

CPE INSTITUTE OF CARDIOLOGY, MULTAN

PERFORMA TENDER ENQUIRY FOR THE PRUCHASE OF HVAC OPERATION AND MAINTENANCE FOR THE FINANCIAL YEAR 2014-2015

Advertised Tender Enquiry No:

IPL No. 8704

Tender Price:

1000

Call Deposit:

5% in shake of CDR

SCHEDULE OF INVITATION OF ADVERTISED TENDER

Selling Date Up to:	07-07-2014
Time: Receipt of Tenders:	11:00 am
Date & Time of Opening:	22-07-2014 @ 11:30 am

TERMS AND CONDITIONS ACCORDING TO PPRA RULES

Please read the following terms and conditions carefully. Any offer not received as per terms conditions of the tender enquiry is liable to be ignored.

1. Firm must provide the performance certificate from any Govt. Hospital / CPE Institute of Cardiology Multan, if failed to provide the tender will be rejected.
2. Tender follow stage two envelope bidding procedure shall be followed. The envelops shall be marked as "Financial Proposal" and "Technical Proposal" in bold and legible letters. Financial Proposal of bids found technically non-responsive shall be returned un-opened to the respected bidders.
3. Procurements shall be governed by the Punjab Procurement Rules 2009.
4. The rate must be quoted according to specification mentioned in the attached list (at Annexure "A").
5. The successful tenders will deposit 5% at the total value of awarded items, which will be released after completion of the Financial Year **2014-15**
6. The bid must be generally in order. All pages must be marked page numbers.
7. Validity period of offer should be effective for the Financial Year **2014-15**
8. The tender will be opened in the presence of tenders on the date and time as mentioned in the advertisement.
9. Rates should be quoted on free delivery at the consignee's end.
10. The entire price should be exclusive/without General Sales Tax.
11. The Tax deduction will be according to Government rules.
12. Tenders must be finishing Price Reasonability Certificate that no contract or offer has been made for the same store and kind at lower rate to any other Government department. If prices are found higher the tender is liable to refund the amount charged in excess.
13. The contractor will have to supply the store as and when required against the supply order within the described period. If the supplier failed to supply any intended item within the specified period the same will be risk purchased from the open market and the sum will be deducted from the next bill of the contractor. In case the contractor fails to supply the required material on three occasions within the specified period the firm will be black listed and its security will be forfeited.
14. Sub-standard and inferior quality other than approved will not be acceptable.
15. The quantity of any item can be increased / decreased or any item can totally be deleted at any stage or at any time without assigning any reason.

16. Bidders will have to deliver the goods on proper delivery challan.
17. The contractor will submit three copies of bill along with GST Invoice where applicable, on original and two photocopies of the Purchase Order, filling which bill will not be entertained causing unnecessary delay in payment procedure.
18. The authority reserves the rights to extend annual rate contract for three months.
19. Packing material not be returned to the supplier.
20. Supplier must clearly mention all technical details / specification for their quoted item.
21. Supplier must quote rates both in words / figures on prescribed list available with tender documents.
22. All tenders must be submitted in double cover. The outer cover should indicate the name of the addressee, tender number & date of opening but not the name of the firm. Which must be appear in the inner envelope clearly mentioning tender no. and name of the firm the envelope must be properly sealed.
23. Any offer not received as per terms and conditions of the tender is liable to be ignored.
24. No offer will be considered if:
 - i) If received after the last date and time of the receipt.
 - ii) The tender is unsigned.
 - iii) The tender is ambiguous.
 - iv) It is conditional
 - v) It is from a firm which is black listed by any Government authority, suspended or removed from the approval list.
 - vi) It is received by the telegram.
 - vii) Bid is not according to bidding procedure.
26. The bidder must provide following documents as a part of technical eligibility, its qualification to perform contract if its bid is accepted.
 - i) Original receipt for purchase of tender MUST be attached in original.
 - ii) Experience certificate from any Government Hospital / CPE Institute of Cardiology at least two years.
 - iii) Performance Certificate from any Government Hospital/ CPE Institute of Cardiology at least two years.
 - iv) The tender should submit their bids along with National Tax Number (NTM)
 - v) GST Registration Certificate.
 - vi) Last tax paid certificates.
 - vii) The bidder / manufacturer shall submit listed in the past on any ground by any Government (Federal, Provincial), a local body or a public sector organization. On account of submission of false statement the bidder shall be disqualified forthwith and subsequently black listed.
 - viii) Firm balance sheet.
 - ix) The tenderer will have to submit Bank Statement of last two years duly signed by bank manager.
 - x) Certificate of replacement of stores if found substandard.
 - xi) Letter of authorization of manufacturer / distributor.
 - xii) Tender item is enclosed as Annexure "A".
27. In case of substandard supply, the firm will bound to replace the same with new one.
28. In case of any dispute/disagreement, the decision of the authority would be final.
29. 100% payment will be made on the production of inspection certificate.
30. The procuring agency however, preserves the rights to accept or reject any or all bids with or without assigning any reason.
31. The bidders are required to give their best and most competitive prices of quoted items. It may be clarified that under the Punjab Procurement Rules 2009, now operative negotiation can only be held with lowest bidder.
32. The bid shall be typed and shall be signed by the bidder or a person or persons duly authorized to bind the bidder to the contract. The person or persons signing the bid shall initial all page of the

