

Terms of Reference (TOR)/Scope of Work (SOW)
Schedule of Requirement

TENDER ENQUIRY NO.TE 003/ Admin/TOC/2023

Procurement of Coverall for officers of Tando Alam Oil Complex.

S#	Description	Qty	Unit Rate (PKR)	Total Cost (PKR)	Remarks
1	<p><u>Procurement of :</u></p> <p>Coverall for officers of Tando Alam Oil Complex.,</p> <p><u>SPECIFICATION & REQUIREMENT:</u></p> <ol style="list-style-type: none">1. Grayish Blue color (as per OGDCL code /standard2. Cloth 100% cotton3. Wearable in all seasons (Summer & Winter)4. With Name, printed OGDCL logo, Flag of Pakistan etc.5. Front-Chest Pocket, full sleeves with 02 pen pockets (left side) and reflector tap on sleeves.	180 Nos.			
			Total Cost		
			Taxes GST/SST (%)		
			Total Cost Incl. of all taxes (PKR)		

Terms and Conditions:-

All bidders must comply following terms and conditions and specs. In case of non-compliance OGDCL will have the right to reject the bid.

1	Bidders can participate item wise or complete package. Similarly OGDCL reserves the right to evaluate the Bids either item wise / group wise or complete package.
2	Work is required to accomplishment within 4-6 weeks after placement of confirmed work / serviceorder.
3	Bidder will provide/deliver / carryout the work at Tando Alam Oil Complex. (Tando Alam central

	facility).
4	Work should be carried out proper way to avoid any loss during execution of work. OGDCL will not be responsible for any such loss.
5	Late charges in case of Late completion of work will be imposed as penalty up to maximum of 5% of the amount of work order excluding taxes as per tender document.
6	Detailed Inspection of work will be carried out by OGDCL officials at site.
7	Successful Bidder will use material as per specification.
8	In case of wrong delivery, the cargo charges to & from the site (Tando Alam Oil Complex) will be supplier's responsibility.
9	Payment will be made through cross cheque from H.O OGDCL, after delivery / completion and inspection of work at site.
10	Partial Payments will not be made, in any case.
11	All the participating companies / service providers should have at least 3-5 years' experience in relevant work, bidder will provide proof of its previous experience in this regard.
12	OGDCL encourages the bidders to Participate in Bidding ceremonies, in person.

Note: Bidders are requested to read this document carefully and provide complete information required in this TOR. All information required in the Technical Evaluation Criteria must be provided. OGDCL reserves the right to reject Proposals with in-complete or partial information.