



## Lady Reading Hospital Peshawar (MTI)

Contact No: 091-9211927

### BID SOLICITATION DOCUMENTS For

| S<br>N | Name of Work  | Tender          | Call<br>Deposit |
|--------|---|-----------------|-----------------|
| 1      | Preventive Maintenance & Repair Contract for Lifts / Elevators for the year 2024-26 | 1 <sup>st</sup> | 500,000/-       |

**Note:** The prospective bidder is expected to examine the Bidding Documents carefully, including all Instructions, Terms & Conditions, and Specifications etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

\_\_\_\_\_  
**Asst Manager Material Management**  
LRH/MTI Peshawar

\_\_\_\_\_  
**AD Legal**  
LRH/MTI Peshawar

\_\_\_\_\_  
**DD Electrical**  
LRH/MTI Peshawar

\_\_\_\_\_  
**Manager Maintenance Engineer**  
LRH/MTI Peshawar

\_\_\_\_\_  
**Associate Hospital Director**  
LRH/MTI Peshawar

\_\_\_\_\_  
**Director Finance**  
LRH/MTI Peshawar

\_\_\_\_\_  
**Nursing Director**  
LRH/MTI Peshawar

\_\_\_\_\_  
**Medical Director**  
LRH/MTI Peshawar

\_\_\_\_\_  
**Hospital Director**  
LRH/MTI Peshawar

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## **INTRODUCTION:**

Medical Teaching Institution (MTI)/ Lady Reading Hospital Peshawar invites sealed bids from the eligible contractors or firms for the Preventive Maintenance & repair contract of Lifts \ Elevators along with ensuring the quality, quantity up to the mark. Open Competitive Bidding under rule 6(2) (b) “**Single Stage Two Envelope**” bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.

### **1) SCOPE:**

This hospital has **08 no’ s** of elevators requiring preventive maintenance and repairing contract which used to transport patients. Manufacturers include Schindler, Jeewajee & SIGMA. These elevators service requirements include full service, emergency repairs, routine maintenance and routine safety inspections.

### **2) INSTRUCTIONS TO BIDDERS:**

1. This Bidding procedure will be conducted in light of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Laws, Rules made there under along with Standard Bidding Documents.
2. Both Technical Bids and Financial Bids must be submitted in two separate sealed inner envelopes marked “**1-Technical Bids**” and “**2-Financial Bids**” which should be packed in one outer envelope.
3. The technical bids will be opened on -- at -- **AM** in presence of the bidders/representatives who choose to attend while the financial bids will be opened later on after the evaluation of technical bids. Financial bids of only technically qualified responsive bidders will be opened while the financial bids of technically unqualified bidders will be returned unopened.
4. An affidavit is mandatory, without indicating the figure in the Technical Bid that bid security is placed in the financial bid. Duly attested by notary public.
5. Pre-bid meeting with the interested bidders will be held on - - at -- **AM** in MMD Committee room of the Institution.
6. Any bid received after the deadline for submission of bids shall not be entertained and shall be returned unopened to the Bidder.
7. All the bidders are required to provide annexure wise complete requisite documents with page marking for their Technical Evaluation / Qualification as prescribed under the rules.
8. The bid should be complete in all respect and must be signed by the bidder.
9. All prices quoted must be in Pak Rupees (PKR) and should include all taxes applicable by government. If not specifically mentioned in the Quotation, it will be presumed that the prices include all the taxes.
10. Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.

11. For any query, clarification regarding Services / Bid Solicitation Documents, the applicants may send a written request at least one day prior to the opening date.
12. The Bidder may after its submission withdraw its bid prior to the expiry of the deadline prescribed for submission of bids. Withdrawn bids will be returned unopened to the Bidders.
13. Any bid not received as per terms and conditions laid down in this document are liable to be ignored. No offer shall be considered if:
  - a. Received without earnest money;
  - b. It is received after the date and time fixed for its receipt;
  - c. The tender document and the bid is unsigned;
  - d. The offer is ambiguous;
  - e. The offer is conditional i.e advance payment, or currency fluctuations etc.;
  - f. The offer is from blacklisted firm in any Federal / Provincial Govt. Deptt.;
  - g. Only typed tender on original prescribing letter pad, sealed & signed (Every Page) should be submitted, the quoted Price must be pre printed and hand written quoted price will not be acceptable. The tenders must be according to hospital specification; alternate rates will not be acceptable
14. Usage of correction fluid & corrections are strictly prohibited unless duly initiated.
15. Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
16. Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
17. In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation in front of the bidders.
18. Any direct or indirect effort by a bidding firm to influence this institution during the process of selection of a bidder or award of contract may besides rejection of its bid result into its disqualification from participation in the LRH Peshawar's future bids.

