

# OIL AND GAS REGULATORY AUTHORITY

\*\*\*\*\*

## **PREQUALIFICATION OF AUTOMOBILE WORKSHOPS**

### TENDER ENQUIRY No. 04 of F.Y 2010-11

1. The Oil and Gas Regulatory Authority (OGRA) invites proposals from well-reputed Automobile Workshops based at Islamabad/Rawalpindi having minimum five (05) years relevant experience and registered with Income Tax and Sales Tax Departments, for their pre-qualification for a period of two (02) years, under Tender Enquiry No. 04 of F.Y 2010-11.
2. The Pre-qualification proforma containing detailed information, terms and conditions etc. are available on the websites of PPRA ([www.ppra.org.pk](http://www.ppra.org.pk)) and OGRA ([www.ogra.org.pk](http://www.ogra.org.pk)). The documents can also be obtained from office of the undersigned on cash payment of Rs. 500/- (Rupees five hundred only) (Non-refundable) on any working day.
3. The proposals will be received latest by December 31, 2010 by 10:30 a.m and opened on the same day at 11:00 a.m. in the Conference Hall of OGRA.

Deputy Executive Director (Admn)

**Oil and Gas Regulatory Authority (OGRA)**

54-B (Old ZTE Plaza), Fazal-e-Haq Road, Blue Area, Islamabad

Ph: 051-9221715-18, Fax: 051-9221714

# OIL AND GAS REGULATORY AUTHORITY

54-B (Old ZTE Plaza), Fazal-e-Haq Road, Blue Area, Islamabad

051-9221715-18, Fax: 051-9221714

\*\*\*\*\*

## **PREQUALIFICATION OF AUTOMOBILE WORKSHOPS**

The Oil and Gas Regulatory Authority (OGRA) hereby invites proposals, under Tender Enquiry No. 4 of 2010-11, for Pre-qualification of Automobile Workshops, as per **Annex-I**.

### **General Terms and Conditions:**

- 1) The firm should be registered with Income Tax and Sales Tax Departments (Registration Numbers should be clearly mentioned and valid documentary evidence be attached).
- 2) The firm should have a minimum of five (05) years experience of similar assignment and should have proper workshop/setup at Islamabad/ Rawalpindi.
- 3) The pre-qualified firms would be required to submit Security Deposit in the shape of Pay Order for Rs. 25,000/- (Rupees twenty five thousand only) payable at Islamabad/Rawalpindi, in favour of OGRA and in case of failure, the firm will be treated non-prequalified. The security will be released to the firms within 30 days after expiry of the period of Pre-qualification. Cash/Cheque will not be accepted.
- 4) The proposals are required to be delivered to the office of the undersigned by 10:30 a.m on December 31, 2010. The Committee will open the proposals for evaluation as per criteria given at Annex-II on same day at 11:00 a.m in the presence of the bidder or their authorized representatives, who may like to be present.
- 5) The proposals should not have any over-writing or cutting. The application(s) with any of the aforementioned defects may not be considered.
- 6) Payment of the bills will be subject to the deduction of government taxes.
- 7) OGRA reserves the right to extend the opening date of the bids, cancel/reject any or all proposals at any time prior to the acceptance of a proposal.

**(Javed Iqbal Hashmi)**

Deputy Executive Director (Admn)

# OIL AND GAS REGULATORY AUTHORITY

54-B (Old ZTE Plaza), Fazal-e-Haq Road, Blue Area, Islamabad

Ph: 051-9221715-18, Fax: 051-9221714

\*\*\*\*\*

## Pre-Qualification Proposal Performa

Name of the Automobile Workshop/Firm	
Address (Telephone, Fax & E-mail)	
Year of Establishment	
Sales Tax Registration No. (attached documentary evidence)	
Income Tax No. (attached documentary evidence)	
Banker's Name & Contact Details	
Whether the Pay Order as Security Deposit amounting to Rs. 25,000/- payable at Islamabad/Rawalpindi is attached?	Yes _____ No _____
Annual Turnover supported by income tax return (For the FY 2008-2009 & 2009-10)	
Assignments in Hand	
Clientage <i>Attach as separate Annexure (if necessary)</i>	
<b>Managerial Capability</b> a). <b>Technical:</b> (No. of Engineers, Supervisors, Mechanics, Auto Electricians, AC technician etc. with their qualification and training etc.) b). <b>Non-Technical (Support Staff):</b> (also mention their qualification and training etc.) <i>Attach as separate Annexure (if necessary)</i>	
Type & No. of Machinery/Tools/Equipment & Plant	
Dealership Certificate (copy of certificate of authorization from manufacturer, if any)	
Affidavit (that the firm has not been blacklisted by private, Government or Semi-Government Organization)	
Contact Person Date: _____	_____ <i>Name &amp; Designation</i>  _____ <i>Authorized Signature &amp; Stamp</i>

**DETAIL REGARDING NATURE AND TYPE OF SERVICES/WORKS  
BEING CARRIED OUT BY THE AUTOMOBILE WORKSHOP/DEALER**

Sr.#	Nature & Type of Services/Works	Remarks (if any)
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		

**OIL AND GAS REGULATORY AUTHORITY**

54-B (Old ZTE Plaza), Fazal-e-Haq Road, Blue Area, Islamabad

Ph: 051-9221715-18, Fax: 051-9221714

\*\*\*\*\*

**PREQUALIFICATION OF AUTOMOBILE WORKSHOPS****Assessment Criteria:**

The Pre-qualification proposal will be evaluated as per the following criteria;

<b>Grading:-</b>	<b>Marks</b>
Experience related to the similar assignments	25
Machinery/Tools/Equipment	20
Annual Turnover supported by income tax return	20
Managerial Capability	15
Clientage	10
Assignments in Hand	10

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

# OIL AND GAS REGULATORY AUTHORITY

\*\*\*\*\*

Subject: **Publication of Notice – Pre-qualification of Automobile Workshops**

Enclosed please find herewith a copy of Notice and Terms & Conditions duly approved by the competent authority, regarding inviting proposals for pre-qualification of Automobile Workshops.

2. You are, requested to kindly arrange to place the same (i.e. Notice & Terms & Conditions) on the website of OGRA, so as to advertise the same on December 01, 2005 under intimation to this office.
3. A soft copy of the documents is also attached for necessary action.

(Anwar Ali Sheikh)  
DED (Admn)  
November 30, 2005

AED (IT)

# OIL AND GAS REGULATORY AUTHORITY

Tariq Chambers, Civic Centre, G-6, Islamabad

Tel: 051-9221715-18, Fax: 051-9221714

\*\*\*\*\*

No. OGRA-5-26(1)/2002-(A)

November 30, 2005

Director (Legal),  
Public Procurement Regulatory Authority,  
(Finance Division),  
**Islamabad**  
Ph: 051-9202254

Subject: **Notice - Placing on the website of PPRA.**

Sir,

Please find enclosed herewith a copy of Notice and Terms & Conditions regarding inviting proposals for pre-qualification of Auto Mobile Workshops.

2. It is requested to arrange to place the Notice alongwith Terms & Conditions on the website of PPRA, as required under Rule 12 of Public Procurement Rules, 2004, so as to advertise the same on December 01, 2005.
3. A soft copy of the Documents (i.e. Notice and Terms & Conditions) is also attached for necessary action.
4. This issues with the approval of the Chairman, OGRA.

**(Anwar Ali Sheikh)**  
Dy. Executive Director (Admn)