



Subject: **MINUTES OF PRE-BID MEETING FOR "PROCUREMENT OF MECHANICAL, ELECTRICAL, PLUMBING AND GENERATOR OPERATIONS & MAINTENANCE SERVICES FOR DHQ/THQ HOSPITALS OF THE PUNJAB"**

Pre Bid meeting was held on September 11<sup>th</sup>, 2019 at 10:30 AM in the Committee Room of Project Management Unit (PMU) under the convener ship of Director Outsourcing, PMU.

2. Director Outsourcing (PMU) informed the participants that Project Management Unit, Primary & Secondary Healthcare Department has invited sealed bids/proposals (Technical & Financial) for the Procurement of mechanical, electrical, plumbing and generator operations & maintenance services for DHQ/THQ hospitals of the Punjab and salient features of advertised bidding documents were briefed to the participants by Project Officer. The queries by the participants / prospective bidder were invited and clarified / answered. Some important decisions / clarifications against each contended point are as follows:

Ref clause	Prospective bidders queries	Decisions & clarification
<b>Scope of services</b> aa. Service Provider to ensure that each employee has one smart phone which will be used for timely communication and for MEPG application.	The bidder requested to provide only one smart phone to Supervisor rather than each employee, which will be used for Timely communication and for MEPG application.	Service Provider to provide only one smart phone to the supervisor, which will be used for timely communication and for MEPG application.
<b>Scope of services</b> h. Repair, maintenance and provision of necessary	Refilling of gas in fire extinguishers may be added in the Financial form.	The provision of necessary supplies already includes refilling of gas. Scope of Services <b>clause h</b> shall prevail.



<p>supplies for fire extinguishers installed in Hospital.</p>		
<p><b>Scope of Services</b>  <b>X.</b> Service Provider will be responsible for provision of minimum tool kit and petty cash as per detail provided at (Appendix-8 &amp; 9), to be maintained at each hospital. However, on daily basis duly signed record of petty cash will be managed by the Service Provider which should be countersigned by the AO of the concerned hospital. Sample of the Spare Inventory and Tool kit will be submitted and approved by the PMU.  <b>Appendix 9</b> - Minimum spare inventory per Month.  1. Petty Cash for DHQ 30,000 and THQ 15,000</p>	<p>Petty Cash may be reduced as per following details, for DHQ 15,000 and THQ 10,000.</p>	<p>Scope of Services <b>clause X</b> shall prevail.</p>
<p><b>5. General Conditions of Contract (GCC)</b>  <b>a.</b> Responsibilities of the Procuring Agency/Hospital administration  <b>3.</b> Timely payment of service provider invoices after generation of satisfactory monthly report.</p>	<p>Time must be mentioned in Bidding Document regarding payments.</p>	<p>Payment shall be made as per PPRA rule 62, which is being reproduced here  <i>"A procuring agency shall make prompt payments to the contractor against the invoice or running bill on satisfactory performance within the time given in the conditions of the contract which shall not exceed thirty days."</i></p>



<p><b>Scope of Services</b></p> <p>f. Provision of carpentry &amp; welding services including repair, maintenance or replacement of door closers, However, for welding items, the provision of broken roads, broken equipment to be welded will be the responsibility of hospital administration.</p>	<p>Clarification required regarding broken roads.</p>	<p>This is a typographical error, "broken roads" shall be replaced with "broken rods"</p>
<p><b>General Instructions</b></p>	<p>Kindly elaborate that JV is allowed or not</p>	<p>Joint Venture is not permissible.</p>
<p><b>8. Appendices</b></p> <p>Appendix 9 – Minimum spare inventory per Month at any given time1</p>	<p>In Appendix-9 "Minimum spare inventory" the quantity of DHQ/THQ of Major Equipment must be decreased.</p>	<p>Revised Appendix-9 is attached herewith which shall be part of the contract/Bidding Documents.</p>

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3. The Pre-Bids minutes / decisions will be construed as part of the already advertised bidding document.

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Research Associate  
Outsourcing

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Senior Project Manager  
Outsourcing

