

**OIL AND GAS REGULATORY  
AUTHORITY (OGRA)  
ISLAMABAD**

**TENDER  
DOCUMENTS**

**PURCHASE OF DIESEL GENERATOR  
SET WITH PRIME RATING OF  
100 KVA UNDER TENDER ENQUIRY  
NO. 06 2015-16**

# Oil and Gas Regulatory Authority

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## TENDER NOTICE

### (Purchase of a Diesel Generator Set with prime rating of 100 KVA)

Sealed tenders (in Pak rupees including GST) are invited from reputed and financially sound manufacturers/authorized dealers having their own offices, telephone number registered with Income and sales tax departments having valid NTN/STN for supply, installation and commissioning of a brand new Diesel Generator set with prime rating of 100 KVA on F.O.R Islamabad basis under Tender Enquiry No 06 of 2015-16.

| Description  | Qty    |
|--|--------|
| Supply, installation and commissioning of one brand new Diesel Generator with 100 KVA prime rating (Cummins, Caterpillar, Perkins, F.G Wilson or equivalent) with 50Hz, 1500RPM,0.8PF,ATS change over control(imported), 3-Phase main sensing, Canopy, Cabling and earth work etc. complete with one year comprehensive warranty including service, spare parts, labour and maintenance. | 01 Set |

2. The Tender Documents containing detailed information, terms and conditions, specifications and evaluation criteria 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)). These documents can also be obtained from office of the undersigned free of cost on any working day.

3. All the technical bids should be accompanied with a Bid Security equal to Rs.75,000/-(rupees seventy five thousand only) in the form of Pay Order/Demand Draft issued by a Scheduled Bank of Pakistan or from a foreign bank duly counter-guaranteed by a Scheduled Bank of Pakistan, in favour of Oil and Gas Regulatory Authority (OGRA), Islamabad.

4. Bidding procedure will be “**Single Stage–Two Envelop**” the bid shall comprise of a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and technical proposal. Each envelop shall be marked as “Financial Proposal” and “Technical Proposal” in bold letters to avoid any confusion.

5. Sealed bids are required to be delivered to the office of the undersigned latest by 11:00 a.m on February 09, 2016. The Technical Proposals will be opened in the first instance for evaluation at 11:30 a.m on the same day in the presence of the bidders or their authorized representatives, who may like to be present.

6. The Authority 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, as per Public Procurement Regulatory Authority Rules, 2004.

**Deputy Executive Director (Admn.)**  
Oil and Gas Regulatory Authority,  
54-B, Fazal-e-Haq Road, Blue Area, Islamabad  
Ph: 051-9244375, Fax: 051-9244310

# Oil and Gas Regulatory Authority

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## TENDER DOCUMENTS

### **(Purchase of a Diesel Generator Set with prime rating of 100 KVA)**

#### **PART-A (Bidding Procedure, General and Special Conditions)**

##### **1. Bidding Procedure**

It will be an open competitive bidding of single stage two envelope procedure as follows.-

The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;

(ii) The envelopes shall be marked as “**FINANCIAL PROPOSAL**” and “**TECHNICAL PROPOSAL**” in bold and legible letters to avoid confusion;

(iii) Initially, only the envelope marked “**TECHNICAL PROPOSAL**” shall be opened;

(iv) The envelope marked as “**FINANCIAL PROPOSAL**” shall be retained in the custody of this office without being opened;

(v) The Technical proposal shall be evaluated at first instance, without reference to the price and shall be rejected if does not conform to the specified requirements;

(vi) During the technical evaluation no amendments in the technical proposal shall be permitted;

(vii) The financial proposals of bids shall be opened publicly at a time, date and venue communicated to the bidders in advance;

(viii) After the evaluation and approval of the technical proposal the time and date for public opening of the financial proposals shall be communicated to technically accepted bidders only with in the bid validity period. The financial proposal of bids found technically non-responsive shall be returned un-opened in sealed conditions to the respective bidders;

(ix) The bid found to be the lowest evaluated bid shall be accepted.