### **3) ELIGIBILITY CRITERIA:**

1. Bidders must give compliance to the below mentioned clauses as these are mandatory to being eligible for the bidding process. Relevant certificates must be attached.
2. Computerized National Identity Card (photo-copy).
3. Registration with Pakistan Engineering Council.
4. Renewed PEC Certificate / Renewal fee Receipt of PEC Registration for the year 2024-2025.
5. PEC Code of specialization required for the work EE-04 and ME-03.
6. The bidder must have relevant experience with satisfactory performance certificate for the preventive maintenance of elevators in any reputed organization.
7. The Job Execution method for schedule of preventive maintenance and service of Elevators (Daily, Weekly, Monthly and Quarterly) must be attached with the technical bid.
8. List of special technical and electrical tools for job execution on 100 rupees stamp paper must be attached with technical bid.
9. List of skilled staff on 100 rupees stamp paper with a copy of appointment letter and copy of certificates / diploma and experience.
10. The bidder must read out the special conditions in bidding documents and should comply to these conditions.
11. Certificate on original letter pad of the firm clearly mentioned 01-year performance warranty for the repair / replace parts of elevators.
12. The bidder must be registered with Income Tax Department, reflected as Active Tax Payer on the list of FBR.NTN/KNTN and Kpk Professional tax.
13. The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental / Semi-Governmental institutions.
14. Bidders shall not be eligible to bid if they are under a declaration of Ineligibility for corrupt and fraudulent practices issued by any government organization in accordance with the Section 44(1) KPP Rules 2014.

#### 4) GENERAL CONDITIONS: -

1. LRH Peshawar shall evaluate the proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements.
2. Alternative bid shall not be considered and shall be rejected by the Competent Authority.
3. LRH Peshawar may increase or decrease the quantity of the items required, as per KPPRA rules.
4. At any time prior to the deadline for submission of bids, LRH Peshawar may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the bidding documents by amendment.
5. If a bid is not substantially responsive, it will be rejected by the Procuring Entity and may not subsequently be made responsive by the Bidder by correction of the nonconformity.
6. MTI / LRH Peshawar may accept or reject any or all of the bids under Rule 47 of KPPRA Rules, 2014.

#### 5) INVITATION FOR BIDS

Hospital Director, Medical Teaching Institute, **Lady Reading Hospital Peshawar** invites sealed tenders for the Preventive Maintenance and Repair contract of Lifts / Elevators, under rule 6(2)(b) "**single stage two envelope procedure**" of KPPRA Rules 2014, from Manufacturers / Importers / Authorized Dealers/Contractors registered with the Income tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security 500,000/- in shape of Call Deposit Receipt (CDR) in the name of Hospital Director LRH Peshawar of the total quoted value. An affidavit is mandatory, without indicating the figure in the technical bid that bid security is placed in the financial bid. Pre-bid meeting with the interested bidders will be held on - - at -- **AM** at the MMD committee Room on this hospital.

The tenders complete in all respect must reach the undersigned by **hrs.** on - -, which will be opened at -- **AM** on the same day in conference room of the Complex in the presence of the procurement committee and the bidders / representatives who may choose to attend.

Competent Authority reserves the right to reject any or all the bids as per provisions contained in Rule 47 of KPPRA Rules 2014.

**6) BID SECURITY:**

Bid security 500,000/- in shape of Call Deposit drawn in favor of "Hospital Director LRH Hospital" should be kept sealed in the financial proposal of the total quoted value. An affidavit is mandatory without indicating the figure in the technical bid that bid security is placed in the technical proposal.

Bid security of the successful bidder will be released after submission of Performance Guarantee.

The bid security may be forfeited:

- i) If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
- ii) In the case of a successful Bidder, if the Bidder fails to sign the contract or to furnish performance Guarantee.

