

**PROJECT MANAGEMENT UNIT
PRIMARY AND SECONDARY HEALTHCARE DEPARTMENT
GOVERNMENT OF THE PUNJAB**

Reference NO: P&SHD/PMU/OS/MEPG-02/2020



**Primary & Secondary
Healthcare Department**

Request for Proposal

**PROVISION OF MECHANICAL, ELECTRICAL,
PLUMBING AND GENERATOR OPERATION &
MAINTENANCE SERVICES FOR DHQ / THQ
HOSPITALS OF THE PUNJAB**

**DECEMBER
(For the year 2020-2021)**

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Primary & Secondary
Healthcare Department

PROJECT MANAGEMENT UNIT
GOVERNMENT OF THE PUNJAB
PMU/P&SHD/OS/MEPG-02/2020
Dated Lahore, December 2020

(Revised RFP after Pre-proposal Meeting)

To,

1. **M/s G-MED Pvt. Ltd**
218, B-2, Johar Town, Lahore, Pakistan
042-35239656
bidding.lhr@gmed.pk
2. **M/s Treinador International**
554-Street 45, G10/4 Islamabad, Pakistan
051-8442890
treinadorinternational@yahoo.com
3. **M/s Sarmik Pvt. Ltd**
2nd Floor, Office No. 205, Eden Height, 6 Main Gulberg Lahore, Pakistan
042-35786831
info@sarmik.com.pk
4. **M/s Stark Industrial Solutions**
2, Hafiz Market, Near British Homes, IJP Road,
Pirwadhai Morr Rawalpindi, Pakistan
051-5466616
info@starkisl.com
5. **M/s Mustahlik Enterprises JV with M/s NeoTec Pvt. Ltd**
137 - BB, Phase IV, DHA Lahore, Pakistan
0333-5300200
hasquireshi@gmail.com
6. **M/s MOD MECH Engineering & Services**
Aslam Textile Mills, Admin Block, Lahore Road
Jaranwala, Faisalabad, Pakistan
0345-9459990
info@modmech.net

Subject: LETTER OF INVITATION FOR THE RFP OF PROVISION OF MECHANICAL, ELECTRICAL, PLUMBING AND GENERATOR OPERATION & MAINTENANCE SERVICES FOR DHQ / THQ HOSPITALS OF THE PUNJAB

Dear Mr. /Ms.:

1. This RFP is addressed to the above mentioned Service Providers which have been pre-qualified/ by Project Management Unit (PMU), Primary & Secondary Healthcare Department, and Govt. of the Punjab to provide MEPG Services in the Tehsil Headquarter Hospitals of Punjab vide Notification No. PMU/P&SHD/OS/715 dated November 19, 2020.
2. Bidding shall be conducted through Open Competitive Bidding (Single Stage-Two Envelope) procedures specified in the Punjab Procure Rules (PPRA) 2014 (amended Jan 2016), and is open to all prequalified Applicants as defined in the RFP. The Applicants are required to submit separate envelopes containing Technical & Financial proposals in printed & electronic form (flash-drive).

Interested Applicant who intends to apply for multiple packages shall submit only one Technical Proposal but separate Financial Proposal for each package applied for.

3. Interested eligible Applicants may obtain further information/Request for proposal from the **Office of Project Director**, Project Management Unit, Revamping of DHQ/THQ Hospitals, 31-E/1, Shahra-e-Imam Hussain, Gulberg-III, Lahore.
4. The provisions in the Instructions to Applicants and in the General Conditions of Contract shall form integral part of RFP.
5. Sealed Proposals must be delivered to the above office **on or before 11:00 a.m. on December 17, 2020** and must be accompanied by a **Proposal Security as mentioned above** in the form of Financial Instrument i.e. CDR/Pay Order/Demand Draft/Bank Guarantee.
6. **Proposals will be opened on the same date in the presence -of Applicants' representatives who choose to attend at 11:30 a.m.** in the Office of, Project Management Unit, 31-E/1, Shahra-e-Imam Hussain, Gulberg-III, Lahore.
7. Pre-proposal meeting will be held on December 08, 2020 at 11:30 AM in Project Management Unit (PMU), Primary & Secondary Healthcare Department, 31-E/1, Shahra-e-Imam Hussain, Gulberg-III, Lahore
8. The Applicants are requested to give their best and final prices as no negotiations are expected.
9. Taxes will be deducted as per applicable government rules. NTN and Sales Tax registration certificate must be provided.
10. For obtaining any further information or clarifications, please contact the person named below:
11. Please inform us in writing through mail and email about the following upon receipt of this letter that:
 - a. You received the Letter of Invitation; and
12. Whether you will submit a proposal or not.
13. This RFP has been structured in the following manner:
 - Part I: Request for Proposal
 - Part II: Form of Contract
 - Part III: Scope of Work

Project Director
Project Management Unit (PMU)
Primary & Secondary Healthcare Department
31-E/1, Shahra-e-Imam Hussain, Gulberg-III, Lahore
Tel: 042-35775360-61
Website: www.pshealth.punjab.gov.pk

1. INTRODUCTION

Project Management Unit (PMU), Primary & Secondary Healthcare Department (P&SHD) requires firms to provide **Mechanical, Electrical, Plumbing and Generator Operation & Maintenance Services for DHQ / THQ Hospitals of the Punjab** for 24 Hours a day (365 days/ 7 days a week including Sundays & Holidays) in the entrusted DHQ / THQ Hospitals as mentioned in this tender document below. However Procuring Agency reserves the right to add or drop one or more health facilities from any package at any time (before or during the contract period).

Sr No.	Package No.	District	Sr. No.	Hospital Name	Bid Security
1	Package 1	Rahim Yar Khan, Muzaffargarh & Rajanpur	1	DHQ Muzaffargarh	500,000
2			2	DHQ Rajanpur	
3			3	THQ Alipur	
4			4	THQ Jampur	
5			5	THQ Jatoi	
6			6	THQ Khanpur	
7			7	THQ Kot Addu	
8			8	THQ Liaquatpur	
9			9	THQ Rojhan	
10			10	THQ Sadiqabad	
11			11	THQ Taunsa	
12	Package 2	Vehari, Khanewal & Lodhran	1	DHQ Vehari	500,000
13			2	DHQ Khanewal	
14			3	DHQ Lodhran	
15			4	THQ Burewala	
16			5	THQ Dunyapur	
17			6	THQ Jahanian	
18			7	THQ Kabirwala	
19			8	THQ Kehror Pacca	
20			9	THQ Mailsi	
21			10	THQ Mian channu	
22	Package 3	Pakpattan & Sahiwal, Okara, Kasur	1	DHQ Kasur	500,000
23			2	DHQ Okara City	
24			3	DHQ Okara SC	
25			4	DHQ Pakpattan	
26			5	THQ Arifwala	
27			6	THQ Chichawatni	
28			7	THQ Chunian	
29			8	THQ Depalpur	
30			9	THQ Haveli Lakha	
31			10	THQ Pattoki	
32			11	THQ Renala Khurd	
33	Package 4	Nankana Sahib, Faisalabad, Chinot	1	DHQ Chiniot	400,000
34			2	DHQ Nankana Sahib	
35			3	THQ Chak Jhumra	
36			4	THQ Jaranwala	
37			5	THQ Lalian	
38			6	THQ Samundri	
39			7	THQ Sangla Hill	
40			8	THQ Shah kot	
41			9	THQ Tandlian wala	
42	Package 5	Sheikhupura, Lahore, Guranjwala	1	DHQ Sheikhupura	400,000
43			2	THQ Ferozwala	
44			3	THQ Kamoke	
45			4	THQ Mian Meer	
46			5	THQ Muridke	
47			6	THQ Nowshera Virkan	
48			7	THQ Safdarabad	
49			8	THQ Sharaqpur	

50			9	THQ Wazirabad	
51	Package 6	Sialkot, Narowal, Gujrat	1	DHQ Narowal	400,000
52			2	THQ Daska	
53			3	THQ Dinga	
54			4	THQ Kharian	
55			5	THQ Kunjah	
56			6	THQ Pasrur	
57			7	THQ Sambrial	
58			8	THQ Sara-e-Alamghir	
59			9	THQ shakargarh	
60	Package 7	Mandi Bahauddin, Jehlum, Hafizabad	1	DHQ Jhelum	400,000
61			2	DHQ Mandi bahauddin	
62			3	DHQ Hafizabad	
63			4	THQ Malakwal	
64			5	THQ Phalia	
65			6	THQ Pind Dadan Khan	
66			7	THQ Pindi Bhattian	
67			8	THQ Sohawa	
68	Package 8	Sargodha & Khushab	1	DHQ Khushab	400,000
69			2	THQ Bhalwal	
70			3	THQ Bhera	
71			4	THQ Khushab	
72			5	THQ Kot Momin	
73			6	THQ Noorpur Thal	
74			7	THQ Shahpur	
75			8	THQ Sillanwali	
76	Package 9	Bahawalanagar & Bahawalpur	1	DHQ Bahawalnagar	400,000
77			2	THQ Ahmad pur East	
78			3	THQ Chishtian	
79			4	THQ Fort Abbas	
80			5	THQ Haroonabad	
81			6	THQ Hasilpur	
82			7	THQ Khairpur Tamewali	
83			8	THQ Minchinabad	
84			9	THQ Yazman	
85	Package 10	Bhakkar & Mianwali	1	DHQ Bhakkar	400,000
86			2	DHQ Mianwali	
87			3	THQ Darya Khan	
88			4	THQ Isa Khel	
89			5	THQ Kalabagh	
90			6	THQ Kallur Kot	
91			7	THQ Mankera	
92			8	THQ Piplan	
93	Package 11	Attock	1	DHQ Attock	400,000
94			2	THQ Fateh Jang	
95			3	THQ Hassan Abdal	
96			4	THQ Hazro	
97			5	THQ Jand	
98			6	THQ Kotli Sattian	
99			7	THQ Murree	
100			8	THQ Pindi Gheb	
101			9	THQ Taxila	
102	Package 12	Rawalpindi & Chakwal	1	DHQ Chakwal	400,000
103			2	THQ Choa Saiden Shah	
104			3	THQ City Hospital Talagang	
105			4	THQ Gujar Khan	
106			5	THQ Kahuta	
107			6	THQ Kallar Kahar	
108			7	THQ Kallar Syedan	
109			8	THQ Talagang	
110	Package 13		1	DHQ Jhang	400,000

111		Toba Tek Singh & Jhang	2	DHQ Toba Tek Singh	
112			3	THQ 18-Hazari	
113			4	THQ Ahmadpur Sial	
114			5	THQ Gojra	
115			6	THQ Kamalia	
116			7	THQ Shorkot	
117	Package 14	Layyah & Multan	1	DHQ Layyah	400,000
118			2	DHQ Multan	
119			3	THQ Choubara	
120			4	THQ Chowk Azam	
121			5	THQ Jalalpur Pirwala	
122			6	THQ Karor lal eson	
123			7	THQ Kot Sultan	
124			8	THQ Shujabad	
125			9	THQ Thal	

Note. Procuring Agency reserves the right to add or drop one or more health facilities from any package at any time (before or during the contract period).

2. INSTRUCTION TO APPLICANT(S)

General Instructions

1. An Applicant/ Service Provider shall be a legally registered entity with the formal intent to enter into an agreement or under an existing agreement.
 - a. The Applicant must be an active tax payer. Punjab Revenue Authority (PRA) registration, National Tax Number (NTN) and General Sales Tax Number (if applicable) with documentary proof shall have to be provided by Applicant(s).
 - b. An Applicant who is barred/ blacklisted or disqualified either by any Government/ Department / Agency / Authority would not be eligible to submit the Proposal. **The Applicant will submit an undertaking in this regard.**
 - c. The Service Provider shall have to provide Under Taking of Minimum Wage Rate as per Appendix-3
2. **Interested Applicant who intends to apply for multiple packages shall submit only one Technical Proposal but separate Financial Proposal for each package applied for.**
3. The RFP duly signed and stamped by the applicant, shall be attached with the Technical Applications in printed & electronic form (flash-drive).
4. The amount of Proposal Security for each package is mentioned above in introduction. If applying for multiple packages, interested Applicant shall submit **SEPARATE** Proposal Security for each package as mentioned above.
5. The Proposal Security shall be submitted in the form of Financial Instrument i.e. CDR, Demand Draft, Pay Order or Bank Guarantee in the favor of **Project Director, Project Management Unit (PMU)**. The original instrument must be placed in the Financial Proposal however a copy of the same shall be attached with Technical Proposal.
6. At any time, prior to the deadline for submission of proposals, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective Applicant, may modify the Request for Proposal by amendment. Such amendment/response shall be uploaded on departmental websites, and shall be binding on them.
7. The Procuring Agency, at its discretion or through request by the service provider, may extend the deadline for the submission of proposals. Amendment notice to that effect shall be communicated in the same manner as the original invitation to Request for Proposal.
8. For the purpose of preparing the proposal, the interested Applicant(s) will be allowed to visit the respective hospital to conduct survey and relevant assessments.
9. The Applicant(s) are expected to examine all terms and instructions included in the Documents. Failure to provide all requested information shall be at Applicant's risk and may result in rejection of the proposal.
10. The offer must be valid for **180 Days** from last date of submission of proposals.
11. The procuring agency shall evaluate the technical proposal in a manner prescribed ahead in the document, without reference to the price and reject any proposal that does not conform to the specified requirements.
12. Procuring Agency reserves the rights to add or drop one or more health facilities from any package before or during the contract term.

13. After submission, no amendments in the technical or financial proposal shall be permitted.
14. The Service Provider shall have to provide all relevant documents required for technical qualification. Service Provider shall have to give detail of HR, Goods etc. as per enclosed **Appendices**. The Service Provider shall provide complete detail of relevant personnel i.e., EOBI / Insurance. Deficient documents, claims regarding HR, Supplies / equipment etc. shall not be acceptable.
15. After the evaluation and approval of the technical proposal, the procuring agency, shall at a time within the proposal validity period, publicly open the Financial proposals of the technically responsive Applicant(s), on a time, date and venue announced and communicated to the Applicant(s) in advance in the presence of the Applicant(s) or their representatives. The financial proposals of the technically non-responsive Applicant(s) shall be returned un-opened to the respective Applicant(s).
16. The Applicant shall submit the Financial Proposal as per Financial Forms.
 - a. Price Schedule is to be filled in very carefully, and should be typed. Any alteration / correction must be initialled.
 - b. Every page is to be signed and stamped at the bottom. The Applicant is required to offer competitive price. All prices must include all 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 or other taxes shall be passed on to the Procuring Agency.
 - c. While tendering the proposal, the present trend / inflation in the rate of services and goods in the market should be kept in mind by the Applicant. No request for increase in price due to market fluctuation in the cost of services and goods shall be entertained after the proposal has been submitted
17. The quoted prices shall only be considered for the purpose of evaluation only. The amount may increase or decrease every month and payments shall be made on the basis of actual works carried out by the service provider regardless to any reference to the quoted bid and financial evaluation. At no instance trivial references will be entertained that the contractor is liable to be paid with respect to the costs determined just for the sake of financial comparison.
18. The Applicant shall submit the Proposal including Proposal Form and Appendices.
19. Financial proposal shall be prepared using the formats given in the Proposal Form. Financial proposals of only the technically qualified / responsive Applicant(s) will be opened in accordance with the procedure laid down in Punjab Procurement Rule, 2014.
20. Conditional discounts shall not be considered in evaluation.
21. The Financial proposals should contain:
 - a) Covering Letter on Company letter-head
 - b) Human Resource Cost
 - c) Equipment Replacement Cost
 - d) System Maintenance Cost
 - e) Preventive Maintenance Cost of Generator
 - f) Generators Repair and Replacement Cost

22. The award of the contract shall be for **Two Years** from the date of its signing or otherwise required. However, the Contract duration can be extended for a maximum period of one year, subject to satisfactory performance of Service Provider as well as mutual agreement / consent of both parties.
23. Intended date of commencement of the services will be **15 Days** from the date of award of the Contract.
24. The Applicant must quote the Contract Title and include the following declarations:
- a. 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.
 - b. The proposals (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.
 - c. We confirm that the enclosed hard copy of the technical proposal are true and have complete copies of these documents.
 - d. We confirm that we, Service Provider, will be available to undertake the services.
 - e. 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.
 - f. Subcontracting is not allowed in any case. At the time of the contract the Service Provider shall submit an undertaking on a legal paper, that the firm shall not further sub-contract/sublet services or any part thereof in respect of any hospital to a third party/sub-Service Provider.
 - g. We confirm that the Service Provider:
 - i. Are not or have not been the subject of any proceedings or other arrangements relating to bankruptcy, blacklisting, insolvency or financial standing.
 - ii. Have not been convicted of any offence concerning professional misconduct.
 - iii. Have not been convicted of corruption including the offence of bribery.
 - iv. 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.
 - h. 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.
 - i. During evaluation of the proposals, the Procuring Agency may, at its discretion, ask the Applicant for a clarification of its proposal as provided in Rule 33 of PPR 2014. The request for clarification and the response shall be in writing, and no change in the prices or substance of proposal like indication or re-indication of make/model/brand etc. shall be sought, offered, or permitted.

Bidding Method & Evaluation

Bidding Method

According to rule 38 2(a) of PPRA, 2014, Single Stage Two Envelopes Bidding Procedure shall be adopted.

Rejection of Proposals

1. The Procuring Agency may reject all proposals at any time prior to the acceptance of a proposal. The Procuring Agency shall upon request communicate to the Applicant who participated in the process seeking the reasons for its proposal's rejection, but is not required to justify those grounds.
2. Notice of rejection of all proposals shall be given promptly to the concerned Applicant(s) that submitted proposals.

Performance Security

The successful Applicant shall furnish a Performance Security in the shape of a Bank Guarantee from a scheduled bank operating in Pakistan on the format attached at **Appendix-1** of the amount equivalent to **5%** of the total tentative contract amount for two years (calculated for the sake of financial comparison), however at all instances payments will be made as per actual work carried out at the respective station and at no instance trivial references will be entertained that the contractor is liable to be paid with respect to the costs determined just for the sake of financial comparison, with validity of **30 months** from the date of signing of the contract. The performance guarantee shall be renewed at least one month before its expiry for renewal of the contract.

Proposal Evaluation

1. An applicant must secure 65 marks to be considered technically responsive. Those proposals scoring less than 65 will not be considered for financial proposal opening.
2. Financial proposals of technically responsive Applicant(s) shall be opened at a date and time fixed and notified in advance to the Applicant. The contract may be awarded to the lowest financial proposal of the technically qualified Applicant(s) (Applicant(s) scoring 65 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.

Technical Proposal Form

{Location, Date}

To:

Project Director, PMU

Primary and Secondary Healthcare Department, Government of Punjab.

31-E/1, Shahra-e-Imam Hussain, Gulberg-III, Lahore.

We, the undersigned, offer to provide the requested services as in accordance with your Bidding document (**PROVISION OF MEPG SERVICES FOR DHQ / THQ HOSPITALS OF THE PUNJAB**) PROPOSAL REFERENCE NO: **P&SHD/PMU/OS/MEPG-02/2020** dated_ [insert date here]_____. We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal sealed under a separate envelope.

Total No. of Packages Applied for _____

Name of Package Applied

a) (Name)

b) (Name)

We understand that the Procuring Agency is not bound to accept any Proposal that the Procuring Agency receives.

Yours sincerely,

Authorized Signature {In full and initials}: _____

Name and Title of Signatory: _____

Address: _____

Contact information (phone and e-mail): ____

Technical Evaluation

The following evaluation factors / criteria will be employed to evaluate the **Technical proposals**.

4. TECHNICAL EVALUATION CRITERIA (KNOCKDOWN CRITERIA)

The Applicant/Service Provider must comply with all the mandatory parameters. In case of noncompliance of any mandatory parameter, the Applicant shall be declared as non-responsive and shall not be considered for further evaluation for marking parameters. Interested Applicant who intends to apply for multiple packages shall submit only **one Technical Proposal but separate Financial Proposal** for each package applied for.

1. Eligibility of the Applicant as per ITA Clause 1(a-c).
2. The Applicant shall have a valid registration with EOBI / PESSI/ Labor department to ensure that the staff employed adheres to the guidelines/ founding principles laid to perform as per labor laws.
3. The copy of the Request for Proposal duly signed and stamped by the Applicant shall be attached with the Technical Proposals.

