

OIL & GAS DEVELOPMENT COMPANY LIMITED



TENDER ENQUIRY NO. PROC-SERVICES/CB/EXPL-5215/2021

HIRING OF VEHICLES FOR LILAH 2D PROJECT

Note:

Bid bond of PKR 1,397,568/- (Pak Rupees One Million Three Hundred Ninety Seven Thousand Five Hundred Sixty Eight Only) to be submitted with the 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.

SCOPE OF WORK

OGDCL is operating with its 05 Nos. of owned Seismic Crews. Purpose of this tender is to hire services of firms that can provide good condition vehicles to meet the requirements of OGDCL Seismic Party for healthy competition for LILAH-2D Project in Chakwal District on as and when required basis for a duration of twelve (12) months (further extendable with mutual consent on same rates and terms & conditions). The bidders are required to submit their details and willingness to provide different types of required vehicles and work with Seismic Party of OGDCL.

Based on Oil Industry seismic operations crew assignments, the bidder should never be defaulter or black listed. Vehicles are required on AS AND WHEN REQUIRED BASIS.

Sr#	Description	No. of Vehicle	Monthly Rent per vehicle	Total Amount for 12 months Rs.
1	Double Cabin (4x4) (along with driver)	40	Rs.	
2	Single Cabin (4x4) Non-AC (along with driver)	16	Rs.	
3	Haulage Truck (3500cc) (4x4) (along with driver)	08	Rs.	
4	Water Tanker (4X4) (along with driver)	01	Rs.	
5	Hi-Ace (4x2) AC Euro for Pick & Drop duty. (along driver)	01	Rs.	
6	Hi-Ace (4x2) Non AC Euro for daily purchase (along driver)	01	Rs.	
7	Ambulance (4x4) AC for field (along with driver)	01	Rs	
8	Explosive Van (4X4) (along with driver)	04	Rs.	
	Total	72		
	Grand Total Amount inclusive of all applicable taxes, duties, levies etc. except PST/ICT Tax on Services			

Evaluation Criteria

Financial evaluation will be carried out on Grand total basis. Contract will be awarded to technically responsive and financially lowest bidder of total amount.

TERMS OF REFERENCE FOR SHORTLISTING OF BIDDERS FOR HIRING OF VEHICLES FOR ALL SEISMIC PARTIES.

- 1- Contractor must provide latest Tax Return Certificate (Company) and Audited Financial Statement (Company) of last financial year.
- 2- Contractor should have the vehicles which are able to do the duty in all terrain (i.e. hilly, desert, river catchment area, plains and cultivated areas.
- 3- All vehicles must be mechanically fit as per Industry and HSEQ standards and acceptable to Location Incharge of the Seismic Crew.
- 4- Contractor shall replace the vehicles in case of its major break down on first simple and written notice without any arguments or litigation and failure to replace the broken down vehicles shall deal as per liquidate damages within 15 days.
- 5- Contractor must have established offices. Contractor must provide detail listing of the established offices with addresses and details of offices when established.
- 6- The vehicles should be in perfect mechanical and satisfactory working conditions. The contractor shall also ensure that the vehicles are well maintained and their appearance both in interior and exterior is in excellent condition.
- 7- The driver shall be hired for the vehicles by the contractor. The driver must be literate with sound mental and physical body health and must have valid CNIC and valid driving license. Driver shall be available round the clock with the vehicle. Contractor is required to provide at least 15 CNIC and 15 driving license copies of drivers along with technical bid.
- 8- The contractor shall ensure that the paper work of all vehicles (registration, road permit tax and insurance documents / fitness certificate etc.) is complete in accordance with Govt. Law and contractor will be responsible for it. Contractor must provide at least 15 registration copies of vehicles along with technical bid.
- 9- OGDCL shall not be responsible and no payment shall be made against any sort of road mishap, accident, injury, death, force majeure or any unforeseen loss and damage to the vehicles and driver. However, fuel will be provided by OGDCL.
- 10- The vehicles will be used in the project area or under administrative control of Location In-charge where required.
- 11- Contractor shall be responsible for the violation of traffic rules and misconduct of the

drivers.

- 12- All type of repair, maintenance and replacement of filters, engine oil and others lubricants shall be responsibility of the contractor.
- 13- The Contract may be terminated without any notice, after award and during contract period, if the services are no more required or the contractor fails to abide by the terms of the contract documents.
- 14- Vehicles should in compliance with HSEQ standards and must be fitted with the following:
 - a. Fire extinguisher
 - b. First aid kit
 - c. Communications; radio and contingency plan where appropriate will be provided by OGDCL
 - d. Serviceable spare wheel
 - e. Seat belt on all seats for all occupants in front & back seats
 - f. Tool kit including jack and wheel nut spanner (Lug wrench)
 - g. Reverse warning / backup alarm device if appropriate.
- 15- It is responsibility of the contractor to provide designated explosive van (4x4) with valid license from Director General of Explosive.
- 16- Please submit a certificate that bidder has read and understand all terms and conditions and would abide by them during the contract.
- 17- Also submit a certificate confirming Term & Condition # 2, 3 & 4.
- 18- OGDCL reserves the right to accept or reject any or all applications of the contractors. No claim shall be made by contractors participating in the tender.
- 19- All the invoices must be in accord with terms and conditions mentioned in TOR and no additional condition/term from bidder in his invoice will not be entertained.
- 20- All documents of TOR must be vetted (signed and stamped) by the bidder.

Payment and Provision of vehicles

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

TECHNICAL EVALUATION CRITERIA

SR#	DESCRIPTION	MARKS	MAX. MARKS	
1	Profile Since establishment		30	
	i.	More than 03 Years		30
	ii.	More than 01 Years and less than 03 Years		20
	iii.	Minimum 01 Years		10
2	Relevant Experience		40	
	i.	More than 03 Years		40
	ii.	More than 01 Years and less than 03 Years		30
	iii.	Minimum 01 Years		20
3	Minimum 01 Projects completed/ ongoing with 2D/3D Seismic crews	30	30	
TOTAL MARKS			100	

Minimum Qualifying Criterion

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

BIDDING METHOD

Bids against this tender are invited on Single Stage Single Envelope Bidding Procedure.

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

PERFORMANCE BANK GUARANTEE

2% of the contract value will be submitted by the successful bidder as Performance Bank Guarantee.

(This clause will prevail instead of tender documents clauses of PBG to the extent of 2% PBG instead of 10% PBG only).

Note:-

Following documents must be attached with the bid:-

- Bid bond of Bid bond of **PKR 1,397,568/- (Pak Rupees One Million Three Hundred Ninety Seven Thousand Five Hundred Sixty Eight Only)** and clarification (online transfer of funds to OGDCL) uploaded on OGDCL website 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.