstatement of required works in existing EMPLOYER building
- Designing for Strengthening of existing ground floors for additional emergency staircases
- Designing of Emergency lighting system.
- Designing of Installation of exit route Sign boards/lighting system.
- Designing of UPS system along with battery backup & Distribution boards.
- Complete earthing system.
- Design and complete specifications of fire protection coating/paint.


MALIK AHMAD GHAFFAR
By Chief Engineer (Civil)
Ext: 5025

OTHER IMPORTANT INFORMATION

BIDDING METHOD:

Bids against this tender are invited on 'Single Stage Two Envelope "

AMOUNT OF BID BOND:

Bid Bond /Bid Security amounting to PKR: **170,000/=** is to be attached / provided with the technical bid. Please see Master Set of Tender Document for further details.

BID PRICE:

- i. Bid price shall be inclusive of all taxes, duties, levies, charges etc., except Provincial Sales Tax (PST)/ Islamabad Capital Territory Sales Tax (ICT) in Pakistan.
- ii. 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.

MANDATORY REQUIREMENT

For online payment to vendors/contractors through (IBFT & LFT). Following info is required from your company: -

1. IBAN (INTERNATIONAL BANK ACCOUNT NUMBER 24 DIGITS).
2. VENDOR NAME AS PER TITLE OF THEIR BANK ACCOUNT.
3. NTN NO WITH INCOME TAX CERTIFICATE
4. CONTACT # OF COMPANY CEO/OWNER (MOBILE & LANDLINE).
5. POSTAL ADDRESS.
6. BANK NAME.
7. BANK BRANCH NAME & ADDRESS.

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

Bidders are requested to read TOR & Master Set to Tender Documents (Services) and provide complete information / documents including tender annexures with the bid.

Following is the link for Master Set of Tender Documents for Services:

file:///C:/Users/OGDCL/AppData/Local/Temp/Tender%20Document%20Services
%20Press%20for%20Webloading-
Discount%20clause%20added%20dated%202011-08-2020.pd