

**OIL & GAS DEVELOPMENT COMPANY
LIMITED**



TENDER ENQUIRY NO. TE/MMD/KBS-02/2025
HIRING OF Ambulance 1000CC AC MODEL 2024 OR UP
OGDCL Korangi Base Store, Karachi, Sindh.

Important Notes:

- i) Tender/Bid to be submitted to Incharge / Deputy Chief Material Officer (DCMO), Korangi Base Store, Oil & Gas Development Company Ltd. Plot # 3,4,18 & 19, Sector 20, Korangi Industrial Area, Karachi, Sindh, Pakistan.
- ii) Master set of tender documents (services) uploaded on OGDCL's website (www.ogdcl.com) is the integral part of this TOR/Tender.
- iii) Bidding Procedure is Single Stage Two Envelope.

SCHEDULE OF REQUIREMENT

TENDER ENQUIRY # TE/MMD/KBS-002/2025

Sr.	Vehicles Type	Required for	Rent of Vehicle/ Month (Rs.)	Two Years Rent (Rs)
1	01 No Ambulance AC 1000CC With accessories (as per Annexure-A) with Driver. Model 2024 or Up Model.	24 Months		

SCOPE OF WORK / TERM OF REFERENCE FOR HIRING OF AMBULANCE FOR OGDCL KORANGI BASE STORE, KARACHI.

1. SCOPE OF WORK(SOW)/ TERMS OF REFERENCE (TOR):

The contract period for hiring of Ambulance shall **be for a period of Two (02) year** from the date of signing of contract and will be on rate running and as on as when required basis extendable on mutual consent and agreement on same rate, terms and conditions.

- i. OGDCL reserves the right to increase or even terminate the contract before two year as per requirement.
- ii. The Contract may be terminated on 30 days' notice period during contract period, if the services are no more required or the contractor/company fails to abide or violates the same or do not follow the instruction of location in-charge or take no remedial/corrective measures after receiving written notice from the location in-charge. Similarly, the contractor/company shall serve a notice 30 days prior to withdraw vehicle(s).
- iii. The bidder shall be a registered company inside Pakistan with minimum registration period of one (01) year. Provide documents for registration.
- iv. Contractor/Company must have established office(s).
- v. Bidder to confirm that none of the Directors of bidder is blacklisted.
- vi. The Bidder shall be registered/active Tax payer having valid identity/CNIC with sound financial profile capable to provide rental vehicle as per requirement of OGDCL.
- vii. The contractor/company shall confirm that the ambulance is well maintained and are in excellent condition in all respects. (Check List of Items must be available in Ambulance) **See Annexure-A**
- viii. The company has to provide its own or third party hired vehicle within 20 days after issuance of LOI otherwise Performance Bond Guarantee (PBG) will be confiscated. Rent period will be started from the date of delivery of vehicle and its acceptance by OGDCL.

- ix. After issuance of LOI, Lowest contractor will submit 10% Performance Guarantee of contract value in 15 Days OR Before, further Bid bond will be returned to Contractor after receiving PBG.
- x. All type of repair, maintenance and replacement of filters, engine oil and others lubricants shall be responsibility of the contractor.
- xi. Vehicle should be in compliance with HSEQ standards and be equipped with the following essentials:
 - a. First aid kit.
 - b. Fire Extinguisher.
 - c. Serviceable spare wheel.
 - d. Seat belt on all seats for all occupants in front & back.
 - e. Tool kit including jack and wheel nut spanner (Lug wrench).
- xii. The contractor to provide vehicle's model not older than year 2024.
- xiii. Vehicle will be provided with driver by the contractor company. The driver must be literate with sound mental and physical health and must have valid CNIC, valid driving license and security clearance from the respective police station.
- xiv. OGDCL will not provide accommodation facility to driver.
- xv. OGDCL will not provide messing facility to the driver.
- xvi. Hired Vehicle will be parked in premises of the OGDCL. Parking outside OGDCL will not be allowed in any situation.
- xvii. In case of any extensive break down of vehicle(s), Contractor/company shall immediately replace the vehicle(s) with same OR up model good condition vehicle(s) on first written notice without any arguments or litigation.
- xviii. OGDCL may install vehicle tracking system on each vehicle and contractor shall have no objection on it.
- xix. The contractor/company shall ensure that the documents of vehicle (registration, road permit, tax and insurance documents / fitness certificate etc.) are complete in accordance with applicable Government Laws.
- xx. OGDCL shall not be responsible for any sort of mishap, accident, injury, death, force majeure or any unforeseen, theft, kidnapping, destruction/loss and damage to the vehicle or driver. The contractor shall also be responsible/ pay in case of traffic challans and in any case payment of fine etc.
- xxi. Upon unsatisfactory performance, behavior or involvement in illegal or immoral practices, contractor/company will immediately replace the driver.
- xxii. Bidder must quote fixed/ firm rate in financial bid format otherwise incomplete bid shall not be entertained. Bidder must strictly follow and quote prices as per financial bid format. No clause with "if & but" having financial impacts will be entertained and in such case bid will be treated as non-responsive.
- xxiii. The rates quoted by the bidder will remain the same throughout the period of contract.
- xxiv. The rates quoted by the contractor/company shall be on monthly rent basis for vehicle inclusive of lube oil, salary of driver and all applicable taxes/ levies charges except Provincial/ICT sales Tax on services.
- xxv. HSD / Petrol for the vehicle will be provided by OGDCL. In case fuel consumption of is higher than set/allowable mileage limit, deduction will be made according to the prevailing market fuel rates at the time of payment to the contractor.
- xxvi. Payment to the contractor shall be made on monthly basis subject to tax deduction as per Government rules, based on actual availability of vehicle during the month as verified by the in-charge transport under provision of the contract agreement. No advance payment will be admissible. Payment shall be made in the name of the

