

**Oil & Gas development Company Limited**  
**Construction & Engineering Support Services Department**

**HIRING OF BULLET PROOF VEHICLES (B-6 PROTECTION Level) on RENTAL BASIS FOR WALI WELL SITES & WALI FIELD ,FR –LAKKI MARWAT KPK.**

Oil & Gas Development Company Limited (OGDCL) is the largest E&P listed company of Pakistan. The detail about the company can be obtained from web site <http://www.ogdcl.com>.

- Sealed bids/quotations are invited from well reputed firms for hiring of bullet proof vehicles (B-6 protection level) on rental basis under competitive single stage one envelope bidding procedure, as per PPRA rules.
- Bidders may download TORs from OGDCL website [www.ogdcl.com](http://www.ogdcl.com) and obtain further information from the office Party chief EFP-III.

**TERMS OF REFERENCE**

**1. General Introduction:**

OGDCL intends to hire 02 Nos. bulletproof vehicles (Diesel 4 x 4 Double Cabins) having B6 protection level on monthly rent basis for site visits at well locations of OGDCL mentioned below.

| Sr.No | Location (Well)              | District              | Province | Tentative Bullet Proof vehicles Route   |
|-------|------------------------------|-----------------------|----------|---|
| 1     | WALI WELL SITES & WALI FIELD | FR-Lakki Lakki Marwat | KPK      | Mostly in the area of F.R. Lakki or as per requirement for movement in security sensitive area. |

**2. Contract Period:**

The hiring contract will be for a period of 06 months from the date of signing agreement which may be extended with mutual consent.

**3. Contractors Responsibility & Scope of Supply:**

- 3.1 Contractor has to provide required vehicles at the location as mentioned above.
- 3.2 The contractor will be responsible to provide bulletproof vehicles with driver for round the clock services during contract period.
- 3.3 Year of manufacturing of offered vehicle should be 2012 or above.
- 3.4 Bidder to provide make/model, year of manufacture, year of registration of the offered vehicles with the bid.
- 3.5 Offered vehicles should be
  - 3.5.1 In good operating condition with AC (Hot & Cold) and other standard fittings/accessories.
  - 3.5.2 Interior and exterior should be in good condition.
- 3.6 OGDCL reserve the right to visit the contractor site for inspection of vehicles prior to development at respective well location.
- 3.7 Contractor is to provide the following mandatory data with the bid.
  - 3.7.1 Copy of NTN/GST.

3.7.2 Company profile.

3.7.3 Proof of availability of required vehicles.

- 3.8 The contractor will ensure that all necessary documents i.e. vehicle's bulletproof certificate from concerned authority, registration / fitness certificate, road permit, tax / insurance documents should be complete in all respect in accordance with government laws (copies to be provided with the bid).
- 3.9 All types of repair, maintenance, replacement of filters/engine oil, lubricants, batteries & battery electrolyte, radiator coolant, tyres / tyre puncture, , material, manpower, allied services & support and any other requirement except diesel to be fulfilled by the contractor at its own cost. **OGDCL will provide only HSD and accommodation for driver.** Expense for messing will be borne by contractor.
- 3.10 In case of breakdown of the vehicle, contractor will provide substitute vehicle having same or better condition and of similar capacity and type, within 24 hour.
- 3.11 All risks and liabilities related to the offered vehicles will be sole responsibility of bidder/contractor.
- 3.12 OGDCL will not be responsible for any damage caused to vehicle due to any reason under any circumstances.
- 3.13 Contractor will be responsible for any theft, accident, incident, terrorist attack, sabotage or any fault in vehicle and no responsibility will be on OGDCL part in this regard what so ever.
- 3.14 The contractor will be responsible to arrange alternate driver in case of absence of deputed driver due to sickness, leave, domestic or any other reason, within 24 hour.
- 3.15 Contractor will provide the relevant literature / information of the offered vehicles with the bid.
- 3.16 In case of Joint venture /Association/ lease /rental agreement, submit the copy of joint venture/lease/rental agreement on judicial paper with the leading partner name.

#### **4. Delivery Time:**

The delivery period for supply of vehicles at the mentioned well sites is within 30 calendar days (at maximum) from the issuance of service order / award of contract.

#### **5. End of Contract:**

- 5.1 The contract may be terminated during contract period with of 01 month notice, if the services are no more required or the contractor fails to abide or violates the same or do not follow the instructions of the location in-charge or take no remedial / correction measures after receiving written notice from the location-in-Charge.

#### **6. Terms & Conditions:**

- 6.1 No down time is allowed and contractor is liable to provide smooth un-interrupted services round the clock during hiring period and in case of vehicle breakdown, absence of driver, deduction in monthly rent will be made accordingly on pro rata basis.
- 6.2 OGDCL will only provide accommodation to the contractor's drivers at site camp or EFP-III Base/fly Camp. All other expenses of contractor's crew including meals, medical etc. will be on the part of contractor.
- 6.3 Offered vehicles must be equipped with active navigational and jamming devices.
- 6.4 Number of required vehicles may be increased or decreased as per OGDCL requirement with mutual consent.
- 6.5 Driver should have a sound mental and physical health and must have valid CNIC and driving license. Contractor has to change the driver if his performance is found unsatisfactory or found involved in any illegal activities.