TECHNICAL EVALUATION CRITERIA		
Sr.	Category	Marks
i.	Experience of the Firm	25
ii.	Technical Strength of Team	50
iii.	On-site backup support	20
iv.	Financial Strength	05
Total		100
Minimum marks required		65

EVALUATION CRITERIA

An applicant need to get at least 65 marks to qualify for the financial proposal opening. Copies of all the required documents shall be submitted:

Required documents shall be submitted.

Sr. No.	Parameters	Marks						
(i)	Experience of the Firm & Approach and Methodology	25						
	<table><tr><th>Sr No.</th><th>PARAMETER</th><th>MAXIMUM SCORE</th></tr><tr><td>a.</td><td>02-03 Relevant Projects (10 Marks) 04-05 Relevant Projects (15 Marks) >06 Relevant Projects (20 Marks)</td><td>20</td></tr></table>		Sr No.	PARAMETER	MAXIMUM SCORE	a.	02-03 Relevant Projects (10 Marks) 04-05 Relevant Projects (15 Marks) >06 Relevant Projects (20 Marks)	20
	Sr No.		PARAMETER	MAXIMUM SCORE				
	a.		02-03 Relevant Projects (10 Marks) 04-05 Relevant Projects (15 Marks) >06 Relevant Projects (20 Marks)	20				
	<ul style="list-style-type: none">Relevant Project means that the service provider is providing services to public / private organizations in relevant field. The Applicant shall have to provide Completion Certificate / Satisfactory Performance Certificate / Purchase Orders/payment record.Only those Project(s) will be considered for evaluation whose contract / agreement value will be 10 Million or more for relevant projects carried out for 1 year or more.A firm having above mentioned projects can apply in multiple package.							
<table><tr><td>Approach and Methodology</td><td>(05 Marks)</td><td>05</td></tr></table>		Approach and Methodology	(05 Marks)	05				
Approach and Methodology	(05 Marks)	05						
<ul style="list-style-type: none">Approach and methodology means the applicant will submit/attach presentation, operational model, way of working, detailed SOPs, layout, and ways to maintain the Quality standards and to manage services in case of any unforeseen incident. It must be clear and responds to scope of the work.								
(ii)	Technical Strength of Team	50						
	<table><tr><th>Sr. No.</th><th>PARAMETER</th><th>MAXIMUM SCORE</th></tr><tr><td>a)</td><td>Supervisor/In-charge 05 - 10 Personnel (01 Marks) 11 - 15 Personnel (03 Marks) > 15 Personnel (05 Marks) Having minimum Qualification & Experience: BSc Mechanical / Electrical / Mechatronics Engineering with minimum 2 year of relevant experience</td><td>05</td></tr></table>		Sr. No.	PARAMETER	MAXIMUM SCORE	a)	Supervisor/In-charge 05 - 10 Personnel (01 Marks) 11 - 15 Personnel (03 Marks) > 15 Personnel (05 Marks) Having minimum Qualification & Experience: BSc Mechanical / Electrical / Mechatronics Engineering with minimum 2 year of relevant experience	05
	Sr. No.		PARAMETER	MAXIMUM SCORE				
	a)		Supervisor/In-charge 05 - 10 Personnel (01 Marks) 11 - 15 Personnel (03 Marks) > 15 Personnel (05 Marks) Having minimum Qualification & Experience: BSc Mechanical / Electrical / Mechatronics Engineering with minimum 2 year of relevant experience	05				
	b)		Electrician 50 - 60 Personnel (01 Marks) 61 - 70 Personnel (02 Marks) > 70 Personnel (03 Marks) Having minimum Qualification & Experience: Middle with 10 years of relevant experience or Diploma with 3 years' experience, Age: Less than 50 Years	03				
	c)		AC Technician 30 - 40 Personnel (01 Marks) 41 - 50 Personnel (02 Marks) > 50 Personnel (03 Marks) Having minimum Qualification & Experience: Middle with 10 years of relevant experience or Diploma with 3 years' experience, Age: Less than 50 Years	03				
	d)		Plumber 10 - 20 Personnel (01 Marks) 21 - 30 Personnel (02 Marks) >30 Personnel (03 Marks) Having minimum Qualification & Experience: Middle with 10 years of relevant experience or Diploma with 3 years' experience, Age: Less than 50 Years	03				
	e)		Carpenter 10 - 20 Personnel (01 Marks) 21 - 30 Personnel (02 Marks) >30 Personnel (03 Marks) Having minimum Qualification & Experience: Middle with 10 years of relevant experience or Diploma with 3 years' experience, Age: Less than 50 Years	03				
f)	Generator Mechanic 10 - 20 Personnel (01 Marks) 21 - 30 Personnel (02 Marks)	03						

	<table><tr><td></td><td>>30 Personnel (03 Marks) Having minimum Qualification & Experience: Middle with 10 years of relevant experience or Diploma with 3 years' experience (as Generator Mechanic/Technician), Age: Less than 50 Years</td><td></td></tr><tr><td>g)</td><td>Documentary proof of Insurance/EOBI/PESSI/Labor department 50 - 100 No. of Technical Staff (15 Marks) 101-150 No. of Technical Staff (20 Marks) 151-200 No. of Technical Staff (25 Marks) 201-250 No. of Technical Staff (30 Marks)</td><td>30</td></tr></table>		>30 Personnel (03 Marks) Having minimum Qualification & Experience: Middle with 10 years of relevant experience or Diploma with 3 years' experience (as Generator Mechanic/Technician), Age: Less than 50 Years		g)	Documentary proof of Insurance/EOBI/PESSI/Labor department 50 - 100 No. of Technical Staff (15 Marks) 101-150 No. of Technical Staff (20 Marks) 151-200 No. of Technical Staff (25 Marks) 201-250 No. of Technical Staff (30 Marks)	30					
	>30 Personnel (03 Marks) Having minimum Qualification & Experience: Middle with 10 years of relevant experience or Diploma with 3 years' experience (as Generator Mechanic/Technician), Age: Less than 50 Years											
g)	Documentary proof of Insurance/EOBI/PESSI/Labor department 50 - 100 No. of Technical Staff (15 Marks) 101-150 No. of Technical Staff (20 Marks) 151-200 No. of Technical Staff (25 Marks) 201-250 No. of Technical Staff (30 Marks)	30										
<ul style="list-style-type: none">• All information of the employees must be provided by the Service Provider on company's letterhead including Name, CNIC No., Age, years of experience, and Contact number of the each employee along with relevant supporting documents.• For Engineers, PEC number and for Diploma holders, diploma certificate must be provided to qualify for the marks.												
(iii)	On-site backup support		20									
	<table><tr><th>Sr No.</th><th>PARAMETER</th><th>MAXIMUM SCORE</th></tr><tr><td>g.</td><td>No. of Mobile workshop 01 Unit (02 Mark) 02 Units (04 Marks) 03 Units (06 Marks) 04 Units (08 Marks) 05 Units (10 Marks) Mobile workshop must be owned / hired / leased by the organization. It must be equipped with all type of equipment's as well as backup electricity, which may be used in case of emergency/repair and replacement of generators. Relevant supporting documents, including Vehicle Registration number, list of equipment installed shall be submitted with the application to obtain these above mentioned marks.</td><td>10</td></tr><tr><td>h.</td><td>No. of Backup Generators 01 Unit (02 Mark) 02 Units (04 Marks) 03 Units (06 Marks) 04 Units (08 Marks) 05 Units (10 Marks) Mode of transport shall be defined with a backup generator with capacity100 KVA at least including engine number.</td><td>10</td></tr></table>	Sr No.		PARAMETER	MAXIMUM SCORE	g.	No. of Mobile workshop 01 Unit (02 Mark) 02 Units (04 Marks) 03 Units (06 Marks) 04 Units (08 Marks) 05 Units (10 Marks) Mobile workshop must be owned / hired / leased by the organization. It must be equipped with all type of equipment's as well as backup electricity, which may be used in case of emergency/repair and replacement of generators. Relevant supporting documents, including Vehicle Registration number, list of equipment installed shall be submitted with the application to obtain these above mentioned marks.	10	h.	No. of Backup Generators 01 Unit (02 Mark) 02 Units (04 Marks) 03 Units (06 Marks) 04 Units (08 Marks) 05 Units (10 Marks) Mode of transport shall be defined with a backup generator with capacity100 KVA at least including engine number.	10	
	Sr No.	PARAMETER		MAXIMUM SCORE								
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<ul style="list-style-type: none">• One mobile workshop and 100 KVA generator is mandatory per package at its own cost.• The Procuring Agency may require additional information or request visit of the site by its technical team, if deemed necessary.												
(iv)	Financial Strength		05									
	<table><tr><th>Sr No.</th><th>PARAMETER</th><th>MAXIMUM SCORE</th></tr><tr><td>a.</td><td>Cumulative Annual Turnover in last 03 Years. (duly supported by Audited Financial Statements) >30 – 40 Million (01 Marks) >40 – 50 Million (03 Marks) >50 Million (05 Marks)</td><td>05</td></tr></table>	Sr No.		PARAMETER	MAXIMUM SCORE	a.	Cumulative Annual Turnover in last 03 Years. (duly supported by Audited Financial Statements) >30 – 40 Million (01 Marks) >40 – 50 Million (03 Marks) >50 Million (05 Marks)	05				
Sr No.	PARAMETER	MAXIMUM SCORE										
a.	Cumulative Annual Turnover in last 03 Years. (duly supported by Audited Financial Statements) >30 – 40 Million (01 Marks) >40 – 50 Million (03 Marks) >50 Million (05 Marks)	05										

5. FINANCIAL EVALUATION

The financial evaluation of the proposal shall be according to the financial evaluation as given in **Financial Form 2**. Incomplete proposals shall stand rejected.

Redressal of Grievances

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 Applicant(s) that may occur during the procurement process.
2. Any Applicant feeling aggrieved by any act of the Procuring Agency after the submission of their proposal may lodge a written complaint concerning his grievances not later than **10 Days** after the announcement of Proposal Evaluation Report.
3. The committee shall investigate and decide upon the complaint as per rule 67 of PPR-2014.

Note: *Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.*

FIN 1: Financial Proposal Form (For Package No._____)

(This Form must be filled by Applicant(s) for each package separately)

{Location, Date}

To:

Project Director, PMU
Primary and Secondary Healthcare Department, Government of Punjab.
31-E/1, Shahra-e-Imam Hussain, Gulberg-III, Lahore.

We, the undersigned, offer to provide the services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date] and our Technical Proposal.

Our attached Financial Proposal is for the amount of {Indicate the corresponding amount(s) currency (ies)} {Insert amount(s) in words and figures}, *inclusive of all taxes*. The estimated amount of taxes is {Insert currency} {Insert amount in words and figures} which shall be confirmed or adjusted, if needed, during negotiations. Our Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal.

No commissions or gratuities have been or are to be paid by us to agents or any third party relating to this Proposal and Contract execution.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature {In full and initials}: _____

Name and Title of Signatory: _____

In the capacity of: _____

Address: _____

E-mail: _____

FIN 2: Financial Bid Form (For Package No._____)*(This Form must be filled by bidders for each package separately)*

Cost of the Financial Bid	
(A) Human Resource Cost ¹ (Total of FIN 3)	
(B) Equipment Replacement Cost ² (Total of FIN 4)	
(C) System Maintenance Works Cost ³ (Total of FIN 5)	
(D) Preventive Maintenance Cost of Generator ⁴ (Total of FIN 6)	
(E) Generators Repair and Replacement Cost (Total of FIN 7)	
<u>(F) Total Annual Cost of the Financial Bid**:</u> { Should match the amount in Form F-1 }	{ F= A+B+C+D+E }
** All quoted prices shall be inclusive of all applicable levies, taxes, duties, Govt. tariffs etc.	

The quoted prices shall only be considered for the purpose of evaluation only. The amount may increase or decrease every month and payments shall be made on the basis of actual works carried out by the service provider regardless to any reference to the quoted bid and financial evaluation. At no instance trivial references will be entertained that the contractor is liable to be paid with respect to the costs determined just for the sake of financial comparison.

The lowest evaluated bidder will be determined on the basis of

- Human Resource Cost (60%)
- Equipment Replacement Cost (10%)
- System Maintenance Works Cost (20%)
- Generator Preventive Maintenance Cost (05%)
- Generators Repair & Replacement Cost (05%)

Name of Applicant:

Mailing Address:

Income Tax Registration No.

PRA Registration No.

Tentative Total Amount in monthly basis:

Total Amount on annual basis:

Tentative Total Contract Amount for two years:

Sign:

Designation:

Stamp:

Note: Monthly Payments will be made in the PKR currency.

1. Payment of deployed Human Resource will be processed in accordance with the attendance marked by the staff through bio metric system or Manual attendance signed by HR officer of respective hospital.
2. Payment against the equipment repair head, Generator Preventive Maintenance and Generator repair & replacement cost will be made in accordance with the actual work done in the hospital for that particular month. Tentative number of these equipment in each hospital are given in **Appendix-6&7**, Service Provider shall consider all these equipment in good conditions for making his assessment.
3. Procuring Agency reserves the right to add or drop one or more health facilities from any package.

FIN 3: Detailed Breakdown of HR Costs (For Package No._____)*(This Form must be filled by Applicant(s) for each package separately)*

Sr. #	Description of Staff	No. of Staff (As per Appendix 5 for complete Package)	HR cost per worker per month (Inclusive of all taxes, and Insurance, e.t.c.) (Rs.)	Service period (Months)	Total Annual HR Cost (Rs.)
	(1)	(2)	(3)	(4)	(4) x(3)x(2)
1	Supervisor			12	
2	Electrician			12	
3	AC Technician			12	
4	Plumber			12	
5	Generator Mechanic			12	
5	Carpenter			12	
Tentative Total Cost					A

- All costs will be inclusive of all types of taxes (Service tax, EOBI, Insurance, labor department formalities etc.)
- Number of Human Resource may be increased or decreased as per requirement. However, the approved prices shall remain the same. The quantity mentioned in the **Appendix-5** will be used for evaluation purpose only. Payments shall be made on the basis of actual number of human resource deployed and actual work done in the hospital in accordance with the attendance marked by the staff. The quoted prices shall only be considered for the purpose of evaluation only. The amount may increase or decrease every month and payments shall be made on the basis of actual works carried out by the service provider regardless to any reference to the quoted bid and financial evaluation. At no instance trivial references will be entertained that the contractor is liable to be paid with respect to the costs determined just for the sake of financial comparison.
- A requisition for deployment of staff for particular month will be placed by the Medical Superintendent of the concerned hospital before the Project Director, PMU at least 15 days before the starting of a particular month. PMU will subsequently inform the Service Provider for deployment of requested staff accordingly.
- Per day rate of each HR staff shall be calculated on the basis of monthly rate quoted against each HR staff assuming 30 days in each month and the staff may be hired or relieved on daily basis as per the requirements, at the discretion of Procuring Agency or Hospital Administration.
- Note: The service provider shall ensure that minimum wage duly notified by Govt. of Punjab is adhered to, implementing all labor laws, strict compliance to child labor laws shall be ensured.

FIN 4: Per Unit Annual Cost of Equipment Replacement (For Package No._____)*(This Form must be filled by Applicant(s) for each package separately)*

Per Unit Annual Cost of Equipment Replacement						
S. No	Description	Cost per unit (Rate to be filled by Applicant)	No. of unit (No. to be taken from Appendix 6)	Tentative Percentage for Annual no. of Occurrences	Annual no. of Occurrences	Amount
		A	B	C	D=B*C	E=A*D
1	Cabinet AC (2 Ton)					
	Gas Refilling			20%		
	Compressor Repair			10%		
	Compressor Replacement			10%		
	Tentative Total Cost/unit					
2	Cabinet AC (4 Ton)					
	Gas Refilling			20%		
	Compressor Repair			10%		
	Compressor Replacement			10%		
	Tentative Total Cost/unit					
3	Split AC (1 Ton)					
	Gas Refilling			30%		
	Compressor Repair			10%		
	Compressor Replacement			10%		
	Tentative Total Cost/unit					
4	Split AC (1.5 Ton)					
	Gas Refilling			30%		
	Compressor Repair			10%		
	Compressor Replacement			10%		
	Tentative Total Cost/unit					
5	Split AC (2 Ton)					
	Gas Refilling			30%		
	Compressor Repair			10%		
	Compressor Replacement			10%		
	Tentative Total Cost/unit					
6	Refrigerating Appliance (14 CFT - SD)					
	Compressor Repair			10%		
	Compressor Replacement			10%		
	Gas Refilling			10%		
	Stabilizer			10%		
	Tentative Total Cost/unit					
7	Refrigerating Appliance (16 CFT - DD)					
	Compressor Repair			10%		
	Compressor Replacement			10%		
	Gas Refilling			10%		
	Stabilizer			10%		
	Tentative Total Cost/unit					
8	Refrigerating Appliance (18 CFT - SD)					
	Compressor Repair			10%		
	Compressor Replacement			10%		
	Gas Refilling			10%		
	Stabilizer			10%		
	Tentative Total Cost/unit					
9	Refrigerating Appliance (18 CFT - DD)					

	Compressor Repair			10%		
	Compressor Replacement			10%		
	Gas Refilling			10%		
	Stabilizer			10%		
	Tentative Total Cost/unit					
10	UPS (100 AMP)					
	Battery			20%		
	Mother Board			10%		
	Tentative Total Cost/unit					
11	UPS (>100 to 150 AMP)					
	Battery			20%		
	Mother Board			10%		
	Tentative Total Cost/unit					
12	UPS (>150 to 180 AMP)					
	Battery			20%		
	Mother Board			10%		
	Tentative Total Cost/unit					
13	UPS (>180 to 240 AMP)					
	Battery			20%		
	Mother Board			10%		
	Tentative Total Cost/unit					
14	Electric Water Cooler					
	Filter			20%		
	Compressor Repair			10%		
	Compressor Replacement			10%		
	Gas refilling			10%		
	Tentative Total Cost/unit					
15	Water Geysers					
	Thermostat / Element			25%		
	Funnel			10%		
	Tentative Total Cost/unit					
16	Electric Water Pump (Three Phase >10 to 30 Horsepower)					
	Safety Breaker			10%		
	Magnetic Connector			10%		
	Tentative Total Cost/unit					
17	Electric Water Pump (Three Phase >30 to 120 Horsepower)					
	Safety Breaker			20%		
	Magnetic Connector			20%		
	Tentative Total Cost/unit					
18	Motor rewinding					
	Industrial Exhaust Fan		40	20%		
	Bracket/ceiling fan		200	20%		
	Tentative Total Cost/unit					
Tentative Grand Total						B

¹ Column A, rate is to be filled by the Applicant.

³ All prices will be inclusive of all types' applicable taxes. Payment will be made on actual replacement requisitioned by the Medical Superintendent and subsequently done by the service provider. The quoted prices shall only be considered for the purpose of evaluation only. The amount may increase or decrease every month and payments shall be made on the basis of actual works carried out by the service provider regardless to any reference to the quoted bid and financial evaluation. At no instance trivial references will be entertained that the contractor is liable to be paid with respect to the costs determined just for the sake of financial comparison. *However, the equipment which is under warranty, The Service Provider shall provide Manufacturer's Local warranty (hereinafter referred as Warranty Period) for all items in respect of Goods, the Services and the Works, or any portion thereof, as the case may be, which will include: Free, on site repair / replacement of defective / damaged parts and labor, within 24 hours of intimation.*

Note. Authentication of task performed shall be made by the concerned Hospital Administration.