*[Handwritten signature]*

Project Officer  
Outsourcing

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Director Outsourcing



**Appendix 9 - Minimum spare inventory per Month at any given time**

Sr#	Items	QTY for DHQ	QTY for THQ	QTY Per Package (for major equipment only)	Major/Minor Equipment
1.	Petty Cash	Rs. 30,000/-	Rs. 15,000/-		
2.	Fluorescent Rod 40 W (Tube Light)	10	8		Minor Equipment
3.	Choke 40 W (Tube Light)	10	8		Minor Equipment
4.	Energy Saver 25W Pin (Elec)	20	15		Minor Equipment
5.	Energy Saver 25 W Screw(Elec)	30	15		Minor Equipment
6.	Energy Saver 45W Screw (Elec)	10	5		Minor Equipment
7.	Energy Saver 85W Screw(Elec)	8	5		Minor Equipment
8.	Holder E27	8	5		Minor Equipment
9.	Holder B22	8	5		Minor Equipment
10.	Power plug (30/ 40) Amp	20	10		Minor Equipment
11.	Mercury Bulb 400 Watt	2	2		Minor Equipment
12.	Choke 400 Watt (Mercury Bulb)	1	1		Minor Equipment
13.	Breaker Single Phase 32A	6	4		Minor Equipment
14.	Breaker Single Phase 20A	10	8		Minor Equipment
15.	Breaker Single Phase 16A	10	8		Minor Equipment
16.	Three Pole Breaker 300A	Nil	Nil	2	Major Equipment
17.	Three Pole Breaker 100A	Nil	Nil	3	Major Equipment
18.	Three Pole Breaker 63A	Nil	Nil	3	Major Equipment
19.	Wire 3/29	1 coil	1 coil		Minor Equipment
20.	Wire 7/29	1 coil	1 coil		Minor Equipment
21.	Wire 7/36	1 coil	1 coil		Minor Equipment
22.	Wire 7/44	Nil	Nil	1 coil	Major Equipment
23.	Wire 7/52	Nil	Nil	1 coil	Major Equipment
24.	Wire 7/64	Nil	Nil	1 coil	Major Equipment
25.	Duct Patti	10 lengths	8 lengths		Minor Equipment
26.	Piano Switch	3 Boxes	1 Box		Minor Equipment
27.	Sockets	3 Boxes	1 Box		Minor Equipment
28.	Power plug Frame	10	5		Minor Equipment
29.	Two pin outlet 10-15A	1 Boxes	1 Box		Minor Equipment
30.	Three pin outlet 30-40A	1 Boxes	1 Box		Minor Equipment
31.	Two pin shoe 5-10A	1 Boxes	1 Box		Minor Equipment
32.	Three pin Shoe 30-40A	1 Boxes	1 Box		Minor Equipment
33.	Light plug 15 Amp	1 Boxes	1 Box		Minor Equipment
34.	Light Plug Frame	5	3		Minor Equipment
35.	Dimmers	10	5		Minor Equipment
36.	Wire Tapes	20	15		Minor Equipment
37.	Teflon Tape	20	15		Minor Equipment
38.	Packing Tape	10	5		Minor Equipment
39.	Capacitor (2.5 – 4.5) for fan	15	10		Minor Equipment
40.	Capacitor (40 uf – 60uf) for AC Fan	60	30		Minor Equipment
41.	Barings 6201-6203) for Fan	5	3		Minor Equipment

Bidding Document for Procurement of Mechanical, Electrical, Plumbing and Generator Operation & Maintenance Services for  
DHQ / THQ Hospitals of the Punjab.



42.	Copper Rod for AC Welding	Nil	Nil	1 KG	Major Equipment
43.	Connecter 15A,10A	60	30		Minor Equipment
44.	Wire thimble (1.5mm <sup>2</sup> -4mm <sup>2</sup> )	20	10		Minor Equipment
45.	Wire thimble (6mm <sup>2</sup> -25mm <sup>2</sup> )	20	10		Minor Equipment
46.	Wire thimble (35mm <sup>2</sup> -70mm <sup>2</sup> )	20	10		Minor Equipment
47.	Wire Cap (1.5mm <sup>2</sup> -4mm <sup>2</sup> )	60	30		Minor Equipment
48.	Steel Nail (1"-2.5")	1,1 box	1,1 box		Minor Equipment
49.	Steel Screw (1"-2.5")	1,1 box	1,1 box		Minor Equipment
50.	Nut Bolts 1",1.5"	1,1 box	1,1 box		Minor Equipment
51.	Indoor Motor 40 W for 1.5 Ton AC	Nil	Nil	5	Major Equipment
52.	Outdoor Motor 40 W for 1.5 Ton AC	Nil	Nil	5	Major Equipment
53.	Drain Pipe	1 Coil	1 Coil		Minor Equipment
54.	Gauge Minifold Complete Set	Nil	Nil	1	Major Equipment
55.	Flare Nut (1/2 & 1/4)	10	5		Minor Equipment
56.	Service Valve (1/2 & 1/4)	10	5		Minor Equipment
57.	Petal Rod	1 KG	0.5 KG		Minor Equipment
58.	Air Sensor/Coil Sensor	10	5		Minor Equipment
59.	copper Pipe(1/2 & 1/4)	1	1		Minor Equipment
60.	Motor winding Wire	1	1		Minor Equipment
61.	CTC Chemical for cleaning	1	1		Minor Equipment
62.	Relay for AC (PTC& NTC)	5	3		Minor Equipment
63.	Relay belt for motor (Single Phase)	2	1		Minor Equipment
64.	Relay belt for motor (Three Phase)	Nil	Nil	2	Major Equipment
65.	Water Taps or Bib Cock	15	10		Minor Equipment
66.	Basin Mixture	10	5		Minor Equipment
67.	Basin Neck	10	5		Minor Equipment
68.	Nut Bolt kit	10	5		Minor Equipment
69.	Connection lead	12	6		Minor Equipment
70.	Waist pipe	12	6		Minor Equipment
71.	Handel Walve	6	3		Minor Equipment
72.	Water tap Mohra	20	10		Minor Equipment
73.	Water pipe PVC	Nil	Nil	20 ft	Major Equipment
74.	Pipe clump	48	24		Minor Equipment
75.	Pipe Elbow	30	15		Minor Equipment
76.	Pipe Socket	20	10		Minor Equipment
77.	Pressure pipe	Nil	Nil	20 ft	Major Equipment
78.	Pipe union	30	15		Minor Equipment
79.	pipe nipple	20	10		Minor Equipment
80.	Wire sheddal, 8,10,no	2,2 Packet	1,1 Packet		Minor Equipment
81.	Sloshan	2 box	2 box		Minor Equipment
82.	Pipe bend	20	10		Minor Equipment
83.	Bibcock	10	5		Minor Equipment
84.	Insect Killer Rods	10	6		Minor Equipment
85.	Any other item/tool required from time to time				Major/Minor Equipment's

<sup>1</sup> Sample of the Spare Inventory will be submitted and approved by the Project Management Unit (PMU) at the start of the contract and approved items will be sent to the hospital.

Bidding Document for Procurement of Mechanical, Electrical, Plumbing and Generator Operation & Maintenance Services for DHQ / THQ Hospitals of the Punjab.

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