- contractor/ company through cross cheque only. No cash payment is allowed.
- xxvii. While submitting invoice(s) for payment, contractor shall submit a certificate from FBR to the effect that contractor has cleared its provincial tax liability.
 - xxviii. All bidders must give "Clean acceptance" of OGDCL terms and conditions and withdraw all exceptions if any to become eligible for technical evaluation.
 - xxix. OGDCL reserves the right to accept or reject any/all bid (s) or annul the entire bidding process at any time prior to award of (Contract) (PPRA Clause#33).
 - XXX.** **An Affidavit on stamp paper must be attached with the bid by the owner of vehicle that the provided vehicle has no relation/connection to any of OGDCL Employee or their relatives.**

2. TECHNICAL/FINANCIAL EVALUATION CRITERIA

Sr.	Vehicle Type / Description	Model Year	Quantity in Months	Monthly Rent	Total Rent for 24 Months (i.e. Two Year)
1.	01 No Ambulance AC 1000 CC Model 2024 or Up Price in PKR (inclusive of all taxes except PST/ICT)	2024 OR up Model	24		

Documents Required

- i. NTN Certificate.
- ii. Professional Tax Certificate.
- iii. Affidavit of Non-Black Listing duly attested by Notary Public.
- iv. Affidavit of owner that he has no relationship with OGDCL employees.
- v. Satisfactory Bank Account Certificate.
- vi. Last year sales tax paid form.
- vii. Company Profile with Offices detail in Karachi or in Pakistan.
- viii. Proof of experience with govt/semi govt: Organization.

SPECIAL NOTE:

- i. No Advance payment will be made at the time signing/issuance of the contract.
- ii. **Financial evaluation** will be carried out comparing 24 Months rental charges including all expenses (i.e. complete package basis). And Contract will be awarded to technically responsive and financially lowest evaluated bidder.

5. BID PRICE:

- i) Bid price must be quoted in PKR otherwise the bid will be rejected.
- ii) Bid price shall be inclusive of all taxes, duties, levies, charges etc., except Provincial Sales Tax (PST)/ Islamabad Capital Territory Sales Tax (ICT) on services in Pakistan.
- iii) The prices quoted by the successful bidder (contractor) for required services shall remain firm and final throughout contract period. The price charged by the successful

bidder (contractor) for required services shall not vary from the prices quoted by the service company.

(This clause shall prevail instead of Master Tender document "ITB" clause # 06 'BID PRICE')

6. PAYMENT TERMS:

- a) The rates quoted by the contractor/company shall be on monthly rent basis for vehicle inclusive of lube oil, salary of driver and all applicable taxes/ levies charges except Provincial/ICT sales Tax on services.
- b) HSD/ Petrol for the vehicle will be provided by OGDCL. In case fuel consumption of is higher than set/allowable mileage limit, deduction will be made according to the prevailing market fuel rates at the time of payment to the contractor.
- c) Payment to the contractor shall be made on monthly basis subject to tax deduction as per Government rules, based on actual availability of vehicle during the month as verified by the in-charge transport under provision of the contract agreement. No advance payment will be admissible. Payment shall be made in the name of the contractor/ company through cross cheque only. No cash payment is allowed.

(This clause will prevail instead of Master Tender document "ITB" clause # 07 'PAYMENT').

7. AMOUNT OF BID BOND:

Bid Bond /Bid Security amounting to PKR: 40,000/- is to be attached / provided with the technical bid. Please see Master Set of Tender Document for further details.

Note:

The master set of tender documents (services) uploaded on OGDCL's website (www.ogdcl.com) is the integral part of this TOR.

HIRED AMBULANCE (HIGH ROOF) FOR KORNAGI BASE STORE, KARACHI.MEDICAL EQUIPEMNT AND ACCESSORIES

S.NO.	Item
1.	BP Apparatus
2.	First Aid Bag
3.	Side Walls
4.	Oxygen Supply system
5.	Oxygen Supply System
6.	P.A. System & Emergency Lighting
7.	Fire Extinguisher
8.	Red Crescent Sign
9.	Flooring
10.	Main Stretch of Aluminum Alloy
11.	Window Glasses
12.	Back Flood Light
13.	Attendant Seat
14.	One Folding Stretcher
15.	Syringe Cutter
16.	Hand Search Light
17.	Spot Lamp
18.	I.V. Hook
19.	Partition Wall
20.	Steel Bin With cover