Fin 5: Annual System Maintenance Works Cost ¹ (For Package No.____)*(This Form must be filled by bidders for each package separately)*

Sr No.	Package No.	District	Sr. No.	Hospital Name	System Maintenance Works Annual Cost (inclusive of all applicable taxes)			
					Carpentry/ Glass Work	Electrical Work	Plumbing/Fitting Work	Annual Amount
					1	2	3	4=1+2+3
1	Package 1	Rahim Yar Khan, Muzaffargarh & Rajanpur	1	DHQ Muzaffargarh				
2			2	DHQ Rajanpur				
3			3	THQ Alipur				
4			4	THQ Jampur				
5			5	THQ Jatoi				
6			6	THQ Khanpur				
7			7	THQ Kot Addu				
8			8	THQ Liaquatpur				
9			9	THQ Rojhan				
10			10	THQ Sadiqabad				
11			11	THQ Taunsa				
	Total - Package 1							
12	Package 2	Vehari, Khanewal & Lodhran	1	DHQ Vehari				
13			2	DHQ Khanewal				
14			3	DHQ Lodhran				
15			4	THQ Burewala				
16			5	THQ Duniyapur				
17			6	THQ Jahanian				
18			7	THQ Kabirwala				
19			8	THQ Kehror Pacca				
20			9	THQ Mailsi				
21			10	THQ Mian channu				
	Total - Package 2							
22	Package 3	Pakpattan & Sahiwal, Okara, Kasur	1	DHQ Kasur				
23			2	DHQ Okara City				
24			3	DHQ Okara SC				
25			4	DHQ Pakpattan				
26			5	THQ Arifwala				
27			6	THQ Chichawatni				
28			7	THQ Chunian				
29			8	THQ Depalpur				
30			9	THQ Haveli Lakha				
31			10	THQ Pattoki				
32			11	THQ Renala Khurd				
	Total - Package 3							
33	Package 4	Nankana Sahib, Faisalabad, Chinot	1	DHQ Chiniot				
34			2	DHQ Nankana Sahib				
35			3	THQ Chak Jhumra				
36			4	THQ Jaranwala				
37			5	THQ Lalian				
38			6	THQ Samundri				
39			7	THQ Sangla Hill				
40			8	THQ Shah kot				
41			9	THQ Tandlian wala				
	Total - Package 4							
42	Package 5	Sheikhupura, Lahore, Guranjwala	1	DHQ Sheikhupura				
43			2	THQ Ferozwala				
44			3	THQ Kamoke				
45			4	THQ Mian Meer				
46			5	THQ Muridke				

47			6	THQ Nowshera Virkan				
48			7	THQ Safdarabad				
49			8	THQ Sharaqpur				
50			9	THQ Wazirabad				
	Total - Package 5							
51	Package 6	Sialkot, Narowal, Gujrat	1	DHQ Narowal				
52			2	THQ Daska				
53			3	THQ Dinga				
54			4	THQ Kharian				
55			5	THQ Kunjah				
56			6	THQ Pasrur				
57			7	THQ Sambrial				
58			8	THQ Sara-e-Alamghir				
59			9	THQ shakargarh				
	Total - Package 6							
60	Package 7	Mandi Bahauddin, Jehlum, Hafizabad	1	DHQ Jhelum				
61			2	DHQ Mandi bahauddin				
62			3	DHQ Hafizabad				
63			4	THQ Malakwal				
64			5	THQ Phalia				
65			6	THQ Pind Dadan Khan				
66			7	THQ Pindi Bhattian				
67			8	THQ Sohawa				
			Total - Package 7					
68	Package 8	Sargodha & Khushab	1	DHQ Khushab				
69			2	THQ Bhalwal				
70			3	THQ Bhera				
71			4	THQ Khushab				
72			5	THQ Kot Momin				
73			6	THQ Noorpur Thal				
74			7	THQ Shahpur				
75			8	THQ Sillanwali				
			Total - Package 8					
76	Package 9	Bahawalanagar & Bahawalpur	1	DHQ Bahawalnagar				
77			2	THQ Ahmad pur East				
78			3	THQ Chishtian				
79			4	THQ Fort Abbas				
80			5	THQ Haroonabad				
81			6	THQ Hasilpur				
82			7	THQ Khairpur Tamewali				
83			8	THQ Minchinabad				
84			9	THQ Yazman				
	Total - Package 9							
85	Package 10	Bhakkar & Mianwali	1	DHQ Bhakkar				
86			2	DHQ Mianwali				
87			3	THQ Darya Khan				
88			4	THQ Isa Khel				
89			5	THQ Kalabagh				
90			6	THQ Kallur Kot				
91			7	THQ Mankera				
92			8	THQ Piplan				
			Total - Package 10					
93	Package 11	Attock	1	DHQ Attock				
94			2	THQ Fateh Jang				
95			3	THQ Hassan Abdal				
96			4	THQ Hazro				
97			5	THQ Jand				
98			6	THQ Kotli Sattian				

99			7	THQ Murree				
100			8	THQ Pindi Gheb				
101			9	THQ Taxila				
	Total - Package 11							
102	Package 12	Rawalpindi & Chakwal	1	DHQ Chakwal				
103			2	THQ Choa Saiden Shah				
104			3	THQ City Hospital Talagang				
105			4	THQ Gujar Khan				
106			5	THQ Kahuta				
107			6	THQ Kallar Kahar				
108			7	THQ Kallar Syedan				
109			8	THQ Talagang				
	Total - Package 12							
110	Package 13	Toba Tek Singh & Jhang	1	DHQ Jhang				
111			2	DHQ Toba Tek Singh				
112			3	THQ 18-Hazari				
113			4	THQ Ahmadpur Sial				
114			5	THQ Gojra				
115			6	THQ Kamalia				
116			7	THQ Shorkot				
	Total - Package 13							
117	Package 14	Layyah & Multan	1	DHQ Layyah				
118			2	DHQ Multan				
119			4	THQ Choubara				
120			5	THQ Chowk Azam				
121			6	THQ Jalalpur Pirwala				
122			7	THQ Karor lal eson				
123			8	THQ Kot Sultan				
124			9	THQ Shujabad				
125			3	THQ Thal				
			Total - Package 14					
Grand Total								

All prices will be inclusive of all applicable taxes.

¹ Payment for each head will be made on monthly basis keeping in view the task performed in that specific month but it will not be higher than the quoted/approved price. It will only be made for the period in which same category Human Resources will work depending upon deployed Human Resource for that particular month and no penalty for the same head shall be charged.

Note. Procuring Agency reserves the rights to add or drop one or more health facilities from any package.

Fin 6: Preventive Maintenance Cost of Generators¹*(This Form must be filled by Applicant(s) for each package separately)**Service Provider shall provide breakdown/rational behind estimates submitted in FIN 2 FORM*

Sr. #	KVA	No. of Generators ² (As per Appendix 7)	² Unit Cost of Preventive Maintenance (Inclusive of all Taxes) (Rs)	Cost of 5 Preventive Maintenances {(4) (3) x 5}
(1)	(2)	(3)	(4)	(5)
1	>200		X	
2	100-200		Y	
3	<100		Z	
Sub Total (B)				

Description	Unit Cost of Preventive Maintenance Of >200	Unit Cost of Preventive Maintenance Of 100-200	Unit Cost of Preventive Maintenance Of <100
Fuel Filter			
Water Filter			
Air Filter			
Engine Oil			
Electronic Relays			
Electric Fuses			
Control Wires			
Oil Filter			
Self-Starter			
Fan/Alternator Belt			
Software calibration			
Other Item if req. in CM			
Tentative Total Unit Cost of CM/PM	X	Y	Z

¹Service provider will be responsible for the timely preventive maintenance of each and every generator against whom such maintenance is required. However, the generators having valid warranty period will be maintained by the concerned firm including parts & labor and no payment in this regard shall be made except the cost of consumables.

² The preventive maintenance shall include change of electronic relays, electric fuses, control wires, oil filters, fuel filters, water filters, air filters, engine oil PSO/Shell/Equivalent, fan belt, alternator belt, water pump belt, any software calibration (if required), etc. All parts used in repair/replacement/PM/CM should be same specification as recommended by respective manufacturers i.e. Perkins Generator PM/CM/RR will be done as recommended by Perkins manufacturer with standard consumable/parts of Perkins. Mobile Oil/Engine oil should be PSO/Shell/Equivalent or as per requirement of Procuring Agency.

Note: The Human Resource placed in the hospital shall be responsible for the daily maintenance, i.e., greasing, cleaning, and tightening of bolts and any other works which do not entail replacement of spare parts.

³ The number of generators and preventive maintenance given below are purely for the purpose of evaluation only. The number of generators may increase or decrease. A functional inventory shall be prepared jointly by the hospital administration and the service provider. However, payments shall be made on the basis of actual preventive maintenance works carried out by the service provider.

⁴ on the last month of contract execution, the Service Provider will submit a satisfactory performance certificate that each generator placed in each hospital is in working condition/functional.

Fin 7: Generator repair and replacement cost (For Package no. _____)*(This Form must be filled by Applicant(s) for each package separately)**Service Provider shall provide breakdown/rational behind estimates submitted in FIN 2 FORM*

Sr. No	Description	Replacement Cost			Total Replacement Cost
		(Capacity Wise)			
		>200	100-200	<100	(3+4+5)
1)	2)	3)	4)	5)	6)
1	Radiator				
2	Fuel Pump				
3	Fuel Injectors/ Nozzles				
4	Crank Shaft				
5	Electronic Oil Pump				
6	Camshaft				
7	Valves				
8	Fresh Air Inlet				
9	Exhaust Outlet				
10	Hose Pipe				
11	Thermostat				
12	Water pump				
13	Ring piston				
14	Head				
15	Head Gasket				
16	Engine Block				
17	Engine Hosing				
18	Bearing sets				
19	Brackets				
20	Cambush				
21	Flywheel				
22	Dynamo Parts				
23	Bushings				
24	Bearing sets				
25	Armature				
26	Field Coil/Winding				
27	C.E Brackets				
28	D.E Brackets				
29	Altornator Diode Kit				
30	Regulators				
31	Stator, Rotor & Exiter plus winding				
32	Voltage Regulator				
33	Bridge Rectifier				
34	Coupler				
35	Main Line Circuit Breaker/Sub- Breaker				
36	Computer Card/Electronic Module/ Control Panel				
37	Battery Charger				
38	Batteries				
39	Control Wires				
Tentative Total Cost					

1 Repair and Replacement of all other parts shall be charged as per actual rates and all type of prices will be inclusive of all applicable taxes.

4. GENERAL CONDITIONS OF CONTRACT (GCC)

Approach & Methodology

The Applicant shall explain his plan for performing the MEPG Services as per the terms of the references and overall scope of this document.

Roles & Responsibilities

Primary Responsibilities of the Firm

Applicant shall provide MEPG services as set forth in this document. The services contracted include, but are not limited to, the following:

1. Security Clearance of the staff provided to procuring agency will be the responsibility of Service Provider.
2. The service provider shall provide MEPG Services 24 Hours per day, for the contract period as per the requirement set out in the Service Specific Specifications and relevant to the delivery of desired MEPG services.
3. The firm must adhere to the prevailing labour laws including but not limited to Minimum wages. The Procuring Agency reserves the right to seek proof if the same is being paid to the personnel, the failure of which can lead to the Termination of the Contract, forfeiture of Performance Security and remaining invoices amounts may be distributed to MEPG Staff of the firm.
- The firm must provide Uniform (vest, Covid-19 care essentials like gloves & masks and standard labor shoes), identification cards; personal protective equipment etc. to its entire staff deployed at the hospital and ensure proper maintenance of it. Further the staff would be required to be in clean uniform at all times.
4. The firm / company have to deploy Staff (HR) as per **Appendix-5** at beginning of the contract which may vary as per actual number of personnel requisitioned by Medical Superintendent as the contract progresses.
5. The contact details of every deployed staff member to be provided by the firm / company in first month of the contract execution.
6. Ensure 100% staff attendance, required as per contract.
7. Provide the required toolkits / equipment mentioned in **Appendix-8**. The successful Applicant shall have to make all this toolkit / equipment physically available in the office before starting the work and these should always remain in working condition during the period of contract.
8. The service provider will ensure that no smoking environment rules in the office are respected. Violations will attract a fine as per Govt. instruction for each violation.
 - a. Responsibilities of the Procuring Agency/Hospital Administration**
 1. Facilitate the service provider in smooth provision of services.
 2. Preventively performance monitoring of the service provider through a designated officer for every Building.

3. Timely payment of service provider invoices after generation of satisfactory monthly report.
4. Provide office space/ storage for equipment and miscellaneous items.
5. Procuring agency will provide “Mobilization Advance” to the Service Provider which is an advance payment of three months in lieu of services to be provided in future after submission of separate bank guarantee for each package duly valid till the clearance of the advance payment in subsequent invoices which shall be adjusted in four equal instalment in lieu of services provided in 1st four months. It is an average cost of 3 months of all hospitals in respective package which shall be payable by the virtue of Bank Guarantee of equivalent amount in favour of Project Director. During the contract tenure such occurrence will be given once only at the time of signing of the contract for mobilization of the contract. However, under no circumstances, that amount is payable in absence of Bank guaranteed.

b. General Guidelines

1. 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 Procuring Agency a party to it.
2. In case of any labour disputes regarding their employees, resolve the same at the earliest to ensure scheduled work is completed satisfactorily and on time.
3. No employer – employee relationship between staff and facility management staff shall be maintained.
4. Ensure that all staff assigned to the offices be adequately immunized against all types of communicable diseases and preventively monitored through health check-ups.
5. The Procuring Agency reserves the right to direct the service provider for replacement of MEPG Personnel and the service provider shall be bound to do the same. Non-compliance may result in punitive action against the Service Provider.
6. Note. Procuring Agency reserves the rights to add or drop one or more health facilities from any package.

c. Force Majeure

1. For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Party and which makes a Party’s performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.
2. The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in

order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

3. Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

d. Termination of the Agreement

- a. 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.
- b. 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 Procuring Agency at any time with immediate effect.
- c. 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 or the toolkits/tools/equipment may be confiscated.
- d. Not with standing anything contained in this agreement, each party shall have the right to terminate this agreement upon **30 Days** written notice to the other party and upon written/ recorded reasons for the same.
- e. The Procuring Agency shall be entitled to terminate this agreement forthwith at any time upon serving notice 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.
- f. The termination shall be without prejudice to the acquired rights and liabilities of either party prior to termination.

e. Arbitration and Resolution of Disputes

1. The Procuring Agency and the Service Provider shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
2. If, after thirty (30) days from the commencement of such informal negotiations, the Procuring Agency and the Service Provider have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred to the Arbitrator for resolution through arbitration.
3. In case of any dispute concerning the interpretation and/or application of this Contract shall be settled through arbitration. The arbitrator will be appointed with mutual consent of both the parties. The decisions of the Arbitrator shall be final and binding on the Parties.

f. Renewal of Contract

- a. The contract between the Procuring Agency and the Service Provider can be extended further up to another term on the same terms & conditions. The annual renewal shall be based on the following (not limited to) conditions:
 1. Mutual consent of both parties.
 2. Satisfactory Performance review of the service provider dully signed by Medical Superintendent of the respective Hospital as well as concerned operation wing of PMU.
 3. Approval of Competent Authority.
 4. Renewal of the performance security by the service provider.

5. SPECIAL CONDITIONS OF THE CONTRACT (SCC)

1. The service provider shall be liable to pay compensation for any loss and damage caused to the property of the Procuring Agency/Hospital or its staff by the Service Provider or its workers. The Service Provider can also partner with an insurance company that will pay to compensate for the damage on behalf on the Service Provider.
2. The Service Provider shall be entirely responsible for the conduct of its staff and in case of any complaint against any staff, Service Provider will be under obligation to take necessary action to replace any staff (under the clause of persona non grata) when instructed in writing by the Focal Officer appointed by the Procuring Agency. The Service Provider shall observe all the laws and will be responsible for any prosecution or liability rising from breach of labour laws. The Procuring Agency shall not be responsible for any such action with regard to staff on the rolls of the Service Provider whatsoever.
3. In such circumstances when the service provider is unable to provide the required services, the Procuring Agency has the right to withhold payment and procure the services of any other service provider for the same financial amount.

6. SCOPE OF SERVICES / TERMS OF REFERENCE

Background

The Primary and Secondary Healthcare Department is the key department entrusted by the people of Punjab with responsibility for the health of communities and the population. The Primary and Secondary Healthcare Department delivers primitive, preventive and curative health services from the Primary to the Secondary Healthcare level.

Over the last few years, The Primary and Secondary Health Department of Punjab has taken many initiatives to improve the primary and secondary healthcare facilities all over Punjab. However, in spite of these initiatives, many districts of the Punjab are not delivering healthcare services to the standard expected.

In order to improve healthcare facilities in the province, the Primary and Secondary Healthcare Department is revamping 26 District Headquarter Hospitals and 100 Tehsil Headquarter Hospitals in the province.

Contextual Information

The District Head Quarters (DHQ) Hospitals are located at District headquarters level and serve a population of 1 to 3 million, depending upon the category of the hospital. The DHQ hospital provides primitive, preventive and curative care, advance diagnostics, inpatient services, advance specialist and referral services.

DHQs provides referral care to the patients including those referred by the Basic Health Units, Rural Health Centers, Tehsil Head Quarter hospitals along with Lady Health Workers and other primary and secondary healthcare facilities.

1. SCOPE OF SERVICES

Project Management Unit (PMU), Primary & Secondary Healthcare Department (P&SHD) requires firms to provide MEPG Services for **24 Hours a day (365 days/ 7 days a week including Sunday & Holidays)** in the entrusted DHQ / THQ Hospitals as mentioned in this tender document. However, Procuring Agency reserves the rights to add or drop one or more health facilities from any package. The scope of services include performance of all kind of electrical, mechanical, carpentry / fitting / glass / plumbing, operations, repair, maintenance and replacement of parts of generators in DHQ & THQ hospital(s). The detail of which is as below

1.1. Pre-requisite

After the AAT will be issued, Service Provider will be responsible to submit the following items for Procuring Agency's approval and send the same to each hospital before or on the first day of joining

- Uniform (vest, Covid-19 care essentials like gloves & masks and standard labor shoes)
- Sample of the Spare Inventory and Tool kit. *Service Provider will be responsible for provision of complete tool kit at start of the contract along with petty cash and spare inventory as per detail provided at (Appendix-8 & 9), to be maintained at each hospital.*

1.2. Documents required within 1st month

- a. Service provider will be responsible to tag all the equipment placed in the hospital in first month of the contract and submit the list to Hospital Administration which can be changed time to time. The same shall be maintained on information management system to be developed by the service

provider. The applied tags should be clearly visible, which shall be referred in case of any complaint.

- b. Service provider will also be responsible for submission of detailed functional inventory of hospital, each month, duly signed by the Service Provider and counter signed by the Medical Superintendent and Admin Officer of the concerned hospital.
- c. The services provider shall provide the names, address, age and a fresh medical certificate of the workers to be deployed at the Hospital well in advance.
- d. Procuring agency will provide “Mobilization Advance” to the Service Provider which is an advance payment of three months in lieu of services to be provided in future after submission of separate bank guarantee for each package duly valid till the clearance of the advance payment in subsequent invoices which shall be adjusted in four equal instalment in lieu of services provided in 1st four months. It is an average cost of 3 months of all hospitals in respective package which shall be payable by the virtue of Bank Guarantee of equivalent amount in favour of Project Director. During the contract tenure such occurrence will be given once only at the time of signing of the contract for mobilization of the contract. However, under no circumstances, that amount is payable in absence of Bank guaranteed.
- e.

1.3. Human Resource

- a. Service Provider will be responsible to provide quality human resource with demonstrable experience in each hospital as per Qualification & Experience of human resource in first month.
- b. The Human Resource (HR) as mentioned in this Contract may increase or decrease subject to below mentioned conditions:
 - i. Request Letter from Service Provider.
 - ii. Justification Letter for increase in HR from Medical Superintendent to Director Operations PMU.
 - iii. Recommendation of Operations Wing, PMU
 - iv. Approval of Competent Authority.
 - v. Renewal / submission of additional Performance Guarantee / Security by the Service Provider.
- c. After joining the requisite staff will be on probation of seven (7) days, who upon issuance of a satisfactory letter from Medical Superintendent (MS) may continue his/her services for a period as per contract agreement. However, MS of the concerned hospital should issue a satisfactory performance certificate for each such staff. It will also be the responsibility of Medical Superintendent that after the issuance of satisfaction letter all such staff should be on biometric at once.
- d. If Medical Superintendent want to surrender any extra staff he may do so by giving 15 days’ notice to the Service Provider under intimation to the Project Management Unit.
- e. Service Provider shall immediately upon receipt of request replace any service personnel who may be considered undesirable and incompetent by the procuring agency / hospital administration.

