



OIL AND GAS DEVELOPMENT COMPANY LIMITED BETTANI OIL & GAS FIELD

Date: 18-04-2024

SCHEDULE OF REQUIREMENT TENDER ENQUIRY # TE/BOGF/PROD/01/2024

1. SCHEDULE OF REQUIREMENT

Hiring of Services for Complete repair/refurbishment of the 03 No Porta Cabins / Caravans, lying at BETTANI OIL AND GAS FIELD of OGDCL (Distt. Lakki Marwat, Khyber Pakhtunkhwa)

S#	Description	Reference #	Rate	Total rate (inclusive of all Taxes)	Deviation
1	As per attached Scope of Work				

2. SCOPE OF REPAIR/REFURBISHING WORK:

No. of Caravans: 03
Each Caravan Size: 40' x 10'

- Complete Electrical and Mechanical repair / refurbishment of aforementioned Porta Cabins / Caravans as per standards.
- 2" thick thermoboard/thermocool sheet of minimum density 38Kg/m³ should be used as insulation sheet in between the MS tube framework in around the perimeter of side walls including doors and roof. 1.5" thick thermoboard/thermocool sheet of minimum density 35Kg/m³ should be opted for interior partition walls.
- 16 mm thick plain ZRK factory laminated decorative sheet is to be used as inner skin of walls and riveted/screwed to the MS Rectangular Tube frame. Wood Color Lamination is to be used for Porta Cabins.
- Installation of Windows (Aluminum 3") in each compartment.
- Outer sheet of caravans to be replaced with new 18mm gauge sheet.
- Doors will be replaced/repared/refurbished with M.S. Sheet. Inner skin of Door Panel will be made of plain ZRK laminated with Decorative sheet of same color as of Room.
- Ceiling is to be covered with False Gypsum Ceiling of 2' x 2' size.
- All compartments should be made water proof.
- Floor to be 12-mm decked plywood sheets covered by pasting 2.0 mm thick commercial grade, heavy duty, smooth finish vinyl flooring having fiber layer, to ensure high resistance and rough use.
- Complete electrification of each compartment. (Switch boards/power sockets etc as per standard). 16 mm² -- 4 core PVC copper conductor cable should be provided for feeding from OGDCL male/female connector to Porta Cabin Distribution Board. 6 mm², single core, PVC cable should be used for A.C. Power socket with 2.5 mm² single core PVC cable as earth continuity conductor. 1.5 mm² PVC cable should be used for light circuits from DB to switch board.
- Plugs/Receptacles, Earth Leakage Circuit Breakers (ELCB) of suitable ratings and with provisions for proper grounding (Electrical Earthing). One industrial (male/female) plug & Socket, 5 pin, 32 Amp to 63 Amp, Heavy Duty, (CEE or MENEKES brand or equally reputed brand) for power supply to Porta Cabin from external connector. Each Room to be fitted with electric socket and lights as per requirement.
- Provision of 02 No of 02 door wardrobes in each compartment.
- Complete exterior paint. 2 coats of weather shield matt enamel paint (white) of ICI OR Nippon OR Berger brand or equally reputed brand should be applied on all external surfaces of walls including Doors.
- Repair/replacement of damaged or worn-out metal parts as per requirement.
- All material required is in the scope of the supplier.