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- All bidding documents to be duly attested (signed and stamped) by the authorized person of company.
- 34. In case of late delivery of goods beyond the periods specified in the schedule of requirements, penalty @ 0.1% per day of the cost not exceeding 10% of the purchase order value for late delivery supply shall be imposed upon the supplier.
- 35. The supplier shall permit the procuring Agency to inspect the Supplier's accounts and records relating to the performance of the supplier.
- 36. The procuring Agency's right to inspect, test and where necessary, reject the goods after the goods have been installed at procuring Agency's destinations.
- 37. Bid must be reached within the prescribed date and time.
- 38. Bids submitted through telegraph, telex, fax or mail shall not be entertained.
- 39. The quotation received with over writing, cutting and doubtful figure may be rejected.
- 40. Shortest delivery period should be stated clearly.
- 41. The envelope containing quotation should be reached and addressed to Executive Director, CPEIC, Multan.
- 42. Weight, volume and packing should be mentioned.
- 43. The tender must specify make, model, origin and manufacturer.
- 44. The firm must provide samples where needed.
- 45. The tenderers should write the following words in block letters on each packet/bottle "CPEIC, Multan property not for sale" with red ink.
- 46. The decision of the committee will be the final and will not be challengeable in any court of law.
- 47. General/special conditions laid down in PPRA rules are also applicable.

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1.3.4. Checking of oil and other lubrical
Equipment components, whether
inspired or machine oil.
1.3.3. Servicing of equipment and safety
1.3.2. Inspecting and cleaning of equipment

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TENDER FOR OPERATION AND MAINTENANCE OF HEATING
VENTILATION AND AIR-CONDITIONING AT PERVAZE ALAHI INSTITUTE
OF CARDIOLOGY MULTAN HOSPITAL

1.1. Scope of Work:

- 1.1.1. Contractor shall be responsible for the operation of complete HVAC System, including complete servicing and maintenance of all the Equipments, as well as all the controls, components, and accessories including minor repairs, annual overhauling and servicing.
- 1.1.2. Contractor shall arrange visits twice a month by HVAC System engineer from its head office at the Call Center, in order to check the operation and maintenance of the HVAC System to avoid any potential failure, breakdown, or malfunctioning of the HVAC System.
- 1.1.3. Contractor shall provide and record in daily progress register temperature log sheets of different zones of the Call Center building and chiller's log sheets.
- 1.1.4. Contractor shall operate the HVAC System round the clock (24 hours) and as per the requirements of Hospital.

1.2. Plant Rooms

- 1.2.1. Checking for the working of all electrical and mechanical components of the HVAC System and the Equipment.
- 1.2.2. Dosing of chemicals for treatment of cooling chilled water system as per chemical supplier's recommendation.
- 1.2.3. Maintenance of daily operation log sheets.
- 1.2.4. Any servicing and running repairs required during the operation of the HVAC System.

