

QUERIES REGARDING OGDCL TOR for ERP Software, Implementation and Support Services

S.No	CLARIFICATION/ QUERY	EXPLANATION	OGDCL REPLY
1	What may be the scope and duration of OEM expert as required under Project Management. – Page 12		Details available at section 7.4.1 of TOR
2	Bid Security submission to be allowed as Bank Guarantee in local currency – Page 12		Yes Bid Security can be submitted as Bank Guarantee in local currency – from Banks mentioned in Master Set of tender document services.
3	Is Financial Bid needs to be submitted in Stage 1 or only in Stage 2. Please clarify.		Financial Bid will be submitted in Stage 2.
4	Please identify the number and format of Management reports prepared in excel format. Page 5		All the reports requirements are mentioned in the concerned sections of Annexure-G
6	Please specify details of integration requirement for Access Control system. Page 5		A summary of information is given at section 7.10 of TOR and details are mentioned in concerned sections at Annexure-G
7	Please specify details of integration requirement for Medical Management System. Page 5		A summary of information is given at section 7.10 of TOR and details are mentioned in concerned sections at Annexure-G
8	Please specify details of integration requirement for IBM Maximo with ERP. Page 5		A summary of information is given at section 7.10 of TOR and details are mentioned in concerned sections at Annexure-G
9	Please specify details of integration requirement for Production Data Management System. Page 5		A summary of information is given at section 7.10 and details are mentioned in concerned sections at Annexure-G
10	Please specify details of integration requirement for Communication Billing System. Page 5		A summary of information is given at section 7.10 and details are mentioned in concerned sections at Annexure-G
11	Please identify the number of employees		Mentioned in Section 1.3, Table no.1 of TOR
12	Is company ready for a hybrid of On Premise ERP plus On cloud solution		On Premise is preferred. Cloud solution is allowed only in case of modules where OGDCL data is not involved.
13	Is company ready for a hybrid of On Premise plus On Custom Solution		On Premise is preferred. Cloud solution is allowed only in case of modules where OGDCL data is not involved.
14	How much customization in terms of %age is acceptable to OGDCL. (Page 8 - 4.2 TOR Scope)		As mentioned in the TOR, Ideally we intend to get 0% customization by implementing a fully integrated ERP Solution, but vendors are allowed to propose the customized solution in case where process cannot be mapped in the ERP Standard solution.
15	For JVA, can we a quote a combo of two Oracle ERP solutions that can be integrated with each other		More details may be provided by the vendor for evaluation against this question.
16	Do you require pricing of the propose hardware as well in case of on premise solution		No
17	In Payment schedule, we suggest the following changes in Implementation Services Payment Plan: - 10% Team mobilization advance - 10% Requirement Gathering Sign off - 10% Design Document Sign off - 20% UAT (PAC) - 25% Go Live (FAC) - 10% 2 Months After Go Live - 15% 2 Months After Go Live		Payment will be done on the terms already published in the TOR.
18	Does OGDCL required solution and license for Backup and DR site.		Yes
19	Do you require sizing for DR site as well.		Yes
20	As per Sec. 7.7.1. The Supplier shall completely operate the system for one (01) year, starting from the date of Go-live. What is OGDCL expectation from Vendor when it says that the supplier shall completely operate the system. This seems to give the impression of Managed Services.		Yes
21	Do OGDCL team, require Principal managed certification training or partners training for the same modules / solution to make it cost effective. In later case, partner will issue its training certificate		A mix of both Principal managed certification training and partner trainings. Details given at Section 7.8 of TOR
22	Regarding 7.9. Data Entry and Conversion/Migration, we assume that OGDCL duly understands its obligation of providing data in required format based on agreed solution design.		More details may be provided by the vendor for response against this question.
