

Scope of Work (SOW)

Supply, Design, Installation, Commissioning and Testing of Security Surveillance and Monitoring System of 20 Cameras and 55 inch LED (HD) Display.

1. Introduction

Oil & Gas Development Company Limited (OGDCL), the largest Exploration and Production listed company in Pakistan, has operations at various locations and fields across all four provinces. One such location is the Uch Gas Field, which houses two plants, each with a capacity of 300MM (Uch-I & Uch-II), located in Dera Bugti, Balochistan. OGDCL intends to hire the services of a bidder/contractor for the supply, design, installation, commissioning, configuration, and testing of a security surveillance and monitoring system for the Uch Gas Field, covering both Uch-I and Uch-II plants. Additional information about the company can be obtained from the website: <http://www.ogdcl.com>.

The Scope of Work (SOW) outlines the requirements for the bidder for the **Supply, Design, Installation, Commissioning, Configuration, and Testing of Security Servieillance System of 20-high-resolution/defination cameras (5MP) with Night Vision & Motion Detection** features and monitoring system of **55 Inch LED (HD) Display**. All caremeas will be connected to a network via a **Power over Ethernet (PoE)** cable. The system will provide recording and monitoring of specified key areas to enhance security measures around both OGDCL plants at the Uch Gas Field.

2. Objectives

The main objective is to hire the services of bidder/contractor to Supply, Design, Installation, Commissioning, Configuration, and Testing of a complete and operational security surveillance camera system at designated locations, consisting of **20 high-definition (5MP) cameras with a 55 inch LED display**, consisting of following features:

- ◆ 24/7 surveillance in key areas.
- ◆ Night vision functionality with infrared (IR) support for low-light conditions.
- ◆ Motion detection for effective monitoring, alerting and intellegent video analytics.

- ◆ To ensure continuous monitoring and recording with high image quality. A centralized monitoring system for real-time viewing and recorded footage review.
- ◆ To provide secure access for authorized personnel to view real-time and recorded footage.
- ◆ To ensure system reliability.
- ◆ Cameras should be weather/water proof for out door installation.
- ◆ Cameras should be capable of HD video recording (1920x1080 or clear and visible recording).

3. Project Requirements

The bidder must ensure the following elements are included in the Supply, Design, Installation, Commissioning and Testing of Security Surveillance and Monitoring System:

3.1 System Design and Planning:

- **Site Survey:**
 - Conduct a detailed site survey to determine optimal camera placement.
 - Assess lighting conditions, potential obstructions, and coverage areas.
 - Identify power sources and network connectivity points.
- **Camera Selection & Specifications:**
 - 20 high-definition (minimum 1080p resolution) IP cameras.
 - Cameras equipped with **night vision** for clear visibility in low light or total darkness.
 - Motion detection functionality for automatic recording and notifications/alert and alarms.
 - Outdoor-rated cameras (weather/water proof) for external areas.
 - Fixed, PTZ (Pan-Tilt-Zoom), or a mix of both types, based on the location requirements.
 - Cameras should have wide-angle lenses and infrared (IR) capabilities.
- **Recording, Storage and Data Management:**
 - Design a centralized Network Video Recorder (NVR) with 15 days (two weeks) storage capacity to retain video footage.

- Data backup protocols and security measures to ensure integrity of footage.
- A system that supports remote viewing and playback through secure access.
- Select an appropriate Video Management System (VMS) to manage camera feeds.
- System should be capable of expanding the storage.
- **Monitoring Station:**
 - A central workstation or monitoring station for system operation, control, and footage retrieval.
 - The workstation will include all required software for managing the cameras, motion detection alerts, alarms and system settings.
 - 55 inch LED display should be installed for the monitoring and surveillance.
- **Power and Network Considerations:**
 - Plan for power supplies (PoE switches, battery backups).
 - Ensure adequate bandwidth for video streaming and remote access.
 - Design network security measures to protect against unauthorized access.

3.2 Installation Requirements

- **Site Assessment:**
 - Conduct a site survey to determine optimal camera placement for full coverage.
 - Identify power sources and networking infrastructure required for camera installation.
- **Camera Placement:**
 - Install 20 cameras in strategic locations to provide comprehensive coverage of the site.
 - Cameras should be positioned to minimize blind spots and maximize the area under surveillance.
- **Networking and Connectivity:**

- All cameras must be connected to the NVR via a secure and stable network (wired or wireless as per the site's infrastructure).
- Ensure the necessary network configuration for seamless operation.
- **Power Supply:**
 - Provide reliable power solutions for each camera and NVR, including necessary wiring and power adapters.
- **Mounting and Enclosures:**
 - Securely mount the cameras on suitable structures, ensuring proper alignment and stability.
 - Use appropriate weather-resistant enclosures for external cameras to protect them from environmental factors.
- **Cable Routing:**
 - Route cables in a discreet and secure manner (preferably in conduit).
 - Ensure cables are installed to avoid tampering and physical damage.