**7) BID VALIDITY:**

- i) The bids should be valid for a period of 180 days.
- ii) In exceptional circumstances, LRH Hospital may solicit the Bidder's consent to an extension of the period of validity reasons shall be recorded in writing. The request and the responses there to shall be made in writing. The bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

Preventive Maintenance & Repair Company for Lifts / Elevators for

## 8) **RESPONSIBILITIES OF THE SERVICE PROVIDER: -**

1. Responsible to keep the Lifts properly functional and perform any troubleshooting throughout the period of contract 24/7. Be responsible for deputing the staff to keep the lifts functional during public / gazette / Eid Holidays etc. without fail.
2. The monthly maintenance includes the servicing of the lift once in a month during working hours with minor repairs and replacements i.e. diode, bridges, fuses, indication and push lamps.
3. All the minor complaints shall be attended and rectified within one hour and major complaints shall be attended within 12 hours on receipt of intimation.
4. Major replacement and repairs shall be carried out on prior approval of cost.
5. Carried out the routine / periodic maintenance/ service shall include the following not limit to:
  - a) Function and operation safety check.
  - b) Manual cleaning, blowering of control panel and maintain properly by the service provider.
  - c) Lubricating of gearbox.
  - d) Checking and cleaning of hoisting unit.
  - e) Checking and greasing of guide rails.
  - f) Checking tension of suspension ropes.
  - g) Adjustment, setting and lubrication
  - h) Correction of detected defects which result from normal wear and tear.
  - i) Performing preventive work
  - j) Inform to the LRH-MTI representative regarding required replacement of defective part immediately.
  - k) The control panel shall be checked, cleaned and maintain properly by the Service Provider.
  - l) All the internal electric system of the lifts, shall be checked and maintained properly.
  - m) That all cleaning material e.g. the oil, grease and cloths shall be provided by the Service Provider
  - n) 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 Service Provider will be held responsible in all aspects.
  - o) Shall also responsible for manual cleaning of control panel, machine room, checking adjustment of Brake, condition of main traction rope, Speed Governor, condition of Speed Governor Rope, all safety switches, induction plates, Clean and grease MAIN and C. Wt. Guides, adjustment of the Guide Shoes, checking Guide Clips of the brackets, cleaning main emergency breaks, filling of oil in oil cups {Car & C. Wt., cleaning of door locks and door contacts, cleaning of door drive unit, cleaning of landing doors and sills, cleaning of Lift Car, False Ceiling and Sills, checking operation of Car Control Panel, cleaning Car Top and Maintenance Box Buttons, cleaning of Landing Push Buttons Boxes, checking all safety system, Checking and cleaning of hoisting unit, checking and greasing of guide rails, checking tension of suspension ropes, checking of all safety devices, checking of electric wires, checking smooth travel of car, checking of smoot opening and closing of doors, checking power supply voltage, checking weight / capacity, checking floor to floor speed (1m/second).



6. Every effort will be made to maintain the lift in perfect order, so as to ensure safe and regular service.
7. Monthly Servicing or any repair of the elevator \ lift will be carried out in presence of lift operator / supervisor.
8. Be responsible for the operation of the complete lifts, complete servicing and maintenance of all equipment, controls, components and accessories including minor repairs, monthly, weekly overhauling and servicing.
9. Be responsible for continuous operation including maintenance, servicing repairs, overhauling and minor repairs of sensors and cards/panels.
10. In larger interest of patients, the Service Provider, 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.
11. Ensure that the lifts are operated, maintained and serviced efficiently to avoid breakdown during normal operation.
12. 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 authorized representative of LRH-MTI.
13. All the minor complaints shall be attended and rectified within one hour and major complaints shall be attended within 12 hours on receipt of intimation.
14. Monthly Servicing or any repair of the elevator \ lift will be carried out in presence of lift operator and lift supervisor.
15. After any repair or monthly servicing done by the contractor, the completion certificate of the same duly verified and sign from the concerned lift operator, lift supervisor and sub engineer electrical will be submitted to the concerned engineer by 5th of each month for the preceding month.
16. The Acceptance of the any Repair work / monthly servicing of lifts will be subject to Inspection by the Lift Supervisor, Sub Engineer Electrical, Deputy Director Electrical and inspection committee LRH.
17. Warranty / Guarantee for the imported parts will be as per manufacturer and for local purchased items will be 01 year at least.
18. If the work / parts are found below standard or does not confirm to our requirement will be rejected.
19. In case of any major repair or part replacement, service provider will take approval from LRH-MTI and a separate purchase order will be issued as per the spare part rate mentioned in the agreement.

