

OIL & GAS DEVELOPMENT COMPANY LIMITED



TENDER ENQUIRY NO.

Procurement of 120 Sewing machines for poor & helpless women in
District Ghotki, Sukkur and Khairpur

TORs for Sewing Machines

1. Note: Minimum Marks for Bid Qualification is 60 %.
2. Delivery time 30 days after receipt of work order.
3. Payment within one months after successful delivery.
4. Incomplete bid will be rejected
5. The vendor will supply machines as per proposed specification.
6. The supplier having active status with FBR would be eligible to supply goods / services.
7. Each bid shall comprise single sealed package containing Technical and Financial proposal.
8. The 2 % earnest money CDR be attached with financial proposal. Warranty and free post sale service will be mentioned in the proposal. In case of non-acceptance of tender, the earnest money will be re-funded after finalization of the tender.
9. In case of acceptance of tender, the bidders shall deposit @ 5 % of the total value in the form of call deposit as goods warranty in the name of OGDCL.
10. The procuring entity will have the right to reject all proposals at any time prior to the acceptance of bidder's proposal. The procuring entity shall upon request communicate the grounds for rejection of bid or proposal to any contractor who submitted a bid / proposal.
11. Evaluation criteria is line item wise.
12. Bid price shall be inclusive of all taxes, duties, levies, charges etc., except PST/ICT sales Tax on services in Pakistan.
13. Bids are called on Single Stage Single Envelop basis.

Company reserves right to continue / terminate contract as described in tender document.

SCHEDULE OF REQUIREMENT:

The supplies shall be delivered in accordance with the subsequent Purchase Orders to be issued by the OGDCL as per following schedule of requirements: -

- a. Sewing machine of recognized/reowned brands (Registered) and sewing machine kit like standard measurement tape, scissor 9 inch, lubrication oil, small screw driver etc. Domestic Hand operated with option of motor operated Sewing Machine Straight Stitch on different kind of fabrics, flat bed, round/square arm with reverse function
- b. Delivery period is 20 days after receipt of work order.
- c. Total quantity of Sewing Machines required is 120.

ANNEX-A

SPECIFICATIONS OF SEWING MACHINE

1. Complete Sewing Machine.
2. Maximum sewing Speed: 2000-3000 stitches / minute.
3. Maximum Stitch width: 5 mm.
4. Maximum Stitch length: 5 mm

TECHNICAL EVALUATION CRITERIA

SR#	DESCRIPTION	MARKS	MAX. MARKS	
1	Required Documents		50	
	i.	Registration Certificate.		10
	ii.	NTN Certificate		10
	iii.	Professional Tax Certificate		10
	iv.	Affidavit of Non-Black Listing duly attested by Notary Public		10
	v.	Company Profile with Offices detail in all over Pakistan		10
2	Commitment to provide vehicles		15	
	i.	Commitment to provide Machines within 20 days.		15
	ii.	Commitment to provide Machines within 30 days.		10
	ii.	Commitment to provide Machines within 40 days.		5
3	Financial Status		20	
	i.	Tax return of Last year		10
	ii.	Bank Statement of Last Year		05
	iii.	Bank Statement worth > Rs. 10 million		05
4	Experience		15	
	i.	01 + Year Experience with Govt./Semi Govt./Autonomous bodies		15
TOTAL MARKS			100	

Note: Minimum 60% marks are required for technical qualification.

FINANCIAL EVALUATION CRITERIA

“Procurement of 120 sewing machines for locals of district Dhotki, Sukkur and Khairpur”.

S #	Description	Quantity	Rate per Unit (Rs)	Total Cost (Rs)
2	PROCUREMENT OF SEWING MACHINES.	160		

- Contract shall be awarded to the bidder with lowest quoted price.
- Bid price shall be inclusive of all applicable taxes.

OTHER IMPORTANT INFORMATION

BIDDING METHOD:

Bids against this tender are invited on ‘single stage Single Envelop’

AMOUNT OF BID BOND:

Bid Bond /Bid Security for tractor tankers 2 % of the quoted price.

AMOUNT OF PERFORMANCE BOND:

Performance Bond will be 05% of total contract value.

MANDATORY REQUIREMENT

For online payment to vendors/contractors through (IBFT & LFT). Following info is required from your company: -

1. IBAN (INTERNATIONAL BANK ACCOUNT NUMBER 24 DIGITS).
2. VENDOR NAME AS PER TITLE OF THEIR BANK ACCOUNT.
3. NTN NO.
4. CONTACT # OF COMPANY CEO/OWNER (MOBILE & LANDLINE).
5. POSTAL ADDRESS.
6. BANK NAME.
7. BANK BRANCH NAME & ADDRESS.

The master set of tender documents (services) uploaded on OGDCL's website (www.ogdcl.com) is the integral part of this TOR.

Bidders are requested to read TOR & Master Set to Tender Documents (Services) and provide complete information / documents including tender annexures with the bid