



MAYO HOSPITAL, LAHORE

BIDDING DOCUMENTS

FOR

**TENDER FOR SERVICE & MAINTENANCE OF ALL TYPE
OF LIFTS (19 NOS) WITHOUT PARTS & SUPPLY OF
REQUIRED PARTS (AS AND WHEN REQUIRED)**

ON ANNUAL CONTRACT BASIS

**CHIEF EXECUTIVE OFFICER
MAYO HOSPITAL, LAHORE**

REQUEST FOR PROPOSAL

**SERVICE & MAINTENANCE/REPAIR CONTRACT OF ALL TYPE OF LIFTS
(19 NOS) WITHOUT PARTS & SUPPLY OF REQUIRED PARTS(AS AND WHEN
REQUIRED) FOR THE PERIOD OF ONE YEAR.**

Sr.NO	Lift Installed at Site in Mayo Hospital Lahore	Make/Model
1.	Bed Lift No 02 Eye Block	Schindler
2.	Bed Lift E.N.T Ward	DACA
3.	Central Bed Lift Indoor	DACA
4.	Bed Lift AVH Block	Falconi/italy
5.	Bed Lift T.B Ward	OTIS
6.	Bed Lift No. 1 of Emergency	OTIS
7.	Bed Lift No. 2 of Emergency	OTIS
8.	Passenger Lift No.1 of Emergency	OTIS
9.	Passenger Lift No.2 of Emergency	OTIS
10.	Bed Lift Neurology Ward	OTIS
11.	Bed Lift, Quaid-e-Azam Musafir Khana	Local
12.	Bed Lift, North Medical Ward (New)	Fuji
13.	Bed Lift No. 1 Surgical Tower	Schindler
14.	Bed Lift No. 2 Surgical Tower	Schindler
15.	Bed Lift No. 3 Surgical Tower	Schindler
16.	Bed Lift No. 4 Surgical Tower	Schindler
17.	Passenger Lift No.5 Surgical Tower	Schindler
18.	Bed Lift Paeds Medicine Block	Schindler
19.	Passenger Lift Paeds Medicine Block	Schindler

INSTRUCTIONS TO BIDDERS

1. A Bidder/ Service Provider shall be a legally registered entity with the formal intent to enter into an agreement.
 - 1.1 The bidder must be an active tax payer. Punjab Revenue Authority (PRA) registration with documentary proof shall have to be provided by bidder(s).
 - 1.2 A Bidder who is barred/ blacklisted or disqualified either by any Government/ Department/ Agency/ Authority would not be eligible to submit the Bid. The Bidder will submit an affidavit on stamp paper of Rs. 100/- in this regard.
 - 1.3 The bidder shall provide all information required in the bidding documents and documents to substantiate its claim for eligibility.
 - 1.4 Joint Venture / Consortium is not permissible.
2. The Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the bidding documents by amendment at least 5 days before the deadline for submission of bids. Such amendment/response shall be sent to all prospective Bidders that have received the bidding documents, and shall be binding on them.
3. The Procuring Agency, at its discretion, may extend the deadline for the submission of bids. Amendment notice to that effect shall be communicated in the same manner as the original invitation to bid.
4. For the purpose of preparing the bid, the interested bidders are allowed to visit the site to conduct the survey and relevant assessments.
5. The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency shall be written in the language specified in the bid data sheet (BDS). Supporting documents and printed literature furnished by the Bidder will be in same language.
6. The offer will be valid for **180Days** from the last date of submission of bids.
7. The bidders shall submit technical and financial proposals in separate sealed envelopes in one sealed envelope on or before **26/06/2023**, at **10:30 A.M** in the Committee Room (Admin Block) of Mayo Hospital, Lahore. In preparing the technical proposal, the bidders must examine all terms and instructions included in the Documents. Failure to provide all required information shall be at bidder's risk and may result in rejection of the proposal.
 - 7.1 Technical proposal must be on covering letter of company letter head.
 - 7.2 Every page is to be signed and stamped at the bottom. All the pages of bidding document should be page marked and well binded.
8. The technical proposals shall be opened at **11:00 A.M** on the same day (tender receiving day) in the presence of bidders and/ or their authorized representatives. Representatives shall have a signed authority letter from the bidder to be presented in the bid opening.
9. The procuring agency shall evaluate the technical proposal in a manner prescribed ahead in the document, without reference to the price, and reject any proposals that do not conform to the specified requirements.

10. After submission, no amendments in the technical or financial proposal shall be permitted.
11. The Service Provider shall have to provide all relevant documents required for qualification. Service Provider shall have to give detail of HR, Goods etc. as per enclosed Annexures. Deficient documents, claims regarding HR, Supplies etc. shall not be acceptable.
12. After the evaluation and approval of the technical proposal, the procuring agency, shall at a time within the valid period, publicly open the financial proposals of the technically responsive bidders, on a time, date and venue announced and communicated to the bidders in advance in the presence of the bidders or their representatives. The financial bids of the technically non-responsive bidders shall be returned unopened to the respective bidders.
13. The quoted prices shall be treated as firm and final in Pak Rupees.
14. The Bidder shall indicate on the Price Schedule the Unit Prices and Total Package Price.
- 14.1 Price Schedule is to be filled in very carefully, and should be typed. Any alteration/ correction must be initialed.
- 14.2 The Bidder is required to offer competitive price. All prices must include relevant taxes and duties, where applicable. If there is no mention of taxes, the offered/ quoted price shall be considered as inclusive of all prevailing taxes/ duties. The benefit of exemption from or reduction in the GST, PST or other taxes shall be passed on to the Procuring Agency.
- 14.3 While tendering your quotation, the present trend/ inflation in the rate of services and goods in the market should be kept in mind. No request for increase in price due to market fluctuation in the cost of services and goods shall be entertained after the bid has been submitted.
- 14.4 The proposed amount (on the letter head of the firm) should be written both in figures and words in clear eligible writing. No correction or over writing is permissible. In case of any confusion the amount mentioned in words will be accepted as correct.
- 14.5 The detailed list of required parts & total number of Lifts is **annexed** herewith.
15. Financial proposal should be prepared using the formats attached in **Annexure-D**. Financial proposals of only the technically qualified/ responsive bidders will be opened after due notification and procedure as laid down in PPRA rules.
16. Conditional discounts shall not be considered in evaluation.
17. The Financial Proposals should contain:
 - 17.1 Covering Letter on Company letter-head
 - 17.2 Cost of Required Parts for repair of all type of Lifts (as per annex) including of all taxes and consumables.
 - 17.3 **Bid Security** – In the shape of CDR equivalent to 02% i.e **Rs. 100,000/-** of total estimated cost of **Rs. 5,000,000/-** alongwith their Technical Bid in the name of **“Chief Executive Officer, Mayo Hospital, Lahore”**.
18. The award of the contract shall be valid for **one (01) year** from the date of signing the contract.
19. The contract between the Procuring Agency and the Service Provider can be extended for six months but this extension will only be given if there is procedural delay in new tendering process

