

TENDER NO. PROC-FC/CB/PROJ/DARU-MANGRIO-5026/2021

**HIRING OF CONSULTANCY SERVICES FOR SHIFTING OF KUNNAR LPG
PLANT TO DARU-MANGRIO PROCESSING & LPG EXTRACTION FACILITY**

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SECTION – II

**MASTER SET OF PRESS TENDER DOCUMENTS-SERVICE AVAILABLE ON OGDCL WEBSITE:
WWW.OGDCL.COM FOR REMAINING TERMS & CONDITIONS OF CONTRACT ALONG WITH
ANNEXURES I.E DATA SUMMARY SHEET, BIDDING FORM, INTEGRITY & ETHICS PACT ETC
WHICH ARE ALSO MANDATORY PART OF TECHNICAL AND COMMERCIAL PROPOSALS**

**(NOTE: IN CASE OF ANY CONFLICT BETWEEN
SECTION I & SECTION II, SECTION I SHALL PREVAIL)**

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TERMS & CONDITIONS

1. The case will be processed on single stage – two envelop bidding procedure as per PPRA Rules.
2. Bid shall remain valid for a period of 180 Days from the date of technical Bid Opening.
3. Commercial evaluation will be made on complete package. Incomplete bid will be rejected and will not be considered for evaluation. Bidders should quote for all the items in schedule of requirement.
4. The bidders are required to submit a Bid bond amounting to **PKR 900,000/-** or equivalent Pak rupees in shape of Bank Guarantee/pay Order upfront along with the technical bid. Any bid without bid bond shall be rejected without any right to appeal.
5. Bid Bond shall remain valid for a period of 210 Days from the date of technical Bid Opening.
6. **The bidder must provide a “certificate of compliance/acceptance” (attachment-03) of complete tender document along with the technical bid.**
7. Corporate and financial information of the company needs to be submitted with the technical bid as per Attachment-02.
8. Time and date for submission of bids will be mentioned in press tender notice at the following address:

Manager (SCM) Foreign

Oil & Gas Development Company Limited
Supply Chain Management Department
OGDCL House (Plot No. 3), F-6/G-6
Jinnah Avenue, Islamabad (Pakistan)
Phone No. 92-51-920023652
Email: ejaz_rizvi@ogdcl.com

9. All quoted prices to be inclusive of all applicable taxes including sales tax on services to be quoted as separate line item.
10. Order shall be placed on lowest evaluated consultant/bidder in all phases (sum of quoted prices in all phases)
11. All bidders to quote prices in Pak Rupees Only
12. Pre-bid clarifications to be sought from the following officials (if any)

MUHAMMAD ALI MIRANI
MANAGER (PROJECTS)
PHONE NO. 0092-51-92002 3596
E-mail: ali_mirani@ogdcl.com

Haroon Rashid
DCE (Process) Projects
PHONE NO. 0092-51-92002 2910
E-mail: Haroon_Rashid@ogdcl.com

13. Only those Pre-Bid clarifications will be entertained which are received ten (10) days before technical bid opening prescribed in press tender notice. Any clarification received after that shall not be responded.

14. The Bidders may visit the field at their own expense. However, this visit is only subject to prevailing COVID-19 situation in the country. A written request for site visit shall be submitted by the bidder to OGDCL. The site visit shall be only allowed 10 days prior to bid submission/opening prescribed in the tender notice. During the visit the Bidders should examine the site and its surroundings. The Bidders should verify the information provided in the Tender Document, assess the requirements and obtain on their own responsibility all information that may be required and is necessary for preparing the Bid and entering into Contract with OGDCL.

The request for visit as per format enclosed with Invitation to Bid should be sent to OGDCL in a timely manner. The cost to be incurred on the visit shall be at Bidder's expense. The Bidder and any of its personnel or Agents/ Consultants will be granted permission by OGDCL to enter upon its facilities for the purpose of such visit, but only upon the express condition that the Bidders, its personnel or Agents/Consultants will release and indemnify OGDCL its personnel Agents/Consultants from and against all liabilities in respect thereof including personal injury (whether fatal or otherwise) and any other loss, damage, costs and expenses.