23	Regarding 7.10. Integration Requirements, OGDCL needs to provide the detailed integration requirements to clarify the scope of services for this area.		Details are Mentioned in concerned sections at Annexure-G
24	System should be able to integrate with other systems to capture quantitative data of gas and crude oil supplied. This data should be viewable in the system and should be usable for invoice creation.	This is Customization Data can be populated in reports for analysis. Now kindly explain How you want to usable for invoice creation.	All invoices should be automatically generated in the system using Sales agreements, Pricing modifiers and qualifiers and data obtained from PDMS
25	Systems should create an alert on the position creation.	What kind of Alerts?	Alert based on transaction details
26	System should be able to provide employees access to their master data.	will this be done web based ?	Yes, but not mandatory
27	System should be capable of generating invoices raised on JV partners' behalf. These invoices should call sharing percentages data from the JV accounting system but these invoices are not to be posted in OGDCL's ledger.	Need Clarification on this. This is more related to Finance department. Because in SAP Jv's are posted through Finance .	This functionality is required, any module of the integrated ERP can be used to deliver this.
28	System should have functionality for online tracking/monitoring of applicants through each stage of the recruitment cycle.	Please elaborate Online, is it web based or in ERP.	On Premise is preferred. Cloud solution is allowed only in case of modules where OGDCL data is not involved.

29	System should support online single / multiple levels of approval of the Employee Requisition.	Please elaborate Online, is it web based or in ERP.	On Premise is preferred. Cloud solution is allowed only in case of modules where OGDCL data is not involved.
30	System should facilitate applicants so that they can apply online and all required applicant data should automatically become part of the system.	Please elaborate Online, is it web based or in ERP.	On Premise is preferred. Cloud solution is allowed only in case of modules where OGDCL data is not involved.
31	System should enable employees to apply for loans.	Loan Sanction policy to be implemented?	Yes
32	System should identify eligible employees as per defined company policy.	Eligible for?	Eligibility criteria would be defined. This can be used for Loan or short listing of employees, depending upon the process.
33	System should be able to cater approved loan budgeted amount.	Clarity Required	There is fixed amount approved for loan disbursement every year by OGDCL.
34	System should have a functionality for uploading element entries in bulk.	Clarity Required	Some data is prepared manually and is uploaded in bulk in the system. Standard functionality should be available for uploading the mass element entry in the system.
35	Communication Billing System to be replaced by ERP	Details of Communication Billing System, is it Standard or developed,	developed software and developed in MS VB.net & Crystal Report and DB is MS Access
36	Communication Billing System to be replaced by ERP	If standard, Name, version, technical details and its usage	
37	Communication Billing System to be replaced by ERP	If Developed, then development details like Language, Database etc.	
38	not only to propose hardware sizing but hardware need for on-premises deployment/installation	Details of Data Center Primary and DR...racks, switches, storage, etc. are required	Yes
39	System testing	What does System Testing here means....is this the Business Process Testing or any other....please elaborate	Refer Section 7.5 of TOR
40	The suggested hardware should have high storage, fault tolerance, redundancy and high availability both for application and database layer, occupies less space and requires less cooling.	Page 10 says The required hardware may be acquired through a separate tender, as these are Hardware features hence should be the part of hardware tender	Only sizing requirements are solicited through this TOR.
41	complete hardware and network roadmap strategy	Please elaborate what does network roadmap strategy here means....as it is the subject area of Network Service provider	details are given in section 7.6 of TOR
42	System should facilitate management to approve loans as per defined approval hierarchy.	Loan Sanction policy to be implemented?	yes
43	System should be able to define policy for marking evaluation form.	Clarity Required	Period evaluation of employees may be done through customizable evaluation form which should be marked as per defined policy.
44	System should facilitate generation of funds accounts from the system.	Clarity Required	Provident fund accounts
45	System should be able of importing employee medical expense details from MMS	Clarity Required	Invoice input from MMS to Accounts PAYABLE module of ERP
46	System should be able of importing employee communication bills data expense details from BMS	Clarity Required	For exporting employee-wise bills data to Oracle Payables for the purpose of AP invoice creation
47	Automated time writing system for charging of cost to JVs and treatment in General Ledger.	Clarity Required	All elements and their mapping should be defined at JV module setup level for each JV.