for next financial year OR award of contract.

19.1 This extension shall be given on quarterly basis or till the award of new contract whichever is earliest. The annual renewal shall be based on the following conditions:

- (i) Mutual consent of both parties.
- (ii) Performance review of the Service Provider duly signed by the Committee nominated by Chief Executive Officer.
- (iii) Approval of Competent Authority.
- (iv) Renewal of the performance security by the service provider.
- (v) Terms & Conditions will be same as per current bidding document

20. The Service Provider will enter into contract within **ten (10) days** after issuance of Letter of Award / Advance Acceptance of Tender.

21. The Service Provider must quote the Contract Title and include the following declarations:

21.1 We have examined the information provided in your terms of reference and offer to undertake the work described in accordance with requirements as set out in the TOR.

21.2 The proposal (Technical & Financial) has been arrived independently and without consultation, communication, agreement or understanding (for the purpose of restricting competition) with any other potential investor invited to submit proposal for this contract.

21.3 We confirm that the enclosed hard copy versions of the technical proposal are true and have complete copies of these documents.

21.4 We agree to bear all costs incurred by us in connection with the preparation and submission of this proposal and to bear any further pre-contract costs.

21.5 We confirm that there are no personal, financial and business activities that will, or might, give rise to a conflict of interest, if we are awarded with this contract.

21.6 We confirm that the Service Provider:

21.6.1 Are not or have not been the subject of any proceedings or other arrangements relating to bankruptcy, blacklisting, insolvency or financial standing.

21.6.2 Have not been convicted of any offence concerning professional misconduct.

21.6.3 Have not been convicted of corruption including the offence of bribery.

21.7. I confirm that I have the authority of [name of Service Provider's company] to submit proposal and to clarify any details on its behalf.

Bidding Method and Evaluation

22. Bidding Method

As per rule 38 2(a) of PPR, 2014 (amended) Single Stage Two Envelopes Bidding Procedure shall be adopted.

23. Rejection of Bids

23.1 The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal as per Rule 35 of PPR, 2014 (amended)

23.2 The procuring agency shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds.

23.3 The procuring agency shall incur no liability, solely by virtue of its invoking sub-rule(1) towards the bidders.

23.4 The bidders shall be promptly informed about the rejection of the bids, If any.

24. Performance Security / Guarantee

The successful bidder shall deliver to the Procuring Agency a performance security in the form / shape of CDR from any scheduled bank operating in Pakistan of the amount equivalent to 10% of the total annual contract amount and will be released six months after the successful completion of the contract period and after getting NOC from Procuring Agency.

25. Bid Evaluation

Bid will be evaluated in two stages as follows.

25.1 The Technical Evaluation of the bid shall be according to the criteria given in **Annexure-B**.

All compliance certificates need to be submitted with the technical bid along with all lists and other requirements with proofs.

25.2 If the technical component achieves 70% points (as per technical evaluation criteria) (**Annexure-B**), the bid will be considered technically responsive. Those bids scoring less than 70% will not be considered for financial bid opening.

25.3 Financial Evaluation

Financial bids of technically responsive bidders shall be opened at a date and time fixed and notified in advance to the bidder. The contract may be awarded to the lowest financial bid of the technically qualified bidders (bidders scoring 70% or more in the technical evaluation) subject to reasonability of prices. However, Procuring Agency may reject all proposals as specified in rule 35 of Punjab Procurement Rules, 2014.

25.4 The financial evaluation of the bid shall be according to the financial evaluation as given in **Annexure-D**. Incomplete bids shall stand rejected.

26. Redressal of Grievances

26.1 The Procuring Agency shall constitute a committee, according to Rule 67 of Punjab Procurements Rules 2014, comprising odd number of persons, with proper powers and authorizations, to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.

26.2 Any bidder feeling aggrieved by any act of the Procuring Agency after the submission of his bid may lodge a written complaint concerning his grievances not later than **ten (10)** days after the announcement of the bid evaluation report.

26.3 The committee shall investigate and decide upon the complaint within **fifteen (15)** days of the receipt of the complaint.

