

**CLARIFICATION NUMBER 01: AGAINST TENDER ENQUIRY NO: PROC-SERVICES/CB/ADMIN-6400000025/2022**

<b>CLARIFICATION NUMBER 01</b>		
<b>AGAINST TENDER ENQUIRY NO: PROC-SERVICES/CB/ADMIN-6400000025/2022</b>		
<b>HIRING OF PHOTOCOPY SERVICES</b>		
<b>Sr. No.</b>	<b>Query</b>	<b>Reply</b>
1	There is a contradiction in TOR related to Taxes at one place it is written that prices should be <b>inclusive of all taxes except PST/ICT</b> and at the other it is written that prices should be <b>“exclusive of all taxes, duties &amp; levis etc. (except PST/ICT/GST which shall be borne by OGDCL”</b>	It is clarified that:  “quoted rates shall be <u>inclusive</u> of all taxes, duties & levis etc. (except PST/ICT/GST which shall be borne by OGDCL).”

**In view of the above the revised financial Format (Page 11 of 12) of TOR is revised as follows:**

## Financial Bid Format

### To be attached with Financial Bid

**Financial Bid:** Bidders are advised to quote rate strictly as per below format. In case of any variation, bid will be rejected.

<b>Copy/Print/Scan</b>					
<b>Sr No</b>	<b>Description of Job</b>	<b>Estimated Quantity</b>	<b>Unit Rate (PKR)</b>	<b>Total (PKR)</b>	
			<b>inclusive of all taxes except PST/ICT/GST</b>		
1	Copy	10,000,000			
2	Print (Black & White)	800,000			
3	Scan	3,600,000			
<b>Spiral Binding</b>					
<b>Sr No</b>	<b>80 Grams Sheet (size)</b>	<b>Qty.</b>			
1.	01 to 30 sheets (06-08 mm)	360			
2.	01 to 60 sheets (10-12 mm)	250			
3.	01 to 90 sheets (14-16 mm)	100			
4.	01 to 120 sheets (18-20 mm)	150			
5.	01 to 150 sheets (22-25 mm)	2140			
6.	01 to 200 sheets (28-32 mm)	100			
7.	01 to 250 sheets (38-38 mm)	100			
8.	01 to 300 sheets (45-45 mm)	100			
9.	01 to 400 sheets (50-50 mm)	100			
10.	01 to 500 sheets (60-60 mm)	200			
<b>Grand Total for two years contract (inclusive of all taxes except PST/ICT/GST)</b>					

- The quoted rates shall be **inclusive** of all taxes, duties & levis etc. (**except** PST/ICT/GST which shall be borne by OGDCL).
- Bidders are advised to quote firm unit rates (above) considering all their overheads, salaries (including EOBI and social security benefits contributions), expense, commission/profit etc. for the entire period of contract as no escalation shall be allowed and prices shall remain firm. **Only increase in minimum wage rate (currently PKR: 25,000) announced by the Govt. of Pakistan shall be adjusted in contract price through amendment in contract.**
- Deduction of all applicable social security schemes/institutions including Employees Old Age-benefits Institution (EOBI), Group Insurance etc. Employees Social Security Institution (ESSI) or any other government scheme under any other law shall be borne by the Contractor.
- The quantities mentioned in the Financial Bid Form may increase or decrease, however, payment shall be made on monthly basis at actual count/quantity utilized.