- f. However, if MS require any such staff as per the contract agreement he may demand the same by following below mentioned mechanism for deployment of any such staff;
 - i. A requisition for deployment of staff for each particular month will be placed by the Medical Superintendent of the concerned hospital before the Project Director, PMU at least 15 days before the starting of a particular month. If no request will be generated by the Medical Superintendent, it will be understood that the staff of previous month will continue to perform his/her services accordingly.
 - ii. Within 2 days of receipt of requisition from Medical Superintendent, PMU will subsequently inform the Service Provider for deployment of requested staff accordingly.
 - iii. Within 7 days of receipt of letter from PMU, Service Provider should submit the detail of duly certified human resource to the concerned hospital administration under intimation to PMU.
 - iv. Within 2 days of receipt of information of human resource from the Service Provider, hospital administration will issue a letter of approval or letter of rejection to the Service Provider under intimation to PMU.
 - v. Upon receipt of letter of approval from hospital administration, Service Provider will deploy the requisite human resource who should join his/her station within the due date in accordance with the Medical Superintendent, requisition letter.
- g. It will be the responsibility of the Admin Officer/Assistant Admin Officer to provide daily attendance sheet to the Supervisor of the Service Provider and a scanned copy of the invoice to the service provider after processing the invoice completely. However, IT officer will be responsible for the printing and submission of daily attendance report to the concerned Admin Officer/Assistant Admin Officer
- h. Service provider will designate an electrician with a additional charge of Supervisors who shall also coordinate with admin officer additional to his own duties.
- i. The services provider shall provide the names, address, age and a fresh medical certificate of the workers to be deployed at the Hospital in first month.
- j. The agreed number of workers, tool kits and spare inventory as mentioned in the annexures shall be provided within 15 days after signing of this contract or issuance of work order whichever is earlier.
- k. During the term of this Agreement, the Service Provider shall be bound to provide and pay for insurance of the workers; proof of insurance payment and proof of salary disbursement can be demanded any time by the procuring agency.
- l. The Service Provider shall be bound to provide MEPG services at the Hospital for 24 hours a day and 365 days a year for all non-residential areas. He should ensure the Staff's attendance during all public holidays / local holidays or any other special occasions. In case of any emergency, if any of the deployed staff is unable to join his/her duty. The Service Provider can provide a reliever in place of such staff, who shall have at least same qualification and experience as per the contract agreement. However, deployed staff shall submit a leave to the Medical Superintendent who shall approve/rejects the leave, as deemed appropriate.
- m. All workers shall be entitled to leave according to labor laws after due approval / authorization of their supervisor and service provider will be bound to provide alternate worker.

- n. Any leave by any worker violating the SOPs notified by the Procuring agency shall also constitute as breach of the contractual provision.
- o. Daily duty hours of every worker shall be 8 hours for morning, evening and night shift respectively. Provided that if any worker is arriving late, up to fifteen minutes and leaving early up to fifteen minutes, shall not be considered as deductible and early and late working, up to fifteen minutes, shall not be considered as chargeable / deductible.
- p. Verification of the particulars, reference check and criminal record check, of the workers, shall be the responsibility of the Service Firm.
- q. The Service Provider shall be fully responsible for safekeeping all the equipment throughout the contract period. The current state of each equipment and fixtures will be recorded at the time of handing over and signed off by both parties to be maintained at that level at all times.
- r. Service Provider shall pay its personnel not less than the minimum wage as per labor laws of Pakistan and other benefits mandated by the law. The Service Provider shall comply with the laws governing labor standards and employee's compensation.
- s. Service provider shall be bound to pay its staff before 10th of each month and salaries shall not be linked to any other payment which Service Provider is entitled to receive from the client.
- t. Service Provider in the performance of its services shall secure, maintain at its own expense all registration, licenses or permits required by law, and shall comply with all pertinent rules and regulations of the hospital.
- u. Service Provider will provide uniform vest, Covid-19 care essentials like gloves & masks and standard labor shoes to staff deployed at each hospital. A sample of the uniform will be submitted and approved by the Project Management Unit (PMU). The Service Provider shall provide two vests, along with the identification cards (ID) (having unique ID code), to its entire staff deployed at the hospitals.
- v. The Service Provider shall be liable to pay compensation for any loss and damage caused to the property of the Hospital or its patients by the Service Provider or his Staff. The Service Provider may partner with an insurance company that will compensate for any damage caused by the Service Provider within the ambit of the contract.
- w. In the event of any illness / injuries resulting from any accident of the Staff during duty hours, the Service Provide shall take full responsibility for the same and compensate the affected Staff member for any medical care and/or medical expenses to be incurred by him as per *Workers Compensation Act 1923*.
- x. In case of any strikes/ labor disputes regarding their employees, the Service Provider shall resolve the same at the earliest to ensure that the scheduled work is completed satisfactorily and on time.

1.4. Information Management System

The Applicant shall be responsible for provision of a dashboard / application / Information Management System (as required by procuring agency) within 3 months along with internet facility for each package in which all major functionalities will be added for timely communication, from lodging a complaint to its resolution, an up-to-date information w.r.t tagged functional/dead inventory and penalty calculation, complete detail of Human Resource deputed in the hospital along with their experience letters and experience certificates or diploma etc. The complete list of required requirement will be finalized at the time of signing of the contract.

1.5. Complain Resolution and Part Replacement

- a. For replacement of any item mentioned in **functional inventory list**, hospital will fill the requisition slip and send the same to the supervisor cum Electrician who will arrange and replace the item accordingly. At the end of every month, all requisitions made by the hospital will be sent along with the invoices and payment will be made accordingly. Printing the requisition slip or any other supporting document (Required for Invoice processing) shall be the responsibility of the Service Provider. However, following mechanism may be followed for any such repairs, replacement and maintenance
- i. Supervisor cum Electrician of the Service Provider along with the Admin Officer / Assistant Admin Officer / any officer of New Management Structure designated by the Medical Superintendent, will conduct a daily inspection of the hospital equipment in order to check the functionality of each and every equipment.
 - ii. A complaint pertaining to any non-functional equipment will be registered through written complaint to be logged by any concerned officer of the hospital on an already developed sheet, which may contain the name and location of the hospital area, equipment, complaint logging officer and time of complaint.
 - iii. Upon resolution of the complaint, the sheet will be duly signed by the complaint logging officer, admin officer and the supervisor cum Electrician. It is further stated that a copy of the complaint sheet will remain with the logging officer, one will be kept by the admin officer and last copy will be for the record of the Service Provider. Any penalty to be charged against the non-resolution of complaint should be supported by the subject sheet.
 - iv. Admin officer will prepare a weekly performance report on received/ resolved or pending complaints and Medical Superintendent will sign the report for efficient utilization of resources.
 - v. In order to ensure quality services, any replacement/repair made by the Service Provider should be of the same quality / specification.
 - vi. All parts replaced shall be added in stock register and removed parts shall be added in dead stock register which shall be send with each invoice.

1.6. TERMS OF REFERENCE FOR EQUIPMENT

A. Uninterruptible Power Supply (UPS)

Continuous and uninterrupted operations, repair and maintenance of all UPSs (including batteries) are required, 24 hours a day, 7 day a week, for works pertaining to the UPS (Electricity, Computer, Equipment) and associated systems as listed, but not limited to, the following:

- 1.6.A.1. monitor incoming electricity supply, UPS mains state, display error codes
- 1.6.A.2. procure batteries and other consumable material for proper functioning of all the UPS installed in the hospital.
- 1.6.A.3. All repair and maintenance of UPS will be done by the Service Provider at his own cost and the total Proposal will be inclusive of these repairs.
- 1.6.A.4. Service Provider shall be responsible for replacement and/or repair & maintenance of batteries, electrodes and electric panels in a UPS.

- 1.6.A.5. The UPS sets must be operated and maintained with a comprehensive management and monitoring system and must regularly inspect high temperatures, abnormal noises, smells and low battery water levels.
- 1.6.A.6. The Service Provider must submit and maintain a comprehensive plan for maintenance of the appliances and must be responsible for the procurement of all the spare parts holdings and labor required for the maintenance purposes.
- 1.6.A.7. A complete daily general checking of the entire installation shall be carried out by the Service Provider's employee(s) and they will immediately convey any abnormality in the equipment and allied systems, as well as make immediate arrangements to set right such abnormalities. Moreover, Service Provider shall maintain related records and produce such records on demand by the Hospital.
- 1.6.A.8. Service Provider shall supervise inspection and maintenance activities necessary to maintain/repair all contractually-covered equipment in trouble-free and smooth operating condition.
- 1.6.A.9. Routine maintenance will not be limited to the working schedule. The Service Provider must carry out other repair / maintenance, operation & services upkeep as and when required so as to keep the equipment in top running condition.
- 1.6.A.10. Service Provider will be responsible to make good all the damages to all appliances due to abnormal UPS supply.
- 1.6.A.11. The Service Provider's Personnel shall provide servicing for all parts of UPS. Service Provider will not make any alteration/modification etc. in existing UPS machinery without prior written approval of the hospital
- 1.6.A.12. Service Provider must keep sufficient stock of running spare parts for immediate replacement to avoid interruption in smooth operation.
- 1.6.A.13. The Service Provider shall warrant to the hospital administration that the Goods supplied by the Service Provider, under the Contract are genuine, brand new, non-refurbished, un-altered in any way, most recent or current model, imported through proper channel, and incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.
- 1.6.A.14. The Service Provider shall provide Manufacturer's Local warranty (hereinafter referred as Warranty Period) for all items in respect of Goods, the Services and the Works, or any portion thereof, as the case may be, which will include: Free, on site repair / replacement of defective / damaged parts and labor, within 24 hours of intimation.

B. ACs/Refrigerators/Water Cooler/Electric Water Gyeser etc.

- 1.6.B.1. Repair and maintenance of all Air Conditioners (Acs), refrigerating appliance and electric water coolers/dispensers, electric motors, industrial exhaust etc installed in hospitals to ensure optimal functionality.
- 1.6.B.2. Free of cost service of all Air Conditioners (Acs), refrigerating appliance and electric water coolers/dispensers, electric motors, industrial exhaust etc installed in hospitals to ensure optimal functionality

- 1.6.B.3. New installation of all Air Conditioners (Acs), refrigerating appliance and electric water coolers/dispensers, industrial exhaust etc in hospitals. However, fitting supplies will be the responsibility of the hospital administration. Repair and maintenance of electric wirings, cables, switches, boards, fans and bulbs etc. and replacements of the same, if required.
- 1.6.B.4. In case of gas refilling, requisitioned by Hospital MS, service provider will be responsible to refill the gas after four months, if there would be any issue. Gas shall only be refilled through *Honeywell, Genetron Gas (USA – R 22)* or similar standard cylinder and no payment shall be made for local/Chinese gasses.
- 1.6.B.5. Service Provider shall be responsible for supply of all material spares, replacement of only original equipment manufacturer (OEM) compressors, ready to commission with no extra amount for gas filling for the compressors/repairs of compressor (if possible), gas charging refilled through Honeywell, Genetron Gas (USA – R 22) cylinder, air filter, electrical parts, servicing, overhauling, greasing, starting relay, overload protector, wiring repairs, motor rewinding with bush and shaft, tapes including handling charges, blower motor/outdoor fan motor, remote set repairs, digital scanner, piping insulation and spares of outdoor/indoor units replacement etc.
- 1.6.B.6. Mechanic/Technician at the time of reporting for duty daily in the morning will check all the ACs, fridges and water coolers, electric water geysers, installed in the building and will ensure that all these machines are functioning properly.
- 1.6.B.7. In case any machine goes out of order, the repair work should be carried out by the company and in the hospital premises. Only such work, which cannot be executed in the hospital premises will be allowed to be carried out in the workshop of the company with the prior permission of hospital for which no extra charges like cartage etc. will be paid.
- 1.6.B.8. The Service Provider shall ensure that all air conditioners/fridges and water coolers are in proper working conditions throughout the contract period
- 1.6.B.9. The Service Provider is required to make arrangement to provide to their mechanic with the tool plants like insulation tapes, screw drivers, cutting pliers, and hammer / drill machine etc. to carry out subject work.
- 1.6.B.10. Apart from above, if there is any complaint, the agency shall attend to the complaint on priority at its own cost, failing which the agency shall be liable for imposition of penalty.
- 1.6.B.11. Any damage to the building or the any part of the equipment which might result during the operation shall be repaired by the Service Provider.
- 1.6.B.12. The Service Provider will maintain preventive maintenance record of equipment under maintenance contract in a Register.

C. ELECTRICAL SYSTEMS

- 1.6.C.1. Manage all electricity related works of the hospital and ensure that all electricity related functionalities perform perfectly.

- 1.6.C.2. Be available on a roster basis for out of hours call out; and for contact along with all other members in the Facilities Management team for the escalation of urgent issues during and out of normal working hours.
- 1.6.C.3. Maintenance and management of all electrical equipment panel boards, power distribution box, Circuit Breaker, electrical wiring, power control room and lighting. (The Service Provider shall also be liable if any sensitive medical equipment is damaged due to power fluctuation except natural disaster or Wapda fluctuation.)
- 1.6.C.4. During breakdowns the electrical Service Provider should immediately rectify the problem
- 1.6.C.5. Check the functioning and ensure proper working of panel boards, wiring fuses, cables etc (excluding transformers, UG cables, cable glands, thimbles and power cables more than 70mm², breaker more than 300AMP)
- 1.6.C.6. Check for tightness of connections and any overheating. .
- 1.6.C.7. All power cables less than 70mm² should be checked for continuity, any broken conductor or damage to the insulation
- 1.6.C.8. Earthing should be checked regularly as part of maintenance for tightness, corrosion etc. and should be rectified in case any deficiency is found.
- 1.6.C.9. The Resistance of earthing pits should be checked regularly and action to be taken for correction with approval of Company
- 1.6.C.10. A log of earthing values should be maintained quarterly
- 1.6.C.11. Ensure that the Checklists are adhered with utmost care and regularity
- 1.6.C.12. Preventive Maintenance Schedule to be followed with 100% compliance for all motors and other electrical equipment's, Predictive maintenance techniques to be followed
- 1.6.C.13. Maintain proper inventory of all bulbs / tube lights/SMD/LED lights/ spares
- 1.6.C.14. Ensure all the fused bulbs / tube lights are replaced as and when required Log down Electrical Meter readings
- 1.6.C.15. All alarms to be checked and logged
- 1.6.C.16. Responsible to procure all the engineering consumables.
- 1.6.C.17. Locate and repair defects in electrical systems, which involve the performance of advanced fault finding and maintenance tasks.
- 1.6.C.18. Review and approve of Job safety analysis, Permits to work and electrical reports.
- 1.6.C.19. Review and update maintenance procedures of Electricians, making recommendations for improvements.
- 1.6.C.20. Inspect facilities and installations and recommend alterations or revisions.
- 1.6.C.21. Regular cleaning of panels, loose dirt with lint free rags.
- 1.6.C.22. Examine surrounding areas for signs of tracking, arcing or overheating.
- 1.6.C.23. Repair or replace damaged insulators and supports as necessary.
- 1.6.C.24. Manually close breaker to check for proper wipe, contact pressure, contact alignment and to ensure that all contacts make at approximately the same time.

- 1.6.C.25. Protective relays and circuit breaker trip devices should be inspected and tested according to manufacturers' specifications.

Apart from weekly and Monthly repair and maintenance schedule, the representative of Service Provider must be available at all times in order to cater for power breakdowns and any on site defaults.

D. Electrical, Plumbing, Carpentry and Glass works

- 1.6.D.1. Provision of carpentry including repair, maintenance or replacement of door closers, floor springs, handles, hinges, locks, latches, shutters etc. Furthermore, repair and maintenance of doors, tables, chairs (including poshing and knitting), benches, cupboards, draws, side racks, office furniture, window/door glass and other carpentry and glass related works.
- 1.6.D.2. Repair, maintenance and provision of necessary supplies for fire extinguishers installed in hospital.
- 1.6.D.3. Provision of plumbing services including repair, maintenance and replacements of sanitary fixtures, pipes and manholes and other plumbing related works
- 1.6.D.4. The equipment which is under warranty, Service Provider shall provide Manufacturer's Local warranty (hereinafter referred as Warranty Period) for all items in respect of Goods, the Services and the Works, or any portion thereof, as the case may be, which will include: Free, on site repair / replacement of defective / damaged parts and labor, within 24 hours of intimation.
- 1.6.D.5. The following equipment must be cleaned, assessed, replaced, serviced and /or repaired within apt times or when need arises:
- | | |
|--|---|
| • Fans (ceiling, exhaust, bracket etc) (no replacement) and Industrial Exhaust (no replacement) | • Geysers (gas & electric) (no replacement) |
| • Electric Lights / energy savers | • Washing Machines (no replacement) |
| • Windows and window accessory (net, hilt, etc), Electrical wiring, distribution panel and switch boards | • Water filtration plant |
| • Taps, water supply lines, Sewerage Work | • Electric water coolers, water filers and OHR |
| • Toilets and Flush (no replacement) | • Gas pipes, and kitchen appliances (stove etc) |
| • Showers and Basins, Burst pipes, Drains | • Storm Water drainage, Sump pumps |
| | • Flush masters , Door closers, Floor springs |
| | • Handles, Hinges, Locks, Latches, Shutters |
| | • Door (wooden/glass/iron etc.) |
- 1.6.D.6. The Service Provider shall undertake to do maintenance on any activities such as tests, measurements, replacements, adjustments and repairs intended to restore or retain the plumbing/carpenting and installation after the repairs in a specified state in which the unit can perform its required functions and take all actions to retain material in a serviceable condition or to restore its serviceability.
- 1.6.D.7. Appointed Service Provider will carry out reactive maintenance, i.e. unplanned repairs required to restore the plumbing/carpenting services, plant or equipment back to operational condition.

- 1.6.D.8. Turn-around times of the Service Provider is specified in penalty section. In any case, it shall not exceed three hours after receipt of a complaint/call. For emergency related to fire the Service Provider shall be expected to take immediate action.
- 1.6.D.9. Alterations/renovations, upgrades, extensions, design of new and/or upgrading of existing electrical/plumbing/carpentering reticulation, leak detection, etc with approval of PMU.
- 1.6.D.10. Provide emergency cover for 24 hours per day, 7 days a week and 365 days per year.
- 1.6.D.11. Service Provider must ensure all fire extinguisher cylinders are in proper working condition. However, refills of fire extinguisher cylinders is the responsibility of hospital administration
- 1.6.D.12. All minor repairing and maintenance of fire extinguishers will be Service Providers' responsibility
- 1.6.D.13. The Service Provider shall be expected to provide hospitals with the spare inventory and materials to be used within hospital buildings. The Hospital administration should provide the storeroom where the spare inventory and material (required for provision of Mechanical Electrical and Plumbing services) will be stored.
- 1.6.D.14. The procured spare inventory/materials quotes must be market related and provide a receipt from Service Provider, if and when required.

E. O&M Generators

Service provider is liable to provide one dedicated mobile workshop and 100 KVA generator per package.

Operation

- 1.6.E.1. Operation, repair and maintenance of all generators installed in the hospital, included in the functional inventory, for 24/7 optimal functionality. If any new generator is added to the hospital inventory, then functional inventory will be jointly updated and authenticated by the Hospital Administration and the Service Provider, and such updated functional inventory shall form the basis of further performance of contractual obligation.
- 1.6.E.2. Service provider will be responsible for 100% functioning of generators being installed on all DHQs and THQs. It should be ensured that there must be at least one dedicated mobile workshop and 100 KVA backup generator for each zone at its own cost. Response time on the part of supervisors along with mobile workshop should not be more than 3 hours. However, generator mechanic deployed on each DHQ/THQ should immediately respond towards any disruption/issue which may arise from time to time. A detail regarding resolution time has been provided in the repairs requirement portion.
- 1.6.E.3. The service provider shall also be responsible for the preventive maintenance of the generators, on need basis at the rates quoted in the proposal. Payments for

preventive maintenance shall be made on actual basis and actual work carried out by the service provider.

- 1.6.E.4. The service provider shall also be responsible for repair works of generators, at the rates quoted in the proposal. However, service provider is required to seek prior approval of the hospital administration for any required repairs and if the request remains pending for final decision for more than 6 hours, he will proceed to carry out the repair works under intimation to the medical superintendent without wasting any further time.
- 1.6.E.5. The supply of fuel for the operation of generators shall be the responsibility of hospital administration of the respective hospital. However, the service provider is required to maintain a log-book for the generator operation and fuel expenditure and ensure that there is no pilferage on this account.
- 1.6.E.6. Ensure the down time of the generator is minimum and provision of backup generator at each facility at its own cost is present in case of breakdown.
- 1.6.E.7. The procuring agency is in the process of installing new generators in due course of time. These generators will be in the warranty period and under a service level agreement with the Service Provider. The service provider, under this contract shall be responsible for enforcement of the aforementioned tasks.
- 1.6.E.8. Service Provider is also responsible to claim warranty of generators when needed and must perform all contractual obligations on behalf of the hospital administration.
- 1.6.E.9. The service provider is also required to ensure that qualified personnel may provide preventive visits, for inspection of generators and submit report to the procuring agency about their condition and function. The service provider is to ensure that each hospital is visited twice a month for the aforementioned inspection.
- 1.6.E.10. Monitor incoming electrical supply and make sure the generators start immediately upon disruption of electrical supply. Any delay with reference to the startup of any generator should be avoided. It must be ensured that generator should be started immediately as and when required.)
- 1.6.E.11. Consumable materials for routine maintenance like kerosene oil, grease, cotton, duster, cleaning brush, vacuum cleaner and allied tools etc. will be arranged by the Service provider at his own cost and the total proposal will be inclusive of all such consumables
- 1.6.E.12. Generator mechanic shall be responsible for the routine maintenance, i.e., greasing, cleaning, and tightening of bolts and any other works which do not entail replacement of spare parts.
- 1.6.E.13. Service provider will ensure to Test and monitor output of generator through a proper measurement tool to ensure its working at optimal capacity daily report for which shall be submitted to the hospital by the service provider
- 1.6.E.14. Maintain a log of daily fuel consumption and generator runtime, daily report for which shall be submitted to the hospital

- 1.6.E.15. Submit reports for modification in equipment or processes to improve the performance of system for smooth operation
- 1.6.E.16. Ensure removal and disposal of generator waste.
- 1.6.E.17. Mobile Workshops for each Zone and Tool Kits for each site will be mandatory, which will provided by service provider.
- 1.6.E.18. Conveyance for moving back up generators will also be the responsibility of service provider.