26.4 Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

GENERALCONDITIONSOFCONTRACT

27. Roles and Responsibilities

27.1 Primary Responsibilities of the Service Provider

- 27.1.1 An Advance Acceptance Letter will be issued to the successful service provider by the procuring agency. The successful bidder will have to sign a written agreement on Judicial Stamp Paper within a period of One Week of award of acceptance letter. The amount of Judicial Paper (as per rule) will be borne by the service provider.
- 27.1.2 The Contract shall be interpreted in accordance with the applicable laws of Pakistan.
- 27.1.3 The service provider shall carry out the Services in accordance with the Scope of service and provisions of this Contract.
- 27.1.4 If the procuring agency is not satisfied with the services of the service provider it will give a One Month notice to the service provider, in writing. However the procuring agency reserves the right to terminate the agreement at any time during the period of Contract whether there is breach of any clause of contract or not, if it considers so, in the larger public interest which will not be challengeable in any court of Law.
- 27.1.5 The service provider will be bound to keep detailed personal record of every employee deputed at site for its scope of services which will be accessible to authorized person of the procuring agency. Any negligence in this regards will not be tolerated and service provider will have to compensate the losses (if any).
- 27.1.6 In case of failure of the service provider to fulfill any obligation under this contract within the stipulated time, the procuring agency may proceed for imposition of penalties or may proceed for termination of the agreement as decided by the hospital authority.
- 27.1.7 If the service provider fails to correct the defect within the time frame in spite of the work order the procuring agency may get it corrected from the local market at the risk and cost of the service provider.
- 27.1.8 The Service Provider shall submit invoice to Procuring Agency for payment, in writing after the completion of work according to the issued work order alongwith Job Completion certificate.
- 27.1.9 Contracting firm will keep a sufficient quantity of requisite parts of Lifts in their ready stock to ensure smooth functioning of the Lifts 24/7 and no delays will be acceptable. The replaced parts will be brand new-one with warranty of One Year and dead old parts will be the property of the hospital to be returned to the Line Superintendent – II (Works Department). The contractor shall be responsible for providing and fixing / installation of the part (s) with the Lifts within the quoted amount. No extra charges will be paid to the contractor other than the quoted amount.
- 27.1.10 Firm Engineer / Technician should be available in hospital from Monday to Saturday (24 hours) and on holidays a senior technician will be on call. Regular technicians / helpers should be deputed by the firm round the clock to respond to any service related issue, as per satisfaction of AMS (works).

28. **General Guidelines**

- 28.1. In the event of any illness/ injuries resulting from any accident to their staff, the Service Provider shall take all responsibility.
- 29.2 The Service Provider will be responsible for any labour disputes regarding their employees.

Performance Security & Stamp Duty

29. In case the successful bidder does not deposit the following within 15 days of the issuance of advance acceptance, the Procuring Agency will have the right to cancel the bid/contract and forfeit the bid security.
- i. Stamp duty @ 0.25% of total contract value.
 - ii. Performance Guarantee @ 10% of total contract value.

30. Termination of the Agreement

- 31.1 Without prejudice to any other available rights / remedies, the Procuring Agency shall have the right to terminate this agreement at its option for any reason specifically provided hereunder or otherwise in case of any breach of this agreement by Service Provider.
- 31.2 The performance of services by the Service Provider under this agreement shall remain under observation during the whole period of the agreement, in case the services are found unsatisfactory, below the specified standard or non-performance of the Service Provider staff / manpower, this contract shall be terminated by the Procuring Agency at any time with immediate effect.
- 31.3 In such events e.g. non-performance due to strike or violation of contract, the Service Provider shall be BLACKLISTED as per the prevailing PPRA rules and performance security will be encashed/ forfeit and/or the equipment maybe confiscated.
- 31.4 Not with standing anything contained in this agreement, the procuring agency shall have the right to terminate this agreement upon **30 days** written notice to the service provider with/without written/ recorded reasons for the same.

ARBITRATOR

31. In case of any dispute between the Procuring Agency and the service provider(s) the matter shall be referred to the Arbitrator. Secretary Health, Specialized Healthcare and Medical Education Department will be the Arbitrator. The decision of the Arbitrator shall be final and binding on the agency and the service providers to accept and abide.


CHIEF EXECUTIVE OFFICER
MAYO HOSPITAL LAHORE



SPECIAL CONDITIONS OF CONTRACT

Sr. #	Supplements to, Clauses in the General Conditions of Contract
1	The Arbitrator is: Secretary, Specialized Healthcare & Medical Education Punjab
2	The Procuring agency is : [MAYO HOSPITAL, LAHORE]
3	The Service Provider name is: [Insert the Name of Service Provider]
4	The Applicable Law is: <u>Laws of Islamic Republic of Pakistan</u>
5	The language is: <u>English</u>
6	<p>The addresses are: Procuring agency: Mayo Hospital Lahore, Lahore</p> <p>Attention: <u>Chief Executive Officer. Mayo Hospital. Lahore.</u></p> <p>Tel: 042-99211122</p> <p>Email: mayohospitallahore@gmail.com</p> <p>Service Provider: _____</p> <p>Attention: _____</p> <p>Tel: _____</p> <p>Email: _____</p>
7	The tentative date on which this Contract shall come into effect is.
8	The tentative Starting Date for the commencement of Services is.

Sr. No	Human Resource	Total Deputed Staff	Morning	Evening	Night
1	Engineer	On call / Periodically checking			
2	Technician	02	01	01	-
3	Helper	02	01	01	-

32. SCOPE OF SERVICE

1. The successful firm will be responsible for Inspection / Repairing / Replacement of parts and routine maintenance & operation of all type of lifts round the clock (24/7) without fail.