48	Invoicing of engineering projects undertaken in-house or outsourced and charging of supervision cost in General Ledger	Clarity Required	Scope is defined in TOR
49	Reporting on JV cost statements as per required (6- columnar) format	Format required	Scope is defined in TOR
50	Reporting on JV cost statements as per required (6- columnar) format	Format required	Scope is defined in TOR
51	System should be able to generate comprehensive executive summary of purchasing cases	Explanation Required	Reporting requirement
52	System should automate creation of RFQs from Third Party Inspectors in specific cases and cater to inspection details entry	Explanation Required	Quotations of Third Party Inspection (TPI) firms and inspection by TPI firms against POs should be maintained by the system
53	System should maintain detailed revision histories of all important control documents	Explanation Required	Transactional data records for control documents
54	System should be capable of tracking/record of Pay Order deposited in OGDCL Account and afterword its release by Accounts Department against procurement cases	Explanation Required	Standard functionality
55	System should allow maintaining inventory as per OGDCL's approved inventory accounting policy	Explanation Required	Scope is defined in TOR
56	End user must be able to generate requisition even if the item code is unavailable with requisition labeled as "New Item".	Explanation Required	Since Item code is mandatory for Requisition, incase of new item there should be a provision by the system to generate PR.
57	The System should be able to compile the all PR's after assigning new item codes.	Explanation Required	Already answered
58	System should disallow duplication of particular details or specs as required to help maintain master data integrity	Explanation Required	Data integrity requirement
59	Notification alerts are required for non-receipt of materials, on and after inspection of materials and short-shipment/ rejection of materials	Explanation Required	system should be configurable as required on receipts, delay in receipt of materials, inspection or rejection as required. Recipients of alerts should be added as required.
60	System should be able to maintain complex contracts ranging from construction contracts to plant erection services. System should also be able to track progress completely through these defined projects.	Services means? Do you give services to customers or get services from different contractors for project (CAPEX or EPCC).	Both
61	System should be able to support multi-level hierarchies of different projects.	multi-level hierarchies of different projects means Work Breakdown Structure (WBS) ???	yes
62	System should have the functionality to define inter dependencies among various projects.	Please elaborate inter dependencies.....	One project may be dependent on the other in terms of cost or time or milestone or resources.
63	System should have integration with MS Office	What integration features with MS Office you are looking for ???	Data import and export from MS excel etc.
64	System should be able to generate Concession accounts	Clarity required about what are concession accounts?	Already answered

65	System should be configurable so that OGDCL can maintain a proper detailed and date-tracked record of reporting information about concessions obtained, development of fields within the concessions, dates of grant/ expiry/ extension and relinquishment of each E&E license, mining leases and D&P leases of each concession/ field rental amounts, welfare obligation details etc.	Format required for better understanding	Format will be shared at later stages. Scope is defined in TOR
66	System should support the interface with any existing application e.g. timecard machines etc.	Details about all external/3rd party systems needs to be integrated will be required. Details can include external system Application details, Database detail, business process which will be going to integrate.	Details provide in section 7.10 of TOR
67	Local Oil & Gas Reference	Is it OEM reference or Vendor reference? Also OGDCL is in upstream business with Joint Venture accounting. You are looking references only in Upstream with JV or Standard ERP implementation of any version in Oil and Gas Industry whether its Upstream, Midstream or Downstream with standard ERP implementation.	It is clearly mention in the Technical evaluation that some of the criteria ae product specific and some are vendors. Please respond accordingly
68	Global Oil & Gas Reference	Is it OEM reference or Vendor reference?	
69		Some of the requirements can only be met with Cloud-based solutions such as SAP Ariba (for extensive options in Procurement) and SAP SuccessFactors (for an end-to-end complete Human Resources solution). Will OGDCL be open to vendor proposing HANA Cloud-based solutions as a part of overall proposal/solution? Please confirm.	On Premise is preferred. Cloud solution is allowed only in case of modules where OGDCL data is not involved.
70	OGDCL Population	1.3, Page 5. You had mentioned that the number of employees (population) is 13,000, whereas in your page 1.5, Page "6" the total no of payroll master data is 10,400. What is the Payroll Master Data you need?	We require 10,400 Payroll Master Data
71	Contract Period	The total contract period will be 3 years and the implementation timeline are 18 months. What is for remaining 18 months?	Support time period
72	Bid Security	Bid Bond has been asked for US\$ 65,000. Can we submit same in Pkr by taking the exchange rate 105% of Oct 22, 2019?	All the informtion related to the bid bond has been given Master set of Tender documents
73	Operational Support	Operational Support. 1-year post implementation support. Mean that after Go Live OGDCL need 1-year Post Implementation Support for the Implementation part (one), can be we provide support remotely or OGDCL need that the support consultant should remain onsite.	On site.