20. The Contractor will maintain the required minimum performance standards. In accomplishing these standards, the Contractor shall maintain a comfortable elevator ride with smooth acceleration, retardation and a soft stop. Door operation shall be quiet and positive with smooth checking at the extremes of travel.
21. Absolutely no changes are to be made to the circuitry or mechanical systems without prior approval of the LRH administration / Concerned engineer. Any change without prior approval may be considered a breach of contract.
22. Submit an estimate to the authorized concerned engineer for approval before carrying out any major repairs which become necessary in due course but not due to any negligence or default of the Service Provider his agents of which the LRH-MTI shall be the sole judge. The estimate shall be submitted for approval so as not to disrupt the lifts operation. The Service Provider shall under take the work on approval of the estimate by the LRH-MTI.
23. Carry out the work of routine servicing and maintenance as required must be completed by the Service Provider's staff every day.
24. Checking the working of all electrical and mechanical components of the equipment.
25. Any servicing or running repair required during the operation of the lift.
26. The Service Provider will engage experienced and qualified staff for the operation servicing and maintenance of the lifts that will work exclusively in the building and shall not be diverted to the Service Provider other installations. The staff must remain at the site of work during the operation & maintenance of lifts.
27. Arrange periodic site visits of his senior Engineer to check the operation of the lifts and the servicing, maintenance and overhauling work carried out by his staff. The Service Provider will submit the inspection report to the concerned engineer LRH MTI in first week of every quarter for the preceding quarter specifically pointing out any deficiency / shortcomings.
28. Ensure that the spare parts etc. are replaced only when it is considered essential as per the approval of LRH-MTI. Maximum care would be exercised for economy and all efforts should be made to repair the old part for its reuse. New part should only be substituted when the old part cannot be satisfactorily repaired.
29. Carry out the servicing of the lifts on working day. The Service Provider Supervisor Engineer shall inform the LRH-MTI Representative (Lift Supervisor & Sub Engineer Electrical) two days before regarding the servicing work to be carried out on working day so that the LRH-MTI representative can arrange necessary arrangement for the Service Provider staff.
30. In case any equipment or parts of the lifts are damaged or destroyed as a result of negligence on the parts of the Service Provider, his agent or employees, the Service Provider shall be liable to pay for rectification and making good of all such damages or losses.

31. Ensure good behavior by his staff and the Service Provider supervisor Engineer should liaison with and follow the instructions of the LRH-MTI Representative, particularly regarding the entry of the Service Provider staff to the building occupied areas for operation & maintenance of lifts.
32. Carry out the Services in accordance with the Scope of service and provisions of this Contract.
33. Diagnosis and rectification of breakdown/emergent fault in 24-48 hrs.
34. Provide CNIC No, Detailed Document and other details of their staff with shift Wise Details. Staff will not be changed from site; in case they will take prior approval.
35. Ensure that it will not violate any Law of Pakistan especially laws related to Labour Laws of Pakistan.
36. Be liable to pay compensation for any loss and damage caused to the property of the LRH-MTI or its staff by the Service Provider or its workers.
37. In the event of any illness/ injuries resulting from any accident to their staff, the service provider shall take all responsibility for the same and provide necessary compensation towards medical care and meeting all medical expenses incurred for the same without making LRH-MTI a party to it.
38. Be responsible for 08-hour shift three shifts a day.
39. Be responsible for reliever.

**9) RESPONSIBILITIES OF LRH-MTI: -**

1. The LRH-MTI shall provide spare parts for major repairs, as and when required are not included in the scope of works.
2. The LRH-MTI will facilitate the working of the Service Provider by providing adequate facility.
3. The LRH-MTI reserves the right to make deduction for the period of interrupted operation of the lifts on pro- rata basis where the cause of interruption is attributable to the negligence of the Service Provider, of which the LRH-MTI shall be the sole judge.
4. The LRH-MTI representative may instruct the Service Provider supervisor Engineer to operate the lifts i. beyond normal hours on a working day or ii. on a Sunday or public Holiday by giving notice two days before the holiday.
5. LRH-MTI Provision of suitable working space to Service Provider's staff for carrying out repair.