## **2. General Terms & Conditions**

- a) The tenderer should submit complete profile/portfolio covering the following details;
  - i) Full name with location of head office/branch office of firm along-with postal address, telephone, fax, e-mail, details of organizational/ administrative setup and local office in Islamabad/Rawalpindi, if any;
  - ii) Year of establishment (documentary proof be attached)
  - iii) Banker's name & contact details alongwith last three years bank statement.
  - iv) Certificate of Authorized dealership/agent.
- b) The firm should be registered with Income Tax/Sales Tax Department. (Documentary evidence be attached) Proof of payment of Income Tax/Sales Tax during last three financial years may also be attached;
- c) All the technical bids should be accompanied by a Bid Security equal to Rs.75,000/-(rupees seventy five thousand only) in the form of Pay Order/Demand Draft issued by a Scheduled Bank of Pakistan or from a foreign bank duly counter-guaranteed by a Scheduled Bank of Pakistan, in favour of OGRA, Islamabad.
- d) The bidder will be required to mention overall experience for execution of similar tasks at its credit. Attach the list of clients, performance certificates from clients and completion certificates etc. The firm must have minimum five (05) year experience of execution of similar tasks;
- e) The bidders are required to mention in their technical proposal the total time required for supply, Installation and commissioning of the generator set which shall not in any case be more than four months.
- f) Sealed bids are required to be delivered to the office of the undersigned latest by 11:00 a.m on February 09, 2016. The Technical Proposals will be opened in the first instance for evaluation at 11:30 a.m on the same day in the presence of the bidders or their authorized representatives, who may like to be present. Bids which are not accompanied by the documents mentioned at Sr.No.(b & c) above shall be declared as non-responsive;
- g) Full specifications of article offered, make/model/type/serial No. /date of manufacturing and manufacturer's name with country of origin must be mentioned.
- h) The item quoted must be of 1<sup>st</sup> quality genuine branded with warranty/guarantee & relevant technical literature.
- i) The bids will remain valid for ninety (90) days, starting from the date of opening of the bids;
- j) The successful bidder will be required to furnish a "Performance Bond" equivalent to 10% of the total value of the contract, through Pay Order in favour of OGRA payable at Islamabad. If the bidder fails to deposit performance bond within seven days of the receipt of the letter awarding the job, the same shall be treated as cancelled and the bid security shall be forfeited. The performance bond will be returned after successful commissioning of the generator.

- k) An original and latest undertaking/affidavit on judicial paper that the contractor/firm and its employee(s) 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;
- l) The bidders should examine carefully the terms & conditions of the tender. **They should also visit and inspect the site at their own expenses and responsibility and obtain all necessary information prior to submitting the tender.** Clarification if any, about the tender may be obtained from the undersigned before submitting tenders. No clarification/amendments in the bid will be accepted once the bids have been submitted;
- m) The Authority may send its representative to tenderer's firm or request him to get material/articles inspected at its office before considering the offer.
- n) Rates quoted must include all taxes, duties, octroi, permits, licenses fees or other levies for the execution of subject work and remedying defects, if any therein;
- o) The equipment /article quoted should carry manufacturer's standard warranty and should be backed up by guarantee after sales-service facilities and supply of spare parts on ex-stock basis.
- p) Payment of the bills will be subject to the deduction of government taxes, within two weeks, subject to the acceptance certificate issued by the OGRA.
- q) The firm will furnish complete one year comprehensive warranty including service, spare parts, labour and maintenance.
- r) The tender documents, particularly the term and conditions, are to be returned alongwith the tender after affixing signature and seal of the manager of the firm.
- s) The supplier will impart training to technicians of the client for operation and maintenance of the Genset free of cost during the warranty period.
- t) 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, as per Public Procurement Regulatory Authority Rules, 2004.

3. **Special Conditions**

- a) Bidder shall ensure after sales supports to OGRA by OEM (Original Equipment Manufacturer) trained local engineers. The bidder shall preferably possess a local service centre. The equipment shall be offered with all accessories required for operation.
- b) The bidder should either be an OEM or an authorized dealer of the same. Original Equipment Manufacturer should have ISO certification for the manufacturing work and the documentary proofs for the same are to be enclosed by the bidder with tender documents.
- c) Adequate protection (safety) systems should be provided to safe guard the system from damage under fault conditions. The protection system should be fast acting to safeguard the system and the components.
- d) The equipment/articles quoted should carry manufacturer's standard warranty and should be backed up by guarantee after sale service facilities and supply of spare parts on ex-stock basis. The supplier/principal along with their local agents shall be responsible for after sales service/supply of spares and maintenance support etc. for a period of at least 10 years after supply of equipment. A certificate to this effect be attached.
- e) Bidder shall attach a factory test certificate of the quoted equipment.

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## TENDER DOCUMENTS

### **(Purchase of a Diesel Generator Set with prime rating of 100 KVA)**

Tender No. 06 of 2015-16

#### **PART-B Detailed specifications of Diesel Generator Set**

##### **1. Description**

Diesel Generator Set of reputed manufacturer (Cummins, Caterpillar, Perkins, F.G Wilson or equivalent) specially designed for Indo-Pak, comprising of AC Generator, Flexible coupling, Diesel Engine, Exhaust Silencer, Batteries, Fuel Tank and Engine/Alternator Control Panel of following specifications alongwith Canopy and ATS Switch(Imported):-

##### **2. Diesel Generator Set**

| <b>General Requirements</b> |   |
|-----------------------------|---|
| Out put                     | 100KVA Prime  |
| Voltage                     | 400 volt between phases and 230 between phase and neutral |
| Power Factor                | 0.8 or better   |
| Frequency                   | 50Hz  |
| Speed                       | 1500 RPM  |
| Phase                       | 3 phase 4 wire  |