1.3. Weekly/Biweekly/Monthly Servicing and Maintenance of Plant:

- 1.3.1. Washing and cleaning of air filters-weekly.
 - 1.3.2. Flushing and cleaning of strainers of water systems monthly.
 - 1.3.3. Servicing of automatic and safety controls of the Equipment and HVAC System monthly.
 - 1.3.4. Checking of oil and other lubricant level and changing the same when required for all the Equipment components, whereby such lubricants shall be provided by Pervaze Elahi Institute of Multan biweekly.
- for

**OPERATION AND MAINTENANCE OF HVAC PLANT AT CH. PERVAIZ ELAHI
INSTITUTE OF CARDIOLOGY, MULTAN**

BOQ

Sr. No.	Description	Qty	Rate	Unit	Amount
1.	Maintenance and operation of centrally Air Conditioning plant and ventilation system installed at Ch. Pervaiz Elahi Institute of Cardiology, Multan on monthly basis according to terms and conditions as attached.	12		Months	
2.	Yearly maintenance material according to list attached	01 Job		Job	
3.	Providing chemicals for cooling & heeding as quantities mentioned below. a. Drewgard 308 Scale Inhibitor or AQ-452 b. Biopers 227 Boicide / 450 AQ c. Biopers 280 Boicide / 900 AQ d. Drewgard CWT 110 / 1020 AQ	1290 100 29 225		Kgs Kgs Kgs Kgs	
4.	Pump Oil 20 W	50 Ltr			
5.	Greece best quality	15 kg			
6.	Contractor to arrange visit of Sanyo Trained / Certified Engineer Twice a Year	01 Job		Job	
Total					

Note:- Contractor shall submit monthly bill for running payment.

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- 1.3.5. Checking of belt driven parts of the Equipment and adjustment of belt tension and alignment monthly.
- 1.3.6. Checking of water levels and level control valves weekly.
- 1.3.7. Change of parts (provided by Hospital) due to normal wear and tear whenever necessary.
- 1.3.8. Adjustment and lubrication/greasing of bearings and glands of the Equipment monthly.
- 1.3.9. Checking and adjustment of all pressure and safety devices monthly.
- 1.4. Annual Maintenance and Overhauling:
- 1.4.1. Annual maintenance and overhauling work of the HVAC and the Equipment shall be carried out by Contractor between Off Season, under the supervision of a senior engineer of Contractor.
- 1.4.2. During such annual maintenance and overhaul work, Contractor shall change all necessary Spare Parts and in this regard shall strictly follow the instructions given in the manufacturer's manuals. Contractor provides services and man power only. Material provide for annual maintenance by Hospital.
- 1.4.3. Contractor shall maintain record of various annual checks and tests for future reference.
- 1.5. Absorption Type Water Chillers:
- 1.5.1. Chemical and mechanical cleaning of condenser, absorber and evaporator tubes.
- 1.5.2. Servicing of purge unit.
- 1.5.3. Adjustment and calibration of automatic and safety controls.
- 1.5.4. Adjustment of burner.
- 1.6. Water Pumps:
- 1.6.1. Servicing of all water pumps.
- 1.6.2. Adjustment of glands and bearings.
- 1.7. Air Handling Units:
- 1.7.1. Flushing and cleaning of water coils.
- 1.7.2. Checking and adjustment of dampers.
- 1.7.3. Checking and adjustment of fan bearings and belts.
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1.3.5. Checking of water levels and level control valves weekly.

~~1.3.7. Change of parts (provided by Hospital) due to normal wear and tear whenever necessary.~~

1.3.8. Adjustment and lubrication/greasing of bearings and glands of the Equipment monthly.

1.3.9. Checking and adjustment of all pressure and safety devices monthly.

1.4. Annual Maintenance and Overhauling:

1.4.1. Annual maintenance and overhauling work of the HVAC and the Equipment shall be carried out by Contractor between Off Season, under the supervision of a senior engineer of Contractor.

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1.5. Absorption Type Water Chillers:

1.5.1. Chemical and mechanical cleaning of condenser, absorber and evaporator tubes.

1.5.2. Servicing of purge unit.

1.5.3. Adjustment and calibration of automatic and safety controls.

1.5.4. Adjustment of burner.

1.6. Water Pumps:

1.6.1. Servicing of all water pumps.

1.6.2. Adjustment of glands and bearings.

1.7. Air Handling Units:

1.7.1. Flushing and cleaning of water coils.

1.7.2. Checking and adjustment of dampers.

1.7.3. ~~Checking~~ and adjustment of fan bearings and belts.

LIST OF HVAC EQUIPMENT

Sr. No.	Description	Quantity
1.	Absorption Chiller	02 Nos.
2.	Air Cooled Chiller	01 Nos.
3.	Cooling Tower	02 Nos.
4.	Air Handling Units	22 Nos.
5.	Fan Coil Units	79 Nos.
6.	Ventilation Equipment	01 Lot
7.	Pumps	11 Nos.
8.	Humidity Fire	19 Nos.
9.	HVAC Related Electrical Works	01 Job
10.	Air cooled water Package Chiller <i>1 unit</i>	01 No.

