

OIL & GAS DEVELOPMENT COMPANY LIMITED



TENDER ENQUIRY NO. PROC-SERVICES/CB/EXPL-5217/2021

HIRING OF SERVICE UNIT FOR LILAH 2D PROJECT

Note:

Bid bond of PKR 2,246,691/- (Pak Rupees Two Million Two Hundred Forty Six Thousand Six Hundred Ninety One 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.

TERMS OF REFERENCE/SCOPE OF WORK

OGDCL is operating with its 05 Nos. owned Seismic Crews. Upcoming assignment for Seismic Crew of OGDCL is Lilla-2D (506 L.kms.) in District Chakwal, Khushab & Jhelum for a duration of 12 months (extendable with mutual consent on same rates & terms & conditions). Seismic Crew of OGDCL is in phase of shifting and camp establishment, Purpose of this tender is to invite bids of labor/service provider for healthy competition for Lilla-2D (506 L.kms.) Bidders that can provide skilled-unskilled labor/workers (manpower) to meet the requirements of OGDCL seismic crew on as and when required 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 providing the manpower on **as and when required basis**.

SR#	SERVICE UNITS	REQUIRE- MENT	RATE /PER DAY (RS.)	Total Days	AMOUNT (RS.)
1	Surveyor	3	2125	365	2,326,875
2	Patwari	1	1191	365	434,715
3	Permit Man	1	1191	365	434,715
4	Dozer Pusher	4	1191	365	1,738,860
5	Seismic Driller	24	2125	365	18,615,000
6	Compressor Operator	10	1191	365	4,347,150
7	Vibrator Operator	6	2125	365	4,653,750
8	Field Recording Man	12	1191	365	5,216,580
9	Shooter/Loader	20	2125	365	15,512,500
10	Driver	33	1191	365	14,345,595
11	Mechanic (D/Work Shop)	2	1191	365	869,430
12	Mechanic Auto	4	1191	365	1,738,860
13	Vibrator Mechanic	2	1191	365	869,430
14	Elect.(Auto)	1	1191	365	434,715
15	Tyre Volcanizer	1	1058	365	386,170
16	AC Mechanic	1	1191	365	434,715
17	Welder	1	1191	365	434,715
18	Elect. Power	2	1191	365	869,430
19	Dispenser	1	1326	365	483,990
20	Pesh Imam	1	1326	365	483,990
21	Washer Man	2	1058	365	772,340
22	Barber	1	1058	365	386,170
23	Sanitary Worker	2	956	365	697,880
24	cook	8	1058	365	3,089,360
25	Berar	12	956	365	4,187,280
26	Security Guards	46	956	365	16,051,240
27	Unskilled General helper	269	956	365	93,864,860
Total					193,680,315
Add.PPST @ 16 %					30,988,850
Gr.Total Rs					224,669,165

1. TERMS & CONDITIONS

- i- Bidder will confirm to provide skilled /unskilled manpower for Seismic operations for Lilla-2D (506 L.kms.).
- ii- Number of manpower to be hired may be increased or decreased as per discretion of OGDCL in view of operational requirement on as and when required basis. Bidders should provide Pakistani origin skilled / unskilled local manpower.
- iii- The contract will be applicable from the date of signing of both parties for a period of twelve months (further extendable with mutual consent on same rates and terms & conditions) and bidder is bound to provide the labor as per requirement.
- iv- OGDCL have rights to cancel the contract at any stage, due to any reasons.
- v- Services will be hired on rate running contract basis (as per OGDCL 3rd party worker rates copy attach) for a period of 12 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 percentage.
- vi- It is sole responsibility of contractor for provision of PPE/Health Facilities to the 3rd party hired contractor/project worker as per SOP/HSE of the company during the said project.

2. Financial Rate Format

Bidder will have quoted commission strictly as per following format: -

Rate Per Day	Maximum Commission	Quoted Commission	Duration of project
Mentioned in table	4.66%	%	12 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 contractor through cross cheque only at the end of each month against verified invoices. No cash payment is allowed. Contractor 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 labor/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 and audited accounts report 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)

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 2,246,691/- (Pak Rupees Two Million Two Hundred Forty Six Thousand Six Hundred Ninety One 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.