

# OIL & GAS DEVELOPMENT COMPANY LIMITED



TENDER ENQUIRY NO. SER/CB/CSR-640000032/2022

HIRING OF VEHICLES FOR REGIONAL OFFICE SUKKUR.

**Annexure-A**

OGDCL intends to hire 02 Nos. Double Cabin (4X4) vehicle for its Regional Office, Sukkur. The following terms and condition will be observed for following vehicle.

- 2 Vehicle Model: 2018 or above will be considered.
- 3 Fuel/Lubricant will be provided by company.
- 4 y company.
- 5 Running average 10 Km/ liter minimum and deduction will be made accordingly, a proper log book shall be maintained by the Driver.
- 6 Driver will be provided by the owner.
- 7 Payment will be made on monthly basis subject to completion of all requirement.
- 8 All applicable taxes will be paid by the vehicle owner.
- 9 In case of vehicle off road due to breakdown maintenance accident rental payment (off road duration) and fuel will be deducted from monthly invoice/bill. Moreover, owner shall provide alternate vehicle for such period.
- 10 Vehicle will be bound for 24 hours duty alongwith driver.
- 11 In case of accident, or any mishap, company will not be responsible for any kind of loss, repair or claim for compensation.
- 12 Owner shall provide genuine registration and other documents if any, forgery highlighted at any time, rent/ days of that particular month will be deducted along with immediate de-hiring of vehicle.
- 13 Driver must keep his documents in the vehicle i-e CNIC, valid driving license, vehicle registration book and log book.
- 14 The owner will pay salary to driver and alternate driver.
- 15 Fitness of vehicle and driver will be checked/inspected by company when required.
- 16 The vehicle is being hired for requirement at Regional Office, Plants, Rigs or any other installation of company across the country.
- 17 Contractor should be registered with Sindh Board of Revenue (SBR) and must contain a valid NTN and comply with all rules & regulations of Tax authorities.

**TECHNICAL EVALUATION CRITERIA**  
(Mandatory)

SR#	DESCRIPTION	
<b>1</b>	<b>Required Documents</b>	
	i.	Registration Certificate, Certificate of Incorporation, NTN Certificate, Active Tax Payer
	ii.	Transport Service Experience
	iii.	Professional Tax Certificate
	iv.	Affidavit of Non-Black Listing duly attested by Notary Public
	v.	Last year sales tax paid form
	vi.	Company Profile with Offices detail in Punjab or in Pakistan
<b>2</b>	<b>Financial Status</b>	
	i.	Bank Statement of Last Year
<b>3</b>	<b>Experience</b>	
	i.	01 Year Experience with Govt./Semi Govt./Autonomous bodies

**FINANCIAL BID FORMAT:**

Sr. No.	Vehicle Type	Number of Vehicles Required  (A)	Monthly Charges of Vehicle Rs. (B)	Total Monthly Charges Rs. C= A X B	Rent for 02 years  C X 12
1					

**Note:** contract shall be awarded to the bidder with lowest quoted price.

**\*Prices are inclusive of all taxes, duties, levies, charges etc., except (ICT/PST where applicable shall be borne by OGDCL at actual).**

## **OTHER IMPORTANT INFORMATION**

### **BIDDING METHOD:**

Bids against this tender are invited on 'single stage Single Envelop'

### **AMOUNT OF BID BOND:**

Bid Bond /Bid Security amount of each line Item are as follow:

<b>Sr #</b>	<b>Description</b>	<b>Amount in PKR (Refunable)</b>
i.	Mini Bus /Coaster (36 Seater) OR Equivalent for performing duties at Fimkassar	62,400
	<b>Total</b>	

### **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](http://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**