



**OIL & GAS DEVELOPMENT COMPANY LIMITED  
SUPPLY CHAIN MANAGEMENT DEPARTMENT  
OFFICE OF THE MANAGER SERVICES**

OGDC HOUSE  
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POST CODE : 44000

**No: PROC-SERVICES/LCB/C&ESS-3302/2018**

**Dated: April , 2018**

- i. M/s GLOBAL CONSULTANTS PESHAWAR (Lead Firm, M/s PARTNERS IN DEVELOPMENT (PID) JV Peshawar
- ii. M/s Engineering General Consultants EGC (Pvt.) Ltd. (Lead Firm) M/s SMEC Oil & Gas & M/s Integrated Engineers International (JV), Lahore
- iii. M/s Young Associates, Karachi
- iv. M/s Consulting Associates Peshawar (Lead Firm) M/s Wings Consultant Peshawar (JV), Peshawar
- v. M/s JERS Engineering Consultants (JEC), Lahore
- vi. M/s Noor Durrani & Associates, Lahore
- vii. M/s Associated Consultancy Centre (Pvt.) Ltd, Islamabad
- viii. M/s Graffitec Design and Consultancy Office, Islamabad
- ix. M/s Pakistan Engineering Services (Pvt.) Ltd. (Lead Firm) M/s Metroplan Musavirlik Muhendislik San. Ve Tic. Ltd. Sti and M/s Geomatics & Engineering Services (Pvt.) Ltd.(JV) , Karachi
- x. M/s Allied Engineering Consultants (Pvt.) Ltd, Lahore
- xi. M/s Engineering Architecture (EA) Consultants, Peshawar

**SUBJECT: LETTER FOR INVITATION TO BID FOR HIRING OF CONSULTANCY SERVICES FOR CONSTRUCTION OF ADDITIONAL FACILITY BUILDINGS (STEEL STRUCTURES) ON PLOT NO. 123 & 124 AT OGDCL WORKSHOP I-9 SECTOR ISLAMABAD, AGAINST TENDER ENQUIRY NO: PROC-SERVICES/LCB/C&ESS-3302/2018**

We are pleased to issue subject tender enquiry to you as a pre-qualified Consultant to submit your technical & financial bid proposal on the terms and conditions of Tender Document.

**1. INTRODUCTION**

Oil and Gas Development Company Ltd (OGDCL) is Pakistan's leading E&P sector company, having operations at about 50 locations and fields in all the four provinces. The Company is listed and traded on Pakistan stock exchange with highest market capitalization. Recently the Company, through GDR process, has also been listed on London Stock Exchange. More details about the Company can be obtained from its website [www.ogdcl.com](http://www.ogdcl.com).

**2. OBJECTIVE**

OGDCL Intends to hire subject Services as per Annexure-A. Interested bidders are required to submit their bids strictly as per Terms of Reference (TOR) / scope of work (Annexure-A) and instructions to bidders given in this tender document.

3. Sealed bids are hereby invited under **Limited Competitive Bidding (LCB) procedure** from eligible bidders from the countries maintaining bilateral trade relations with Pakistan for Services as listed in the Schedule of requirement "Annexure-A" of the attached Tender Documents. **The prices may be quoted as per details mentioned in TOR "Annexure-A".**
4. **PROSPECTIVE BIDDERS SHOULD PARTICULARLY NOTE THAT:**
  - 4.1 Bids will be accepted only if the materials / services and supplies being offered are produced and manufactured in the country(s) maintaining bilateral relations with Pakistan.
  - 4.2 **Each bid valid for minimum 180 days** from the date of opening of the bids must be accompanied by a Bid Bond in the form of a cash deposit receipt, a Bank Draft or a Bank Guarantee issued by scheduled Bank of Pakistan or a branch of foreign bank operating in Pakistan, except NIB Bank, for an amount mentioned in Annexure "B" and valid for **210 days** from the date of opening of bids. The Bank Guarantee will be issued by a scheduled Bank, except NIB Bank, in accordance with the format as per Annexure-B of the tender Documents.
  - 4.3 Bid Bond through telex / fax shall not be acceptable.
  - 4.4 On acceptance of the bid by the Purchaser the successful bidder shall be required to furnish Performance Bond / Bank Guarantee for an amount equivalent to 10 % of the Contract value for the required Services in US Dollars or in currency of Bidder or equivalent in Pakistan Currency as per Annexure-C.
5. The Purchaser does not take any responsibility for collecting the bids from any Agency. Your authorized representative may attend the Tender opening if desired. The request for extension of closing date and time shall not be entertained and tender received after closing time or date shall be returned to Bidder unopened.
6. The Purchaser reserves the right to increase or decrease the quantities / Scope of Work and accept or reject any or all bids or cancel any or all items at anytime without assigning any reasons thereof.
7. The Purchaser reserves the right to have the items inspected by its own representatives or through third party, wherever applicable.
8. It must be indicated in the offer that the quotation fully conforms to Technical Specifications and Terms & Conditions of the Tender Enquiry.
9. **TIME AND PLACE FOR SUBMISSION OF BIDS.**

Bids must be delivered / dropped in the tender box / OGDCL reception at time & date mentioned in Annexure "A" at the following address:-

**Manager (SCM) Services**

Oil & Gas Development Company Limited  
Supply Chain Management Department  
OGDCL House, Plot No. 3 (New No. 3013) F-6/G-6,  
Jinnah Avenue, Islamabad (Pakistan)  
Phone No. 92-51-92002 3652/ 3780  
Email: ejaz\_rizvi@ogdcl.com

10. **OPENING OF BIDS**

Bids will be opened at the time and date mentioned at Clause-34 on the place noted above.

11. Any company registered at places e.g. Vigin, Cayman, Nausa, Jersy and Bohaman Islands shall not be entertained and bids if submitted shall be rejected.
12. **TWO ENVELOPE BIDDINGS**
  1. Bids against this tender are invited on **Single Stage Two Envelope Bidding Procedure**; therefore, the bidders shall submit one original and one copy of their Technical and Financial bid.
  2. Tender Annexure to be added in both the bids; UN-Priced with technical Bids & Priced with Commercial Bids.
  3. Both the bids shall be submitted simultaneously in separate sealed inner and outer envelopes. The envelope containing Technical Bid must be marked clearly **“Technical Bid”** and containing Financial Bid must be marked clearly **“Financial Bid”** along with indication on the envelopes as **“ORIGINAL”** and **“COPY”**.
13. The Technical Bid will be opened at first and evaluated. The Financial Bid of only those bidders will be opened who are declared technically Responsive.
14. The Financial Bid must be complete in all aspects and comparable. Conditional Prices and/or Prices mentioned other than Rate Format/Financial Evaluation Criteria, may not be accepted. In case, the Bidder is not charging any rate and/or the rates are not applicable, Zero (0) must be clearly mentioned, failing which, the bid(s) may be considered as non-responsive.
15. The contract / service order will remain valid till completion of job / period specified in Terms of Reference (TOR) at Annexure “A”. Any extension in validity of contract / service order will be subject to written mutual consent of both the parties.
16. No alternation in OGDCL’s uploaded tender documents is allowed. Any attempt for alteration/amendment in the tender documents may lead to disqualification of the bidder.
17. The Bank Guarantee, in any form, issued by NIB Bank shall not be accepted.

**(Syed Ejaz Abbas Rizvi)**

Manager Services

Oil & Gas Development Company Limited

Phone: 0092-51-92002 3652/ 3780

Email: ejaz\_rizvi@ogdcl.com