

(See regulation 2)

**PUBLIC PROCUREMENT REGULATORY  
AUTHORITY (PPRA)**

**CONTRACT AWARD PROFORMA – I**

To Be Filled and Uploaded on PPRA Website in Respect of All  
Public Contracts of Works, Services and Goods

- NAME OF THE ORGANIZATION/DEPTT. OIL AND GAS DEVELOPMENT  
COMPANY LIMITED
- FEDERAL / PROVINCIAL GOVT: FEDERAL
- TITLE OF CONTRACT: PROCUREMENT OF COLOR PHOTOCOPIER MACHINE
- TENDER NUMBER: OGDCL-SCM-LH-PT-ADMIN-19 BASE STORE-Doc231701744-  
2024
- BRIEF DESCRIPTION OF CONTRACT: PROCUREMENT OF COLOR PHOTOCOPIER  
MACHINE
- TENDER VALUE: PKR 1,500,000/- exclusive of GST
- ENGINEER'S ESTIMATE NOT APPLICABLE
- ESTIMATED COMPLETION PERIOD: 60 days after issuance of PO
- WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT  
PLAN? YES
- ADVERTISEMENT:
- (i) PPRA Website  
YES  
(Federal Agencies) (If yes give date and PPRA's tender number)
- (ii) News Papers  
YES (Business Recorder and Roznama-e-Jang on 19-1-2024)
- 530458
- TENDER OPENED ON (DATE & TIME): 7-2-2024 AT 1200 HOURS
- NATURE OF PURCHASE: NATIONAL
- EXTENSION IN DUE DATE (if any): NO
- 9 ogdcl suru 6

➤ WHETHER QUALIFICATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS **YES** (If yes enclose a copy).

➤ WHETHER BID EVALUATION CRITERIA WAS INCLUDED IN BIDDING/TENDER DOCUMENTS **YES** (If yes enclose a copy).

➤ WHICH METHOD OF PROCUREMENT WAS USED: - (Tick one)

- |   |                                     |
|---|-------------------------------------|
| a) SINGLE STAGE – ONE ENVELOPE PROCEDURE _____      | <input checked="" type="checkbox"/> |
| b) SINGLE STAGE - TWO ENVELOPE PROCEDURE. _____     | <input type="checkbox"/>            |
| c) TWO STAGE BIDDING PROCEDURE. _____               | <input type="checkbox"/>            |
| d) TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE. ____ | <input type="checkbox"/>            |

- PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED WITH BRIEF REASONS (i.e EMERGENCY, DIRECT CONTRACTING, NEGOTIATED TENDERING ETC.) **NOT APPLICABLE**

➤ WHO IS THE APPROVING AUTHORITY: **GM(SCM)**

➤ WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A METHOD OTHER THAN OPEN COMPETITIVE BIDDING: **NOT**

**APPLICABLE**

➤ NUMBER OF BIDS RECEIVED: **THREE**

➤ WHETHER THE SUCCESSFUL BIDDER WAS LOWEST BIDDER: **YES**

➤ WHETHER INTEGRITY PACT WAS SIGNED: **NOT APPLICABLE**

**PUBLIC PROCUREMENT REGULATORY**  
**AUTHORITY (PPRA)**  
**CONTRACT AWARD PROFORMA – II**  
**To Be Filled and Uploaded on PPRA Website in Respect of All**  
**Public Contracts of Works, Services and Goods**

- NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS: **TWO**
- NAME AND ADDRESS OF THE SUCCESSFUL BIDDER: **M/s Office Automation Group, Islamabad**
- RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT (i.e. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> EVALUATED BID). **1st**
- NEED ANALYSIS (Why the procurement was necessary?): **The indent is for procurement of Color Photocopier Machine**
- IN CASE EXTENSION WAS MADE IN RESPONSE TIME, WHAT WERE THE REASONS (Briefly describe) : **NOT APPLICABLE.**
- WHETHER NAMES OF THE BIDDERS AND THEIR PRICES WERE READ OUT AT THE TIME OF OPENING OF BIDS: **YES**
- DATE OF CONTRACT SIGNING : **1-4-2024**  
(Attach a copy of agreement)
- CONTRACT AWARD PRICE: **Rs. 1,062,000/- WITH 18% GST**
- WHETHER COPY OF EVALUATION REPORT GIVEN TO ALL BIDDERS: **SENT TO PARTICIPATIVE BIDDERS THROUGH SAP ARIBA E-PROCUREMENT MESSAGE BOARD**  
(Attach copy of the bid evaluation report)

- ANY COMPLAINTS RECEIVED: **NO**  
(If yes result thereof)
- ANY DEVIATION FROM SPECIFICATIONS GIVEN  
IN THE TENDER NOTICE/DOCUMENTS :**NO**  
(If yes give details)
- DEVIATION FROM QUALIFICATION CRITERIA: **NO**  
(If yes give details)
- SPECIAL CONDITIONS, IF Any  
(Give Brief Description) :**NONE**

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[F.No.2/1/2008PPRA-RA.III]