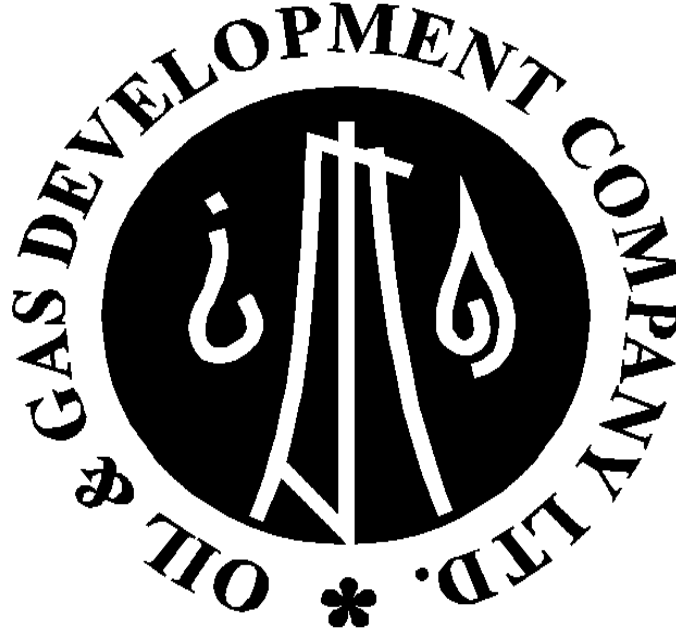


OIL & GAS DEVELOPMENT COMPANY LIMITED



**TENDER ENQUIRY NO: PROC-SERVICES/CB/COMMUNICATION-
640000020/2022**

**FOR UPGRADATION OF EXISTING TELEPHONE CABLING AT
OGTI I-9, ISLAMABAD**

Note:

- i) Tender is to be processed on **single stage two envelope bidding procedure.**
- ii) **Bid bond of PKR: 60,000/- (Pak Rupees Sixty 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) is the integral part of this TOR.

TERMS OF REFERENCE (TOR) / SCOPE OF WORK **FOR UPGRADATION OF EXISTING TELEPHONE CABLING AT OGTI** **I-9, ISLAMABAD**

Overview

Oil and Gas Development Company Ltd (OGDCL) is Pakistan's leading National E&P sector company, having operations at remote locations and fields in all the four provinces. The detail information about the company can be obtained from its website www.ogdcl.com.

The company intends to invite Proposal for Replacing/ upgrading of OGTI building Exchange network wiring, Sector I-9 Islamabad.

Vendors having required expertise, resources and similar work experience are invited to submit their proposal as per detailed requirements given in this T&C.

SCOPE OF WORK

- Replacement of Main MDF (OGTI) by 100 pair Tag block (12 x 100) along with rack and jumper wiring through ring.
- Installation of 100 pair (Tag Block) MDF on each floor of OGTI building (Total 04 floor) with termination of 50 pair UG Cable from Main MDF OGTI.
- Local wiring (5 pair) from floor's MDF to each room of OGTI building as per route mentioned in **Annexure-A**.
- Installation of 100 pair MDF (hereafter MDF-03) for store with termination of 30 pair UG cable from Main MDF OGTI as per route mentioned in **Annexure-B**.
- Installation of 10 pair MDF (hereafter MDF-04) in OGTI hostel building.
- Laying and termination of 10 pair UG Cable from MDF-03 to MDF-04 as per route mentioned in **Annexure -B**.
- From Hostel (MDF-04) local wiring (5 pair) for hostel (office, reception & canteen) and from store (MDF-03) local wiring for workshop/store.

Annexure-B

- Replacement of old MDF of TDL Exchange with 100 Pair Tag block (8 x 100) Indoor MDF along with rack and jumper wiring through ring.
- Laying and termination of 100 pair cable from Exchange Main MDF (OGTI) to main Exchange MDF TDL Building I-9 base store area following the route mentioned in **Annexure-B**.
- Replacement of old MDF-01(**Annexure-B**) with 100 pair tag block (2 X 100).
- Laying and termination of 50 pair cable from Exchange Main MDF (OGTI) to MDF-01 I-9 base store area following the route mentioned in **Annexure-B**.
- Installation of 100 MDF tag block 1*100 (hereafter MDF-02) at back side of Admin Block of I-9 base store site as mention in **Annexure-B**.
- Laying and termination of 30 pair cable from MDF-01 to MDF-02 **Annexure B**.
- Installation of all MDF's, Punching of all wires and activation of numbers as per actual.

PROPOSALS

Tender will be processed on single stage two envelope bidding procedure. The firms are required to send Financial Proposal as well as Technical Proposal in separate sealed envelope.

TECHNICAL PROPOSAL

Technical proposal should be submitted covering the following details.