#### **10) Staff Requirement Lift / Elevators Technician:**

The Service Provider should be equipped with following expertise.

The Service Provider shall ensure presence of Qualified, experienced and professional lift technician having at least 3 years' experience for operation, maintenance and troubleshooting round the clock 24/7 support including on Saturdays, Sundays and other holidays. In this regard, the contractor shall dispatch its assigned technical staff as and when required by the hospital at the earliest.

The Service Provider shall ensure that in the absence of any staff member, a replacement/reliever must be provided immediately.

The Service Provider shall arrange tools and instruments for its technicians who are required for operation, maintenance, servicing, overhauling and minor repair of above equipment.

#### **11) Contract Duration:**

The contract duration shall be for a period of Two (02) years starting from commencement date of the Contract and the initial six (06) months shall be consider as probation period.

During the probation period the performance of the service provider shall be monitored, upon unsatisfactory performance the contact agreement may be terminated at one-month notice. LRH-MTI may terminate the contract prior one-month notice in case three warnings issued during the probation period.

The contract may be renewed / extend for further periods of Two (02) years on yearly basis on the same Terms and Conditions mutually agreed upon by the concerned parties 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.

#### **12) Termination of the Agreement:**

Without prejudice to any other available rights / remedies, the LRH-MTI 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.

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 due to strike of the Service Provider staff / manpower, this contract shall be terminated by the LRH-MTI at any time with immediate effect. In such events e.g. non-performance due to strike or violation of contract, the Service Provider shall be BLACKLISTED as per the prevailing KPPRA rules and Performance Guarantee/Security will be encashed / forfeited or the toolkits / tools / equipment may be confiscated.

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.

The LRH-MTI shall be entitled to terminate this agreement forthwith at any time upon serving notice of 30 days after the probation period in the event of misconduct either on the part of the Service Provider or its employees or non-performance of responsibilities and services by the Service Provider.

**13) Arbitrator/ Dispute Resolution:**

If any conflict arises between the parties, the matter will refer to the Committee Comprising of both parties' equal members to conduct inquiry. If the nominated representatives are unable to resolve the Dispute to the satisfaction of the Parties, then the matter will be referred to the Arbitrator.