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1.15. Following shall be provided by Contractor at the expense of Pervaze Elahi Institute of Multan:

- a) Major repair of chillers like tubes replacing, lithium bromide replacing/filtration;
- ~~b) Laboratory testing charges of lithium bromide;~~
- c) Any Spare Parts;
- d) Motor winding.

1.16. Contractor shall submit an estimate to Hospital for approval before carrying out any major repairs which become necessary in due course. The said estimate shall be submitted by Contractor as expeditiously as possible so as not to disrupt the operation of the HVAC System. Upon approval of such estimate by Hospital, Contractor shall immediately commence such repair works.

1.17. Water, Gas and Electricity and Water will be provided by Hospital.

2. OBLIGATIONS OF PERVAZE ALAHI INSTITUTE OF MULTAN (HOSPITAL):

2.1. Hospital shall provide a suitable office for designated supervisors/engineers of Contractor in the Institute with a telephone extension from the existing building intercom system for easy communication with the concerned officials of Institute.

2.2. Hospital shall appoint a contact person to co-ordinate performance of Services by Contractor under this Contract.

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STAFF LIST MINIMUM

1.	Site Engineer	One	BSc. Engineer or B.tech (Hons)
2.	Plant Operator	Three	(Diploma Holders)
3.	Industrial Electrician	One	
4.	Fabricator/Fitter	One	
5.	Technical Helpers	04	

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TOOLS LIST OF CONTRACTOR

Sr. No.	Tools
1.	Pressure Pump / <i>Service Pump</i>
2.	Vacuum Pump
3.	Drill Machine
4.	Air Blower
5.	AVO meters+ Tang Tester
6.	Gauge Manifold
7.	Champion Sets+ Screw driver set
8.	Pliers set
9.	Combination Spanner Set
10.	Adjustable Spanners 8", 10", 12", 18", 24"
11.	Pipe Wrenches 12" 24"
12.	Nitrogen Cylinders (02 Nos)
13.	Step Ladder 8 (02 Nos.) + Stools 8' 02 No.
14.	Socket Spanner Set
15.	Knife Cutter
16.	Hammer Set
17.	Puller & Pusher Different sizes
18.	Laser level indicator
19.	Hexa
20.	File Set
21.	L-Key Set mm and standard
22.	Solid Iron length 6' 02 Nos.

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Maintenance material for Ch. Pervaiz Elahi Institute of cardiology, Multan.

Sr. No.	Name of Material	Unit	Quantity
1.	Lithium Bromide solution lab test	JOB	2
2.	Inhibitor (1 Liter per unit)	Letter	10
3.	Descaler (Organic Acid + Corrosion Inhibitor)	KG	1500
4.	Nylon Brush 16MM	NOS	180
5.	Nylon Brush 18 MM	NOS	100
6.	Steel PVC Blanket Rope 3 MM	RFT	120
7.	Plastic Gloves	PAIR	24
8.	Cotton Gloves	PAIR	16
9.	Goggles	NOS	06
10.	Neutrilizer	KG	60
11.	Surf For Coil Cleaning And C. Tower Cleaning	KG	200
12.	Cotton Waste	KG	30
13.	P.V.C Tpae	NOS	30
14.	Red Oxide (ICI)	GALLON	6
15.	Mixing Oil	GALLON	35
16.	Paint Brush 3-INCH Size	NOS	8
17.	W.D-40	NOS	10
18.	Off white paint for condenser pipe	GALLON	24
19.	Blue paint for MS Support and pumps	GALLON	8
20.	Medium Gray paint (ICI)	GALLON	4
21.	Grease (Mobil)	KG	12
22.	Molislip paste for bolts lubrication	KG	5
23.	Contact cleaner spray (TIN)	NOS	24
24.	Acrylic lacquer spray	TIN	30
25.	Polytheen	KG	16
26.	Bucket +MUG	NOS	2
27.	Hexa Blade	NOS	4
28.	Wiper	NOS	6
29.	Emery Paper 1No, 1.5 No(6 Each)	NOS	24
30.	Teflon Tape	NOS	18
31.	Wire Brush Brass 2"	NOS	6
32.	Samad Bond	GLN	1
33.	Black Paint For Foundation	GLN	10
34.	Yellow Paint For Foundation	GLN	10

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