

# OIL AND GAS DEVELOPMENT COMPANY LIMITED

Regional Coordinator Office, Hyderabad

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## SCHEDULE OF REQUIREMENT

01 Bus is required for school children pick n drop on monthly rent against one year contract through CSR Department.

### TERMS & CONDITIONS FOR BUS HIRING AT KUNNAR

#### GENERAL:

1. 01 Bus is needed to be hired for school children pick n drop at Tando Jam Hyderabad i.e. **Chowk Hussaini to Tando Jam**. Seating capacity must be 65 or above, Bus must not have any sort of carrier/ ladder.
2. Vehicle will cover approximately 65 Kilometer on daily basis.
3. Vehicle must be fitted with First Aid kit; Fire extinguisher & must be colored with OGDCL monogram. Third party Valid Fitness Certificate is mandatory for the vehicle.
4. **Bids (2% bid security of overall rate to be submitted at bid submission time) are required in PKR as mentioned in the scope of work. Detail Schedule of Requirement is elaborated in tender documents.** Separate rates are required for duty period & idle period; it is because in the event of any epidemic vehicle might remain idle.
5. Payment will be made through crossed cheque as per actual duty performed once verified by OGDCL rep.
6. OGDCL Management reserves the right to terminate the bidding process at any stage without any justification.
7. HSEQ Rules & Regulations/ standards will be strictly observed. HSEQ Officer will inspect the vehicle from time to time for any deficiency/ adverse conditions.
8. All the participating bidders must be duly registered and must be active tax payers on FBR/ SRB website. Previous experience in the sector will have additional points.
9. OGDCL may add, subtract or change the vehicle route within the premises.
10. Bus Driver must have valid HTV driving license. Both driver & conductor should have Medical fitness, police clearance & COVID-19 vaccination certificate.
11. In case bus remains in off-road position due to any pandemic situation / school vacations, deduction of HSD cost will be made @ the current rate of HSD from monthly Invoice.
12. If Bus un-available for duty due to repair/maintenance purpose, deduction of that period will be made from the monthly Invoice, accordingly.
13. Bus should not be more than 15 years old but should be in a good condition.

**CONTRACTOR RESPONSIBILITIES:**

1. Petroleum, Oil & Lubricants (HSD, Lube Oil etc.) will be provided by the contractor. Vehicle regular maintenance/ Service. In addition to vehicle fitness, hygiene must be given equal priority.
2. Good quality spares, filters, lubricant etc. would be managed by the contractor.
3. Proper seating capacity must be provided to each in the Bus.
4. First Aid kit/ fire extinguisher must be available in the Bus.
5. Strict time table will be followed for the pick n drop of students.
6. Contractor must not engage the vehicle in any sort of commercial activity over the span of contractual period.

**Note: Rates must be inclusive of HSD/ POL and all sort of other expenses**