Preventive Maintenance & Repair Contract for Lifts / Elevator for

**14) SPECIFICATION OF PARTS / ITEMS LIST FOR PREVENTIVE MAINTENANCE OF LIFT FY 2024-26**

| <b>PARTS / ITEMS LIST OF ELEVATORS FOR OLD HOSPITAL BLOCKS</b> |   |                                  |             |             |
|--|---|----------------------------------|-------------|-------------|
| <b>SN</b>  | <b>Part / Item Name</b>                             | <b>Specification</b>             | <b>Unit</b> | <b>Rate</b> |
| 1  | Replace of Main Motor 8kw 3 phases                  | Schindler / Sigma Otis           | Each        |             |
| 2  | Repair Main Motor 8kw 3 phases                      |                                  | Each        |             |
| 3  | Replace of Main Motor 22 Kw 3 Phase                 |                                  | Each        |             |
| 4  | Repair of Main Motor 22 Kw 3 Phase                  |                                  | Each        |             |
| 5  | Replace of Monarch (MPCSS) VVVF Control             | Monarch                          | Each        |             |
| 6  | Repair of Monarch Control Panel                     |                                  | Each        |             |
| 7  | Replace of Aybay (MPCSS) VVVF Control Panel         | Turkey - Aybay                   | Each        |             |
| 8  | Repair of Aybay Control Panel                       |                                  | Each        |             |
| 9  | Replace of SWR-4 Card                               |                                  | Each        |             |
| 10   | Repair of SWR-4 Card                                |                                  | Each        |             |
| 11   | Replace of SWPEX-2 Card                             |                                  | Each        |             |
| 12   | Repair of SWPEX-2 Card                              |                                  | Each        |             |
| 13   | Replace of Pi-5 Card                                |                                  | Each        |             |
| 14   | Repair of Pi-5 Card                                 |                                  | Each        |             |
| 15   | Replace of SWM V-52 Card                            |                                  | Each        |             |
| 16   | Repair of SWM V-52 Card                             |                                  | Each        |             |
| 17   | Replace of ACPK1 Card                               |                                  | Each        |             |
| 18   | Repair of ACPK1 Card                                |                                  | Each        |             |
| 19   | Replace of ACT Card                                 |                                  | Each        |             |
| 20   | Repair of ACT Card                                  |                                  | Each        |             |
| 21   | Replace of Transformer (i = 0-400v) (o = 15-90-115) |                                  | Each        |             |
| 22   | Replace Contactor AC/DC 100/150 Amp                 | Siemens / Schneider              | Each        |             |
| 23   | Replace 1-pole Circuit Breaker 20 Amp               | Mitsubishi / Schneider           | Each        |             |
| 24   | Replace 3-pole Circuit Breaker 63 Amp               |                                  | Each        |             |
| 25   | Replace of Cabin Guide Shoes                        | Schindler / Sigma Otis           | Each        |             |
| 26   | Replace of counter weight shoes                     |                                  | Each        |             |
| 27   | Replace of Door Shoes                               |                                  | Each        |             |
| 28   | Replace of Limit Switch                             |                                  | Each        |             |
| 29   | Replace of Red Switch                               |                                  | Each        |             |
| 30   | Replace of Governor                                 |                                  | Each        |             |
| 31   | Repair of Governor                                  |                                  | Each        |             |
| 32   | Replace of Door Drive motor 0.5 kw                  |                                  | Each        |             |
| 33   | Replace of Door Drive Inverter 0.5 Kw               |                                  | Each        |             |
| 34   | Repair of Door Drive Inverter 0.5 Kw                |                                  | Each        |             |
| 35   | Replace of Door Ruler                               |                                  | Each        |             |
| 36   | Replace of Brake coil and leather                   |                                  | Each        |             |
| 37   | Replace of Lift Push Button                         |                                  | Each        |             |
| 38   | Replace of Rectifier                                | China                            | Each        |             |
| 39   | Replace of Door Spring                              |                                  | Each        |             |
| 40   | Replace of Door Clamp                               | Schindler                        | Each        |             |
| 41   | Replace of Gear Oil for Gear Motor                  | Imported                         | Per Liter   |             |
| 42   | Replace of COP & LOP                                | Schindler / Sigma Otis / Monarch | Each        |             |
| 43   | Repair of COP & LOP                                 |                                  | Each        |             |

| S. N  | Part / Item Name            | Specification     | Unit    | Rate |
|---|-----------------------------|-------------------|---------|------|
| 44  | Replace of Inverter 11 Kw   | Yaskawa / Monarch | Each    |      |
| 45  | Repair of Inverter 11 Kw    |                   | Each    |      |
| 46  | Replace of Inverter 22 kw   |                   | Each    |      |
| 47  | Repair of Inverter 22 kw    |                   | Each    |      |
| 48  | Dividing Pully for 08 mm    | China             | Each    |      |
| 49  | Dividing Pully for 10 mm    |                   | Each    |      |
| 50  | Dividing Pully for 12 mm    |                   | Each    |      |
| 51  | Elevator Steel Rope 08 mm   | China             | Per Rft |      |
| 52  | Elevator Steel Rope 10 mm   |                   | Per Rft |      |
| 53  | Elevator Steel Rope 12 mm   |                   | Per Rft |      |
| 54  | Elevator Door Sensor        | WECO China        | Each    |      |
| 55  | Replace of ARD Device 11 kw | Apollo<br>(China) | Each    |      |
| 56  | Repair of ARD Device 11 kw  |                   | Each    |      |
| 57  | Replace of ARD Device 15 Kw |                   | Each    |      |
| 58  | Repair of ARD Device 15 Kw  |                   | Each    |      |
| 59  | Replace of ARD Device 18 Kw |                   | Each    |      |
| 60  | Repair of ARD Device 18 kw  |                   | Each    |      |
| 61  | Replace of ARD Device 25 Kw |                   | Each    |      |
| 62  | Repair of ARD Device 25 Kw  |                   | Each    |      |
| <b>Sub Total Amount of Parts / Items (RS)</b> |                             |                   |         |      |