##### **3. Prime Mover (Diesel Engine)**

| <b>General Data</b>           | <b>To be filled by the bidder</b> |
|-------------------------------|-----------------------------------|
| Manufacturer                  |                                   |
| No. of Cycles                 |                                   |
| Starting                      |                                   |
| Frequency                     |                                   |
| Speed                         |                                   |
| Method of Coupling            |                                   |
| Radiator ambient temp.        |                                   |
| Type of starting              |                                   |
| Speed Regulations             |                                   |
| Overload Capacity             |                                   |
| Canopy                        |                                   |
| Engine Cooling                |                                   |
| Fuel Tank                     |                                   |
| Silencer                      |                                   |
| Operation Noise Level         |                                   |
| Operational temperature       |                                   |
| Fuel Tank Capacity            |                                   |
| Fuel consumption at 100% load |                                   |
| Radiator                      |                                   |

#### 4. Alternator

| General Data       | To be filled by the bidder |
|--------------------|----------------------------|
| Design             |                            |
| Output Rating      |                            |
| Rotation           |                            |
| Frequency          |                            |
| Power Factor       |                            |
| Voltage Regulation |                            |

#### 5. Engine Control Panel

| Provisions                   | Tick the relevant column |    |
|------------------------------|--------------------------|----|
| Lube Oil Temperature Gauge   | Yes                      | No |
| Lube Oil Pressure Gauge      | Yes                      | No |
| Hours Counter Meter          | Yes                      | No |
| Water Temperature Gauge      | Yes                      | No |
| Tachometer                   | Yes                      | No |
| Battery Charging Meter       | Yes                      | No |
| Indicating Lights            | Yes                      | No |
| Starting Switch              | Yes                      | No |
| Over speed Alarm Light       | Yes                      | No |
| Low Oil Pressure Alarm Light | Yes                      | No |
| High Temperature Alarm Light | Yes                      | No |
| Battery Charging Unit        | Yes                      | No |

#### 6. Alternator Control Panel

The Alternator control panel should comprises the following Circuit Breaker of suitable rating having following protections:

| Provisions   | Tick the relevant column |    |
|--|--------------------------|----|
| Over Current Release                               | Yes                      | No |
| Short Circuit Release                              | Yes                      | No |
| Under Voltage Release                              | Yes                      | No |
| Ammeter with Current Transformer of suitable range | Yes                      | No |
| Ammeter Selector Switch                            | Yes                      | No |
| Frequency Meter                                    | Yes                      | No |
| Voltmeter (0-500 volts)                            | Yes                      | No |
| Voltmeter Selector Switch                          | Yes                      | No |
| Set of Control Fuses                               | Yes                      | No |
| Circuit Breaker "ON" indicating lamp               | Yes                      | No |
| Circuit Breaker "OFF" indicating lamp              | Yes                      | No |

#### 7. Accessories

|  |
|--|
| 03 Sets of Instruction Manuals in English language complete in all respects nothing should be kept secret.   |
| Engine Spare parts Catalogue   |
| Alternator Spare parts Catalogue   |
| 4xcore 25mm <sup>2</sup> dia. power cable pure copper 170 Rft. in length for connecting ATS with IESCO panel and floors of the building. The supplier will also provide and install panel for each floor (7 floors) consisting of (1X63Amp three pole and 4x10Amp single pole breakers for generator supply.) Earthing of genset shall also be done. |
| Control Cable as per requirement.  |





## 8. AMF/ATS Panel

AMF/ATS panel for Generator with following specification

|  |
|--|
| ATS ,Electricity interlocked(Contactor type), MOR  |
| Auto start/stop with Engine requirements   |
| Engine safeties (Low Oil Pressure, High Engine Pressure, Overload, Low Voltage, Fail to Start, Over Speed) |
| Panel display (Main on Load, Genset on Load)   |

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## EVALUATION CRITERIA

### **(Purchase of a Diesel Generator Set with prime rating of 100 KVA)**

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

| <b>Sr. No.</b> | <b>Description</b>   | <b>Marks</b> |
|----------------|--|--------------|
| 1.             | Relevant experience of the firm for supply of diesel Gensets.                                  | 15           |
| 2.             | Financial Soundness of the firm  | 20           |
| 3.             | Technical Capability(personnel, equipment and plants etc.) of the firm for similar assignments | 15           |
| 4.             | Specifications of the machine (Engine+ Alternator etc.) quoted by the firm                     | 20           |
| 5.             | After Sales Service facilities (Local Service Center, Availability of parts, Services etc.)    | 15           |
| 6.             | Clientage of GENSET with 100 KVA or above (brand quoted by the firm for OGRA).                 | 15           |

**Note:-** Minimum score required to qualify technically is 70.