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TERMS OF REFERENCE

1. OGDCL intends to hire the services of an experienced and well reputed contractor for provision and operation of continuous running Power Generation on Gas fuel for 24 hrs operation an approximate load capacity of 250-300KW at Logistic Field Tando Alam on Monthly Rental Basis.
2. Contractor will quote the rent on per month basis as per TOR and it shall be inclusive of all taxes (Except ICT/SST) levies as per Schedule "A" on your company/ Firm original quotation pad..
3. Contract will be awarded to the technically responsive and financially lowest bidder on Lump sum basis. The contract will be start from signing of contract.
4. Only space and Gas Fuel for generation operations will be provided by OGDCL. All other requirements including but not limited to changeover switches, control panels, Lube Oil, filters, batteries & battery electrolyte, radiator/cooling tower coolant and/or any other requirement to be fulfilled by the contractor itself.
5. Contractor is fully responsible for trouble free operation, maintenance and routine checkups of the generator unit during the contract period. All types of maintenance of generator will be the sole responsibility of the contractor in respect of spare parts, material, manpower, allied services & support and all other requirements.
6. The OEM name plate of the Engine and Alternator and manufacturing year should be mentioned on each equipment. This must be clearly visible & readable. Generator(s) set without name plates shall not be accepted.
7. The contractor will be responsible for regular filling of log books issued for generator. The log book must be signed by Incharge Maintenance of the respective field/location in charge fortnightly.
8. Contractor shall provide skilled operators for supplied Gas Generators. The operators shall be of good conduct and health, well versed/familiar with HSEQ and must wear the PPE's according to the OGDCL policy while working.
9. OGDCL will only provide the boarding to 02 operational personnel of contractor at OGDCL staff camp without any charges. Contractor will pay for all other charges, including but not limited to the salaries, meals cost, allowances, medical, insurance, etc for their personnel.
10. The Generators must regularly be certified by reputable third party inspection firm. The contractor must provide valid fitness certificate for each year. Provided Generators must have third party inspection/fitness report with it.
11. The contract is for the period of 06 month which will be extend with mutual consent of both parties.
12. Rent charges will be made through cross cheque, only payable to contractor after completion of assignment and submission of invoices with required documents, duly verified by I/c Logistic Workshop & Operation Manager of the OGDCL Logistic Field, Tando Alam. Contractor shall submit monthly rental invoices to OGDCL on the last date of every month to the location Incharge. Moreover, there will be no any advance payment.
13. The delivery period for supply of electricity to OGDCL site is 15 calendar days (at maximum) from the issuance of service order.
14. If the contractor fails to deliver any or all of the goods/services within the time periods(s) specified in the Contract, LD as per OGDCL draft contract clause # 14.
15. The contractor is responsible for mobilization, installation and commissioning of generator at site. OGDCL will provide only loading/ unloading facility at site. Only hard standing would be made available at site. All other requirements will be fulfilled by the contractor.
16. The generator package must have the monitoring devices for generation voltage, output current, frequency, battery voltage, fuel level, lube oil pressure, engine temperature and running hours. Safety devices like overload and short circuit protection for generator, over speed, low oil pressure, and high temperature must be operative with indication lights.
17. OGDCL reserves the right to terminate the contract as per OGDCL contract clause # 18 "Termination".

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18. After termination of contract, contractor is responsible to uninstall generator and demobilize them from the OGDCL site within 10 calendar days.
19. Bid validity is 60 days.
20. The Pay Order / Demand Draft of Rs. 100,000/- in favor of Oil & Gas Development Company Limited, as security deposit / performance bond & it must also be enclosed with the quotation. Deposit of successful bidder will be retained and returned / refunded after the completion of job. Rest of the bid bonds of unsuccessful bidders will be released, after award of contract.
21. OGDCL reserves the right to accept any or reject all bids. No claim shall be made by the bidders participated in the bidding process in this regard as per ITB clause#26 of Tender Enquiry.

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Schedule of requirement

Annexure-A

Description and Quantity of Requirements:

Field	Description
Logistic Field Tando Alam, District Hyderabad Oil & Gas Development Company Ltd.	Hiring of 250-300 kW, 415 volts, 50Hz Gas Generator with Sound proof Canopy On Monthly Rental Basis (24 hrs Continuous Power Generation)

FINANCIAL EVALUATION

Sr. #	Description	QTY	Unit	Cost (PKR)
01	Hiring of 250-300 kW, 415 volts, 50Hz Gas Generator with Sound proof Canopy On Monthly Rental Basis(24 hrs continuous power generation)	01 Set	Continuous	Per Month
02	Price / Rate per month (lump sum) in PKR.			
03	Total Rent for 06 months in PKR inclusive of all taxes (except ICT/SST)			

Above prices includes 24 Hrs continuous power generation on seamless, smooth, continuous and un-interrupted power supply.

Evaluation Criteria:

1. Financial Evaluation will be done on lump sum (continuous un-interrupted power supply).
2. Bid price shall be inclusive of all taxes, duties, levies, charges etc. except provincial sales tax.
3. Any other/fixed cost (Mob/De-mob, installation, commissioning etc.) will not be entertained separately. OGDCL will pay only monthly rental. Bidder to quote accordingly.
4. Prices should be firm without any adjusting formula.
5. Priced sheet to be submitted with financial bid. However un-priced sheet to be submitted with Technical Bid for evaluation purpose.
6. In case of arithmetic error in the financial bid, OGDCL reserves the right to select the lowest cost option.