

OIL AND GAS REGULATORY AUTHORITY

Invitation for Proposals

Oil and Gas Regulatory Authority (OGRA) is planning to furnish its new office measuring approximately 22000 Sft. in Islamabad. Architectural/Interior designer firms with experience in similar work for Multinational Companies' offices/5-Star Hotels involving space of minimum 20000 Sft. are hereby invited to submit their proposals to carry out the task/job.

Firm/Company's Information:

- I. Full name with location of office of the Firm along with postal address, telephone, fax and E-mail.
- II. Firm's valid NTN / Sales Tax Certificates.
- III. Expertise of Firm including list of technical staff (who will be involved in this task/job) employed by the Firm.
- IV. List of relevant tasks/jobs undertaken by the Firm.
- V. Any additional information that the Firm might like to furnish in support of their application.
- VI. An original and latest undertaking / Affidavit on Judicial paper that the Firm and its employees have never been blacklisted by any Government, Semi-Government, Autonomous or State Owned Organization and their cases regarding black listing are not under trial by any court of Law.
- VII. Time period required to complete the task/job.

Scope of Work

- I. Preparation of detailed architectural/Interior working drawings for the space available in the light of preliminary drawings provided by the client.
- II. Preparation of detail specifications of work for the project including Civil, Electrical, Plumbing, Drainage, Water Supply, Telephone / Intercom, UPS, Generators, Computer Networking (LAN), Security Systems, Fire Alarm, Partitions, Lighting, Furniture layout.
- III. Preparation of Bill of Quantities (B.O.Q) on the basis of above specifications and scope of work.

Financial Bid

Financial bid shall be submitted on lumpsum basis for the tasks mentioned in the Scope of Work.

2. The building plans and other necessary information can be obtained from the office of the undersigned, on any working day during office hours. The agreement with successful bidder will be signed on the format of Pakistan Engineering Council.
3. Each bid shall comprise one single envelope containing, separately, financial proposal and the other information requested, and should reach not later than 15 days from the posting of this advertisement.
4. OGRA reserves the right to accept or reject any or all the proposals.

Dated: 17-11-2009

Senior Executive Director (Admn)
Oil and Gas Regulatory Authority
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