33. ROUTINE / PERIODIC MAINTENANCE:

1. Contractor is responsible to keep the Lifts properly functional throughout the period of contract 24/7.
2. The Technician of said firm will be available in this hospital from 08:00 A.M to 03:00 P.M & 03:00P.M to 10:00P.M to ensure the uninterrupted working of all type of Lifts. The engineer will provide contact number for emergency case and will be available within one hour after the call. Similarly on Holidays a contact number will be given for responding to any emergency calls. In case the engineer/technician does not respond the call from the hospital, legal action will be taken against the firm which may be forfeiture of security and cancellation of contract or any other penalty which the hospital authority will deem necessary.
3. The firm will be responsible for deputing the staff as per attached list to keep the lifts functional during public / gazette / Eid Holidays etc. without fail.
4. The service of all lifts must be carried out before 10th of every month.
 - v) The routine / periodic maintenance / service, as per schedule, shall include the following: -
 - a) Function and operation safety check
 - b) Adjustment, setting and lubrication
 - c) Correction of detected defects which result from normal wear and tear.
 - d) Performing preventive work where this is deemed necessary by the company.
 - e) Inform to the Administration regarding required replacement of defective part immediately.
 - f) The Main Gear Machine shall be checked and cleaned every month.
 - g) The car cabin shall be cleaned from inside every month.
 - h) The main and counter weight guides shall be checked cleaned and oiled every month.
 - i) The control panel shall be checked, cleaned and maintain properly by the contractor.
 - j) All the internal electric system of the lifts, shall be checked and maintained properly.
 - k) That all cleaning material e.g the oil, grease and cloths shall be provided by the contractor
 - l) Safety security of passengers must be upheld by the service provider at any cost with zero compromise. In case of any mishap or negligence, the company will be held responsible in all aspects.
5. The firm will have to provide a monthly schedule for routine periodic preventive maintenance of all lifts within 7 days of commencement of the work after award of contract. The firm will provide a services checklist of the work, performed the services on every month and get signed from LS/SDO. The report of the services shall be attached with bills for their clearance. The schedule will have to be strictly followed in letter and spirit and no relaxation will be given in this regard.
 3. In larger interest of patients, the contracting firm, in no case will hamper the repair work or will use delaying tactics, to keep lifts in functional order, making use of fake excuses. This act will be treated as violation and in addition to legal action, imposition of penalty, company will be blacklisted.
 4. No payment shall be made against the maintenance contract of an elevator for a period for which the elevator would remain out of order.
 5. The contractor shall use best available material, subject to approval of the Line Superintendent (Electrical) / in charge and will be responsible for giving the high-quality finish.
 6. Engineer of the firm will submit written progress report of service & maintenance to the Additional Medical Superintendent (Repair & Works) on bi-weekly basis.
 7. No extra charge etc will be paid for material brought from outside the premises. No payment on account of re-handling of material will be paid.
 8. The log book of each lift shall be maintained regularly and every kind of maintenance procedure completed shall be entered in the log book on the same date and signed by the Line Superintendent (Electrical).

9. The bill for service / maintenance for all functional lifts during the month shall be submitted in the first week of every month in triplicate duly verified by the End-user/Administrative Officer of the concerned department / L.S (Electrical).
10. In case any repair is not carried out by you within stipulated period in spite of work order, the same shall be got done from market on your risk and cost.
11. The firm will provide the satisfactory working report from the Line Superintendent (Electrical) while submitting the bill for payment otherwise claim will not be accepted.
12. Income Tax / Punjab Sale Tax and any other taxes payable will be deducted at source at time of payment. The service provider will not claim for this deducted amount.
13. Successful firm has to give warranty of one year for replaced parts during warranty period they will be responsible for free replacement of the replaced parts (if they become defective) with new one.
14. All replacement / old parts shall be the property of the hospital and it must be returned to the Line Superintendent (Electrical) office, to be entered in dead stock register before submission of the bills for payment.
15. The authorized person of the firm will be bound to submit the new parts to be replaced as per work order beforehand for inspection by the authorized person of works department.
16. If the approved rates are higher than the rates given by you to any other institution in Pakistan during the contract period, the difference will be recovered either from the bill or from the performance security deposited without any further notice.
17. The firm is bound to make sure the availability of all required parts in their ready stock during the contractual period. There shall be no excuse for delay for importing the defective parts. Otherwise, L.D charges will be imposed as per rules.
18. The contractor shall be required to undertake the complete maintenance of the machinery during the contractual period, Extendable for further six months on mutual agreement between the contractor and the client.
19. The supplying firm will be responsible for providing & fixing of the parts with the lift (with the warranty of one year). The required parts should be brand new. This work will have to be completed within the quoted amount. Now extra amount will have to be paid by the client for fixation / replacement of the parts.
20. 12 mandatory PPM, shall be conducted for each lifts as per provided services checklist in the presence of Hospital Representative and submit the report accordingly.
21. The company will maintain records of all visits and details of services provided. Copies of such records including detail of replaced parts / repaired parts etc, Log Book and any additional information that the customer may reasonably require shall be provided to the customer at any time upon request.
22. If after the date of commencement of this contract, there is any change in the Applicable Law / Rules by the Government, the service provider will be bound to abide by the same.
23. In case of any terms introduced by the Government of the Punjab, same will be incorporated in the contract and the contractor will be bound to comply with.
24. The Hospital Authority reserves the right to terminate maintenance/service contract at any time, if performance found unsatisfactory, which shall not be challengeable in any court of law.
25. In case the service provider will have to seek technical assistance / advise from some other firm, all the cost will be borne by the service provider and no amount will be liable to be paid by the procuring agency.
 - (a) Shutdown of the system for pre-scheduled maintenance with prior approval of the Procuring Agency shall not be treated as down time.

BID DATA SHEET

ITB CLAUSE	DESCRIPTION
01	Basic Eligibility requirements are as indicated in clause 01
05 (SCC)	Language of Bid & correspondence shall be in English.
06	180 Days from the date of opening of bids.
25.4	The bidder shall have to quote the prices as per “Annexure-D” along with acceptance of Terms of Reference/ Scope of Services, otherwise offer of the firm will straight away be rejected.
13	The price shall be quoted in PKR.
1.4	Joint Venture / Consortium is not permissible.
22	Single Stage-Two Envelope Bidding Procedure (38) (2) (a) shall be used for selection of Contractors.
06 SCC	Address for communication: Address for communication: For clarification purposes, the Procuring Agency address is: The Chief Executive Officer Mayo Hospital, Lahore. Ph: +92-42-99211134 Email: mayohospitallahore@gmail.com
24& 29	Performance Security / Guarantee Performance Guarantee/CDR/Security equal to 10% of the contract amount for 01 year and will be released six months after the successful completion of the contract period and after getting NOC from Procuring Agency.
20 & 29(GCC)	The deployment of Services completed in all aspects within 10 days from the date of signing of contract, while the Performance Guarantee and stamp duty must be submitted within 15 days from the date of issuance of Advance Acceptance of Tender (AAT).