3. TORs for Bidders: **TE/BOGF/PROD/01/2024**

- 3.1 The quotes should be sent in closed envelopes (following **Single Stage, Two Envelop** bidding procedure) at the cost of bidder, addressed to:
**Field Manager,
Bettani Oil and Gas Field (OGDCL),
C/O Manager TCS Office Lakki Marwat, Khyber Pakhtunkhwa.**
- 3.2. Bid bond of **Rs 50,000/-** in favor of Field Manager Bettani Oil & Gas Field is mandatory along the bid submission.
- 3.3. The firm should have valid NTN and STRN/GST number and have active status on FBR website. The same should be attached with the bid.
- 3.4. The Firm should have active Professional tax certificate of concerned Excise office, where operating its business and to be attached with the bid.
- 3.5. Bidders should provide detail of its past experience related to the repair services of porta cabins / caravans.
- 3.6. A tentative time period for the complete job shall be mentioned in the bid.
- 3.7. Quotes shall be firm & inclusive of all the works being required for the repair/refurbishment of porta cabins/caravans including all kind of material (electric material, beds, matrices, ACs, etc to be used for each compartment), transportation, mob/de-mob, manpower, food of manpower etc. Any change in quote after bid submission final date will not be entertained nor any such additional claim will be admissible to OGDCL.
- 3.8. The bids will be opened on the date as mentioned in the tender notice. The bidder can mobilize its representative to Bettani Oil and Gas Field to participate in the bid opening meeting.
- 3.9. Financial evaluation of the bids will be carried out on total quote (exclusive taxes) for the entire scope of work.
- 3.10. Any clarification regarding the required services/scope of work or any other detail, must be cleared before the submission of bid. No change in the submitted bid will be entertained after bid submission final date.
- 3.11. No advance payment will be made to the successful bidder in any case.
- 3.12. Delivery period for execution of complete repair services as specified in SOR will be 45 days. Time will start from issuance of service order.
- 3.13. Mobilization/De-mobilization or any kind transportation of tools/equipment/manpower to/from OGDCL site will be the responsibility & at the cost of the contractor. OGDCL will not be bound to provide any kind of transportation facility.

- 3.14. The contractor is required to arrange his own tools, equipment, manpower, material, safety gadgets, PPEs etc. as required during the repair work if contractor opt for repairing in OGDCL premises.
- 3.15. OGDCL can provide space at Bettani field, Distt Lakki Marwat, to the contractor for the repair/refurbishment of the porta caravans. However any equipment/machinery required in this regard will be on part of contractor.
- 3.16. The contractor is bound to abide by all the prevailing rules, SOPs, protocols implemented within the OGDCL field boundary.
- 3.17. During inspection, if any repaired caravan or its part is found faulty or not meeting the acceptance criteria, then the contractor is bound to re-repair the same. No additional charges will be claimed by the contractor for such re-work.
- 3.18. OGDCL will only pay for the repaired/refurbishment of caravans that qualifies the acceptance/fitness criteria inspected by the committee. No payment will be made by OGDCL for any of the caravans being rejected by the inspection committee.
- 3.19. Inspection and Job Completion Performa for each caravan shall be signed separately by both OGDCL's as well as Contractor's representative.
- 3.20. Health, safety & security of the contractor's crew will be the sole responsibility of the contractor. OGDCL will not be responsible for any injury/disability/human loss of any crew member of the contractor in any case, during their stay within the OGDCL premises. However, OGDCL can provide initial first aid in case of any injury or any health issue to contractor's crew within its premises or ambulance facility up to nearest health center as a goodwill.
- 3.21. Boarding/lodging facility at OGDCL site can be provided to the contractor's manpower for a limited crew only. However the contractor has to pay for the messing of its crew on per day per head basis.
- 3.22. The payment will be processed after delivery of complete services and satisfactory report of OGDCL inspecting official, submission of provincial tax, submission of valid Professional Tax Certificate, submission of Original Commercial and Sales Tax invoices. Bank account details of supplier. Payment process will take up to one month after submission of above documents by the contractor.
- 3.23. Payment will be made by OGDCL Head Office through online banking transaction in the contractor's bank account.
- 3.24. Prospective Bidder can visit Bettani Oil and Gas Field before Bid submission for any clarity required regarding scope of work.
- 3.25. Bidder can repair caravans at Bettani Oil and Gas Field or can transport caravans to its workshop anywhere in Pakistan. In case of shifting of caravans, transportation/loading/unloading charges of both ways will be responsibility of contractor.