

OIL AND GAS REGULATORY AUTHORITY

TENDER NOTICE

TENDER ENQUIRY NO. 10 OF 2008

1. The Oil and Gas Regulatory Authority (OGRA) invites sealed tenders from well-reputed venders dealing with IT related business registered with income tax and sales tax departments, stationed at Islamabad/Rawalpindi, for establishment of Wide Area Network (WAN) Connectivity among OGRA buildings, under Tender Enquiry No. 10/2008.
2. The Tender Documents containing detailed information, terms and conditions etc. are available on the websites of PPRA (www.ppra.org.pk) and OGRA (www.ogra.org.pk). These documents can also be obtained from office of the undersigned on cash payment (non-refundable) of Rs. 200/- (Rupees two hundred only), on any working day.
3. The tenders will be received latest by June 16, 2008 by 11:00 a.m, and will be opened on the same date at 11:30 a.m, in the Conference Hall of OGRA.

ANWAR ALI SHEIKH
JOINT EXECUTIVE DIRECTOR (ADMN)
OIL AND GAS REGULATORY AUTHORITY
TARIQ CHAMBERS, CIVIC CENTRE, G-6, ISLAMABAD.
PH: 051-9221715-18, FAX: 051-9221714

OIL AND GAS REGULATORY AUTHORITY
TARIQ CHAMBERS, CIVIC CENTRE, G-6, ISLAMABAD

TENDER DOCUMENTS

**ESTABLISHMENT, CONFIGURATION OF WIDE AREA NETWORK (WAN)
CONNECTIVITY OF OGRA OFFICES,
UNDER TENDER ENQUIRY No. 10/2008**

The Oil and Gas Regulatory Authority (OGRA) intends to establish/configure Wide Area Network (WAN) links among its three buildings i.e. Tariq Chambers, Al-Fabric and Block-7 Buildings, located at Civic Centre, G-6, Islamabad and hereby invites tenders for this connectivity from well reputed vendors dealing with IT related business, as per the following:-

Sr. #	Specifications for Establishment of WAN among OGRA's three buildings i.e. Tariq Chambers, Al-Fabric & Building Block-07	Qty. (Approx.)
A	B	C
1.	Wireless bridge / Access Point (minimum 108 Mbps bandwidth or higher speed supported working at 2.4 ~ 2.5 GHz) (first quality like Sanao/Linksys/Netgear or equivalent)	03 Nos.
2.	OMNI Antenna 15 dBi (or higher dBi) (first quality like D-Link/Linksys or equivalent)	03 Nos.
3.	Cable from AP to Antenna (Coaxial RS-7)	As per actual measurement (Rft)
4.	UTP cable from AP to Switch	As per actual measurement (Rft)
5.	Ethernet Switch (small Size)	03 Nos. (as required)
6.	Installation, Configuration, Commissioning and Labor Charges: Installation, Configuration, and commissioning charges for establishment of WAN among OGRA's three buildings, including; <ul style="list-style-type: none"> • Charges of cable termination, • Installation/fixing of access points, • Establishment of links between three buildings, installation/ fixing of antennas, cable laying, security configuration and labor charges. 	03 Nos.
7.	Support and Maintenance for a period of at least six (06) months.	-
8.	Equipments Warranty - One Year (01 year).	-
Note: It would be in the benefit of interested firms/parties to visit the site before quoting their bids.		

General Terms & Conditions:

- 1) The bidder should submit a single package containing two separate sealed envelopes. One envelope should contain the Pre-qualification Proposal (**Annex-I**) and the other envelope should contain the Financial Proposal (**Annex-II**), both showing the tender enquiry No. 10 of 2008 and marked as "PRE-QUALIFICATION PROPOSAL" and "FINANCIAL PROPOSAL", respectively.
- 2) The firm should be registered with Income Tax and Sales Tax Departments (Registration Numbers should be clearly mentioned and valid documentary evidence be attached).

- 3) The firm should have a minimum of three (03) years experience in the relevant field and should have a proper office at Islamabad/Rawalpindi.
- 4) The WAN's area can be inspected on any working day during duty hours i.e. 09:00 a.m. to 5:30 p.m.
- 5) The bidder will be required to submit a Pay Order for a sum of Rs. 5,000/- (Rupees five thousand only), as earnest money in favor of OGRA, payable at Islamabad. If the said Pay Order is not submitted with the Pre-qualification proposal, it will not be considered for further evaluation and the financial proposal will be returned un-opened. The security of non-prequalified firms will be released within seven (07) days after completion of the pre-qualification process. Cash/Cheque will not be accepted.
- 6) Sealed tenders are required to be delivered to the office of the undersigned by 11:00 a.m. on June 16, 2008.
- 7) The Bid Opening Committee of OGRA will open the Pre-qualification proposals (Annex-I) in the first instance for evaluation per criteria given at **Annex-III**, on June 16, 2008 at 11:30 a.m. in the presence of the bidders or their authorized representatives, who may like to be present. Bids, which are not accompanied by the documents at serial No. 2 & 4, above, shall be declared Non-Responsive and their financial proposals will be returned unopened.
- 8) The Bid Opening Committee will open the financial proposals (Annex-II) of the bidders whose pre-qualification proposals are accepted, on a date and time to be communicated to them in advance, in the presence of the bidders or their authorized representatives, who may like to be present.
- 9) Only one authorized representative per bidder will be allowed to attend the opening of bids. A representative from a bidder will be required to submit an authority letter in his/her favor by the respective bidders for attending the opening of bids.
- 10) The bid validity period will be three (03) months, starting from the last date of bid submission.
- 11) The successful bidder will be required to deposit a "Performance Bond" equivalent to 5% of the total value of the contract, through a Pay Order in favor of OGRA, payable at Islamabad. If the bidder fails to deposit performance bond within one week of the receipt of the letter awarding the job, the same shall be treated as cancelled and the earnest money shall be forfeited.