74	Technical Support	5.14, Page 16, Technical Support by OEM. This is always available by the Principals directly or through his VAR if you pay annual maintenance fee	Same is mentioned in TOR
75	The supplier shall completely operate the system for one year (1) starting from the date of Go Live.	This is same one (1) year Post Go Live support after Go Live. (5.14)	Scope is defined in TOR
76	The Supplier shall clearly indicate in the proposal the staff with their names, qualification, contact numbers, attested copies of professional certifications/ documents, which will be employed by the Supplier to operate the system for above mentioned period.	How can a vendor can provide the name of the consultants who will be deployed at support after minimum two year from now? Even if we submit that information and none of the consultants are available with the supplier at the time of support, then what will be the status of those commitment?	Functional Requirement
77	Bidder also must clearly mention the post implementation Technical Support Service Cost required by the OEM will provide separately in the proposal.	Are you talking about Software Annual Maintenance cost under which lot of services is being offered by OEM? Or you have something specific in your mind. Would appreciate if you please clarify.	Annual Technical Support Services
78	Training for End Users, Functional and Technical Team.	If OGDCL need OEM Certified training, then only certification will be provided by OEM if candidate clear the certification exam. The bidder can give their certificate. Please advise what are you looking?	We understand that certificate will be issued after clearance. A mix of both Principal managed certification training and partner trainings. Details given at Section 7.8.
79	Data Entry and Conversion/Migration	The owner of the Data is OGDCL. The bidder can provide the template and will train the user how to fill in the template. The Quality and Correct data as per template should be the OGDCL responsibility. Upload the correct data provided by OGDCL will be the responsibility of Bidder.	Same is answered above
80	System should be able to include future depreciation of on-going capital project based on completion date	Please explain	Functional Requirement

81	AFE is a very important control document and it comprises of AFE form and expenditure sheet which is raised by the concerned department in hard copy and forwarded to various level in hierarchy for approval. System should enable relevant department personnel to fill in the details of the expenses, which should be approved by the authorized department personnel and then forwarded in the system as per approval hierarchy.	Please explain	
82	Input from all departments should be consolidated in a single AFE.	Please explain	Functional Requirement
83	Segregation of expense over multiple years, supplemental AFEs and other reporting requirements should also be maintained in the system.	Please explain	Functional Requirement
84	On the basis of details contained in approved AFEs and cost center codes selected thereon, GL budget re-allocation program should be executed in the system.	Please explain	Functional Requirement
85	System should be capable of capturing relevant AFE number at various transactional levels so that AFE versus actual expenditure reports can be generated.	Please explain	Functional Requirement
86	System should allow configuration of forms as replacement of third party systems where required	Please explain	Customization of the standard ERP
87	System should automate creation of RFQs from Third Party Inspectors in specific cases and cater to inspection details entry	Please explain	Quotations of Third Party Inspection (TPI) firms and inspection by TPI firms against POs should be maintained by the system
88	System should have comprehensive document and content management features including online signatures and attachment functionalities	Please explain	System should be capable of maintain related documents against the PO
89	The System should be able to compile the all PR's after assigning new item codes.	Please explain	Reporting Requirement
90	A notifications for description/ index/ Part number similarities on indent form is required.	Please explain	Reporting Requirement
91	System should be able to maintain price modifiers, slab rates including indices that effect pricing and use these to calculate invoice level pricing.	Please explain	Pricing modifiers and qualifiers should be utilized to cater to these requirements.
92	System should provide a test of STWH and system should provide an option to mark or unmark STWH as paid or deferred and generate corresponding accounting.	Please explain	These will be selected at Purchase orders. When separate sales tax and STWH rates for each province are defined, tax condition sets should be assigned for each tax rate. This will limit the use of these tax rates only if specific province is selected in Ship-to location. This will ensure that wrong tax rates are not selected by users. .