Note. All parts used in repair/replacement/PM/CM should be same specification as recommended by respective manufacturers i.e. Perkins Generator PM/CM/RR will be done as recommended by Perkins manufacturer with standard consumable/parts of Perkins. Mobile Oil/Engine oil should be PSO/Shell/Equivalent or as per requirement of Procuring Agency.

Routine Maintenance Requirements

Service provider shall carry out routine maintenance for generators and associated equipment and systems in accordance with the following:

- 1.6.E.19. Refer to O&M (Operation and Maintenance) manuals of generator for performing maintenance and upkeep work and follow instructions therein.
- 1.6.E.20. Monitor generators for abnormal noise, vibration or any other condition.
- 1.6.E.21. Supervise inspection and maintenance activities necessary to maintain/repair all contractually-covered equipment in trouble-free and smooth operating condition.
- 1.6.E.22. Responsible for operation and maintenance of Electric panels, ATS and change over panel installed on the generator site and fitness certificate shall be provided monthly.
- 1.6.E.23. A complete daily general checking of the entire installation shall be carried out by the Service provider's employee(s) and they will immediately convey any abnormality in the equipment and allied systems listed above, as well as make immediate arrangements to set right such abnormalities. Moreover, Service provider shall maintain related records and produce such records on demand by the Hospital. Routine maintenance will not be limited to the working schedule. The service provider must carry out other repair / maintenance, operation & services upkeep as and when required so as to keep the equipment in top running condition.
- 1.6.E.24. Service provider will be responsible to make good all the damages to all appliances due to abnormal generator's supply.
- 1.6.E.25. A fitness certificate regarding performance and excellent condition of Generator(s), countersigned by the Medical Superintendent of such Hospital, will be submitted by the Service provider along with their each monthly bill.
- 1.6.E.26. Service provider will be responsible for software calibration of generator electronic modules regardless of the model installed in all the generator. Whatever the tool/software equipment required for such calibration would be supplied/provided by service provider.

Daily Maintenance Routine

Following is the detail regarding set of activities to be performed by the service provider on Daily, Weekly and Monthly basis. These maintenance works shall not be charged separately.

- 1.6.E.27. Clean the generator set, control panel and generator room.
- 1.6.E.28. Check for fluid leakage and leaks in the exhaust system.
- 1.6.E.29. Check the fuel tank level, (fill if less than $\frac{3}{4}$ full)
- 1.6.E.30. Check the engine oil and coolant levels (solution of Ethylene Glycol or Propylene Glycol with water 50/50, or consult manufacturer's instructions for particular generator), replenish as necessary.
- 1.6.E.31. Check the battery electrolyte fill with distilled water as necessary.
- 1.6.E.32. Check the battery connection and terminals make it clean and tight if necessary.
- 1.6.E.33. Observe the functioning of battery charger.
- 1.6.E.34. Check for any abnormal noise and vibration after start of engine.
- 1.6.E.35. Check the control panels (power wizard) for indication of operation, particularly abnormal temperature (beyond 95°C on load, consult manufacturer manual for particular engine) and oil pressure (30 – 60 psi, consult manufacturer manual for particular engine.)
- 1.6.E.36. Check the control panel for correct voltage and frequency.
- 1.6.E.37. Checking of generator on no load for 5 minutes and observe for any abnormality.
- 1.6.E.38. Immediately report and take corrective measure in case of any abnormality/non-compliance of above check list.
- 1.6.E.39. Check/conduct all such daily maintenance works for each generator, which the O&M manual of that particular generator require/demands and which is a universally accepted normal daily practice for generator maintenance.

Preventive Maintenance Requirements

- 1.6.E.40. The service provider will be responsible for the preventive maintenance of generators in order to keep every generator in functioning condition. It will be the responsibility of service provider to conduct preventive maintenances of generators, placed on the functional inventory. The preventive maintenances shall be carried out on need basis, as required by the hospital administration or warranted by the generator used since last maintenance or its general condition. The proposals shall be evaluated on the basis of five (5) preventive maintenances. However, the number of preventive maintenances may vary upon use and condition of each generator. The payment shall be made on the basis of actual preventive maintenances carried out. Preventive maintenance may include but not limited to the repair and replacement of following items;

Sr. No.	Description	Sr. No.	Description	Sr. No.	Description
1	Electronic Relays	5	Fuel Filter	9	Self Starter
2	Electric Fuses	6	Water Filter	10	Alternator Belt
3	Control Wires	7	Air Filter	11	Software calibration
4	Oil Filter	8	Engine Oil	12	Fan Belt

Repair Requirements

- 1.6.E.41. The service provider shall also be responsible for repair works of generators, placed on the functional inventory, as per the rates included in the proposal. In case of repair works, he is required to seek the prior approval of the hospital administration. However, if the request remains pending decision for more than 6 hours, he will proceed to carry out the repair works under intimation to the medical superintendent without wasting any further time.
- 1.6.E.42. Service provider must keep sufficient stock of running spare parts for immediate replacement to avoid interruption in smooth operation.
- 1.6.E.43. It will be the responsibility of the service provider to immediately coordinate with the hospital administration in order to cater with any complaint. In case of a complaint which requires repair or replacement of any equipment, estimated cost of the same should also be submitted against which decision will be taken by the hospital management.
- 1.6.E.44. Service provider will not make any alteration/modification/repair/replacement etc. in existing Generator machinery without prior written approval of the Medical Superintendent of such hospital. Service provider will be responsible to place spare generator till the resolution of such issue. However, in case of no response on the part of hospital management/administration, which may lapse for more than 6 hours, the same may be carried out by the service provider itself in order to avoid any major delays.
- 1.6.E.45. In case of any repair beyond the items included in the repair menu mentioned in the **FIN-6**, the same shall be carried out, on the reasonable market rates, after prior written approval of Medical Superintendent. However, in such case no repairs should be carried out without explicit approval of Medical Superintendent.
- 1.6.E.46. Concerned THQ/DHQ will be charged for any major repair(s) which may be made by the service provider from time to time. Medical Superintendent of such Hospital will be responsible for the smooth disbursement of funds against any claim of repair/replacement services provided by the service provider.
- 1.6.E.47. Service provider will be responsible for software calibration of generator electronic modules regardless of the model installed in all the generator. Whatever the tool/software equipment required for such calibration would be supplied/provided by service provider.
- 1.6.E.48. The service provider is required to ensure that his staff immediately responds to any repair needs and carries out the repair work within the resolution time mentioned below. In case the time for necessary repair works exceeds the resolution time mentioned below, the penalties mentioned hereunder shall be levied. This resolution time may be counted in addition to the three (3) hours response time on the part of supervisor cum Electrician along with mobile workshop to reach the hospital.

Note. The equipment which is under warranty, The Service Provider shall provide Manufacturer's Local warranty (hereinafter referred as Warranty Period) for all items in respect of Goods, the Services and the Works, or any portion thereof, as the case may be, which will include: Free, on site repair / replacement of defective / damaged parts and labor, within 24 hours of intimation.

8. FINES & PENALTIES

Following penalties will be charged and deducted from the invoice of the Service Provider.

Sr. No	Description	Penalty Rate
1.	Service Provider Fails to hire & enrol 100% HR	2000 per month plus Monthly Wage Rate per Personnel
2.	Missing Personnel (Absent / Vacant / Not Deployed) during public/local holidays or any other special occasions.	500 plus The amount of daily wage. (Amount of daily wage rate will be calculated on the basis of 30 days per month)
3.	Staff is found without uniform. Supervisor will wear distinctive vest.	Rs. 200.00 will be charged for each such staff for that particular day.
4.	If any worker (after worked for complete month) not get paid minimum wage as per Labour Laws	Rs. 5,000 / staff shall be imposed for that particular month.
5.	Non-Provision/topping up of tools, petty cash and spare inventory by 15 th of every month plus five days as a grace period)	1000 per day and maximum of 30,000 per month
6.	Any public complaint like misbehave, theft, financial benefits	2000 per incident and respective staff must be replaced immediately
7.	Service provider will ensure the disbursement of salaries within 10 days of each month. *The service provider will be responsible for paying his employees in the institution in the first 10 days of every month. Such payment will not depend on the payments made by the institution to the service provider. The service provider will pay his employees from his own resources. Partial Payment will not be considered paid.	100 per staff per day (up to maximum of 7 days). 200 per staff per day (for next seven days). 300 per Staff per day (till the resolution of the matter).
8.	If the staff turnover for any particular month is greater than 30%	20,000 per month
9.	Service provider will be required to deploy able bodied personnel not below the age of 18 having valid CNIC	15,000 per worker per month
10.	Any protest or strike observed by the staff will be considered a breach of contract	25,000 per incident and will be doubled every next 24 hours. (Rs. 25,000 for first 24 hours, Rs. 50,000 for 24 – 48 hours and so on).
11.	In case any (Public / General) complaint is received attributable to misconduct / misbehaviour of service provider's personnel & is assessed as true by hospital administration, (depending on the severity of the incidence) for each such incident shall be levied and the same shall be deducted from service provider's bill. The service provider must require to surrender the accused personnel up till the charge will be proven or otherwise.	Rs 10,000/- for High Level Rs 5,000/- for Moderate Level Rs 3,000/- for Low Level
12.	Unauthorized absence of any personnel	2 days salary
13.	Fails to report in time (exceed 15 min. margin) or leaving early	Rs. 200
14.	Spare inventory quality less than the approved samples by PMU or non-availability of any item	Rs. 2000/item/week for smaller items Rs. 1000/item/day for larger items
15.	Delay in provision of Table - B items in hospital within 6 hours.	Rs. 1000/item/day
16.	Fails to operate the generator within 5 minutes	Rs. 200/- per minute
17.	Arrival time of Mobile workshop along with Supervisor later than 3 hours	Rs. 1000/Hour
18.	Repair and Replacement of Generators parts	Penalty will be charged as per Appendix-13

19.	Preventive Maintenance is not executed within a week after approval of Medical Superintendent	10,000/- per week
-----	---	-------------------

13 A Procuring Agency / Hospital Administration shall impose daily performance-based penalties based on the table listed below.

Sr. No.	Category	Minor Repair		Major Repair	
		Rectification Time for *Minor Repair	Penalty/hour	Rectification Time for **Major Repair	Penalty/day
1	UPS	2 hours	400	1 day	500
2	Air Conditioners	2 hours	500	1 day	500
3	Refrigerator	2 hours	500	1 day	600
4	Electric Water Coolers	4 hours	300	1 day	400
5	Water Geyser	4 hours	300	1 day	300
6	Electric Water Pumps	4 hours	500	1 day	500
7	Washing Machines	4 hours	300	1 day	300
8	Industrial Exhaust	4 hours	300	1 day	300
9	Electrical, Plumbing, Carpentry /Fitting (Non-appliance related)	8 hours	500	1 day	500

*Major repairs mean repairs that require parts replacement (if any)

9. CONTRACT FORM

This Contract (hereinafter called as “Contract”) is made at Lahore the _____ 2020, between on the one hand, **Project Management Unit (PMU), Primary & Secondary Healthcare Department** through its Officer In charge (hereinafter referred to as the “*Procuring Agency*”) (which expression shall include successors, legal representatives and permitted assigns) of the First Part

AND

on the other hand, **M/s (*Firm Name*)**, a firm registered under the laws of Pakistan and having its registered office at (***Address***) acting through its _____ (hereinafter called the “*Service Provider*”) (which expression shall include successors, legal representatives and permitted assigns) of the Second Part.

WHEREAS

- a) Primary and Secondary Healthcare Department on behalf of the procuring agency invited the proposals/tender for Hiring of firms for the provision of Security Services for DHQ Hospital thereafter in which the Service Provider also participated and was declared as Lowest Evaluated Responsive Applicant.
- b) The service provider having represented to the Procuring Agency that they have the required professional skills and personnel and technical resources have agreed to provide the services on terms and conditions set forth in this Contract as defined in the General Conditions / Special Conditions of the Contract and the Scope of services (hereinafter called as “Services”)
- c) The procuring agency in response thereof after conducting need analysis has decided to procure the Security Services for an amount PKR (Amount in Words and Words).

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the General Conditions of this Contract hereinafter referred to as “Contract”:
2. The following documents shall be deemed to form and be read and construed as integral part of this Contract, viz: -
 - a. the General Conditions of Contract;
 - b. the Special Conditions of Contract;
 - c. the Procuring Agency’s Notification of Award;
 - d. the scope of work;
 - e. the Proposal & its clarifications.
 - f. any other documents deem appropriate
3. In consideration of the payments to be made by the Procuring Agency to the Service Provider as hereinafter hereby covenants with the Procuring Agency to provide the Services and to remedy defects therein in conformity in all respects with the provisions of this Contract.

4. The Procuring Agency hereby covenants to pay the Service Provider in consideration of the provision of the Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of this Contract at the time and in the manner prescribed by this Contract.
5. *[The Service Provider]* hereby declares that it has not obtained or induced the procurement of any Contract, right, interest, privilege or other obligation or benefit from Government of the Punjab or any administrative subdivision or agency thereof or any other entity owned or controlled by it (Government of the Punjab) through any corrupt business practice.
6. Without limiting the generality of the foregoing, *[Service Provider]* represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or including the procurement of a Contract, right interest, privilege or other obligation or benefit in whatsoever form from Government of the Punjab, except that which has been expressly declared pursuant hereto.
7. *[The Service Provider]* certifies that has made and shall make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with Government of the Punjab and has not taken any action or shall not take any action to circumvent the above declaration, representation or warranty.
8. *[The Service Provider]* accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any Contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to Government of the Punjab under any law, Contract or other instrument, be void able at the option of Government of the Punjab.
9. Notwithstanding any rights and remedies exercised by Government of the Punjab in this regard, *[Service Provider]* agrees to indemnify Government of the Punjab for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to Government of the Punjab in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by *[Service Provider]* as aforesaid for the purpose of obtaining or inducing the procurement of any Contract, right, interest, privilege or other obligation or benefit in whatsoever form from Government of the Punjab.

10. In case of any dispute concerning the interpretation and/or application of this Contract shall be settled through arbitration. The decisions taken and/or award made by the Arbitrator shall be final and binding on the Parties.

11. The Contract shall not constitute a partnership between the parties and that the *Service Provider* shall not in any manner represent itself as agent or authorized representative of the Procuring Agency of the Government of the Punjab etc. or be considered as such included.

12. This Contract shall be governed by the laws of Pakistan and the courts of Pakistan shall have exclusive jurisdiction.

NOW THEREFORE the Parties hereto hereby agree as follows:

1. The following documents shall be deemed to form and be read and construed as part of this Agreement, and the priority of the documents shall be as follows:

- the Letter of Acceptance;
- the Special Conditions of Contract;
- the General Conditions of Contract;
- the Scope of Services;
- Performance Specifications;
- Appendices
- Bidding Document

2. The mutual rights and obligations of the Procuring Agency and the Service Provider shall be as set forth in the Contract, in particular:

- (a) the Service Provider shall carry out the Services in accordance with the provisions of the Contract; and
- (b) the Procuring Agency shall make payments, to the Service Provider in accordance with the provisions of the Contract.

IN WITNESS Whereof the Parties hereto have caused this Contract to be executed at _____ (the place) and shall enter into force on the day, month and year first above mentioned.

Sign/ Seal by the Supplying firm

Sign/ Seal by Procuring Agency

Witness

1.

1.

2.

2.


Note: 1. In case of alliance; all the firms have to sign this document jointly along with Procuring Agency, as all firms will bear equal responsibility in execution of the contract.

7. Appendices

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Appendix-14. Minimum Wage Rate Circular

<http://ppra.punjab.gov.pk>



Tel: 042-99204572
Fax: 042-35284776

No. L&M(PPRA) 10-01/2011
PUNJAB PROCUREMENT REGULATORY
AUTHORITY, S&GAD
3rd Floor, Al-Falah Building, The Mall Lahore.


Dated Lahore, 03rd December, 2018

C I R C U L A R

Punjab Procurement Regulatory Authority is being frequently approached by different institutions / procuring agencies seeking advice as to whether while considering the competitive rates quoted by different security service firms for security guards, minimum wages announced by the Govt. is to be considered and made the base line while evaluating such bids or otherwise.

2. The cases have been examined in detail in consultation with relevant institutions regulating the laws relating to minimum wages. PPRA is of the view that though the evaluation of bid is the main criteria for selection of bidder yet in case of services (security guards) where minimum wages are required to be considered are to be kept in view. The procuring agency must evaluate the bids considering the fact that the rates quoted by the bidders include the base line of minimum wages along with other applicable taxes. Any bid which is devoid of aforementioned parameter might carry the inbuilt tendency to evade the state law / rules which cannot be allowed and taken as an apt discourse or process.

3. The procuring agencies are also advised that while budgeting the expenditure for all services involving minimum wages, must keep in view the base line expenditure which is required to be involved in the bid.


(SHAHID HUSSAIN)
Managing Director, PPRA

Cc:

1. Registrar, Lahore High Court Lahore;
2. All Administrative Secretaries, Government of the Punjab;
3. Inspector General of Police, Punjab;
4. Accountant General, Punjab;
5. Director General, Civil Audit, Punjab;
6. Director General, Works Audit, Punjab;
7. All Divisional Commissioners, Government of the Punjab;
8. All Deputy Commissioners, Government of the Punjab.

(SHAHID HUSSAIN)
Managing Director, PPRA

Appendix 1 - Performance Security

To:

Project Director,
Project Management Unit,
Primary & Secondary Healthcare Department,
31/E-1, Gulberg III, Lahore

PERFORMANCE SECURITY NO. (the **Guarantee**)

We, [●]³, being the Guarantee issuing bank (the **Issuing Bank**) understand that [●] a company incorporated under the laws of [●] having its registered office located at [●] (the **Service Provider**) has been selected as the successful Applicant following a tendering process for the Provision of MEPG Services for ** Name**.

Further, we understand that pursuant to such tender process, the Service Provider is required to provide ** Name** with a performance bond equal to PKR _____ (05% of annual quoted price of contract).

The above premised, We (the Issuing Bank) hereby undertake irrevocably and unconditionally to pay to **Name**, without any notice, reference or recourse to the Service Provider or to any other entity or without any recourse or reference to the Contract, any sum or sums (or any part thereof) equivalent in aggregate up to but not exceeding a maximum amount of:

PKR _____

(The **Guaranteed Amount**)

³Insert name of Issuing Bank;

at sight and immediately, however not later than within five (5) business days from the date of receipt of the ** Name** first written demand (the **Demand**) at the Issuing Bank's offices located at [●], such Demand shall state that the Service Provider is entitled to make a demand under the Guarantee and shall set out the total amounts demanded.

The Demand shall only be honored by us, if it is made by and bears the signature of the representative of ** Name**.

We, the Issuing Bank, shall unconditionally honour a Demand hereunder made in compliance with this Guarantee at sight and immediately on the date of receipt of your Demand, as stated earlier, and shall transfer the amount specified in the Demand to the bank account, as notified in the Demand, in immediately available and freely transferable funds in the currency of this Guarantee, free and clear of and without any set-off or deduction for or on account of any present or future taxes, levies, imposts, duties, charges, fees, deductions or withholdings of any nature whatsoever and by whomsoever imposed.

This Guarantee shall come into force and shall become automatically effective upon the signing of the contract between ** Name** and Service Provider.

