

OIL AND GAS REGULATORY AUTHORITY

TENDER NOTICE

TENDER ENQUIRY NO. 15 OF 2008

1. The Oil and Gas Regulatory Authority (OGRA) invites sealed tenders from well-reputed Firms/General Order Suppliers registered with income tax and sales tax departments, stationed at Islamabad/Rawalpindi, for supply & Installation of 01 x Iron Ladder, 02 x Barriers and 04 x Road Diverters to Tariq Chambers Building, OGRA, under Tender Enquiry No. 15 of 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. 100/- (Rupees one hundred only), on any working day.
3. The tenders will be received latest by September 05, 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

SUPPLY & INSTALLATION OF 01 X IRON LADDER (ROUNDED - PERMANENT), 02 X BARRIERS AND 04 X ROAD DIVERTERS to OGRA UNDER TENDER ENQUIRY NO. 15 OF 2008

The Oil and Gas Regulatory Authority (OGRA) hereby invites tenders from the Firms/General Order Suppliers for supply & installation of 01 x Iron Ladder (Rounded - Permanent), 02 x Barriers and 04 x Road Diverters for Tariq Chambers Building, OGRA, with the following specifications:-

1. 01 x Iron Ladder (Rounded - Permanent)		
<u>Round Stair from 2nd floor to Ground with the provision of Platform at 1st floor with material fitting, carriage, painting etc.</u> (To be installed/fixed at backside of the building)		
Sr. #	Specifications	Measurement
i.	Height	30'
ii.	Size of Step	33" x 12" x 5" by using 1½" x 1½" Angle Iron Frame
iii.	Rods in Step (Flat Iron)	½ "
iv.	Central Round MS Pipe (12 Gauge)	6"
v.	Difference between Steps	7 ½ " to 9 "
vi.	Railing (Fence - Solid Iron)	½" Square
vii.	Railing Pipe	1½" Round
viii.	Stair Way (Ending)	3' x 5' Frame: 1½" x 1 ½" Angle Iron, Central Pipe: 1" (18 gauge)
ix.	Platform for 1 st Floor & 2 nd Floor	3' x 4' Frame: 1½" x 1 ½" Angle Iron, (MS Sheet or ½ inch Flat Iron)

2. 02 x Barriers		
<u>with weight, down channel foundation pole with complete masonry work.</u> <u>Support for channel which move the barrier including fitting,</u> <u>carriage, painting etc. and with reflector light.</u> (To be installed at front/entrance at the left side and right side of the building)		
Sr. #	Specifications	Measurement
i.	Length/Size of Pipe (Round-Double Length of 3")	30' each
ii.	2 x Foundation Pipes both sides (Double Round)	4" each

3. 04 x Road Breakers		
with 2" round pipe and 04 wheels for moving Road Breakers Painting etc.		
Sr. #	Specifications	Measurement
i.	Length/Size of Pipe	10' each
ii.	Width with 4 Wheels	2' with 2" round pipe
iii.	02 x Long Pipe	

Note: It would be in the benefit of interested firms/parties to visit the site before quoting their bids in respect of all four jobs.

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. 15 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 supply & installation the equipments being procured, and should have a proper office at Islamabad/Rawalpindi.
- 4) The site 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. 8,000/- (Rupees eight thousand only) as earnest money in favour of OGRA, payable at Islamabad.
- 6) Sealed tenders are required to be delivered to the office of the undersigned latest by September 05, 2008 up till 11:00 a.m.
- 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 September 05, 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 & 5, 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 favour 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 favour 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) The supplier will be bound to deliver and install the equipments in working condition at OGRA office located at Tariq Chambers, Building, Civic Centre, G-6, Islamabad.
- 13) The delivery & installation period is required to be maximum two weeks from the date of receipt of Purchase Order.
- 14) The proposals should not have any over-writings or cutting. Bids with any of the aforementioned defects may not be considered.
- 15) Earnest Money of Rs. 10,000/- 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 30 days after successful supply & operation of the equipments.

- 16) The contract will be awarded to the lowest evaluated bidder as a one job.
- 17) Payment will be made subject to the deduction of government taxes, within two weeks of production of the following documents and subject to the acceptance certificate issued the OGRA Inspection Committee:-
 - (a) Bill in triplicate
 - (b) Delivery Challan
 - (c) Certificate by the contractor that the Equipments supplied is according to the OGRA Specifications.
- 18) 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 bid or proposal.