| <b>PREVENTIVE MAINTENANCE OF LIFTS:</b>   |  | <b>Rate Per Month</b> |
|---|--|-----------------------|
| <p>Performing regular preventive maintenance on the lifts to lessen the likelihood of its failing. The contractor will quote the rate for one lift and payment will be made according to the total numbers of lifts repaired for the month against which bill has been claimed. This monthly servicing includes minor repair / replacement of diode, bridges, fuses, indication, push lamps, manual cleaning and blowring of control panel , Lubricating of gearbox, Checking and cleaning of hoisting unit , Checking and greasing of guide rails, Checking tension of suspension ropes and Checking of all safety devices. Every effort will be made to maintain the lift in perfect order, so as to ensure safe and regular service.</p> |  |                       |
| <b>GRAND TOTAL AMOUNT (PARTS + PREVENTIVE MAINTENANCE) (RS)</b>   |  |                       |

**Note: Award letter will be issued on Total amount of parts + Preventive maintenance.**

| S #      | PARAMETERS   | SUB-PARAMETERS  | MARKS            |
|----------|--|---|------------------|
| <b>1</b> | <b>Legal / Financial Requirements</b>  |   |                  |
|          |  | CDR Refundable, Copy is attached with technical bid   | <b>Mandatory</b> |
|          |  | Renewed PEC Registration of any category <b>EE-04 and ME-03</b> is required in case Renewal, Renewal fee Receipt of PEC Registration for the year 2024-2025 must be attached. |                  |
|          |  | <b>I.</b> NTN Registration Certificate  |                  |
|          |  | <b>II.</b> KNTN Registration Certificate  |                  |
|          |  | <b>III.</b> Sales Tax Certificate   |                  |
|          |  | <b>IV.</b> Professional Certificate   |                  |
|          |  | <b>V.</b> List of special tools for job execution (Technical & Electrical) on 100 rupees stamp paper  |                  |
|          |  | <b>VI.</b> Job Execution method on company letter head for Schedule of maintenance (Daily, weekly, monthly and quarterly)   |                  |
|          |  | <b>VII.</b> Non-Black listing affidavit on 100 rupees stamp paper   |                  |
| <b>2</b> | <b>Technical Staff</b>   |   | <b>20</b>        |
|          | List of Skilled Staff on stamp paper(100 Rupees) members (Full Time) (Qualifications i-e Copy of Degree, Diploma, Certificate & Experience and Salary Slip Required) | B.Sc. Electrical Engineer Registered with PEC minimum 5-year experience with copy of employee offer letter along with current month salary slip.                              | 06               |
|          |  | B.Sc. Mechanical Engineer Registered with PEC minimum 5-year experience with copy of employee offer letter along with current month salary slip.                              | 06               |
|          |  | DAE Mechanical with minimum 05-year experience. (Experience / Service certificate should be provided) (Each will carry 02 marks)  | 04               |
|          |  | Professional technicians with minimum 03-year experience in relevant Field (Experience / Service certificate should be provided) (Each will carry 02 marks)                   | 04               |
| <b>3</b> | <b>Financial Capabilities</b>  |   | <b>15</b>        |
|          | Financial Soundness (Bank statement must be attached) Turnover in Million (I-T-I and IT-II Form  | i) <b>10</b> million or above   | 15               |
|          |  | ii) <b>07</b> million to <b>10</b> million  | 07               |
|          |  | iii) <b>05</b> million to <b>07</b> million   | 03               |
| <b>4</b> | <b>Audit Report</b>  | Most Recent Audit Report (last three years) one mark for each year  | <b>03</b>        |



