

ANNEXURE "A"

Schedule of Requirement.Web Tender No. **TE/LOG/TA/08/2024**

OGDCL Field: <u>Logistic Field Tando Alam</u> Fuel Source: <u>DIESEL</u> Power Requirement: <u>300 KVA</u> Genset Specifications: (Complete specifications to be provided separately, including Engine Model nos., Date of manufacturing, Last overhauling date etc.)			
Sr. #	Description	UOM	Per Month Rent Per Gas Generator set (PKR)
01	Hiring of 300 KVA , 400 volts, 3 Phase, 50Hz Diesel Generator Set with Sound proof Canopy (Main/prime duty) Monthly Rental Basis. for Logistic Field Tando Alam on Set	Month	
Note: The prices should be inclusive of all applicable taxes, duties, levies, charges, mobilization & demobilization charges etc. (Except ICT/PST on services in Pakistan which shall be borne by OGDCL)			

TERMS AND CONDITIONS

Sealed bids are invited under Competitive Bidding Procedure on Single Stage Single Envelope Bidding Procedure. The bid shall contain financial proposal and technical proposal in separate envelopes.

01. Technical proposals will be evaluated as per TOR/SOR and proposals which does not conform to the standards and criteria in TOR/SOR will be rejected. Financial proposals of only technically qualified suppliers will be considered.
02. Bidders are required to download the master set of tender documents from www.ogdcl.com under the title "Tender". Bidder shall follow the instruction mentioned in the master tender documents.
03. Contractor has to submit monthly rental invoice of the preceding month to OGDCL on the last date of every month to the location In-charge, 100% payment will be made through cross cheque only payable to Suppliers Company after completion of assignment and submission of invoices with required documents and completion of store and accounts procedures and duly verified by I/C Workshop & Operation Manager of Logistic Field Tando Alam.
04. All admissible taxes will be deducted as per rules.
05. Transportation/Mobilization & de-mobilization of Diesel Generator will be on the part of the supplier and delivery period for supply of Genset is 15 calendar days from the issuance of service order.
06. OGDCL team will visit the contractor site for inspection of Diesel Generator and allied accessories and the performance test/load test on rated capacity will be the responsibility of contractor at his premises before transportation to site. Contractor will arrange load bank & load test and bear the expenses in this regard also.
07. The OEM name plate of the engine and alternator should be mounted on each equipment and must be clearly visible and readable. Genset without name plates shall not be accepted.
08. Unloading & loading of Diesel Generator at OGDCL premises will be provided by OGDCL at site under supplier's supervision. OGDCL will not be responsible for any damage occurred during unloading / loading of Diesel Generator.
09. Operation/servicing staff (24 hrs.) will be provided by the supplier.
10. OGDCL will provide only accommodation for only 02 No of operation/servicing staff at OGDCL Staff camp without any charges. Contractor will pay all other charges i.e. salaries, meal cost, allowances, medical, insurance etc.
11. OGDCL will provide supply of fuel Diesel and raw water only at site for Diesel Generator.
12. OGDCL will not be responsible for any damage/loss to generator at site during operation.
13. Lubrication and supply of necessary consumables like lube Oil, lube Oil Filters, Air Filters, coolants, batteries, battery electrolyte and Diesel Generator parts shall be supplied by the supplier.
14. Last maintenance record, Total Running Hours and Year of manufacturing of supplied generator shall be provided by the supplier in technical evaluation.
15. The supplied generator shall be capable (as a prime source) to cater continuous Field load round the clock (24 hours) as per generator rating/capacity.
16. The contract time will start when generator to be put on load by the site team.
17. In case of malfunction / stoppage of Diesel generator at site, the deduction will be made in the following manner:

a	Continuous stoppage for more than 06-12 hrs.	Deduction of full day payment.
b	Continuous stoppage for more than 24-48 hrs.	Deduction of full day payment plus 25% of the monthly rental invoice.
c	Failure to replace/repair the gen set within 48 hrs.	Deduction equal to the full month invoice OR The contract shall be cancelled without any claim.

18. In case of complete failure of genset, the supplier has to provide replacement within 24 hrs. of Diesel Generator having same capacity.
19. Charges of any damage caused to any OGDCL equipment/appliances due to malfunctioning of genset will be charged as per actual from contractors monthly invoice.
20. Bidders are required to quote in Annex "C" format. Price quoted shall include all applicable taxes.
21. The supplier will have minimum of 05 years of past experience in the supply of rental gas generators.
22. The OGDCL reserves the right to increase or decrease the number of days on same rates or may cancel the tender without assigning any reason thereof. The payment will be made according to days, the generator utilized.
23. The contractor will be responsible to provide earthen to the D.G set from two different points. (earthen pits are available .contractor to connect pit to genset using his own earthen cable)
24. The rental contract will be for 06 months maximum and further extendable with mutual consent. OGDCL, however reserves the right to terminate the contract on one-month advance notice at any time, without assigning any reason even prior to the agreed contract period.
25. Charges of any damage caused to any OGDCL equipment / appliances resulting from malfunctioning of generators will be charged from contractors as per actual.
26. The Diesel Generator shall be brand new or recently overhauled but not older than 05 years and preferably Caterpillar or Waukesha OEM's only.
27. The contractor will be responsible to train his crew regarding HSEQ policies in practice at each location and to provide all required PPE's to his operational staff.
28. The Pay Order / Demand Draft of **Rs. 100,000/-** (Rupees One Hundred Thousand only) in favor of Oil & Gas Development Company Limited, as security deposit / performance bond must also be enclosed with the quotations. Deposit of successful bidder will be retained and returned / refunded after the completion of job. Rest of the bid bonds of unsuccessful bidders shall be released after award of contract.
29. The bid validity is required for 45 days.

TECHNICAL PROPOSAL

Bidder's Data

Bidders are required to complete the following Form and Provide with Quoted item for Technical Evaluation.

Company Name:	
Company-Address:	
Contact Person, Name, Designation, ID Card No.	
Contact No. Phone/Mobile/ Fax/CNIC.	
Email Address:	
NTN and GST Reg. No. (Please provide Copies of Reg.)	
Please mention product name/ code/ Manufacturer data/Date of manufacturing	
<u>Warranty/Guaranty Period</u>	
<u>Safety MSDS (if applicable)</u>	

Signature of Bidder: _____

Name: _____

NIC No. _____

Address: _____

(Please attach copy of NIC of bidder and contact Person)

ANNEXURE "C"

FINANCIAL PROPOSAL

OGDCL Field: Logistic Field Tando Alam Fuel Source: DIESEL

Power Requirement: 300 KVA

Genset Specifications: (Complete specifications to be provided separately, including Engine Model nos., Date of manufacturing, Last overhauling date etc.)

Sr. #	Description	UOM	Per Month Rent Per Diesel Generator set (PKR)
01	Hiring of 300 KVA, 400 volts, 3 Phase, 50Hz Diesel Generator Set with Sound proof Canopy (Main/Prime duty Equipment) on Monthly Rental Basis.	Month	

Note: The prices should be inclusive of all applicable taxes, duties, levies, charges, mobilization & demobilization charges etc. (Except ICT/PST on services in Pakistan which shall be borne by OGDCL)

Name: _____

Signature: _____

Company Seal: _____

Date: _____

Contact No. _____