(LIST OF PARTS (LIFT at Sr. NO. 1 -12)

Sr. No.	NAME OF PARTS	UNIT PRICE Rs.
1.	Counter Weight Shoes Inner	
2.	Counter Weight Shoes Outer	
3.	Counter Weight Pulley Bearing Replace	
4.	Car Cabin Floor Vinyl Tile	
5.	Car Cabin Floor iron sheet 18 gage	
6.	Car Cabin Floor (Wooden Lasani ¾")	
7.	Car Cabin Operation Panel	
8.	Car Cabin Door Drive Unit (Cellcom / Yaskawa)	
9.	Car Cabin Door Drive Inverter (Panasonic / Telemecanic)	
10.	Car Cabin Door Drive Motor	
11.	Car Cabin Door Drive Motor Belt	
12.	Car Cabin Door Lock	
13.	Car Cabin New	
14.	Car Cabin repair	
15.	Car Cabin LED Light	
16.	Car Cabin Glass Per ft.	
17.	Control Panel Complete Micro Processor (Turki)	
18.	Control Panel Magnetic Contactor	
19.	Control Panel Breaker Single Phase	
20.	Control Panel Transformer	
21.	Control Panel Main Card (Turki)	
22.	Control Panel Rectifier Bridge	
23.	Cables Shaft Wiring PRFT	
24.	Cables Travelling (24-Cores) PRFT	
25.	Lift Hosting Machine 12 HP (Italy)	
26.	Lift Hosting Machine 12 HP (China)	
27.	Lift Hosting Machine 16 HP (Italy)	
28.	Lift Hosting Machine 16 HP (China)	
29.	Lift Hosting Machine Fittings	
30.	Lift Hosting Machine Gear oil (Per Ltr)	
31.	Lift Hosting Machine Rewinding	
32.	Lift Hosting Machine Blower	
33.	Lift Hosting Machine Brake	
34.	Lift Hosting Machine Brake Rewinding	
35.	Landing Door Seal	
36.	Landing Door Hanger	

37.	Landing Door Roller	
38.	Landing Door Steel Wire	
39.	Landing Door Contact	
40.	Landing Door Came	
41.	Blower Fan Rewinding	
42.	Landing Door Lock (Ecson, Safe Door / Fupa)	
43.	Landing Door Lock Key	
44.	Landing Door Automatic 1200mm	
45.	Landing Door Semi-Automatic 1000mm	
46.	Landing Door Closer	
47.	Landing Door Closer Dictator	
48.	Over Speed Governor	
49.	Over Speed Governor Rope	
50.	Over Speed Governor Pit Pulley	
51.	Over Speed Governor Weight	
52.	Over Speed Governor Micro Switch	
53.	Over Speed Governor U Clumps	
54.	Reed Switch	
55.	Magnet	
56.	Limit Switch	
57.	Lobby Call Button	
58.	Landing Operation Panel (Complete)	
59.	Landing Operation Panel (Call Button)	
60.	Landing Operation Panel Touch System (Complete)	
61.	Brake lining (Leather Shoe)	
62.	Steel Wire Rope (8x19=12mm Self Lubricate) PRFT	
63.	Belt Type Rope	
64.	Rope U Clump	
65.	Rope Thimble	
66.	Oil Cane Main Guides (Oil Cup)	
67.	Oil Cane Counter Weight (Oil Cup)	
68.	Inverter 11 KW (INVT) CHV 180	
69.	Inverter 15 KW (INVT) CHV 180	
70.	Inverter Resistance	
71.	Inverter Break Unit 11 K.W	
72.	Inverter Break Unit 15 K.W	
73.	Inverter PG Card	
74.	Photocell	
75.	Car & Door Paint	
76.	Lift Door Glass	
77.	Inverter Repair 11 K.W	
78.	Inverter Repair 15 K.W	
79.	Pulley Replace (New) 12"	
80.	Pulley Replace (New) 24"	
81.	Pulley Repair with Bearing Replace	

82.	Landing Door Repair	
83.	Door Drive Repair	
84.	Pulley (Main Motor)	
85.	Batter 12-Volt (20Amp)	
86.	Phase Failure Relay (Aybey)	
87.	PCB AXSIA 32.QC	
88.	PCB GC10B 360.QC	
89.	PCB LONIC 2. Q	
90.	PCB BCM 420 1. QE	
91.	Alsis Unite	
92.	Landing Door Rope 5400L=1631	
93.	Guiding AXLE VAR30C4	
94.	Bridge Contact Varidor 30	
95.	Door Sliper	
96.	Ass. Lock Roller	
97.	PCB Lon MXB 2. QB	
98.	PCB EBBIO 1. QC	
99.	FS Flash RAM	
100.	PCB Varicon 22. QH	
101.	Encoder For Mian Hosting Motor	
102.	IDD Motor for Door (Serial)	
103.	PCB slcum2.Q	
104.	PCB slucx 1. Q	
105.	Door Drive Cam (5400 L)	
106.	Power Supply 24V (DC)	
107.	Dry Battery 12 V 73.0 AH	
108.	Stop Switch Machine Room Type	
109.	PCB REC 2. Q	
110.	Magnetic Switch (5400 L)	
111.	Unlocking (25*10*20-C)	
112.	Landing Door Shoe (5400 L)	
113.	Absolute Encoder	
114.	Guide Shoe Housing /14	
115.	Isolation Smart For/14	
116.	Guide Shoe/14 Bk F16	
117.	VF 33BR Invertor CPL Unit	
118.	New Guide Set per floor.	