- Brief about the Firm, mention its support facilities and average turnover for last 03 years.
- CVs of Technical manpower.
- Relevant Experience of working with Public Sector Organization.
- Client list with similar work, with evidence
- IT Support Call Center with Email.
- Provide Complain logging procedure.

- Schedule of work.
- All others mandatory requirement mentioned in Mandatory Requirements/Summary Rejection Criteria.

TECHNICAL EVALUATION CRITERIA

Technical and financial proposals will be submitted in separate envelopes and then technical evaluation will be carried out by an evaluation committee. Financial evaluation will be made on full consignment wise and technical proposal will be evaluated as per Mandatory Requirements/Summary Rejection Criteria and criteria given at **Annexure-I & SOR**. The bidders are required to provide detail in each category mentioned in the criteria. Contract will be awarded to technically responsive and financially lowest bidder.

FINANCIAL PROPOSAL

Bidders are required to provide item wise cost inclusive all applicable Taxes, duties, Levies, etc except PST/ICT/GST as per format at Annexure III.

SUPPORT/WARRANTY LEAD TIME

Twelve (12) months warranty for items at Sr. No. 10 to 13 of Annexure III is mandatory.

Mandatory Requirements/Summary Rejection Criteria

NOTE: Bidders are advised to carefully read the Mandatory Requirements/Summary Rejection Criteria and provide complete information in each category in their Technical Proposal. In-complete or partial information will not be consider. Bidders who will not fulfil below criteria is considered as rejected.

| | |
|---|--|
| 1 | Bidder should be registered with NTN and GST. |
| 2 | Company relevant experience less than 5 years will be rejected |
| 3 | Must provide last three years audited financial statements |
| 4 | Bidder shall have at least 3 work order with similar work. |
| 5 | Must have Support Services facilities in Islamabad/ Rawalpindi. |
| 6 | Bidder shall not be blacklisted by any Government organization, Public or Private Sector. An Affidavit stating the same must be submitted within technical proposal. |

Technical Evaluation Criteria

| Criterion | Allocated maximum Score | Marks Distribution |
|---|--------------------------------|--|
| Number of Purchase Orders for similar project, one purchase order must have at least worth Rs. 1 million. or higher in last 3 years, provide evidence | 20 | X \geq 3 and x \leq 5 13 Marks X \geq 5 and x \leq 8 17 Marks X \geq 8 20 Marks X = number of Purchase Orders for similar projects |
| Company relevant Experience <ul style="list-style-type: none">Number of years of experience | 25 | X \geq 5 and x \leq 10 17 Marks X \geq 10 and x \leq 15 22 Marks X \geq 15 25 Marks X= Number of years of experience |
| Company Financial Strength <ul style="list-style-type: none">In terms of Last 03 years average Turnover | 15 | X \geq 20 and x <25 million 10 Marks X \geq 25 and x < 30 million 12 Marks X \geq 30 and X < 35 million 14 Marks X \geq 35 million 15 Marks X= Last 03 years average Turnover of the company |
| Resource qualification for maintenance services <ul style="list-style-type: none">Provide CVs of qualified & trained staff with relevant Hardware certifications/training of offered brand | 20 | 05 Marks will be allocated to each resource up to maximum marks 20 |
| Complain logging facility for | 20 | Complaint log through Email = 13 Marks |

| | | |
|--------------------------|-----|--|
| service | | Complaint log through web portal = 20 Marks |
| Total Maximum Marks | 100 | |
| Overall Qualifying Marks | 75 | |

Note: Technical evaluation will be carried out on the basis of above mentioned Technical evaluation criteria, Bid will be rejected if bidder will not obtain 65% marks in each category and 75% marks overall.

FINANCIAL BID FORMAT

- Quoted prices should be inclusive of all taxes, duties, levies etc. except PST/ICT/GST which shall be borne by OGDCI (as per draft contract Clause 5).
- Below mentioned format should be followed for financial bid, for all items mentioned in Schedule of Requirement (SOR)/ Indent.

