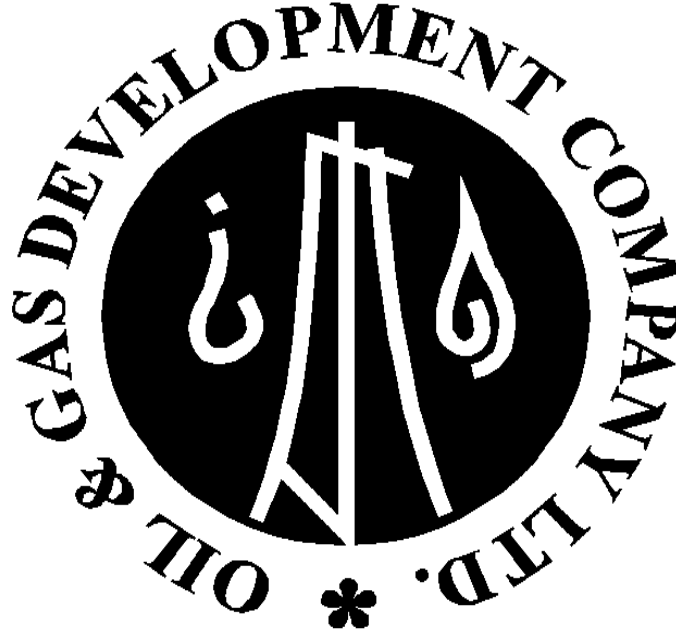


**OIL & GAS DEVELOPMENT COMPANY LIMITED**



***TENDER ENQUIRY NO. PROC-SERVICES/CB/SYSTEM-5289/2022***

**HIRING SERVICES FOR PROVISION OF 100 MB DEDICATED  
INTERNET CONNECTION FOR SAP**

**Note:**

- i) Tender is to be processed on **single stage single envelope bidding procedure.**
- ii) **Bid bond of PKR: 125,000/- (Pak Rupees One Hundred Twenty-Five Thousand Only)** to be submitted with the technical bid. Please see tender documents for further detail.
- iii) The master set of tender documents (services) uploaded on OGDCL website ([www.ogdcl.com](http://www.ogdcl.com)) is the integral part of this TOR.

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## **HIRING SERVICES FOR PROVISION OF 100 MB DEDICATED INTERNET CONNECTION FOR SAP**

### **TERMS OF REFERENCE (TOR)**

#### **Introduction**

OGDCL is soliciting Proposals from qualified organizations that can provide Internet Connectivity solution for the OGDCL House Islamabad for a contract period of 3 years.

#### ***Scope of Work***

1. Defining the solution requirements to deploy and commission Internet Connectivity over optical fiber at the OGDCL Head Office in Islamabad.
2. Bidder should have their own optical fiber network.
3. Bidder shall arrange all the components required for the project.
4. Upon successful service commissioning, testing would be commenced for 3 days.
5. Service contract would be signed by both parties before commissioning of the services.
6. The Internet services will be hired initially for 03 years from the date of signing of contract; however, these services can be extended with mutual consent.
7. Successful vendor will be responsible for integration of internet service up to OGDCLs enterprise network.
8. Successful vendor will be responsible for:
  - a. Ensuring 99.5 % uptime
  - b. Ensuring end to end Premium circuit connectivity
  - c. Managing inventory of installed hardware
  - d. Smooth maintenance and operation
  - e. Troubleshooting
  - f. Monitoring live internet traffic patterns via MRTG
  - g. 24/7 availability

#### **Invitation to bid**

OGDCL intends to hire the services of a qualified Internet Service Provider to provide internet connectivity at its Head Office in Islamabad for a contract period of 3 years. Reputed Firms / Companies providing internet services are requested to submit their sealed bids.

The proposed solution should be devised keeping in view the following guidelines:

- a. Redundant/Highly available; based on vendor's own fiber network
- b. Support 24/7/365

The selected firm will supply, install, configure, test & maintain equipment (Fiber ODF/ONT) for internet connectivity. The selected firm will also be responsible for implementing the technical architecture of the project.

The selected firm is expected to use the international ‘best practices’ in delivering the services within time, cost and quality. Maintenance and complete services will have to be provided by Service Provider during contract period.

The successful firm will be responsible for:

- a. Supply of hardware
- b. Complete Installation/Commissioning of Internet Connectivity along with related components
- c. Smooth and timely User Acceptance Testing
- d. Provision of 8 Public IPs

**Schedule of Requirements**

The delivery schedule expressed as weeks stipulates hereafter a delivery date which is the date of delivery required.