3.3 Configuration and Testing

- **System Configuration:**
 - Configure cameras for optimal video quality, motion detection settings, and night vision.
 - Set up motion detection zones and sensitivity to reduce false alarms.
 - Configure the NVR for continuous recording and/or motion-triggered recording.
- **Testing:**
 - Perform a comprehensive test of the system to ensure cameras are properly positioned, networked, and operational.
 - Test night vision functionality and motion detection sensitivity.
 - Ensure video feed quality and clarity, both in daylight and at night.

3.4 Training and Documentation

- **User Training:**

- Provide training for the designated personnel on how to use the monitoring station, including live video feeds, playback, camera settings, and system alerts.
- **Admin Training:**
 - Provide in-depth training for system administrators, covering:
 - NVR/DVR and VMS management.
 - Software updates (if required) and system maintenance.
 - Security measures and data integrity protection
- **Documentation:**
 - Provide a detailed system manual with instructions for usage, troubleshooting, and maintenance.
 - Provide a warranty document, specifying the terms and duration of the warranty for equipment and installation services.

4. Deliverables:

- Complete installation of 20 cameras with network and power setup (HD with Night Vision and Motion Detection).
- Fully functional Network/Digital Video Recorder (NVR/DVR system) with storage.
- System should be capable of expanding the storage.
- Complete installation detail of cameras, including wiring, power solutions, and network configuration.
- Configured monitoring system.
- Training session for relevant staff members.
- System Documentation including user manuals, warranties, and system configuration details.
- Complete list of components with specifications.

5. Timeline:

- The project shall be completed within 2 weeks after the approval of the bid and commencement of the project.

6. Payment Terms:

- Payment will be made through Online/ Cross Checque from HO, IBA after successfull installation, commissioing, testing and submission of all releted documents.

7. Warranty and Support:

- Provide a **warranty period** of 5 years for the cameras, NVR, and other system components.
- **Post-installation support** including troubleshooting, maintenance, and software updates during the warranty period.

8. Cost Estimate:

- Bidder should quote a lumpsum cost for the whole project that includes equipment list and details (cameras, NVR/DVR, switches, cables, etc.).

Terms Of Reference (TOR)

Supply, Design, Installation, Commissioning and Testing of Security Surveillance and Monitoring System of 20 Cameras and 55 inch LED (HD) Display.

Introduction

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Purpose of Bids

The main objective is to hire the services of bidder/contractor to Supply, Design, Installation, Commissioning, Configuration, and Testing of a complete and operational security surveillance camera system at designated locations, consisting

of 20 high-definition (5MP) cameras with a 55 inch LED display. The detailed requirement is attached at Annexure –I and following are the **Terms Of Requirements (TORs)** for the bidder.

- I. The bidder shall Supply, Design, Installation, Commissioning and Testing of Security Surveillance and Monitoring System of 20 Cameras and 55 inch LED (HD) Display.
- II. Bidder shall provide all labor, materials, equipment, and necessary tools for the security surveillance and monitoring system for Uch gas Field.
- III. Bidder shall quote the lump sum price for security surveillance and monitoring system, including all taxes as per Annexure-I. Contract will be awarded to the lowest in total (Annexure-I).
- IV. Bidder shall install complete security surveillance and monitoring system within 3-weeks at Uch Gas Field Baluchistan after placement of purchase order.
- V. The inspections of complete material will be carried out at Uch Gas Field by OGDCL officials at different intervals.
- VI. LD charges in case of late completion of security surveillance and monitoring system will be imposed up to maximum 10% of the amount of PO excluding tax.
- VII. Payment will be made through Online/ Cross Cheque from HO, IBA after submission of all documents and successful completion and operation.
- VIII. Partial payment or advance cannot be made in any case.
- IX. All participating bidders should have at least 3 years' experience of such type of works/projects for which the bidder must provide at least three (03) POs of similar works/projects.
- X. Boarding and Lodging will be provided to the installation team free of cost.
- XI. Bidder must comply with industry HSEQ practices.
- XII. The bidder must provide a valid tax registration certificate i.e. NTN and PST and business location / address and telephone numbers.

XIII. Earnest money/ bid bond of **Rs:50,000.00** in the shape of P.O/ DO Bank
Guarantee shall be submitted with the bid.

Annexure-I

S.NO	REQUIRED ITEM	SPECIFICATIONS	QTY	UM	Lump Sum Amount
1	Security System	Hiring the Services of Bidder/Contractor for the installation of Security Surviellance and Monitoring System (Complete in all respect-fully functional)	01	NOS	
Total Lump Sum Amount					
Taxes					
Grand Total Amount					