(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

Pre-qualification Proposal

**SUPPLY & INSTALLATION OF 01 X IRON LADDER (ROUNDED - PERMANENT),
02 X BARRIERS AND 04 X ROAD DIVERTERS to OGRA
UNDER TENDER ENQUIRY NO. 15 OF 2008**

Name of the Firm	
Address (Telephone, Fax & E-mail)	
Year of Establishment	
Sales Tax Registration No. (attach documentary evidence)	
National/Income Tax No. (Annual Turnover supported by Income Tax Return)	
Banker's Name & Contact Details	
Experience related to similar assignments.	
Whether Bank Pay Order of Rs. 8,000/- as Earnest Money is enclosed in the Pre-qualification Proposal.	Yes: _____ No: _____
Assignments in Hand (Current)	
Managerial/Technical Capability a). Total No. of Permanent Staff b). Total No. of Contract/Project Staff: (Attach as separate Annexure, if necessary)	
Clientage (Attach separate Annexure, if necessary)	
Enlistment Certificate (copy of certificate enlisted with Government/Semi Govt. Organizations, if any)	
Affidavit (that the firm has not been blacklisted by private, Govt., Semi Govt. ant Autonomous Body)	
Contact Person Date: _____	<hr/> <i>Name & Designation</i> <hr/> <i>Authorized Signature & Stamp</i>

OIL AND GAS REGULATORY AUTHORITY

TARIQ CHAMBERS, CIVIC CENTRE, G-6, ISLAMABAD

PH: 051-9221715-18, FAX: 051-9221714

FINANCIAL PROPOSAL**SUPPLY & INSTALLATION OF 01 X IRON LADDER (ROUNDED - PERMANENT),
02 X BARRIERS AND 04 X ROAD DIVERTERS to OGRA
UNDER TENDER ENQUIRY NO. 15 OF 2008**

Name of the Firm:

Address:

1. 01 x Iron Ladder (Rounded - Permanent)		
Round Stair from 2 nd floor to ground with the provision of Platform at 1 st floor with material fitting, carriage, painting etc. (To be installed/fixed at backside of the building)		
Sr. #	Specifications	Measurement
i.	Height	30'
ii.	Size of Step	33" x 12" x 5" by using 1½" x 1½" Angle Iron Frame
iii.	Rods in Step (Flat Iron)	½ "
iv.	Central Round MS Pipe (12 Gauge)	6"
v.	Difference between Steps	7 ½ " to 9 "
vi.	Railing (Fence - Solid Iron)	½" Square
vii.	Railing Pipe	1½" Round
viii.	Stair Way (Starting & Ending)	3' x 5' Frame: 1½" x 1½" Angle Iron, Central Pipe: 1" (18 gauge)
ix.	Platform for 1 st Floor & 2 nd Floor	3' x 4' Frame: 1½" x 1½" Angle Iron, (MS Sheet or ½ inch Flat Iron)
Total Amount (including GST):		
Amount (in Words) : _____ /-		

2. 02 x Barriers		
with weight, down channel foundation pole with complete masonry work. Support for channel which move the barrier including fitting, carriage, painting etc. and with reflector light. (To be installed at front/entrance at the left side and right side of the building)		
Sr. #	Specifications	Measurement
i).	Length/Size of Pipe (Round - Double Length of 3")	30' each
ii.	2 x Foundation Pipes both sides (Double Round)	4" each
Total Amount (including GST):		
Amount (in Words) : _____ /-		

3. 04 x Road Breakers / Diverter (with 2" round pipe and 04 wheels for moving) (Road Breakers Painting etc.)		
Sr. #	Specifications	Measurement
i.	Length/Size of Pipe	10' each
ii.	Width with 4 Wheels	2' with 2" round pipe
iii.	02 x Long Pipe	
Total Amount (including GST):		
Amount (in Words) : _____/-		

Note: It would be in the benefit of interested firms/parties to visit the site before quoting their bids in favor of all four items.

The Total Amount/Charges for supply & installation of all above items mentioned above at Sr. No. 1 to 3 is Rs. _____/-
(Rupees _____ only) (including all taxes).

Authorized Signature with Stamp and

Name: (.....)

Date ()

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TARIQ CHAMBERS, CIVIC CENTRE, G-6, ISLAMABAD
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**ASSESSMENT
CRITERIA**

**SUPPLY & INSTALLATION OF 01 X IRON LADDER (ROUNDED - PERMANENT),
02 X BARRIERS AND 04 X ROAD DIVERTERS to OGRA
UNDER TENDER ENQUIRY NO. 15 OF 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 Hand (Current)	20

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