

OIL & GAS DEVELOPMENT COMPANY LIMITED



TENDER ENQUIRY NO. PROC-SERVICES/CB/EXPL-5037/2021

HIRING OF CONTRACTOR FOR PROVIDING SERVICE-UNITS (SKILLED-UNSKILLED LABOUR/WORKERS /MANPOWER) TO WORK IN SEISMIC FIELD PARTY-05 FOR KOHAT 2D PROJECT

Note:

Bid bond of **PKR 1,058,000/- (Pak Rupees One Million Fifty Eighty Thousand Only)** to be submitted with the technical bid. Please see tender documents for further detail.

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

TERMS OF REFERENCE/SCOPE OF WORK

OGDCL is operating with its 05 Nos. owned Seismic Crews. Upcoming assignment for SP-5 is Kohat-2D (123 L.Km.) in District Kohat for a duration of four (4) months (extendable with mutual consent on same rates & terms & conditions). Seismic Party No. 5 is in phase of shifting and camp establishment, Purpose of this tender is to invite bids of labor/service provider for healthy competition for Kohat 2D project (123 L.Km.). Bidders that can provide skilled-unskilled labour/workers (manpower) to meet the requirements of OGDCL seismic crew on rate running basis may participate.

Based on the Oil Industry seismic operations crew assignments', the bidder shall provide the proposed **Skilled/unskilled workers/Service units (Manpower)** and willingness for running contract on **as and when required basis**.

S#	SERVICE UNITS	REQUIREMENT	PER DAY RATE Rs. (inclusive of tax and commission)	TOTAL DAYS	AMOUNT (Rs.)
1	Surveyor	4	2125	120	1020000
2	Dozer operator	1	2125	120	255000
3	Dozer Pusher/ (Surveyor)	3	2125	120	765000
4	Seismic Driller	12	2125	120	3060000
5	Trouble shooter	8	1191	120	1143360
6	Loaders / Shooters	14	2125	95	2826250
7	Dispenser	1	1326	120	159120
8	Patwari	1	1191	112	133392
9	Permitman	2	1191	112	266784
10	Drivers	27	1191	120	3858840
11	Mechanic_Drilling	3	1191	120	428760
12	Mechanic_Auto	5	1191	120	714600
13	Electrician_Auto	1	1191	120	142920
14	Electrician_Power	2	1191	120	285840
15	Plant Attendant	1	1191	120	142920
16	Welder	1	1191	120	142920
17	Tyre Vulcanizer	1	1058	120	126960
18	Un Skilled labour_Survey Crew	21	956	120	2409120
19	Un- Skilled labour_drilling crew	97	956	95	8809540
20	Un-skilled labour Shooting crew	52	956	95	4722640
21	Unskilled labour_Recording crew	112	956	112	11992064
22	Helpers_Misc_Camp	18	956	120	2064960
23	Washer Man	1	1058	120	126960
24	Cook	11	1058	120	1396560

25	Bearer/Dishwasher	12	956	120	1376640
26	Barber	1	1058	120	126960
27	Sanitary Worker	3	956	120	344160
28	Security watchman	42	956	102	4095504
	Total	437		Total amount	52,937,774/-

1. **TERMS & CONDITIONS**

- i- Bidder will confirm to provide skilled /unskilled manpower for Seismic operations for Kohat 2D project.
- ii- Number of manpower to be hired may be increased or decreased as per discretion of OGDCL in view of operational requirement, as and when required basis. Bidders should provide Pakistani origin skilled / unskilled manpower.
- iii- The contract will be applicable from the date of signing of both parties for a period of four months (further extendable with mutual consent on same rates and terms & conditions) and bidder is bound to provide the labour as per requirement.
- iv- OGDCL have rights to cancel the contract at any stage, due to unknown reasons.
- v- Services will be hired on rate running contract basis (as per OGDCL 3rd party worker rates copy attach) for a period of 4 months that shall be extendable with the mutual consent. The rates for hired manpower will be on lump sum daily basis to be provided /fixed by OGDCL for the specific project and the contract will be awarded on the basis of bidder's commission.