DESCRIPTION	BANDWIDTH	DELIVERY & INSTALLATION FROM THE DATE OF SIGNING CONTRACT	DELIVERY LOCATION
Internet Bandwidth	Total = 100 Mbps	6 weeks	OGDCL House, Blue Area, Islamabad

**General Instructions to the Bidders**

1. The proposal is to be submitted in a single envelope, including technical and financial proposals.
2. Name and contact Address (email and phone numbers) of Project Manager who will be responsible for responding to queries if any in the BID.
3. The qualification marks for qualifying in technical bid are at least 70%.
4. Financial bids of only those firms will be opened who will qualify in technical bids evaluation. Financial bids of non-qualifying firms will be returned sealed.
5. The lowest financial bid will be awarded with contract.

**Eligibility Criteria / Mandatory Requirements**

1. Bidder must be in the business of providing internet and well as managed services to offer turnkey solution for complete enterprise network.
2. Must be incorporated in accordance with Pakistan Laws for at least **6 years**, registered with PTA for provisioning of internet.
3. Must be at least **Tier 2** internet service provider.
4. Must have valid NTN number & Sales Tax number and must not have been blacklisted by any of Provincial or Federal Government Department, Agency,

Organization or autonomous body or Private Sector Organization anywhere in Pakistan. (Submission of undertaking on legal stamp paper is mandatory.)

5. Must have its own deployed, commissioned, managed and operational Fiber network. (PTA certificate required.)
6. Must be capable of providing onsite support of the WAN link and enterprise devices (routers/switch) of multiple platforms as and when required.
7. Must possess its own optical fiber based last mile infrastructure with direct fiber connectivity on CPE (e.g. media convertor/ONT).
8. Must have their NOC being commissioned in their own premises.
9. Must provide 24/7/365 technical support over telephone.

### Technical Bid Compliance and Evaluation parameters

Supporting documents will be required for below mentioned compliances. In case of absence of documentary evidence, zero marks will be awarded.

Sr. No.	Description	Marks	Remarks
1.	Firm experience must be equal to or more than 10 years = 20 marks more than 6 but less than 10 years = 10 marks below 6 years will get 0 marks	20	
2.	The network connectivity provider must be providing uninterrupted services to a minimum of 50 or more enterprise grade customers (at least 10 Government offices, in ISL/RWP) for a minimum period of 3 years. – 10 marks for full compliance.	10	
3.	Network and Telecom professional strength. Minimum 3 required with qualification CCNA or equivalent (15)	15	
4.	The company must have fully redundant fiber route from its POP to its network distribution point for OGDCL house. Fiber layout map must be provided with bid submission. 15 marks for full compliance.	15	
5.	Projects completed of similar nature (documentary proof be provided i.e. copy of agreements/completion certificates etc.) 5 points will be awarded for each project.	30	
6.	Annual turnover of company should be more than 5 Billion = 10 marks 2.5 Billion = 5 marks below 2.5 Billion will get 0 marks	10	
	Total Marks	100	
	Qualifying Score	70%	

\*All supporting documents to be attached.

**Procurement mode.**

Press tender (Open competitive mode of procurement). Single Stage Single Envelope.

**Financial Bid format**

Bidder to quote price on the below format inclusive of all taxes, levies, duties etc. except PST/ICT

Sr. No	Description	Per Month Charges (in PKR) (inclusive of all taxes except PST/ICT)	Quantity (No. of Months)	Total Cost (in PKR) (inclusive of all taxes except PST/ICT)
1	100 MB Internet		36	

**Note:**

- i) Total Price should be inclusive of all taxes (except Provincial Sales Tax/ ICT Tax on services in Pakistan), duties, levies, charges etc.
- ii) Contract will be awarded to technically qualified and financially lowest evaluated bidder on complete package basis.

**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. 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')

**PAYMENT TERMS:**

Payment will be made Monthly at actual against verified invoices by OGDCL officials. (This clause will prevail instead of Master Tender document "ITB" clause # 07 'PAYMENT').

## **OTHER IMPORTANT INFORMATION**

### **BIDDING METHOD:**

Bids against this tender are invited on ‘Single Stage Single Envelope Basis’

### **AMOUNT OF BID BOND:**

**Bid Bond /Bid Security amounting PKR: 125,000/- (Pak Rupees One Hundred Twenty-Five Thousand Only)** to be attached / provided with the technical bid. Please see Master Set of Tender Document for further details.

### **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.
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](http://www.ogdcl.com)) is an integral part of this TOR alongwith clarification uploaded via following link:

<https://ogdcl.com/sites/default/files/tender%20download/CLARIFICATION%20-%20ONLINE%20TRANSFER%20OF%20FUNDS%20TO%20OGDCL.pdf>

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