- 12) Earnest money of Rs. 5,000/-, if not adjusted in the 5% performance bond, will be released to the bidder after deposit of 5% performance bond. However, 5% performance bond will be released within 60 days after successful establishment/configuration of WAN.
- 13) The successful vendor is required to complete its task within two (02) weeks maximum from the date of receipt of Working Order.
- 14) The proposals should not have any over-writing or cutting. Bids with any of the aforementioned defects may not be considered.
- 15) The contract will be awarded to the lowest evaluated bidder.
- 16) Payment will be made subject to the deduction of government taxes, within two weeks of production of the following documents:-
 - (a) Bill in triplicate
 - (b) Completion Certificate by the vendor/bidder that all the required task has been done as per the OGRA's requirement.
 - (c) OGRA Certificate that the establishment of WAN is according to its scope of work.
- 17) OGRA reserves the right to extend the opening date of the bids, cancel/reject any or all bids or proposals at any time prior to the acceptance of a bid or proposal.

(Anwar Ali Sheikh)
Joint Executive Director (Admn)

OIL AND GAS REGULATORY AUTHORITY

TARIQ CHAMBERS, CIVIC CENTRE, G-6, ISLAMABAD

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Pre-qualification Proposal**ESTABLISHMENT/CONFIGURATION OF WIDE AREA NETWORK (WAN)
CONNECTIVITY AMONG OGRA OFFICES
UNDER TENDER ENQUIRY No. 10/2008**

Sr. #	Description	
1.	Name of the Firm	
2.	Address (Telephone, Fax & E-mail)	
3.	Year of Establishment	
4.	Sales Tax Registration No. (attach documentary evidence)	
5.	National/Income Tax No. (Annual Turnover supported by Income Tax Return)	
6.	Banker's Name & Contact Details	
7.	Experience related to similar assignments	
8.	Whether Bank Pay Order as Earnest Money of Rs. 5,000/- is enclosed in the Pre-qualification Proposal	Yes: _____ No: _____
9.	Assignments in Hand (Current)	
10.	Managerial/Technical Capability a). Total No. of Permanent Staff b). Total No. of Contract/Project Staff: (Attach as separate Annexure, if necessary)	
11.	Clientage (Attach separate Annexure, if necessary)	
12.	Affidavit (that the firm has not been blacklisted by private, Govt., Semi Govt. and Autonomous Body)	
13.	Contact Person Date: _____	<p>_____</p> <p><i>Name & Designation</i></p> <p>_____</p> <p><i>Authorized Signature & Stamp</i></p>

FINANCIAL PROPOSAL**ESTABLISHMENT/CONFIGURATION OF WIDE AREA NETWORK (WAN) CONNECTIVITY AMONG OGRA OFFICES,
UNDER TENDER ENQUIRY No. 10/2008**

Name of the Firm & Address:

Sr. No.	Specifications for Establishment of WAN among OGRA's three buildings	Qty. (Approx.)	Unit Price (including GST)	Total Price
(a)	(b)	(c)	(d)	(e)
1.	Wireless bridge / Access Point (AP) (minimum 108 Mbps bandwidth or higher speed supported working at 2.4 ~ 2.5 GHz)	03 Nos.	@ Rs./-	Rs./-
2.	OMNI Antenna 15 dBi (or higher dBi) (first quality like D-Link/Linksys or equivalent)	03 Nos.	@ Rs./-	Rs./-
3.	Cable from AP to Antenna (Coaxial RS-7)	As per actual use (rft)	@ Rs./-	Rs./-
4.	UTP cable from AP to Switch	As per actual use (rft)	@ Rs./-	Rs./-
5.	Ethernet Switch (small size)	03 Nos. (as required)	@ Rs./-	Rs./-
6.	Installation, Configuration, Commissioning and Labor Charges: Installation, configuration, and commissioning charges for establishment of WAN among OGRA's three buildings, including; i) Charges of cable termination, ii) Installation/fixing of access points, iii) Establishment of links between three buildings, installation/ fixing of antennas, cable laying, security configuration and labor charges.	03 Nos.	@ Rs./-	Rs./-
7.	Price for any other items(s) if required.		@ Rs./-	Rs./-
8.	Equipments Warranty - One Year (01 year).		Yes: _____ No: _____	
9.	Support and Maintenance for a period of at least six (06) month.		Yes: _____ No: _____	
Grand Total (including GST):			Rs. _____/-	
(Rupees _____)			only)	
Note: It would be in the benefit of interested firms/parties to visit the site before quoting their bids.				

Authorized Signature with Stamp and

Name: (.....)

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**ASSESSMENT
CRITERIA**

**ESTABLISHMENT, CONFIGURATION, WIDE AREA NETWORK CONNECTIVITY OF OGRA
UNDER TENDER ENQUIRY No. 10/2008**

The pre-qualification proposals will be evaluated as per the following criteria:-

Grading	Marks
Experience related to similar assignments	30
Managerial/Technical Capability	25
Clientage	25
Assignment in Hands (Current)	20

Note: Minimum score required to pass for Pre-qualification is 60%.