- 6.6 Payment to the service provider will be made on monthly basis and after verification of invoices by location in-charge of respective well sites as per OGDCL Policy.
- 6.7 All pages of TOR, and other documents must be stamped and signed by the contractor or authorized representative who have authority letter in this regard. The Bid on behalf of a Joint venture will be signed by all the partners or by a authorized partner who have authority letter in this regard.
- 6.8 OGDCL reserves the right to accept or reject all bids. No claim will be made by the bidders participated in the bidding in this regard as per PPRA rule-33. Quantity of required vehicles can be increased or decreased at the time of hiring.
- 6.9 Bidders are advised to submit their bids at under mentioned addresses on the bid opening date and time mentioned against each;

**To, Party Chief**  
**Engineering Field Party No.3 (OGDCL) Near Sadqal Oil Field, Fateh**  
**Jang, District Attock, Ph#0300-5550946**

Information regarding the bids may also be obtained from location in charge, telephone numbers of location in charge is 03415036763.

**6.10 Bid Security**

- i. Each bidder shall furnish as part of his bid, at the option of the bidder, bid security in the amount in Pak Rs.200,000/- in form of bank draft / Call deposit / pay order in favour of employer (PC EFP-III) valid for a period up to 28 days beyond bid validity date. Cross Cheque / Insurance Guarantee / Swift Messages will not be acceptable.
- ii. Any bid not accompanied by an acceptable Bid Security shall be rejected by the Employer as non-responsive. The bid securities of unsuccessful bidders will be returned as promptly as possible, but not later than 28 days after the expiration of the period of Bid Validity. The Bid Security of the successful bidder will be returned when the bidder has furnished the required Performance Security and signed the Contract Agreement.
- iii. The Bid Security may be forfeited if a bidder fails to fulfill agreed tender/contract terms and conditions as under
  - (a) if the bidder withdraws his bid during the interval between the deadline for submission of bids and the expiration of the period of bid validity.
  - (b) if the bidder does not accept the correction of his Bid Price on account of error.
  - (c) if he fails within the specified time limit to:
    - furnish the required Performance Security; or
    - sign the Contract Agreement.
    - Documents submitted by bidder were found forged during procurement/Tendering Process.

**7.0 Performance Security**

- i. The successful bidder shall furnish to the Employer (Party Chief EFP-III) a **Performance Security Rs.1,800,000/-** within a period of 07 days after the receipt of Letter of Acceptance, within a period of 07 days after the receipt of Letter of Acceptance, at the option of the bidder, in the shape of Bank Draft/Call Deposit/Pay Order with the validity upon completion of services. In case of non-compliance

Bid Security shall be forfeited. Crossed Cheque/Insurance Guarantee /Swift Message will not be acceptable. The Cost of complying with requirement of this sub Clause shall be borne by contractor.

- ii. In case the bidder fails to fulfill agreed Tender/contract terms & Condition by submitting Forged documents and based on forged documents he is declared Lowest Evaluated Responsive Bidder and these documents are noticed during execution of work , the bidder shall be liable to pay liquidated damages as per Terms and mechanism agreed in the tender . Where any loss or damages suffered by OGDCL due to any of aforementioned act of the bidder is more than the liquidated damages , the company will be entitled to mitigate /recover the losses through encashment of Bank Guarantee /Bid securities / Earnest money or Forfeiture of security furnished by bidder in other procurement cases.

**7.1 Bid Validity:** 180 Days from date of bid opening.

**7.2 Technical Evaluation Criteria:**

Technical bids shall be evaluated according to the following evaluation criteria and bid shall be considered Non-responsive if it secures less than qualifying marks (i.e. less than 60% of aggregate marks).

| Sr. # | OGDCL Requirement  | Marks to be allocated | Max. Marks | Remarks   |
|-------|--|-----------------------|------------|---|
| i.    | Bidder's experience regarding manufacturing / supplying of bulletproof vehicles.<br>a. 02 years or more<br>b. Less than 02 years               | 50<br>40              | 50         |   |
| ii.   | Vehicle's Model with proof of ownership or lease agreement/JV agreement/Rental agreement.<br>a. 2018 and above<br>b. 2015-2018<br>c. 2012-2015 | 40<br>30<br>20        | 40         | Zero marks if model is older than 2012.                   |
| iii.  | Delivery Period<br>a. Within 15 Days<br>b. Within 15-30 Days   | 10<br>05              | 10         | Zero Marks if delivery period is quoted more than 30 Days |
|       | <b>Marks obtained:</b>   |                       | <b>100</b> |   |

**Financial Bid Format:**

**Tender B.O.Q.**

| <b>Sr. #</b>   | <b>Vehicle Description</b>   | <b>No. of Vehicles</b> | <b>Duration</b> | <b>Monthly Rent (Inclusive of All taxes except PST) for Each Vehicle (PKR)</b> | <b>Total Rent (Inclusive of All taxes except PST ) of Two Vehicles (PKR)</b> |
|--|--|------------------------|-----------------|--|--|
| 01   | Double Cabin Pick-up, Bullet Proof, B-6 Protection Level Model 2012 or above | 02                     | 06 Months       |  |  |
| <b>Total Quoted Amount for 02 vehicles for a period of 06 Months</b> |  |                        |                 |  |  |

Amount in words: \_\_\_\_\_

- i. Bid price shall be inclusive of all taxes, duties, levies, charges etc. **expect provincial sales tax (PST)** which will be reimbursed over and above on provision of valid payment proof to concerned revenue authority like annex "C".
- ii. Any other/fixed cost (Mob/De-mob, installation, commissioning etc.) will not be entertained separately. OGDCL will pay only monthly rent. Bidder to quote accordingly.
- iii. Prices should be firm without any adjusting formula.