LIST OF PARTS SCHINDLER ELEVATOR
(LIFT AT SR. NO. 13,14,15,16,17,18,19)

S.NO.	NAME OF PARTS	UNIT RICE RS.
1.	CALL BUTTON UP	
2.	CALL BUTTON DOWN SIDE	
3.	PRINT SLCUM 2.Q	
4.	VARIODYN VF33BR EU/NA	
5.	ME_PCBA LONIC 3.Q	
6.	DOOR DRIVE MAGNET VARIDOR 30	
7.	IDD SENSOR FOR VARIDOR 30	
8.	PCBA GCIOB 360.Q	
9.	PCBA GCIOB 360.Q REPAIR	
10.	AL SIS UNIT SHAFT INFORMAIION	
11.	PCBA ASIXA 34.Q WITH RECALL STATION	
12.	PCBA ASIXA 34.Q WITH RECALL STATION REPAIR	
13.	PCB EBBIO 1.Q	
14.	DOOR CONTACT A1ZP HOSING (FIXED)	
15.	BRIDGE CONTACT	
16.	SLIDE SHOE	
17.	GUIDING AXLE VARIDOR 30 T2/C4	
18.	UNLOCKING DEVICE LEFT VAR30	
19.	ASS. LOCK ROLLER VAR30	
20.	ROLLER VARIDOR VERSION 2	
21.	ASS. COUNTER ROLLER VAR 30	
22.	PCB BCM 420 1.Q	
23.	PCB BCM 420 1.Q REPAIR	
24.	PCB LONMXBE 2.QB	
25.	PCB LONMXBE 2.QB REPAIR	
26.	PCB VARICON 22.QH	
27.	PCB FS 213255.Q	
28.	MAGNETIC SWITCH MSRBI	
29.	DOOR MOTOR IDD32.001S IDD SERIAL	
30.	DOOR MOTOR IDD32.001S IDD SERIAL CARD REPAIR	
31.	PCB LONIBV	
32.	PCB LONIBV REPAIR	
33.	GUIDE SHOE LINING I 14 BFK 16MM	
34.	GUIDE SHOE LINING I 10 BFK 16MM	
35.	GUIDE SHOE HOUSING I 10	
36.	GUIDE SHOE HOUSING I 14	
37.	LOAD MEASURING SENSOR	

38.	MUSHROOM PUSH BUTTON	
39.	PCB PDB 3.Q	
40.	COUPLER LEFT VAR30 C2/C4/T2	
41.	TOOTHED BELT RPP 8 L=7800MM SEMATIC	
42.	SMALL PULLEY	
43.	ASS,DOUBLE CONE PULLEY (MAGNETIC ENCODE	
44.	LOCK KIT FOR V.2 T2/T3/C4 DL VARIDOR 30	
45.	KB MONITRING SWITCH FOR WARNER BREAK	
46.	OIL LUBRICATOR	
47.	REC PANEL WITHOUT DREC MXGC 6.0	
48.	DOT MATRIX COP DISPLAY BS/HD COMPLETE	
49.	MICRO V/7PJ-735 ONCT	
50.	LANDING DOOR TRANSMISSION CABLE 1200 PC(L=1631)	
51.	DOOR WEIGHT ROPE	
52.	SAFTY SWITCH FOR PIT PULLY AND EMERGENCY	
53.	POSITION SWITCH 90 DEG RIGHT	
54.	LIGHT CURTAIN	
55.	DRY BATTERY 12V 7.20 AH	
56.	ENCODER FOR MAIN HOISTING MOTTOR	
57.	PCB SLCUX 1.Q	
58.	POWER SUPPLY 24VDC	
59.	COMP.SPRING 2.5*10*20-C	
60.	DISK BRAKE WARNER	
61.	VF 33BR INVERTOR CPL UNIT	
62.	VF 33BR INVERTOR CPL UNIT REPAIR	
63.	STOPERR FOR LANDING DOOR	
64.	STEEL WIRE 6MM GALV 6X19	
65.	SPEED GOVERNOR 1.00M/S GBP201	
66.	STEEL WIRE 10MM	
67.	MONITERING SWITCH(KB)	
68.	ENCODER FOR MAIN HOISTING MOTOR	
69.	BIODYN 25CBR INVERTER	
70.	BIODYN 25CBR INVERTER REPAIR	
71.	PCB SMICE 61.Q	
72.	PCB SEM 21.QC	
73.	PCB SCPU 1.Q	
74.	DISCONNECTOR SWITCH (JH) 40A	
75.	INSPECTION PANEL COMPLETE	
76.	SLOT TYPE SENSOR	
77.	PCB SDIC 52.Q	
78.	PCB SDIC 52.Q REPAIR	
79.	MAGNETIC SWITCH	
80.	PCB SUET 3.Q	
81.	LIMIT SWITCH	
82.	24V/DC - 220 V/AC CONVERTER 1000W	
83.	PCB SCOPC 5.Q	
84.	PCB VCA 11.Q	
85.	PCB SCOPM 5.Q	