After having come into force, this Guarantee and our obligations hereunder will expire on [Insert date and time] (the **Guarantee Expiry Hard Date**) (6-months after the expiry of the contract)

provided that, in the event that the Procuring Agency issues a Demand to the Issuing Bank on or immediately prior to the Guarantee Expiry Hard Date, the Issuing Bank shall honour that Demand. Upon expiry, this Guarantee shall be returned to the Service Provider without undue delay. Multiple Demands may be made by ** Name** under this Guarantee but our aggregate liability will be restricted up to the Guaranteed Amount.

We hereby agree that any part of the Contract may be amended, renewed, extended, modified, compromised, released or discharged by mutual agreement between ** Name** and the Service Provider without in any way impairing or affecting our liabilities hereunder without notice to us and without the necessity for any additional endorsement, consent or guarantee by us.

This Guarantee for its validity period shall not be affected in any manner by any change in our constitution or of the Service Provider's constitution or of their successors and assignees and this

Guarantee shall be legally valid, enforceable and binding on each of their successors and permitted assignees.

All references to any contract or other instruments are by way of reference only and shall not affect our obligations to make payment under the terms of this Guarantee.

** Name** may not assign / transfer or cause or permit to be assigned or transferred any of its rights, title, interests and benefits of this Guarantee without our prior written consent, which consent shall not be unreasonably withheld or delayed.

If one or more of the provisions of this Guarantee are held or found to be invalid, illegal, or unenforceable for any reason whatsoever, in any respect, any such invalidity, illegality, or unenforceability of any provision shall not affect the validity of the remaining provisions of this Guarantee.

We hereby declare and confirm that under our constitution and applicable laws and regulations, we have the necessary power and authority, and all necessary authorizations, approvals and consents thereunder to enter into, execute, deliver and perform the obligations we have undertaken under this Guarantee, which obligations are valid and legally binding on and enforceable against us under the applicable laws and under the laws of the jurisdiction where this Guarantee is issued. Further, that the signatory (ies) to this Guarantee is/are our duly authorized officer(s) to execute this Guarantee.

Signed by authorized signatory

Appendix 2 - Conflict of Interest Undertaking

To,

Project Director,
Project Management Unit,
Primary & Secondary Healthcare Department,
31/E-1, Gulberg III, Lahore

SUBJECT: CONFLICT OF INTEREST

Reference to the contract / purchase order / supply order no. -----Titled-
----- dated -----, which we have entered into / received from the Project
Management Unit, Primary & Secondary Healthcare Department.

We hereby confirm that we (including our company, firm, associates, subsidiaries and related parties) have not entered into any contract (including employment contract), transaction, or any other business/other relationship, with any person (including the current employee, ex-employee or any relative/associate of the employee or ex-employee) or organization, in conflict of our contractual obligations under the said contract.

We also confirm that we shall not enter into any of above mentioned contract, transaction or relationship in future unless we obtain written permission from Project Management Unit, Primary & Secondary Healthcare Department.

**AUTHORIZED REPRESENTATIVE
NAME OF THE COMPANY**

Note: *This must be printed on Company Letter head.*

Appendix 3 - Undertaking for Minimum Wage Rate

Dated _____

To

Project Director,
Project Management Unit,
Primary & Secondary Healthcare Department,
31/E-1, Gulberg III, Lahore

SUBJECT: Undertaking for Minimum Wages to Staff / Labour

Respected Sir

It is undertaken that M/S _____ is currently practicing the undermentioned human resource policy and also will continue to practice the same in future under the contract named “_____”. Any non-compliance in below mentioned shall be headed towards the breach of contract.

1. Provision of minimum wage as notified by the Government of Punjab applicable for the period of Contract.
2. Child Labor is forproposalden under the contract. Children under the age of 18 years will not be employed, as per the Pakistani law.
3. All labor laws including social security and EOBI etc. are applicable in the Contract and will remain the responsibility of the Service Provider.
4. Our firm NTN Number is _____ and it was established in _____

Note: *All tender terms and conditions are accepted as laid down in the tender inquiry*

Regards

Mr. _____

M/s _____

Lahore.

Note: *This will be printed on stamp paper worth Rs. 100.*

Appendix 4 - Schedule of Payments & Reporting Requirements

A1- Service Provider shall submit net monthly invoice comprising of following based on rates quoted in financial proposal:

- i. Cost of Human Resource¹ on actual basis as per FIN 3*
- ii. Cost of Equipment Replacement on actual basis as per FIN 4*
- iii. Cost of system maintenance as per FIN 5*
- iv. Cost of Preventive Maintenance of Generator on actual basis as per FIN 6*
- v. Cost of Repairs & Replacement (if any) of Generators on actual basis.
However, rates of repair and replacement of generators must be as per FIN 7.
Other parts which are not included in FIN 7 will be charged as per actual basis
by the Service Provider.*
- vi. Penalties incurred during the month*
- vii. Other cost/(revenue), if any*

Net monthly invoice should be computed as: $\text{Total} = \text{i} + \text{ii} + \text{iii} + \text{iv} + \text{vi} - \text{v}$

Note: This appendix will exclusively be used for determining each and every cost of Services. Service Provider can use template of Form FIN1-7 of Proposal document to provide this details. Procuring Agency reserves the rights to add or drop one or more health facilities from any package. All parts used in repair/replacement/PM/CM should be same specification as recommended by respective manufacturers i.e. Perkins Generator PM/CM/RR will be done as recommended by Perkins manufacturer with standard consumable/parts of Perkins. Mobile Oil/Engine oil should be PSO/Shell/Equivalent or as per requirement of Procuring Agency.

¹ Please note that the equipment list shared in Appendix 1-14 and Fin 1-7 are only an indicative list of HR/equipment/PM/RR at each facility. This list has been shared to get uniform and fair financial proposal from all interested parties. Actual equipment at hospital may vary from this list. Monthly invoice payments will be made against actual number of equipment/HR/PM/RR at each facility.

Appendix 5 - HR Requirement

Sr No.	Package No.	District	Sr. No.	Hospital Name	Human Resource						
					Supervisor	Electrician	Plumber	AC Technician	Carpenter	Generator Mechanic	Total HR
1	Package 1	Rahim Yar Khan, Muzaffargarh & Rajanpur	1	DHQ Muzaffargarh	1	5	1	4	1	1	13
2			2	DHQ Rajanpur	1	3	1	2	1	1	9
3			3	THQ Alipur	1	2	1	1	1	1	7
4			4	THQ Jampur	1	2	1	1	1	1	7
5			5	THQ Jatoi	1	2	1	1	1	1	7
6			6	THQ Khanpur	1	2	1	1	1	1	7
7			7	THQ Kot Addu	1	2	1	1	1	1	7
8			8	THQ Liaquatpur	1	2	1	1	1	1	7
9			9	THQ Rojhan	1	2	1	1	1	1	7
10			10	THQ Sadiqabad	1	2	1	1	1	1	7
11			11	THQ Taunsa	1	2	1	1	1	1	7
	Total - Package 1				11	26	11	15	11	11	85
12	Package 2	Vehari, Khanewal & Lodhran	1	DHQ Vehari	1	3	1	4	1	1	11
13			2	DHQ Khanewal	1	3	1	2	1	1	9
14			3	DHQ Lodhran	1	3	1	2	1	1	9
15			4	THQ Burewala	1	2	1	2	1	1	8
16			5	THQ Dunyapur	1	2	1	1	1	1	7
17			6	THQ Jahanian	1	2	1	1	1	1	7
18			7	THQ Kabirwala	1	2	1	1	1	1	7
19			8	THQ Kehror Pacca	1	2	1	1	1	1	7
20			9	THQ Mailsi	1	2	1	1	1	1	7
21			10	THQ Mian channu	1	2	1	1	1	1	7
	Total - Package 2				10	23	10	16	10	10	79
22	Package 3	Pakpattan & Sahiwal, Okara, Kasur	1	DHQ Kasur	1	3	1	3	1	1	10
23			2	DHQ Okara City	1	3	1	5	1	1	12
24			3	DHQ Okara SC	1	3	1	2	1	1	9
25			4	DHQ Pakpattan	1	3	1	3	1	1	10
26			5	THQ Arifwala	1	2	1	2	1	1	8
27			6	THQ Chichawatni	1	2	1	1	1	1	7
28			7	THQ Chunian	1	2	1	1	1	1	7
29			8	THQ Depalpur	1	2	1	1	1	1	7
30			9	THQ Haveli Lakha	1	2	1	1	1	1	7
31			10	THQ Pattoki	1	2	1	1	1	1	7
32			11	THQ Renala Khurd	1	2	1	1	1	1	7
	Total - Package 3				11	26	11	21	11	11	91
33	Package 4	Nankana Sahib, Faisalabad, Chinot	1	DHQ Chiniot	1	3	1	2	1	1	9
34			2	DHQ Nankana Sahib	1	3	1	2	1	1	9
35			3	THQ Chak Jhumra	1	2	1	1	1	1	7
36			4	THQ Jaranwala	1	2	1	1	1	1	7
37			5	THQ Lalian	1	2	1	1	1	1	7
38			6	THQ Samundri	1	2	1	1	1	1	7
39			7	THQ Sangla Hill	1	2	1	1	1	1	7
40			8	THQ Shah kot	1	2	1	1	1	1	7
41			9	THQ Tandlian wala	1	2	1	1	1	1	7
	Total - Package 4				9	20	9	11	9	9	67

42	Package 5	Sheikhupura, Lahore, Guranjwala	1	DHQ Sheikhupura	1	6	1	8	1	1	18
43			2	THQ Ferozwala	1	2	1	1	1	1	7
44			3	THQ Kamoke	1	2	1	2	1	1	8
45			4	THQ Mian Meer	1	2	1	1	1	1	7
46			5	THQ Muridke	1	2	1	1	1	1	7
47			6	THQ Nowshera Virkan	1	2	1	1	1	1	7
48			7	THQ Safdarabad	1	2	1	1	1	1	7
49			8	THQ Sharaqpur	1	2	1	1	1	1	7
50			9	THQ Wazirabad	1	2	1	1	1	1	7
			Total - Package 5				9	22	9	17	9
51	Package 6	Sialkot, Narowal, Gujrat	1	DHQ Narowal	1	3	1	3	1	1	10
52			2	THQ Daska	1	2	1	2	1	1	8
53			3	THQ Dinga	1	2	1	1	1	1	7
54			4	THQ Kharian	1	2	1	1	1	1	7
55			5	THQ Kunjah	1	2	1	1	1	1	7
56			6	THQ Pasrur	1	2	1	1	1	1	7
57			7	THQ Sambrial	1	2	1	1	1	1	7
58			8	THQ Sara-e-Alamghir	1	2	1	1	1	1	7
59			9	THQ shakargarh	1	2	1	1	1	1	7
			Total - Package 6				9	19	9	12	9
60	Package 7	Mandi Bahauddin, Jehlum, Hafizabad	1	DHQ Jhelum	1	3	1	4	1	1	11
61			2	DHQ Mandi bahauddin	1	5	1	2	1	1	11
62			3	DHQ Hafizabad	1	3	1	4	1	1	11
63			4	THQ Malakwal	1	2	1	1	1	1	7
64			5	THQ Phalia	1	2	1	1	1	1	7
65			6	THQ Pind Dadan Khan	1	2	1	1	1	1	7
66			7	THQ Pindi Bhattian	1	2	1	1	1	1	7
67			8	THQ Sohawa	1	2	1	1	1	1	7
			Total - Package 7				8	21	8	15	8
68	Package 8	Sargodha & Khushab	1	DHQ Khushab	1	2	1	1	1	1	7
69			2	THQ Bhalwal	1	2	1	1	1	1	7
70			3	THQ Bhera	1	2	1	1	1	1	7
71			4	THQ Khushab	1	3	1	2	1	1	9
72			5	THQ Kot Momin	1	2	1	1	1	1	7
73			6	THQ Noorpur Thal	1	2	1	1	1	1	7
74			7	THQ Shahpur	1	2	1	1	1	1	7
75			8	THQ Sillanwali	1	2	1	1	1	1	7
			Total - Package 8				8	17	8	9	8
76	Package 9	Bahawalanagar & Bahawalpur	1	DHQ Bahawalnagar	1	5	1	5	1	1	14
77			2	THQ Ahmad pur East	1	2	1	1	1	1	7
78			3	THQ Chishtian	1	2	1	2	1	1	8
79			4	THQ Fort Abbas	1	2	1	1	1	1	7
80			5	THQ Haroonabad	1	2	1	1	1	1	7
81			6	THQ Hasilpur	1	2	1	1	1	1	7
82			7	THQ Khairpur Tamewali	1	2	1	1	1	1	7
83			8	THQ Minchinabad	1	2	1	1	1	1	7
84			9	THQ Yazman	1	2	1	1	1	1	7
			Total - Package 9				9	21	9	14	9
85	Package 10	Bhakkar & Mianwali	1	DHQ Bhakkar	1	5	1	3	1	1	12
86			2	DHQ Mianwali	1	5	1	3	1	1	12
87			3	THQ Darya Khan	1	2	1	1	1	1	7
88			4	THQ Isa Khel	1	2	1	1	1	1	7
89			5	THQ Kalabagh	1	2	1	1	1	1	7
90			6	THQ Kallur Kot	1	2	1	1	1	1	7
91			7	THQ Mankera	1	2	1	1	1	1	7

92			8	THQ Piplan	1	2	1	1	1	1	7
	Total - Package 10				8	22	8	12	8	8	66
93	Package 11	Attock	1	DHQ Attock	1	3	1	2	1	1	9
94			2	THQ Fateh Jang	1	2	1	1	1	1	7
95			3	THQ Hassan Abdal	1	2	1	1	1	1	7
96			4	THQ Hazro	1	2	1	1	1	1	7
97			5	THQ Jand	1	2	1	1	1	1	7
98			6	THQ Kotli Sattian	1	2	1	1	1	1	7
99			7	THQ Murree	1	2	1	1	1	1	7
100			8	THQ Pindi Gheb	1	2	1	1	1	1	7
101			9	THQ Taxila	1	2	1	1	1	1	7
	Total - Package 11				9	19	9	10	9	9	65
102	Package 12	Rawalpindi & Chakwal	1	DHQ Chakwal	1	3	1	3	1	1	10
103			2	THQ Choa Saiden Shah	1	2	1	1	1	1	7
104			3	THQ City Hospital Talagang	1	2	1	1	1	1	7
105			4	THQ Gujar Khan	1	2	1	1	1	1	7
106			5	THQ Kahuta	1	2	1	1	1	1	7
107			6	THQ Kallar Kahar	1	2	1	1	1	1	7
108			7	THQ Kallar Syedan	1	2	1	1	1	1	7
109			8	THQ Talagang	1	2	1	1	1	1	7
	Total - Package 12				8	17	8	10	8	8	59
110	Package 13	Toba Tek Singh & Jhang	1	DHQ Jhang	1	3	1	2	1	1	9
111			2	DHQ Toba Tek Singh	1	3	1	3	1	1	10
112			3	THQ 18-Hazari	1	2	1	1	1	1	7
113			4	THQ Ahmadpur Sial	1	2	1	1	1	1	7
114			5	THQ Gojra	1	2	1	1	1	1	7
115			6	THQ Kamalia	1	2	1	1	1	1	7
116			7	THQ Shorkot	1	2	1	1	1	1	7
	Total - Package 13				7	16	7	10	7	7	54
117	Package 14	Layyah & Multan	1	DHQ Layyah	1	3	1	4	1	1	11
118			2	DHQ Multan	1	3	2	2	2	1	11
119			4	THQ Choubara	1	2	1	1	1	1	7
120			5	THQ Chowk Azam	1	2	1	1	1	1	7
121			6	THQ Jalalpur Pirwala	1	2	1	1	1	1	7
122			7	THQ Karor lal eson	1	2	1	1	1	1	7
123			8	THQ Kot Sultan	1	2	1	1	1	1	7
124			9	THQ Shujabad	1	2	1	1	1	1	7
125			3	THQ Thal	1	2	1	1	1	1	7
	Total - Package 14				9	20	10	13	10	9	71
Grand Total					125	289	126	185	126	125	976

Please note that this list is only an indicative list of HR at each health facility. This list has been shared to get uniform and fair financial proposal from all interested parties. Actual HR at hospital may vary from this list. Monthly invoice payments will be made against actual number of HR deployed at each facility. Procuring Agency reserves the right to add or drop one or more hospital from any package.

Appendix 6 - Equipment Detail

Sr No.	Package No.	District	Sr. No.	Hospital Name	Air Conditioner					Refrigerator				UPS				Electric Water Cooler	Industrial Exhaust Fan	Electric Water Geyser	Water Pump			
					Split 1 ton	Split 1.5 ton	Split 2 ton	Cabinet 2 Ton	Cabinet 4 Ton	14 CFT - SD	16 CFT - DD	18 CFT - SD	18 CFT - DD	100 AMP	>100 to 150 AMP	>150 to 180 AMP	>180 to 240 AMP				Single Phase	Single Phase	Three Phase	Three Phase
1	Package 1	Rahim Yar Khan, Muzaffargarh & Rajanpur	1	DHQ Muzaffargarh	0	150	0	81	14	8	0	23	3	0	0	0	0	18	8	12	6	0	1	1
2			2	DHQ Rajanpur	8	85	2	48	2	8	21	4	1				0	15	8	10	0	0	0	0
3			3	THQ Alipur	0	25	1	18	0	5	0	4	1		2	2	0	4	0	0	0	0	3	0
4			4	THQ Jampur	0	45	0	35	26		0	0	0	0	2	2	1	8	3	0	3	0	2	0
5			5	THQ Jatoi	0	15	0	20	5		0	0	0	0	2	2	1	8	3	0	1	0	1	
6			6	THQ Khanpur	1	25	0	24	10	8	5	3	1				0	5	3	0	8	0	4	0
7			7	THQ Kot Addu	0	35	2	33	9	0	17	0	0	0	5	0	0	8	3	0	3	0	1	0
8			8	THQ Liaquatpur	0	20	2	32	22	2	5	3	0	0	0	0	0	6	3	0	3	0	1	0
9			9	THQ Rojhan	0	47	16	33	12	2	6	3	1	0	0	0	0	8	3	10	2	1	0	0
10			10	THQ Sadiqabad	1	28	4	28	0	3	0	2	1	0	0	0	0	2	3	0	6	0	1	1
11			11	THQ Taunsa	0	62	9	17	13	12							1	5	0	3	0	0	1	0
	Total - Package 1				10	537	36	369	113	48	54	42	8	0	11	6	3	87	37	35	32	1	15	2
12	Package 2	Vehari, Khanewal & Lodhran	1	DHQ Vehari	1	38	11	69	16	4	17	0	0	0	0	0	14	8	18	2	2	2	0	
13			2	DHQ Khanewal	0	69	0	40	18	0	17	5	1	88	0	0	0	12	8	0	0	0	3	0
14			3	DHQ Lodhran	0	48	0	71	15	0	17	5	1	15				15	8	0	4	0	5	0
15			4	THQ Burewala	0	106	2	50	19	2	12	0	0	8	0	0	1	12	3	10	0	0	2	0
16			5	THQ Duniyapur		33		39	4		5			3			0	5	3	0	3	1	1	0
17			6	THQ Jahanian	0	34	0	2	11	0	0	0	0	7	0	0	0	7	3	4	0	0	1	0
18			7	THQ Kabirwala	0	20	0	38	4	5	4	0	0	4	2	1	0	8	3	0	4	2	2	0
19			8	THQ Kehror Pacca	0	32	0	8	10	8	0	0	1	4	2	0	0	9	3	0	2	0	3	0
20			9	THQ Mailsi	2	67	0	5	17	2	14	1	0	0	11	0	0	11	3	8	6	0	1	0
21			10	THQ Mian channu	0	33	8	17	12	0	13	0	0	0	4	0	0	11	3	9	2	0	1	0
	Total - Package 2				3	480	21	339	126	21	99	11	3	129	19	1	1	104	45	49	23	5	21	0
22	Package 3		1	DHQ Kasur	0	1	33	60	51	18	3	5	2	1	0	0	0	11	0	2	1	0	0	3
23			2	DHQ Okara City	5	51	10	115	14	0	18	6	0	0	0	0	0	18	8	2	2			