15. Contact Details of for submission of site visit performa and site visit coordination:

Mehmood Zamaan
FM TOC FIELD
PHONE NO. 0222722232
Mobile No. 03365944463
E-mail: TOC@ogdcl.com

Riaz Muhammad
Plant Manager (Kunnar Field)
Mobile No. 030229003333
E-mail: muhammad.riaz@ogdcl.com

MUHAMMAD ALI MIRANI
MANAGER (PROJECTS)
PHONE NO. 0092-51-92002 3596
E-mail: ali_mirani@ogdcl.com

FORMAT OF CORPORATE & FINANCIAL INFORMATION

PART - I
GENERAL INFORMATION

1. Name (Full Company Name):
 - Postal Address :
 - Telephone:
 - Facsimile:
 - e-mail:
 - Website Address:
 - 1.1 Has the Company operated under any other name? If yes please give name, date of change and reason for change.
2. Type of Entity/Firm:
 - Corporation/Stock Company
 - Public Limited
 - Private Limited
 - Partnership
 - Proprietorship
3. Shareholders information/pattern with names and addresses of majority shareholders.
4. Place of Incorporation/Registration:
5. Year of Incorporation/Registration:
(Please provide copies of Incorporation/Registration Certificates and Memorandum & Articles of Association)
6. Company's National Tax No.
7. Company's Core Business Areas and their annual sales revenue/earnings during last five (5) years.
8. Name & Address of Owners/Directors
9. Valid Registration Certificate with Pakistan Engineering Council (PEC) where applicable.

PART - II

FINANCIAL STRENGTH

1. Provide details with regard to the financial standing of the applicant including copies of last three (3) years Audited profit & loss account and balance sheet. Also, please fill the financial summary as per below table;

S. No.	Description	Years		
		2018	2019	2020
1	Sales Revenue			
2	Paid Up Capital			
3	Profit Before Tax			
4	Profit After Tax			
5	Current Assets			
6	T. Asset			
7	Owner Equity			
8	Long Term Debt			
9	Current Liability			
10	Total Liabilities			

2. Bank(s) credit worthiness certificates (Latest Period) of applicant organization and available credit ceiling/limits with Account Number/Title.
3. Detail record with regard to litigation/arbitration proceedings or any other dispute related to project undertaken/being undertaken by the Bidder their Sub-Contractors and Suppliers (Specially with OGDCL it Joint Venture Partners or other public and private organizations working in the Oil & Gas sector of Pakistan) during past five (05) years.
4. Any information including brochures, references and other documentary evidence of technical qualification, capability and experience of the Applicant to execute the Project.

The undersigned on behalf of _____ hereby declare that the statements made and the information provided official herewith is complete, true and correct in every detail.

Signature

Official Seal of the Company

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COMPLIANCE CERTIFICATE
(On official letter head)

Subject : TENDER NO. PROC-FC/CB/PROJ/DARU-MANGRIO-5026/2021 FOR HIRING OF CONSULTANCY SERVICES FOR SHIFTING OF KUNNAR LPG PLANT TO DARU-MANGRIO PROCESSING & LPG EXTRACTION FACILITY

We have read and understood the tender documents completely and confirm total compliance with the technical and commercial requirement of the tender document and enclosing duly signed and stamped complete copy of Section-I & II of the tender document with the bid proposal.

Signed on behalf of _____

PROFORMA FOR SITE VISIT

**Oil & Gas Development Company Limited
Islamabad
(Pakistan)**

Dear Sir's

Tender Enquiry No. PROC-FC/CB/PROJ/

We request permission to visit Kunnar LPG Plant and Daru Central Facilities
on _____

We accept that visit will be coordinated by OGDCL but the arrangements and travel cost
for the visit will be to our account.

The representative (s) nominated for visit are:

	Full Name	Nationality
1.		
2.		
3.		
4.		

Signature: _____

Name: _____

Position: _____

Company: _____

Enclosures: Copy of valid CNIC/Service Card