93	The bid security is required in shape of bank draft or pay order, can a clarity be given that it should be from which category bank like AA or AAA ratings.		Bid Security is required to be submitted from Banks mentioned in Master Set of tender document services.
94	All the commercial proposal is required in US\$, can the services been quoted in PKR ?		All the bids will be quoted in US Dollar. However, payment will be made at equal PAK Rupees on the payment day. Ref TOR Clause # 5.9
95	Can a clarity been given regarding the phrase mentioned in TOR about REIMPLEMENTAION and REPLACEMENT? For reimplementation only the current ERP is considered or it will be replaced by some other ERP.		Both current ERP and other ERP vendors are given the opportunity to bid against the requirements given in the TOR.(already discussed in Pre-bid meeting)
96	Although OGDCL business have the production facility but the scope is not much clear in TOR can please this be elaborated.		The scope of project is limited to the sections given in the TOR.
97	Need clarification on "Concessions" Do the business need separate reporting and accounts for each concession?		Yes
98	System should automate creation of RFQs from Third Party Inspectors in specific cases and cater to inspection details entry		Quotations of Third Party Inspection (TPI) firms and inspection by TPI firms against POs should be maintained by the system
99	System should have comprehensive document and content management features including online signatures and attachment functionalities		System should be capable of maintain related documents against the PO
100	The System should be able to compile the all PR's after assigning new item codes.		Reporting Requirement
101	A notifications for description/ index/ Part number similarities on indent form is required		Reporting Requirement
102	Can we also propose cloud version or only on-premises solution will be preferred.		On Premise is preferred. Cloud solution is allowed only in case of modules where OGDCL data is not involved.
103	There is mentioned as "Production Forecast", please explain how the planning forecast is done, either through SAP(PP Module) or by TP software? This question relates to determine the scope of Controlling Module that is closely integrated with Production planning.		Min-max planning to maintain inventory levels for all planned items should be in place. With min-max planning, minimum and maximum inventory levels for items would be specified.
104	As OGDCL is public sector organization, is there any scenario of Grants from Govt and to keep the tracking of grant and reporting?		The scope of concession is defined in the TOR.
105	Please explain the AFE (Authorization for expenses)? Is it budgeted values. Please also explain Concession, date wise tracking and reporting requirement.		Scope is defined in TOR
106	Is OGDCL need budgeting on balance sheet? Or need planning only?		Scope is defined in TOR
107	In SAP depreciation starts on completion of Assets. Please explain future depreciation of projects. Do you want to calculate the depreciation on asset not yet completed?		More information is required to answer this query
108	General	Can Vendor also pitch cloud solution for ERP	On Premise is preferred. Cloud solution is allowed only in case of modules where OGDCL data is not involved.

109		Implementation of ERP, will also include the redesign of Chart of Account (CoA), or OGDCL has already design the new CoA if (Yes), please share the newly design CoA	This will be shared in later stages
110		Business Processes Reengineering (BPR) is the part of this ERP Implementation	Yes (if required)
111		Management Reporting (Excel Spreadsheet), please specific the number of spreadsheet)	Scope is defined in TOR
112	3. Information (3.6)	Since proposal submission is two stage procedure, submission of Bid security will be done at the second stage (5.13.1.5)	Bid Security will be submitted at first stage with technical purposal.
113	4 TOR Scope (4.1) COTS	OGDCL required COTS only from Tier-1 ERP Vendor	requirement
114		4.6 Vendor who do the hardware sizing can participate in the hardware tender	Only hardware sizing is in the scope of this tender. Hardware tender details are not the part of this TOR.
115	5.10 Bid Security (5.10.2)	Please specific date of tentative number of days for opening of 2nd stage	Scope is defined in TOR
116	5.13.3 Technical Bid	Generally Technical evaluation done on over all Technical evaluation of overall criteria; 60% marks in each part is not reasonable	Evaluation will be done on the terms already published in the TOR.
117	Annexure – K	Please explain regarding Fair Price Certificate	Its only required in single bid case. Please fallow master set of tender document services there is no any Annexure K in it.
118	Concessionary rate	Please explain	Not mentioned anywhere in tender or TOR.
119	Performance Bond	It should be provided after signing of Agreement instead of LOI.	Yes