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24		Pakpattan & Sahiwal, Okara, Kasur	3	DHQ Okara SC	0	15	6	51	6	0	17	0	0	0	0	0	15	8	25	4	0	0	4	
25			4	DHQ Pakpattan	1	55	27	66	0	5	14	3	0	0	0	0	0	15	8	10				
26			5	THQ Arifwala	0	35	5	42	8	6	8	2	1	0	0	2	0	11	3	6	1	0	2	0
27			6	THQ Chichawatni	4	30	0	31	4	17	1	1	0	6	0	0	0	10	4	15	5	0	0	0
28			7	THQ Chunian	3	17	0	23	7	3	5	0	1	0	0	0	0	6	3	1	4	0	0	0
29			8	THQ Depalpur	1	40	0	2	15	10	2	2	0	0	0	0	0	6	3	2	0	0		1
30			9	THQ Haveli Lakha	0	33	0	24	4	8	0	3	1	0	0	15	0	6	2	1	0	0	1	
31			10	THQ Pattoki	0	20	4	37	4	6	9	0	1	30	0	0	0	6	3	0	1	0	2	0
32			11	THQ Renala Khurd	0	33	0	24	4	8	0	3	1	0	0	15	0	6	2	1	0	0	1	
	Total - Package 3				14	330	85	475	117	81	77	25	7	37	0	32	0	110	44	65	18	0	6	8
33	Package 4	Nankana Sahib, Faisalabad, Chinot	1	DHQ Chiniot	0	29	0	43	8	0	17	0	0	0	0	13	0	15	8	12	0	0	0	14
34			2	DHQ Nankana Sahib	0	60	10	76	5	1	17	0	0	0	0	0	0	15	8	2				1
35			3	THQ Chak Jhumra	1	46	2	15	0	3	6	0	2	1	0	0	0	4	2	0	1	2	1	0
36			4	THQ Jaranwala	0	0	45	10	0	0	10	0	0	3	0	0	0	2	1	0	7	0	0	0
37			5	THQ Lalian	0	24	1	12	3	0	5	3	1	8	0	0	0	8	0	0	1	0	0	0
38			6	THQ Samundri	0	0	2	14	7	5	0	0	0	0	0	0	0	4	3	0	0	0	0	0
39			7	THQ Sangla Hill	0	20	2	23	6	0	9	9	0	0	0	0	0	7	3		2		2	
40	8	THQ Shah kot	0	36	2	32	7	2	1	8	0	1	0	0	0	4	3	1	0	0	0	2		
41	9	THQ Tandlian wala	0	25	0	17	13	0	5	1	3	1	0	0	0	6	3	5	0	0	0	0		
	Total - Package 4				1	240	64	242	49	11	70	21	6	14	0	13	0	65	31	20	11	2	3	17
42	Package 5	Sheikhupura, Lahore, Guranjwala	1	DHQ Sheikhupura	0	116	11	137	26	0	29	19	1	0	0	0	0	15	7	31	6	0	0	4
43			2	THQ Ferozwala	0	52	0	1	10	3	4	2	1	0	0	0	0	4	2	0	0	1	0	0
44			3	THQ Kamoke	3	28	11	23	8	5	12	0	0	0	0	0	0	8	3	18	1	0	1	0
45			4	THQ Mian Meer	0	33	0	24	4	8	0	3	1	0	0	15	0	6	2	1	0	0	1	
46			5	THQ Muridke	0	0	2	17	5	5	1	0	0	0	0	0	0	6	3	0	0	0	0	0
47			6	THQ Nowshera Virkan	0	0	2	17	1	8	1	1	0	20	0	0	0	6	3	0	0	0	0	0
48			7	THQ Safdarabad	1	28	3	9	2	6	8	0	2	0	0	0	0	8	2	0	1	3	0	0
49	8	THQ Sharaqpur	0	42	2	9	8	3	6	0	0	0	0	0	0	8	3	0	0	0	0	0		
50	9	THQ Wazirabad	0	0	0	10	6	0	16	0	0	0	0	0	0	6	3	0	0	0	0	0		
	Total - Package 5				4	299	31	247	70	38	77	25	5	20	0	15	0	67	28	50	8	4	2	4
51	Package 6	Sialkot, Narowal, Gujrat	1	DHQ Narowal	0	0	10	100	12	0	17	0	0	0	0	0	15	8	0	0	0	0	0	
52			2	THQ Daska	1	30	10	53	6	2	9	6	0	2	0	0	0	8	3	1	0	0	0	1
53			3	THQ Dinga	0	5	2	30	0	5	5	2		1				7	3	0	2	0	0	0
54			4	THQ Kharian	5	12	34	0	20		8			5	0	0	0	7	2	6	3	0	0	1
55			5	THQ Kunjah	12	25	2	20	4	0	0	14	0	0	0	1	1	6	3	3	0	0	2	1
56	6	THQ Pasrur	0	0	2	17	2	0	1	5	0	0	0	0	0	5	3	0	0	0	0	0	0	

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57			7	THQ Sambrial	0	0	0	16	5	0	0	5	3	1	0	0	0	6	3	0	0	0	0	0
58			8	THQ Sara-e-Alamghir	3	36	0	11	1	2	2	0	0	0	0	0	0	6	1	0	0	0	1	0
59			9	THQ shakargarh	2	3	10	14	6	5	8	1	1	0	0	0	0	6	2	0	0	0	0	0
	Total - Package 6				23	111	70	261	56	14	50	33	4	9	0	1	1	66	28	10	5	0	3	3
60	Package 7	Mandi Bahauddin, Jehlum, Hafizabad	1	DHQ Jhelum	1	0	25	83	28	0	23	0	0	0	0	0	0	15	5	21	2	0	0	2
61			2	DHQ Mandi bahauddin	0	0	5	40	14	0	17	0	0	0	0	0	0	15	8	0	0	0	0	0
62			3	DHQ Hafizabad	0	94	4	79	5	0	18	0	0	0	0	0	0	16	8	20	2	0	2	0
63			4	THQ Malakwal	3	24	0	0	10	0	9	0	1	4	0	0	0	6	3	0	2	0	1	0
64			5	THQ Phalia	7	15	11	8	6	7	5	3	2	5	2	0	0	1	1	0	4	0	2	0
65			6	THQ Pind Dadan Khan	0	0	0	22	5	0	5	0	0	0	0	0	0	6	3	0	0	0	0	0
66			7	THQ Pindi Bhattian	0	0	0	27	2	0	9	0	0	0	0	14	0	5	3	0	0	0	0	0
67			8	THQ Sohawa	2	25	2	10	2	10	0	0	2	0	0	0	0	6	3	3	1	0	2	0
	Total - Package 7				13	158	47	269	72	17	86	3	5	9	2	14	0	70	34	44	11	0	7	2
68	Package 8	Sargodha & Khushab	1	DHQ Khushab	0	33	0	10	15	0	0	12	1	2	0	0	0	14	2	1	3	0	0	1
69			2	THQ Bhalwal	0	51	1	9	5	10	6	0	0	0	6	0	6	5	3	0	0	0	0	1
70			3	THQ Bhera	0	25	0	0	5	3	6	0	0	0	0	0	0	4	0	4	1	0	1	0
71			4	THQ Khushab	0	0	4	45	4	0	17	0	0	0	0	0	0	15	8	0	0	0	0	0
72			5	THQ Kot Momin	0	0	0	19	1	3	0		0	0	0	0	0	6	3	0	0	0	0	0
73			6	THQ Noorpur Thal	0	18	8	11	6	1	6	3	0	0	3	0	0	12	3	11	13	0	0	0
74			7	THQ Shahpur	0	45		26	3	3	16	0		2	2	0	7	10	3		3	0	3	0
75			8	THQ Sillanwali	0	0	2	10	3	0	5	3	1	0	0	0	0	6	3	0	0	0	0	0
	Total - Package 8				0	172	15	130	42	20	56	18	2	4	11	0	13	72	25	16	20	0	4	2
76	Package 9	Bahawalanagar & Bahawalpur	1	DHQ Bahawalnagar	10	197	4	13	2	0	12	0	0	2	1	0	0	10	0	7	1	0	3	0
77			2	THQ Ahmad pur East	1	1	10	38	7	0	13	0	0	0	0	0	0	0	2	0	14	0	1	0
78			3	THQ Chishtian	0	41	7	32	6	0	9	0	0	0	9	0	0	8	1	0	0	0	4	0
79			4	THQ Fort Abbas	0	1	2	17	4	0	5	0	3	0	0	0	0	4	3	0	0	0	0	0
80			5	THQ Haroonabad	0	69	2	20	12	7	1	5	0	0	3	0	0	6	3	2	1	0	2	0
81			6	THQ Hasilpur	0	34	0	18	14	5	4		1					6	2	1	3			
82			7	THQ Khairpur Tamewali	0	1	2	6		3	5	0	2	0	0	0	0	6	3	0	0	0	0	0
83			8	THQ Minchinabad	0	48	0	20	10	0	15	0	0	1	1	0	0	6	2	3	3	3	2	0
84			9	THQ Yazman	0	25	6	40	15	1	5	6	3	0	0	5	0	8	3	7	1	1	0	1
	Total - Package 9				11	417	33	204	70	16	69	11	9	3	14	5	0	54	19	20	23	4	12	1
85	Package 10	Bhakkar & Mianwali	1	DHQ Bhakkar	3	40	0	106	8	5	29	5	6	2	0	0	0	18	9	18	4	1	7	0
86			2	DHQ Mianwali	0	0	69	67	27	0	21	0	0	0	0	0	0	15	9	0	1	2	2	1
87			3	THQ Darya Khan	0	43	0	19	0	5	5	3	1	0	6	0	0	7	0	0	6	0	0	0
88			4	THQ Isa Khel	0	25	3	46	0	2	2	4	0	0	0	3	0	8	0	4	7	0	0	0

89			5	THQ Kalabagh	0	26	0	0	0	1	2	0	0	0	0	1	3	0	0	1	0	0	0		
90			6	THQ Kallur Kot	0	25	0	32	2	1	5	5	3	1	0	0	0	6	3	3	5	0	1	0	
91			7	THQ Mankera	5	40	0	2	12	0	5	4	1	0	0	0	0	10	3	2	1	0	3	0	
92			8	THQ Piplan	0	25	0	26	0	0	5	0	0	3	0	0	0	8	3	3	0	0	1	0	
	Total - Package 10				8	224	72	298	49	14	74	21	11	6	6	3	1	75	27	30	25	3	14	1	
93	Package 11	Attock	1	DHQ Attock	0	26	0	0	0	1	2	0	0	0	0	1	3	0	0	1	0	0	0		
94			2	THQ Fateh Jang	0	0	0	18	4	3	5	0	1	0	0	0	0	6	3	0	0	0	0		
95			3	THQ Hassan Abdal	0	2	0	26	8	8	1	0	0	0	2	0	14	6	3	0	0	0	0		
96			4	THQ Hazro	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	1	0	
97			5	THQ Jand	0	8	0	20	0	8	1	0	0	2	0	0	0	4	0	0	0	0	2		
98			6	THQ Kotli Sattian	1	5	0	18	3	0	0	0	0	0	0	0	0	6	3	1	0	0	0	0	
99			7	THQ Murree	0	0	0	0	0	0	5	0	0	0	0	0	0	2	3	0	0	0	0	0	
100			8	THQ Pindi Gheb	0	0	25	25	5	8	1	0	0	0	0	0	0	5	3	0	1	0	1	0	
101			9	THQ Taxila	0	19	4	16	2	5	0	0	0	1	0	0	0	6	3	0	1	0	0	0	
	Total - Package 11				1	66	29	123	22	33	15	0	1	3	2	0	15	38	18	3	3	2	4	0	
102	Package 12	Rawalpindi & Chakwal	1	DHQ Chakwal	0	0	4	61	4	0	17	0	0	0	0	0	15	8	0	0	0	0	0		
103			2	THQ Choa Saiden Shah	0	10	10	0	0	0	2	0	0	0	0	0	5	5	0	10	1	0	2	0	
104			3	THQ City Hospital Talagang	24	0	0	0	9	0	5	1	0	0	4	0	0	6	3	2	0	0	0	1	
105			4	THQ Gujar Khan	0	34	0	11	0	0	8	0	0	4	0	0	0	3	0	1	1	0	3	0	
106			5	THQ Kahuta	0	0	0	30	8	0	5	0	0	0	0	0	0	6	3	0	0	0	0	0	
107			6	THQ Kallar Kahar	0	35	0	10	1	0	3	4	6	0	0	5	1	8	3	8	2	0	0	2	
108			7	THQ Kallar Syedan	0	0	0	18	4	0	5	0	0	0	0	0	0	5	3	0	0	0	0	0	
109			8	THQ Talagang	0	0	0	17	5	0	3	0	0	0	0	0	0	5	3	0	0	0	0	0	
	Total - Package 12				24	79	14	147	31	0	48	5	6	4	4	5	6	53	23	21	4	0	5	3	
110	Package 13	Toba Tek Singh & Jhang	1	DHQ Jhang	10	108	14	66	2	8	14		5				17	6							
111			2	DHQ Toba Tek Singh	2	43	64	91	13	2	32	0	8	0	0	0	0	15	8	5	0	1	2	0	
112			3	THQ 18-Hazari	0	0	4	19	0	3	3	0	0	0	0	0	0	4	3	0	0	0	0	0	
113			4	THQ Ahmadpur Sial	1	22	3	22	3	3	5	0	1	7	0	0	0	8	3	0	5	1	1	0	
114			5	THQ Gojra	1	8	17	34	9	0	0	0	0	0	0	0	0	8	3	10	4	0	2	0	
115			6	THQ Kamalia	0	0	0	0	29	0	1	0	0	0	0	0	0	4	3	0	0	0	0	0	
116			7	THQ Shorkot	0	20	3	2	20	3	5	0	4	0	0	0	0	4	1	2	3	0	1	0	
	Total - Package 13				4	93	91	168	74	11	46	0	13	7	0	0	0	43	21	17	12	2	6	0	
117	Package 14	Layyah & Multan	1	DHQ Layyah	9	75	13	50	12	2	8	34	1	15				20	9	5	15		2		
118			2	DHQ Multan	0	1	0	26	10						0	0	0	0	6	3	0	0	0	0	0
119			4	THQ Choubara	0	0	2	33	9	0	5	0	0	0	0	0	0	3	3	0	0	0	0	0	0

RFP for Provision of Mechanical, Electrical, Plumbing and Generator Operation & Maintenance Services for DHQ / THQ Hospitals of the Punjab.

120			5	THQ Chowk Azam	0	22	0	26	0	2	5	3	0	2	0	1	0	5	0	0	0	4	1	0
121			6	THQ Jalalpur Pirwala	8	10	5	8	0	3	0	0	0	5	2	2				3	5	2	2	
122			7	THQ Karor lal eson	2	5	35	16	2	3	0	4	2	2	0	0	0	6	3	1	6	0	2	0
123			8	THQ Kot Sultan	1	19	2	35	5	0	5	3	0	2	0	1	0	5	3	2	8	0	0	1
124			9	THQ Shujabad	0	35	2	33	9	0	17	0	0	0	5	0	0	8	3	0	3	0	1	0
125			3	THQ Thal	0	25	0	16	1	5	2	3	2	0	0	0	0	6	3	2	2	0	2	0
Total - Package 14					20	167	59	227	47	10	40	44	3	26	7	4	0	53	24	11	37	6	8	1
Grand Total					136	3373	667	3499	938	334	861	259	83	271	76	99	40	957	404	391	232	29	110	44

Appendix 7 – No. of Generators at Each Health Facility

Please note that this list is only an indicative list of generators at each facility. Actual equipment or some particulars of equipment, at hospital may vary from this list. Therefore, all interested parties are encouraged to conduct site visits, or contact hospital administration, for accurate information of generators. Procuring agency will not be responsible if service provider over/under estimates preventive maintenance / repair replacement cost in his financial proposal solely based on this list.

Sr No.	Package No.	District	Sr. No.	Hospital Name	Generator			
					> 200 KVA	100 KVA to 200 KVA	<100 KVA	Total No. of Generators
1	Package 1	Rahim Yar Khan, Muzaffargarh & Rajanpur	1	DHQ Muzaffargarh	1	9	2	12
2			2	DHQ Rajanpur	0	5	2	7
3			3	THQ Alipur	1	0	1	2
4			4	THQ Jampur	0	1	2	3
5			5	THQ Jatoi	0	0	2	2
6			6	THQ Khanpur	0	1	1	2
7			7	THQ Kot Addu	0	3	1	4
8			8	THQ Liaquatpur	0	1	1	2
9			9	THQ Rojhan	0	1	2	3
10			10	THQ Sadiqabad	0	1	1	2
11			11	THQ Taunsa	1	2	1	4
	Total - Package 1				3	24	16	43
12	Package 2	Vehari, Khanewal & Lodhran	1	DHQ Vehari	0	7	1	8
13			2	DHQ Khanewal	0	6	2	8
14			3	DHQ Lodhran	0	4	0	4
15			4	THQ Burewala	0	3	2	5
16			5	THQ Duniyapur	0	0	2	2
17			6	THQ Jahanian	0	1	0	1
18			7	THQ Kabirwala	0	0	1	1
19			8	THQ Kehror Pacca	0	0	2	2
20			9	THQ Mailsi	2	0	0	2
21			10	THQ Mian channu	0	2	2	4
	Total - Package 2				2	23	12	37
22	Package 3	Pakpattan & Sahiwal, Okara, Kasur	1	DHQ Kasur	0	5	0	5
23			2	DHQ Okara City	2	4	0	6
24			3	DHQ Okara SC	0	3	1	4
25			4	DHQ Pakpattan	1	4	0	5
26			5	THQ Arifwala	0	5	0	5
27			6	THQ Chichawatni	0	3	3	6
28			7	THQ Chunian	0	1	2	3
29			8	THQ Depalpur	0	1	2	3
30			9	THQ Haveli Lakha	0	0	2	2
31			10	THQ Pattoki	0	0	1	1
32			11	THQ Renala Khurd	0	0	1	1
	Total - Package 3				3	26	12	41
33	Package 4	Nankana Sahib,	1	DHQ Chiniot	0	3	1	4
34			2	DHQ Nankana Sahib	0	5	1	6
35			3	THQ Chak Jhumra	0	2	0	2

36		Faisalabad, Chinot	4	THQ Jaranwala	0	2	0	2
37			5	THQ Lalian	0	1	0	1
38			6	THQ Samundri	0	2	0	2
39			7	THQ Sangla Hill	0	1	0	1
40			8	THQ Shah kot	0	1	0	1
41			9	THQ Tandlian wala	0	2	0	2
			Total - Package 4				0	19
42	Package 5	Sheikhupura, Lahore, Guranjwala	1	DHQ Sheikhupura	2	4	0	6
43			2	THQ Ferozwala	1	0	0	1
44			3	THQ Kamoke	0	3	2	5
45			4	THQ Mian Meer	0	1	0	1
46			5	THQ Muridke	1	0	0	1
47			6	THQ Nowshera Virkan	0	1	0	1
48			7	THQ Safdarabad	0	0	1	1
49			8	THQ Sharaqpur	0	0	1	1
50			9	THQ Wazirabad	0	1	2	3
	Total - Package 5				4	10	6	20
51	Package 6	Sialkot, Narowal, Gujrat	1	DHQ Narowal	3	3	1	7
52			2	THQ Daska	0	4	1	5
53			3	THQ Dinga	0	0	1	1
54			4	THQ Kharian	0	2	0	2
55			5	THQ Kunjah	1	0	0	1
56			6	THQ Pasrur	0	1	1	2
57			7	THQ Sambrial	0	1	0	1
58			8	THQ Sara-e-Alamghir	0	2	0	2
59			9	THQ shakargarh	0	1	1	2
	Total - Package 6				4	14	5	23
60	Package 7	Mandi Bahauddin, Jehlum, Hafizabad	1	DHQ Jhelum	0	6	4	10
61			2	DHQ Mandi bahauddin	0	3	2	5
62			3	DHQ Hafizabad	0	4	0	4
63			4	THQ Malakwal	0	0	1	1
64			5	THQ Phalia	0	1	1	2
65			6	THQ Pind Dadan Khan	0	0	1	1
66			7	THQ Pindi Bhattian	0	1	0	1
67			8	THQ Sohawa	0	0	2	2
			Total - Package 7				0	15
68	Package 8	Sargodha & Khushab	1	DHQ Khushab	0	1	1	2
69			2	THQ Bhalwal	0	0	1	1
70			3	THQ Bhera	0	0	1	1
71			4	THQ Khushab	0	4	0	4
72			5	THQ Kot Momin	0	0	1	1
73			6	THQ Noorpur Thal	0	4	0	4
74			7	THQ Shahpur	0	0	1	1
75			8	THQ Sillanwali	0	0	1	1
			Total - Package 8				0	9
76	Package 9	Bahawalanagar & Bahawalpur	1	DHQ Bahawalnagar	1	5	1	7
77			2	THQ Ahmad pur East	0	3	1	4
78			3	THQ Chishtian	0	5	0	5
79			4	THQ Fort Abbas	0	2	1	3
80			5	THQ Haroonabad	0	2	1	3
81			6	THQ Hasilpur	0	1	1	2
82			7	THQ Khairpur Tamewali	0	0	1	1
83			8	THQ Minchinabad	0	2	0	2
84			9	THQ Yazman	0	1	2	3