86.	PCB SCOPD 5.Q	
87.	ARIVAL GONG	
88.	LOP 5-1 COMPLET	
89.	LOP 5-2 COMPLET	
90.	INDICATOR VERTICAL LIN 5-V	
91.	VVVF4 DOOR MOTOR	
92.	PCB ENCODER FOR DOOR MOTOR	
93.	HTD 5-M BT 900 FERMATOR DOOR DRIVE	
94.	MODULE VVVF4+ DRIVE LEFT	
95.	MOTOR PULLEY SET	
96.	SKATE SET T2 LEFT(CAM)	
97.	TRIANGLE UNLOCKING KEY	
98.	FERMATOR LANDING DOOR ROPE 1000MM OPENING C2	
99.	FIXED CONTACT LANDING DOOR	
100.	BRIDGE CONTACT FOR DOOR	
101.	LOWER GUIDE FOR DOOR	
102.	LIGHT BARRIER KIT	
103.	RETAINER HOUSING	
104.	OIL LUBRICATOR	
105.	GBP 201 OVERSPEED GOVERNOR (1M/S)	
106.	SLIDING GUIDE SHOE 10MM	
107.	ISOLATION SMART FOR/10	
108.	GUIDE SHOE I 10 BFK 16	
109.	PCB SCOPK 5.Q	
110.	COMPACT FAN 24VDC FOR FMB 130	
111.	TRANSMISSION PULLEY	
112.	SIM CARD	
113.	POWER SUPPLY 24VDC (NGL)	
114.	STM BELT PV 30 (5 GROVES) @ PER METER	
115.	REF CONTACTOR	
116.	SUPPORT GUIDE LOWER	
117.	LOP 5-1 COMPL WITH LOGO S001/R3 + DISP	
118.	LOP 5-2 COMPL WITH LOGO S001/R3 + DISP	
119.	DRY BATTERY 12V/12A	
120.	BASIC COVER FOR LAMP	
121.	LIMIT SWITCH BISTABLE	
122.	PULLEY D200/12*30	
123.	AIR CORD WHEEL D=47	
124.	SLIDING GUIDE SHOE 5MM	
125.	LIGHT CURTAIN LVH 17SD CPL	
126.	SWITCH DISCONNECTOR (JH) 25A	
127.	LANDING DOOR ROPE 900 OPENING T2	
128.	SLIDING DOOR REPAIR 1000MM	
129.	SLIDING DOOR REPAIR 1200MM	

NOTE: - *if any other part / equipment which is not mentioned in the aforementioned list goes out of order. The firm will be responsible for rectifying the problem and repair / replacement of equipment / part(s).*

No offer shall be considered if:-

- 1- Not received as per terms & conditions of the tender enquiry.

- 2- Received from the firm not registered with Punjab Sales Tax Department.
- 3- It is received after the time and date fixed for its receipt.
- 4- The tender is unsigned.
- 5- The offer is ambiguous.
- 6- The offer is conditional.
- 7- The offer is from a firm, Black Listed, Suspended or removed from any Government department.
- 8- Offer received with shorter validity than required in the tender enquiry.
- 9- Is received without required documents.
- 10-** Is received without Bid security / Earnest Money
- 11-** The offer not confirming to the specifications indicated in the tender document.


**CHIEF EXECUTIVE OFFICER
MAYO HOSPITAL LAHORE**


ELIGIBILITY CRITERIA

The bidders fulfilling the following basic eligibility criteria shall only be considered for further evaluation (relevant documents to be attached):

PART-A MANDATORY PARAMETERS

CRITERIA OF TECHNICAL EVALUATION FOR SERVICE & MAINTENANCE OF LIFTS

Sr. #	Parameter(s)	Documents Required	Status (Attached / not attached)
1.	Copy of Computerized National Identity Card	Compulsory	
2.	Copy of N.T.N Certificate	Compulsory	
3.	Copy of G.S.T / Professional Tax Certificate	Compulsory	
4.	Bid Security / CDR (Copy)	Compulsory	
5.	Under Taking Certificate Regarding Black Listing on the legal stamp paper of Rs.100/-	Compulsory	
6.	Tender Purchase Receipt (in original)	Compulsory	
7.	Undertaking that tender documents alongwith Terms & Conditions have been read carefully and signed & stamped each paper by the bidder and that firm accepts all the terms	Compulsory	
8.	Valid Registration with Pakistan Engineering Council (PEC) in C4 & above category	Compulsory	
9.	Physical Verification of on Site proper office, workshop, inventory, tools	Compulsory	

Part (B) Ordinary Parameters				
Sr. #	Parameter with detail of documents	Maximum Marks	Marks Obtained	Remarks
1.	<u>Experience Record: -</u> Experience in the relevant field regarding service & maintenance of Lifts (copy of each year work order from major institutions must be attached along with satisfaction report from institute). Major institutions (Public / Private) served 1 year 05 2 to 4 year 10 5 & above 15	15		
2.	<u>Satisfactory Past Performance: -</u> Satisfactory past performance in the relevant field regarding service & maintenance of Lifts. Major institutions (Public / Private) served 1 Institute 05 2 to 4 Institute 10 5 & above 15	15		
3.	<u>Technical & Engineering Capabilities: -</u> <u>A.</u> BSc Engineer (Electrical/Electronic/ Mechanical) having degreeduly recognized with HEC and Pakistan Engineering Council shall be considered. 1 Engineer 05 2 to 4 Engineer 10 5 & above Engineer 15 <u>B.</u> Technician (DAE Electrical/Electronic/ Mechanical) having diploma duly recognized from Technical Board/TEVT Ashall be considered. 1 Technician 05 2 to 4 Technician 10 5 & Technician 15	30		
4.	<u>Registration, Tax and Audit Certificates</u> i. Tax Return Statement of Last consecutive preceding 3 years = 10 Marks ii. Company last consecutive preceding 3 years audit report = 10 Marks	20		
5.	<u>Financial Soundness</u> <ul style="list-style-type: none"> • Average annual turnover for the last financial year is Rs.50 million or more= 20 Marks • Average Annual Turnover for the last financial year is of Rs. 30 million or more = 10 marks • Average Annual Turnover for the last financial year is of Rs. 20 million or more = 5 marks • Less than 20 million = 00 	20		

Total Marks : 100

Qualifying Marks : 70% (70 and above)

Over all Recommendation with justification _____


CHIEF EXECUTIVE OFFICER
MAYO HOSPITAL LAHORE

AGREEMENT

This Agreement made at Lahore on the _____, 2023 between (M/s____, , with reference to as party of the one part and Chief Executive Officer, Mayo Hospital, Lahore here-in-after called "Client" as party of the other part, against Advertised Tender No. /____/MH Dated____, Opened on_____2023 & Notification of Award / Advance Acceptance of Bid for Service & Maintenance Contract of All Type of Lifts (With & Without Parts) & Supply of Required parts (As and when required basis), Mayo Hospital, Lahore for the period of one year (extendable for further three months) issued vide letter No./____/MH., Dated_2023.

