



OIL & GAS DEVELOPMENT COMPANY LIMITED
PROCUREMENT DEPARTMENT (LOCAL), ISLAMABAD
SCHEDULE OF REQUIREMENT

Material : **PROCUREMENT OF 500 DESKTOP COMPUTERS**

Due Date:

Tender Enquiry No: **PROC-LH/PT/SYS-18659**

Bid Bond Value : RS. 3,600,000/-

EVALUATION WILL BE CARRIED OUT ON FULL

Attachment(if any) : YES

| Sr No | Description | Quantity | Make/Brand offered | Unit | Unit Price (PKR) Inclusive Of All Taxes Except GST | Unit Price (PKR) Inclusive of GST | Total Price (PKR) Inclusive of GST | Delivery Period Offered | deviation from Tender Spec. If Any |
|-------|--|----------|--------------------|--------|--|-----------------------------------|------------------------------------|-------------------------|------------------------------------|
| 1 | Desktop Intel Core i5 (Specification Attached) | 500 | | Number | | | | | |

Special Note: The prospective bidders also download the master set of Tender Document

- The prospective bidders may keep in touch with OGDCL web site for downloading the clarifications/amendments (if any) issued by OGDCL.
- DELIVERY TERM: WITHIN 154 DAYS AFTER ISSUANCE OF LPO ON F.O.R I-9 BASE STORE, ISLAMABAD. PAYMENT TERM: 100% AFTER DELIVERY AND INSPECTION. BID VALIDITY: 180 DAYS FROM THE OPENING DATE OF TECHNICAL BID.



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Mandatory Checklist

Please confirm the compliance of the following mandatory information along with the bid(s) (failing which bids(s) will not be accepted)

| Documents | To be Attached with the Technical/Financial Bids | Compliance | |
|--|--|------------------------------|-----------------------------|
| | | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Original Bid Bond | Technical Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Copy of NTN Certificate | Technical Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Copy of GST Certificate | Technical Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Confirmation that the Firm is appearing on FBR's Active Taxpayer List | Technical Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Duly signed and stamped Annexure-A (Un-priced) | Technical Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Duly filled, signed and stamped Annexure-B | Technical Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Duly filled, signed and stamped Annexure-D | Technical Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Duly filled, signed and stamped Annexure-L on Company's Letterhead | Technical Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Duly signed and stamped Annexure-M on Company's Letterhead | Technical Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Duly signed and stamped Annexure-N on Non-Judicial Stamp Paper duly attested by Notary Public | Technical Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Duly filled, signed and stamped Annexure-A (Priced) | Financial Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Duly filled, signed and stamped Annexure-C | Financial Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Duly filled, signed and stamped Annexure-E | Financial Bid | Yes <input type="checkbox"/> | No <input type="checkbox"/> |



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For the Vendors/Contractors who opt to submit Bank Draft/Call Deposit/Pay order against Bid Bond/Performance Bond, our Accounts Department has finalized an arrangement for online payment to such Vendors/Contractors, which will be processed through (IBFT & LFT) for which following information is required:

| | | |
|------|--|--|
| i. | IBAN No. (International Bank Account Number 24 Digits) | |
| ii. | Vendor Name as per Title of their Bank Account | |
| iii. | Contact No.of Company's CEO/ Owner (Mobile & Landline) | |
| iv. | Bank Name. | |
| v. | Bank Branch Name and Code | |

Name, Sign and Stamp of the authorized official of the Bidder(s) _____

Oil & Gas Development Company Ltd.

Procurement of *DESKTOP* Computers

Terms & Conditions



Note: Bidders are requested to read this document carefully and provide complete information required in this T&C. OGDCL reserves the right to reject proposal with in-complete or partial information.

OVERVIEW

Oil and Gas Development Company Ltd (OGDCL) is Pakistan's leading National E&P sector company, having operations at remote locations and fields in all the four provinces. The detail information about the company can be obtained from its website www.ogdcl.com.

The company intends to procure DESKTOP Computers to meet demand of replacement of old computers and new requirement.

Vendors having required expertise, resources and similar work experience are invited to submit their proposal as per detailed requirements given in this T&C.