2. **Financial Rate Format**

Bidder will quoted commission strictly as per following format:-

Rate Per Day	Maximum Commission	Quoted Commission	Duration of project
Mentioned in table	4.66%	%	04 months (extendable)

Commission quoted by bidder above 4.66% will not be considered.

3. **Evaluation Criteria**

Contract will be awarded to technically responsive and quoted lowest commission (if two bidder or more quoted same commission percentage then the bidder with highest qualifying marks in technical evaluation will be considered for award of contract).

4. **Payment and Provision of Service Unit**

Payment shall be made at actual in the name of the bidder through cross cheque only at the end of each month against verified invoices. No cash payment is allowed. Bidder is bound to provide the manpower within one week after signing the date of contract, otherwise, LD will be charged as per clause # 12 of draft contract.

5. **Boarding and lodging:**

- I. No boarding/lodging will be provided to the hired Labour/manpower hired through the contractor and will be the sole responsibility of the bidder.
- II. OGDCL can modify the tender documents in any respect by way of clarification, addition, deletion, or otherwise, prior to the Closing Date.

- III. Prospective Bidder shall ensure that its Bid Proposal is complete in all respects of such that Company may perform a complete and meaningful evaluation.
- IV. The Bidder will provide a list of Projects completed during at least 1 years along with Certificates and name, Email, Phone & Fax of client's who may be contacted for confirmation.
- V. Bidder is to provide Profile of the Bidder and its financial statements for last 06 months.
- VI. Only the bidder, who can provide the services of all types/ category of manpower as required in OGDCL TOR, will be considered for Technical Evaluation.
- VII. OGDCL is not bound to accept the Bid Proposal received in response to this Enquiry. Company shall not be held liable for any expenses incurred in the preparation or submittal of any Bid Proposal or any subsequent discussion and/or negotiations.

6. Technical evaluation Criteria

Sr. No	Description	Min Requirement	Marks
1.	Minimum Experience	03- less than 05 Year 01-less than 03 Years Less than 01 Year Less than 06 month	35 25 15 05
2.	Minimum of Turnover in last financial year about the company's annual turnover.	04 Million or More 02 Million and less than 04 Million 01 Million and less than 02 Million Less than 01 Million	35 25 15 05
3.	Contracts from renowned company/ department regarding Manpower provision.	05 or more 03 or more 01 or more 00 Contract	30 20 10 00
	<p><u>Mandatory</u></p> <p>Bidder shall full fill all the requirement mentioned in TOR.</p> <p>Bidder shall provide compliance of all clauses of TOR signed and stamped with the Bid.</p> <p>All documents be clear and visible submission of Fake document will lead to rejection and black listing of company.</p> <p>Bidder shall provide all relevant document required for technical evaluation.</p> <p>List of Manpower owned by company and its joint venture.</p> <p>Bidder will provide an indemnity bond that the company is not black listed by any other company.</p> <p>Bidder will provide NTN certificate.</p> <p>Bidder will provide Tax Return of Last Year.</p>		

Minimum Qualifying Criterion:-

Minimum 60% marks are required for successful Firm/Bidders.

7. BIDDING METHOD

Bids against this tender are invited on Single Stage Single Envelope Bidding Procedure. Technical and financial bids will be opened on the same day.

(This clause will prevail instead of tender documents clause# 9 of invitation to bid)

Note:-

Following documents must be attached with the bid:-

- Bid bond of **PKR 1,058,000/- (Pak Rupees One Million Fifty Eighty Thousand Only)**. Please see tender documents for further detail.
- The master set of tender documents (services) uploaded on OGDCL website (www.ogdcl.com) is the integral part of this TOR.
- Bidding form, Integrity & ethics undertaking, Affidavit duly signed & stamped by Public Notary, Data Summary Sheet, Duly signed & stamped Draft Contract and tender documents.