Whereas the client intends that M/s____, for service & maintain / repair all Lifts of this hospital, herein called the "Equipment" and M/s____, agrees for service & maintenance / repair the Lifts including supply of required partson need basis which has already been approved by the hospital Tender & Purchase / Repair Committee for a period of one year from _____, 2023 to _____2024, both days inclusive; on the following mutually agreed terms & conditions:

SCOPE OF WORK

The successful firm M/s____ will be responsible for Inspection / Repairing / Replacement of parts and routine maintenance & operation of all type of lifts round the clock (24/7) without fail.

ROUTINE / PERIODIC MAINTENANCE:

1. Contractor M/s____ is responsible to keep the Lifts properly functional throughout the period of contract 7/24.
2. The Engineer / Technician of said firm will be available in this hospital from 09:00 A.M to 05:00 P.M to ensure the uninterrupted working of all type of Lifts. After 5:00 P.M the engineer / technician will provide contact number for emergency case and will be available within one hour after the call. Similarly on Holidays a contact number will be given for responding to any emergency calls. A Senior Service Engineer / Technician of said firm will visit all the lifts and should be available in this hospital at least 3-4 hours daily for rectification of faults going beyond capacity of maintenance staff, this service will be provided within quoted cost. In case the engineer/technician does not respond the call from the hospital, legal action will be taken against the firm which may be forfeiture of security and cancellation of contract or any other penalty which the hospital authority will deem necessary.
3. M/s____ will be responsible for deputing the staff to keep the lifts functional during public / gazette / Eid Holidays etc. without fail.
4. The service of all lifts must be carried out before 10th of every month.
5. The routine / periodic maintenance / service, as per schedule, shall include the following: -
 1. Function and operation safety check.
 2. Adjustment, setting and lubrication.
 3. Correction of detected defects which result from normal wear and tear.
 4. Performing preventive work where this is deemed necessary by the company.
 5. Inform to the Administration regarding required replacement of defective part immediately.
 6. The Main Gear Machine shall be checked and cleaned every month.
 7. The car cabin shall be cleaned from inside every month.
 8. The main and counter weight guides shall be checked cleaned and oiled every month.
9. The control panel shall be checked, cleaned and maintain properly by the contractor.
10. All the internal electric system of the lifts, shall be checked and maintained properly.
11. That all cleaning material e.g the oil, grease and cloths shall be provided by the contractor

12. Safety security of passengers must be upheld by the service provider at any cost with zero compromise.
In case of any mishap or negligence, the company will be held responsible in all aspects.
6. M/s___will have to provide a monthly schedule for routine periodic preventive maintenance of all lifts within 7 days of commencement of the work after award of contract. The firm will provide a services checklist of the work, performed the services on every month and get signed from LS/SDO. The report of the services shall be attached with bills for their clearance. The schedule will have to be strictly followed in letter and spirit and no relaxation will be given in this regard.
7. In larger interest of patients, the contracting firm M/s____, in no case will hamper the repair work or will use delaying tactics, to keep lifts in functional order, making use of fake excuses. This act will be treated as violation and in addition to legal action, imposition of penalty, company will be blacklisted.
8. No payment shall be made against the maintenance contract of an elevator for a period for which the elevator would remain out of order.
9. The contractor, M/s_ shall use best available material, subject to approval of the Line Superintendent (Electrical) / incharge and will be responsible for giving the high-quality finish.
10. Engineer of the firm will submit written progress report of service & maintenance to the Additional Medical Superintendent (Works) on bi-weekly basis.
11. No extra charge etc will be paid for material brought from outside the premises. No payment on account of re-handling of material will be paid.
12. The log book of each lift shall be maintained regularly and every kind of maintenances procedure completed shall be entered in the log book on the same date and signed by the Line Superintendent (Electrical).
13. The bill for service / maintenance for all functional lifts during the month shall be submitted in the first week of every month in triplicate duly verified by the End-user/Administrative Officer of the concerned department / L.S (Electrical).
14. In case any repair is not carried out by M/s____within stipulated period in-spite of work order, the same may be got done from market on firm's risk and cost.
15. M/s will provide the satisfactory working report from the Line Superintendent (Electrical) while submitting the bill for payment otherwise claim will not be accepted.
16. Income Tax / Punjab Sale Tax and any other taxes payable will be deducted at source at time of payment. The service provider will not claim for this deducted amount.
17. M/s___has to give warranty of one year for replaced parts during warranty period they will be responsible for free replacement of the replaced parts (if they become defective) with new one.
18. All replacement / old parts shall be the property of the hospital and it must be returned to the Line Superintendent (Electrical) office, to be entered in dead stock register before submission of the bills for payment.
16. The authorized person of the firm M/s____ will be bound to submit the new parts to be replaced as per work order beforehand for inspection by the authorized person of works department.
17. If the approved rates are higher than the rates given by you to any other institution in Pakistan during the contract period, the difference will be recovered either from the bill or from the performance security deposited without any further notice.
18. M/s____ is bound to make sure the availability of all required parts in their ready stock during the contractual period. There shall be no excuse for delay for importing the defective parts. Otherwise L.D charges will be imposed as per rules.
19. M/s_ shall be required to undertake the complete maintenance of the machinery during the contractual period, Extendable for further three months on mutual agreement between the contractor and the client.
20. M/s_____will be responsible for providing & fixing of the parts with the lift (with the warranty of one year). The required parts should be brand new. This work will have to be completed within the quoted amount. Now extra amount will have to be paid by the client for fixation / replacement of the parts.
21. 12 mandatory PPM, shall be conducted for each lifts as per provided services checklist in the presence of Hospital Representative and submit the report accordingly

Sign/ Seal by the Supplying firm
Witness-I
Witness-II

Sign/ Seal by Procuring Agency
1
2