| Performance Specifications |  |  |                  |
|----------------------------|--|--|------------------|
| <b>5</b>                   | <b>Relevant Experience</b>   |  | <b>16</b>        |
|                            | Similar Nature of Job (Separate contract for maintenance and services of lifts) with Satisfactory Performance Certificate from a reputed organization / institution within Pakistan. | 03 Certificates for Minimum Up to 06 Elevators maintenance contract in a department / institution including the details (make, brand & capacity) of all elevators which were under maintenance contract<br>(02 Certificates <b>mandatory</b> ) | 06<br>(2+2+2)    |
|                            |  | 02 Certificates for more than 06 Elevators maintenance contract in a department / institution including the details (make, brand & capacity) of all elevators which were under maintenance contract<br>(01 Certificates <b>mandatory</b> )     | 10<br>(5+5)      |
| <b>6</b>                   | <b>Local Office / Workshop</b>   |  | <b>10</b>        |
|                            | Supplier's local office / workshop and response time for maintenance and 24/7 support  | Availability of local office / workshop in Peshawar.<br>(Undertaking on letter pad should attached)  | 05               |
|                            |  | Certificate/ affidavit on the firm prescribed letter head that the firm will respond (deploy technical personal in person to resolve the fault) in case of any fault / maintenance required within 30 to 40 minutes.                           | 05               |
| <b>7</b>                   | <b>Warranty Period Extension</b>   |  | <b>06</b>        |
|                            |  | <b>Warranty Period of 01 year for installation of any part/item from the date of successful installation.</b>  | <b>Mandatory</b> |
|                            |  | Provision of Additional Warranty of part / Item for 01 year with free of cost will get additional marks<br>(03 marks for each 06 months)   | 06<br>(3+3)      |

Total Marks in Technical Criteria: **70**

Qualifying Percentage in Technical Criteria: **70 %**

**Qualifying Marks: 49**

**15) EVALUATION CRITERIA: -**

1. The bidders achieving a minimum of 49 marks out of 100 marks in the Technical Evaluation will be declared technically qualified. Financial bids of only technically qualified bidders will be opened publicly at the time to be announced by the Procuring Agency. The Financial Bids of technically disqualified bidders will be returned un-opened to the respective. After opening of the financial bid of the qualify bidders the firm / contractor quoting the lowest grand total (Preventive Maintenance of Lift per month + Repair / Replace parts Amount) will be selected and contract will be awarded.

2. Bids having items not fulfilling / in compliance with the required specifications shall be treated as non-responsive bids.

**Financial Criteria (30 Marks):**

| S # | Parameters | Sub-Parameters   | Total Marks |
|-----|------------|--|-------------|
|     | Price      |  | 30          |
|     |            | Lowest Price will get full marks.<br>The formula to calculate the marks for the price submitted is: $[\text{Lowest Price (Fm)} \div \text{Price of Bid under consideration (F)}] \times 100 \times 0.30$ | 30          |

**16) REDRESSING OF GRIEVANCES:**

1. The purchaser shall constitute a committee comprising of disagreed & notified by the competent authority proper powers and authorizations to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.
2. Any bidder feeling aggrieved by any act of the purchaser after the submission of his bid may lodge a written complaint concerning his grievances not later than 03 days after the announcement of the bid evaluation report.
3. The grievance redressal Officer shall investigate and decide upon the complaint within 06 days of the receipt of the complaint. The report along with decision shall be forwarded to the purchaser officer within the prescribed period.
4. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

**Note:** Grievance notified & designated who can invite appropriate official as co-opted member for grievance.

**17) AWARD OF CONTRACT:**

Contracts shall be confirmed through a written agreement signed by the successful bidder and the MTI /LRH Peshawar duly attested by the Oath Commissioner/Notary Public.

**18) PAYMENT:**

The payment will be made 100% after presentation of the Delivery / Installation / Commissioning / Completion / Execution report of the contract and all other works described in Contract and Work Order.

**19) TERMS & CONDITIONS:**

- The delivery should be made within (local item) 30 days & (imported item) 90 days.
- If the supply is not done within the period mentioned in the supply order, penalty @ 2% will be charged Upto 15 days and beyond 15 days the penalty will be charged @ of 5%.
- Warranty/Guaranty of the parts will be 01 year from date of installation which is mandatory.
- The bidder must register with Income Tax, reflected as Active Tax Payer on the list of FBR.
- Quarterly Periodic preventive maintenance shall be done by the company in the presence of the Lift operator and Lift Supervisor and will be submitted to sub engineer electrical for verification.
- The delivery & Installation at the Hospital will be the responsibility of Supplier.
- No advance payment will be permissible.
- The bidder shall provide and undertaking that the bidder has not been declared black listed by any Government / Semi-Government institutions.
- The payment will be made after successful supply, installation and inspection of all requisite items.
- The Hospital may accept or reject any or all of the bids under Rule 47 of KPPRA Rules.