SCOPE OF WORK

Bids are invited for Supply of 500 DESKTOP Computers Warranty 3 years for all parts, Labor & onsite service, the detail is enclosed in Annexure I.

PROPOSALS

The firms are required to send Financial Proposal as well as Technical Proposal for this supplies in sealed envelopes.

TECHNICAL CUM FINANCIAL PROPOSAL

Technical proposal should be submitted covering the following details.

- Brief about the Firm.
- Provide detail about the hardware specification provided at Annexure- I with OEM Part number
- IT Support Call Center with toll free Number/UAN Number.
- Provide Complain logging procedure.
- Schedule of Supply.
- All others mandatory requirement mentioned at Annexure II.

TECHNICAL EVALUATION CRITERIA

Technical cum financial evaluation will be carried out by an evaluation committee. The proposals not qualifying in technical evaluation will be rejected.

The Technical Proposals will be evaluated as per criteria given at Annexure -II. The bidders are required to provide details in each category mentioned in the criteria.

Financial evaluation will be made on full Consignment wise and contract will be awarded to technically responsive and financially lowest bidder.

DELIVERY PERIOD

Delivery will be made within **154 days** after issuance of Purchase Order at I-9 base store Islamabad.

PAYMENT TERMS

100% payment will be made after delivery and inspection of material.

SUPPORT/WARRANTY LEAD TIME

The lead time for parts available within Pakistan will be seven working days, if parts are not available in Pakistan lead time will be 15 working days. Bidder will keep 02 DESKTOP computers as buffer/safety stock in their Islamabad office/Warehouse during warranty period to minimize the lead time.

Penalty Clause

If bidder fails to provide part/service within lead time, 0.5% amount of unit cost of DESKTOP will be charged per day for each DESKTOP and total penalty will not be exceeded the unit cost of DESKTOP.

Annexure- I

Hardware Specifications

DESKTOP Computers i5 10th generation (Qty. 500)

Processor: Intel Core i5-10500 with Intel UHD Graphics 630 (3.1 GHz base frequency, up to 4.5 GHz with Intel Turbo Boost Technology, 12 MB L3 cache, 6cores)

Integrated Graph: Intel UHD Graphics 630

Chipset: Intel B460

Display: 19inch and above with display Port including cables

RAM: 8 GB DDR4-2666 SDRAM

HDD: 1TB 3.5inch 7200 rpm SATA

Optical drive: 8x DVD-ROM 9.5mm

Ports and Connectors: Universal Audio Jack, USB 2.0 port, USB 3.1 USB 3.2, audio-out; RJ-45port 10/100/1000 Mbps, DisplayPort , HDMI ,VGA

Expansion slots: M.2, PCIe x1, PCIe x16

Communications: Lan, WLAN 802.11ax Dual band (2x2) +Bluetooth 5.1

Input devices: Keyboard/Mouse Standard

Power: ATX Tower Casing 260/310 W internal power adapter, up to 85/92% efficiency

Warranty: 3/3/3 years for all parts. labour & onsite service.

Delivery Period: 154 days

Note: Bidder may quote higher Specification, however any inferior specification will be rejected.

Mandatory Requirements/Summary Rejection Criteria**Annexure- II**

| | |
|---|---|
| 1 | Bidder must be Tier 1 Partner of manufacturer for offered Hardware products (Enclosed OEM Partner Certificates) |
| 2 | The Hardware brand must have ISO Certification (ISO 14001) compliant and must provide evidence |
| 3 | The bidder must itself have Authorized Service Delivery partner (ASDP) of the Hardware manufacturer, provide evidence |
| 4 | Company experience less than 5 years will be rejected |
| 5 | Manufacturer Authorization letter issued from OEM for this particular case |
| 6 | Must have Support Services facilities in Islamabad and Karachi |
| 7 | Affidavit on judicial Stamp paper to the effect that firm has not been blacklisted by any Government/Semi Government/autonomous body or Company |
| 8 | Specification of offered product as per requirement with each part to be quoted with OEM Part number. |

Note : Bid will be rejected, if Bidder will not fulfill mandatory requirement