| Sr. # | Item Description | Manufacturer | Warranty Period | Qty. | Measure of Unit (MoS) | Unit Price | Total Amount Without GST | GST Amount | Total Amount With GST |
|--------------|---|---------------------|------------------------|-------------|------------------------------|-------------------|---------------------------------|-------------------|------------------------------|
| 1 | 100 Pair Telephone Underground Cable .6MM (Full Cooper) | | | 120 | Meter | | | | |
| 2 | 50 Pair Telephone Underground Cable .6MM (Full Cooper) | | | 110 | Meter | | | | |
| 3 | 30 Pair Telephone Underground Cable .6MM (Full Cooper) | | | 75 | Meter | | | | |
| 4 | 10 Pair Telephone Underground Cable (Full Cooper) | | | 130 | Meter | | | | |
| 5 | 50 Pair Telephone PVC Cable .6MM (Full Cooper) | | | 60 | Meter | | | | |
| 6 | 5 Pair Telephone PVC Cable .6MM (Full Copper) | | | 2,700 | Meter | | | | |
| 7 | PVC Duct Size: 40X40 | | | 500 | Feet | | | | |
| 8 | PVC Duct Size: 25X25 | | | 600 | Feet | | | | |
| 9 | PVC Duct Size: 16X25 | | | 1,200 | Feet | | | | |
| 10 | 1200 Pair Indoor MDF Metal Wall Mounted BOX With 100 Pair Tag Block Equiped with 12 x 100 Pair Tag Block with 3 point protection, Box | | 12 Months | 1 | Nos. | | | | |

| | | | | | | | | | |
|-------------------|---|---------------------|------------------------|-------------|------------------------------|-------------------|--------------------------------------|------------------------|-----------------------------------|
| | Material: Metal Body, IP Rating: IP40 with Powder Coated, Size: 7' X 10' | | | | | | | | |
| 11 | 800 Pair Indoor MDF Metal Wall Mounted BOX With 100 Pair Tag Block Equiped with 8 x 100 Pair Tag Block with 3 point protection, Box Material: Metal Body, IP Rating: IP40 with Powder Coated, Size: 5' X 8' | | 12 Months | 1 | Nos. | | | | |
| 12 | 100 Pair Indoor MDF Metal Wall Mounted BOX With 100 Pair Tag Block Equiped with 1 x 100 Pair Tag Block with 3 point protection, Box Material: Metal Body, IP Rating: IP40 with Powder Coated, Size: 2' X 2' | | 12 Months | 6 | Nos. | | | | |
| 13 | 200 Pair Weatherproof MDF Metal BOX With 100 Pair Tag Block Equiped with 2 x 100 Pair Tag Block with 3 point protection, Box Material: Metal Body, IP Rating: IP65 with Powder Coated, Size: 4' X 2' | | 12 Months | 1 | Nos. | | | | |
| 14 | Dual Shutter Faceplate with Back Box & RJ11 Duel I/O | | | 60 | Nos. | | | | |
| SUB TOTAL: | | | | | | | | | |
| | | | | | | | | | |
| Sr. # | Item Description | Manufacturer | Warranty Period | Qty. | Measure of Unit (MoS) | Unit Price | Total Amount Without PSCT/ICT | PSCT/ICT Amount | Total Amount With PSCT/ICT |
| 1 | Soft Digging 3 Feet Depth & Refilling for Under Ground | | | 150 | Meter | | | | |

| | | | | | | | | | |
|---------------------------------------|--|--|--|-------|-------|--|--|--|--|
| | Cable Laying | | | | | | | | |
| 2 | 5 Pair Telephone Cable Laying & Ducting | | | 2,700 | Meter | | | | |
| 3 | Telephone Underground Cable Laying & Ducting | | | 495 | Meter | | | | |
| 4 | Installation of ,MDF Punching & Termination of all wires (Approx. 2500 Pairs of 10 Different Locations) and activation of numbers as per actual. | | | 1 | Job. | | | | |
| 5 | Road Cutting Refilling with Concrete Material for Underground Cable Laying with Conduiet Pipe | | | 275 | Feet | | | | |
| SUB TOTAL: | | | | | | | | | |
| TOTAL (Equipment plus Service) | | | | | | | | | |

PAYMENT TERMS:

- a. 100% payment will be made in Pak Rupee after completion of project as per Scope of work and SOR.
- b. The Company shall use its best efforts to make payment to all Pakistan based companies as early as possible against duly verified invoices. However, any payment made after thirty (30) days shall not in any way attract any markup, interest, surcharge or charges, etc.

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

CONTRACT PERIOD/ SERVICE ORDER

Contract shall be valid for a period of 15 months, however contractor shall be bound to complete the project within 3 months after issuance of contract. Warranty of items at Sr. No. 10-13 is for the period of 12 months, which shall start from the date of installation commissioning.

OTHER IMPORTANT INFORMATION

BIDDING METHOD:

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

AMOUNT OF BID BOND:

Bid Bond /Bid Security amounting to PKR: 60,000/- (Pak Rupees Sixty Thousand Only) to be submitted with the technical bid. Please see tender documents for further detail.

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) is an integral part of this TOR alongwith clarification uploaded via following link:

<https://ogdcl.com/sites/default/files/TENDER%20DOCUMENT-SERVICES-%20amended%20as%20per%20PPRA%20amendment%20dated%2010-05-22%20uploaded%20on%2021-06-22.pdf>

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