	Total - Package 9				1	21	8	30
85	Package 10	Bhakkar & Mianwali	1	DHQ Bhakkar	1	6	0	7
86			2	DHQ Mianwali	1	5	2	8
87			3	THQ Darya Khan	0	0	2	2
88			4	THQ Isa Khel	0	5	1	6
89			5	THQ Kalabagh	0	1	1	2
90			6	THQ Kallur Kot	0	1	1	2
91			7	THQ Mankera	0	1	1	2
92			8	THQ Piplan	0	1	0	1
	Total - Package 10				2	20	8	30
93	Package 11	Attock	1	DHQ Attock	0	5	0	5
94			2	THQ Fateh Jang	0	0	2	2
95			3	THQ Hassan Abdal	0	0	1	1
96			4	THQ Hazro	0	3	1	4
97			5	THQ Jand	0	0	1	1
98			6	THQ Kotli Sattian	0	0	0	0
99			7	THQ Murree	0	0	2	2
100			8	THQ Pindi Gheb	0	0	2	2
101	9	THQ Taxila	0	0	1	1		
	Total - Package 11				0	8	10	18
102	Package 12	Rawalpindi & Chakwal	1	DHQ Chakwal	0	6	1	7
103			2	THQ Choa Saiden Shah	0	1	0	1
104			3	THQ City Hospital Talagang	0	1	0	1
105			4	THQ Gujar Khan	0	0	3	3
106			5	THQ Kahuta	0	0	1	1
107			6	THQ Kallar Kahar	0	0	1	1
108			7	THQ Kallar Syedan	0	0	1	1
109			8	THQ Talagang	0	1	1	2
	Total - Package 12				0	9	8	17
110	Package 13	Toba Tek Singh & Jhang	1	DHQ Jhang	0	5	1	6
111			2	DHQ Toba Tek Singh	0	6	0	6
112			3	THQ 18-Hazari	0	1	0	1
113			4	THQ Ahmadpur Sial	0	1	0	1
114			5	THQ Gojra	0	5	0	5
115			6	THQ Kamalia	0	1	1	2
116			7	THQ Shorkot	0	1	1	2
	Total - Package 13				0	15	2	17
117	Package 14	Layyah & Multan	1	DHQ Layyah	0	7	1	8
118			2	DHQ Multan	2	2	2	6
119			4	THQ Choubara	0	1	0	1
120			5	THQ Chowk Azam	0	1	1	2
121			6	THQ Jalalpur Pirwala	0	1	1	2
122			7	THQ Karor lal eson	0	2	0	2
123			8	THQ Kot Sultan	0	1	1	2
124			9	THQ Shujabad	0	3	1	4
125			3	THQ Thal	0	1	0	1
	Total - Package 14				2	18	7	27
Grand Total					21	231	113	365

Note. All parts used in repair/replacement/PM/CM should be same specification as recommended by respective manufacturers i.e. Perkins Generator PM/CM/RR will be done as recommended by Perkins manufacturer with standard consumable/parts of Perkins. Mobile Oil/Engine oil should be PSO/Shell/Equivalent or as per requirement of Procuring Agency.

Appendix 8 - Detail of Tool Kit per hospital

Sr. No	Item Description	QTY Sent
1	Tool Box Set (For All)	1
2	Helmets (For All)	1/Person
3	Safety Gloves Rubber (For All)	1/Person
4	Safety Gloves Leather (For All)	1/Person
5	Spanner set/Chabbi set (For All)	1
6	Steel Tape 5m (For All)	1
7	T-Rod (For All)	1
8	Extension Cords Min 35yards (For All)	1
9	Cleaning brush (For All)	1
10	Hammer (For All)	1
11	Small hammer (For All)	1
12	9" Side Cutting Plier (For All)	1
13	8" Long Nose plier (For All)	1
14	Step ladder (For All)	1
15	Adjustable Pipe wrench 12" (Electrician , AC Tech & Carpenter)	1
16	Adjustable Piper wrench 14 " (Electrician , AC Tech & Carpenter)	1
17	Screw Driver set (Electrician , AC Tech & Carpenter)	1
18	Screw Wrench 12" (Electrician , AC Tech & Carpenter)	1
19	Screw Wrench 15" (Electrician , AC Tech & Carpenter)	1
20	Mini File (Electrician , AC Tech & Carpenter)	1
21	Jamoor (Electrician , AC Tech & Carpenter)	1
22	Hack Saw(AC Tech, Plumber & Carpenter)	1
23	Tester (Elect)	3
24	Digital Multi-meter (Elect)	1
25	Cordless Drill Machine (Elect)	1
26	Mini Tube cutter (AC Tech)	1
27	Line Gauge (AC Tech)	1
28	Feeler Gauge (AC Tech)	1
29	Flaring Tools Set (AC Tech)	1
30	Chalk Line (Carpenter)	1
31	Air Blower (AC Tech)	1
32	Allen keys imperial/metric (Carpenter)	1
33	Socket set (Plumber)	1
34	Flashlight, small/large (Plumber)	1
35	Drywall knife (Plumber)	1
36	High pressure Gauge (AC Tech)	1
37	Welding Plant for AC	1
38	AC service Gun	1
<i>* Any other item/tool required by the Procuring Agency will be duly incorporated in the above mentioned list upon receipt of official demand</i>		

¹ Sample of the Tools Kit 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.

² At the end of the contract period, Tool kit will redeemed back by the Service Provider.

Appendix 9 - Spare Inventory List per Month at any given time per hospital

Table A- MINIMUM SPARE INVENTORY - APPENDIX 8					
Sr. No	Items	UOM	Qty for DHQ	QTY for THQ	Approved Remarks
	Petty Cash		Rs.30000	Rs.15000	Can be available in Supervisor bank account, However, any complaint pending, for more than 3 hours, due to non-availability of any item mentioned in Appendix 8 or complaint pending due to non-availability of petty cash, penalty of total amount of petty cash in respective hospital will be charged.
1	Fluorescent Rod 40 W (Tube Light)	pcs	10	8	Philips/Osram/osaka
2	Choke40 W (Tube Light)	pcs	10	8	Philips/Osram/osaka
3	Energy Saver 25W Pin (Elec)	pcs	20	15	Imported
4	Energy Saver 25W Screw (Elect)	pcs	30	15	Imported
5	Energy Saver 45W Screw (Elec)	pcs	10	5	Imported
6	Energy Saver 85W Screw (Elec)	pcs	8	5	Imported
7	LED Ceiling Light UPTO 15W	pcs	8	5	Philips/Osram/osaka
8	LED Troffer Light / Panel Light UPTO 15W	pcs	8	5	Philips/Osram/osaka
9	LED Downlight UPTO 15W	pcs	8	5	Philips/Osram/osaka
10	SMD Light UPTO 15W	pcs	8	5	Philips/Osram/osaka
11	Holder E27	pcs	8	5	Imported
12	Holder B22	pcs	8	5	Imported
13	Power Plug (3/4) Amp	pcs	20	10	Clipsal
14	Mercury Bulb 400 Watt	pcs	2	2	Philips/Osram/osaka
15	Choke 400 Watt (Mercury Bulb)	pcs	1	1	Philips/Osram/osaka
16	Breaker Single Phase 32A	pcs	6	1	Schinider/Legrand/ABB/Terasaki
17	Duct Patti (length)	Length	10 Length	8 Lengths	Best Quality
18	Piano Switch(Box)	box	3 Boxes	1 Box	Clipsal/Legrand/(In case of non-campatibility of Clipsal,Legrand with installed fitting)As per compatible Fitting
19	Sockets(box)	box	3 Boxes	1 Box	Clipsal/Legrand/(In case of non-campatibility of Clipsal,Legrand with installed fitting)As per compatible Fitting
20	Power plug Frame(Pcs)	pcs	10	5	Clipsal/Legrand/(In case of non-campatibility of Clipsal,Legrand with installed fitting)As per compatible Fitting
21	Two pin outlet 1- 15A(box)	box	1 Box	1 Box	Clipsal/Legrand/(In case of non-campatibility of Clipsal,Legrand with installed fitting)As per compatible Fitting
22	Three pin outlet 3-4A	box	1 Box	1 Box	Clipsal/Legrand/(In case of non-campatibility of Clipsal,Legrand with installed fitting)As per compatible Fitting
23	Two Pin Shoe 5-1A	box	1 Box	1 Box	Clipsal/Legrand/(In case of non-campatibility of Clipsal,Legrand with installed fitting)As per compatible Fitting
24	Three Pin Shoe 3-4A	box	1 Box	1 Box	Clipsal/Legrand/(In case of non-campatibility of Clipsal,Legrand with installed fitting)As per compatible Fitting
25	Light Plug 15 Amp	box	1 Box	1 Box	Clipsal/Legrand/(In case of non-campatibility of Clipsal,Legrand with installed fitting)As per compatible Fitting
26	Light Plug Frame	pcs	5	3	Clipsal/Legrand/(In case of non-campatibility of Clipsal,Legrand with installed fitting)As per compatible Fitting
27	Diminers	pcs	10	5	Clipsal/Legrand/(In case of non-campatibility of Clipsal,Legrand with installed fitting)As per compatible Fitting
28	Wires Tape	pcs	20	15	Osaka/NITO
29	Teflon Tape	pcs	20	15	Best Quality
30	Packing Taoe	pcs	10	5	Best Quality
31	Capacitor (2.5 -4.5) for fan	pcs	15	10	FUJI/Amber/Nekian/Seno(American)
32	Capacitor (40 -60uf) for AC Fan	pcs	60	30	FUJI/Amber/Nekian/Seno(American) (Divisional Level)
33	Copper Rod for AC Welding	kg	1 kg	0.5 kg	Best Quality
34	Connecter 15A, 1A	pcs	60	30	Best Quality
35	Wire thimble (1.5mm2 -4. mm2)	pcs	20	10	Best Quality
36	Wire thimble (6mm2-25mm2)	pcs	20	10	Best Quality
37	Wire thimble (35mm2-7mm2)	pcs	20	10	Best Quality
38	Wire Cap (1.5mm2-4mm2)	pcs	60	30	Best Quality
39	Steel Nail (1"-2.5")	box	1,1 box	1,1 box	Best Quality

40	Steel Screw (1 "-2.5")	box	1,1 box	1,1 box	Best Quality
41	Nut Bolts 1", 1 .5"	box	1,1 box	1,1 box	Best Quality
42	CTC Chemical for cleaning	pcs	1	1	Best Quality
43	Nut Bolt kit	pcs	10	5	Best Quality
44	Connection lead	pcs	12	6	Best Quality
45	Waste pipe	pcs	12	6	Best Quality
46	Handel Valve	pcs	6	3	Faisal/New Faisal/Sonax/Master/Super Asia(In case of non-compatibility of mentioned brands with installed fitting)As per compatible Fitting
47	Water tap Mohra	pcs	20	10	Faisal/New Faisal/Sonax/Master/Super Asia(In case of non-compatibility of mentioned brands with installed fitting)As per compatible Fitting
48	Water pipe PVC (Foot)	foot	20 ft	20 ft	Popular/Master
49	Pipe clump	pcs	48	24	Popular/Master
50	Pipe Elbow	pcs	30	15	Popular/Master
51	Pipe Socket	pcs	20	10	Popular/Master
52	Pressure pipe	foot	20 ft	10 ft	Popular/Master
53	Pipe Union	pcs	30	15	Popular/Master
54	Pipe Nipple	pcs	20	10	Popular/Master
55	Wire sheddal, 8,1,no	packet	2,2 Packets	1,1 Packet	Best Quality
56	Sloshan	box	2 box	2 box	Best Quality
57	Pipe bend	pcs	20	10	Popular/Master
58	Bibcock	pcs	10	5	Faisal/New Faisal/Sonax/Master/Super Asia(In case of non-compatibility of mentioned brands with installed fitting)As per compatible Fitting
59	Insect Killer Rods	pcs	10	6	Imported

Table B - Items to be maintained Per Package at a designated DHQ Hospital ²				
1	Breaker Single Phase 2A	pcs	10	Schinider/Legrand/ABB/Terasaki
2	Breaker Single Phase 16A	pcs	10	Schinider/Legrand/ABB/Terasaki
3	3 Pole Breaker 300A	pcs	4	Schinider/Legrand/ABB/Terasaki (Divisional Level)
4	3 Pole Breaker 100A	pcs	6	Schinider/Legrand/ABB/Terasaki (Divisional Level)
5	3 Pole Breaker 63A	pcs	6	Schinider/Legrand/ABB/Terasaki (Divisional Level)
6	Wire 3/29	pcs	1 Coil	Pakistan Cables/Newage Cables
7	Wire 7/29	pcs	1 Coil	Pakistan Cables/Newage Cables
8	Wire 7/36		1 Coil	Pakistan Cables/Newage Cables (Divisional Level)
9	Wire 7/44		1 Coil	Pakistan Cables/Newage Cables (Divisional Level)
10	Wire 7/52		1 Coil	Pakistan Cables/Newage Cables (Divisional Level)
11	Wire 7/64		1 Coil	Pakistan Cables/Newage Cables (Divisional Level)
12	Indoor Motor 4 W for 1.5 Ton AC		5	as per actual installed AC(brand/equipment)
13	Outdoor Motor 4 W for 1.5 Ton AC		5	as per actual installed AC(brand/equipment)
14	Drain Pipe	foot	1 Coil	Best Quality
15	Gauge Minifold Complete Set	pcs	1	Best Quality
16	Flare Nut (1/2 & 1/4)	pcs	10	Best Quality
17	Service Valve (1/2 & 1/4)	pcs	10	Best Quality
18	Petal Rod	kg	1 kg	Best Quality
19	Air Sensor/Coil Sensor	pcs	10	as per actual installed AC(brand/equipment)
20	copper Pipe(1/2 & 1/4)	pcs	1	Best Quality
21	Motor Winding Wire	kg	1	Best Quality
22	Relay for AC (PTC & NTC)	pcs	5	as per actual installed (brand/equipment)
23	Relay belt for Motor (Single Phase)	pcs	2	Best Quality
24	Relay belt for Motor (Three Phase)	pcs	2	Best Quality
25	Water Taps or Bib Cock	pcs	15	Faisal/New Faisal/Sonax/Master/Super Asia(In case of non-compatibility of mentioned brands with installed fitting)As per compatible Fitting
26	Basin Mixture	pcs	10	Faisal/New Faisal/Sonax/Master/Super Asia(In case of non-compatibility of mentioned brands with installed fitting)As per compatible Fitting
27	Basin Neck	pcs	10	Faisal/New Faisal/Sonax/Master/Super Asia(In case of non-compatibility of mentioned brands with installed fitting)As per compatible Fitting
28	Bearings 621-623·, for Fan	pcs	5	Imported

¹ 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.

² **Table B** items are to be placed in each zone's designated DHQ hospital. Hospital electrician cum supervisor will request the item from the designated hospital. Service provider will be responsible to provide these in other hospital, where required, within 6 hours or penalty of rupees 1000/per items per day will be charged.

Appendix 10- Qualification and Experience of Human Resource

One Electrician from each hospital will be designated as a supervisor.

S.No.	Manpower description	Qualifications & experience
1	Supervisor	<ul style="list-style-type: none"> ▪ Responsible for supervision of staff and maintenance activities as well as Act as an interface between the Procuring Agency and the Service Provider's staff. ▪ Maintaining duly signed daily audit sheets and complaint registers ▪ Record requests and feedback from the Procuring Agency from time to time and appropriate actions taken and Coordinate any kind of shifting/ relocations of the staff and the same shall also be reported to the Procuring Agency ▪ Responsible for the turnout / grooming of the entire facility staff and Decide on the work and staff deployment on a daily basis /Maintain attendance for all the staff. ▪ Ensuring presence of the staff at their respective stations and the completion/ compliance of the various duties assigned to them. ▪ Help induce a sense of responsibility, discipline and hygiene in all employees. ▪ Maintain log of all equipment and utilities' allocation and utilization and Ensure that required checklists are followed and updated accordingly ▪ Submit the required reporting forms. And Any other task assigned by Hospital Administration ➤ Qualification & Experience: BSc Mechanical/Electrical/Mechatronics Engineering with minimum 2 year of relevant experience Or ➤ BA with minimum 5 years of relevant experience. ➤ Age: Less than 40 Years
2	Electrician	<ul style="list-style-type: none"> ▪ Assemble, install, test and maintain electrical or electronic wiring, equipment, appliances, apparatus and fixtures using hand tools and power tools as well as Diagnose malfunctioning systems, apparatus, and components, using test equipment and hand tools, to locate the cause of an electric breakdown and correct the problem. ▪ Connect wires to circuit breakers and Distribution Panel Boards. As well as Repair or replace wiring, equipment, and fixtures, using hand tools and power tools. ▪ Test electrical systems and continuity of circuits in electrical wiring, equipment, and fixtures, using testing devices such as ohmmeters, voltmeters, and oscilloscopes, to ensure compatibility, availability of required voltage and safety of system. ▪ Place conduit (pipes or tubing) inside designated partitions, walls, or other concealed areas, and pull insulated wires or cables through the conduit to complete circuits between boxes and Installation of power/lighting panels, wiring of lighting fixture, small power sockets, fire alarm system and motor control circuit. ▪ Any other electrical related work as not mentioned above or Any other task assigned by Hospital Administration ➤ Qualification & Experience: Middle with 5 years of relevant experience ➤ Age: Less than 40 Years
3	AC Technician	<ul style="list-style-type: none"> ▪ Ensure proper installation, maintenance and repair of Air Conditioners. ▪ Perform regular maintenance work on indoor and Outdoor units. ▪ Diagnose electrical and mechanical defects and malfunctions on Air Conditioners and Install, replace, or repair Air Conditioning equipment's that has been damaged. ▪ Make adjustment and do calibrations of thermostatic controls and capable to install new air-conditioning systems and equipment. ▪ Capable to relocate new air-conditioning systems including their installation and maintenance. Any other AC Technician related work as not mentioned above. ➤ Qualification & Experience: ➤ Middle with 5 year of relevant experience ➤ Age: Less than 50 Years

3	Plumber	<ul style="list-style-type: none"> ▪ Installs pipes and fixtures, such as sinks and toilets, for water, gas, steam, air, or other liquids. ▪ Installs fittings, valves and supports for pipes, equipment, and fixtures prior to installation. ▪ Assemble pipe sections, tubing and fittings, using couplings, clamps, screws, bolts, cement, plastic solvent, caulking, or soldering, brazing and welding equipment. ▪ Fill pipes or plumbing fixtures with water or air and observe pressure gauges to detect and locate leaks and Review blueprints and building codes and specifications to determine work details and procedures. ▪ Cut, assemble and install pipes and tubes with attention to existing infrastructure (e.g. electrical wiring) ▪ Install and maintain water supply systems and Locate and repair issues with water supply lines (e.g. leaks) ▪ Repair or replace broken drainage lines, clogged drains, faucets etc. ▪ Repair domestic appliances and fixtures (e.g. sinks, comodes, flush tanky) etc. and Any other task assigned by Hospital Administration <p>➤ Qualification & Experience : Middle with 5 year of relevant experience</p> <p>➤ Age: Less than 50 Years</p>
4	Carpenter	<ul style="list-style-type: none"> ▪ Installed/repairs structures & fixtures to include but not limited to: windows, frames, floors, roofing, trim, etc. ▪ Replace panes of glass, ceiling tiles, and doors. Framing, remodeling, demolition, and painting various structures. ▪ Must be capable to work with materials such as wood, plastic, fiberglass, or drywall. ▪ Must be capable to utilize chisels, planes, saws, drills, and sanders to repair and erect structures. ▪ Capable to repair or build furniture, Windows, Partitions, Cabinets, stairs and mantles. ▪ Replace glass, ceiling tiles, and doors and Capable to Erect scaffolding. ▪ Any other Carpenter / Mason /fitter related work as not mentioned above. <p>➤ Qualification & Experience Middle with 5 year of relevant experience</p> <p>➤ Age: Less than 50 Years</p>
5	Generator Mechanic	<ul style="list-style-type: none"> ▪ Generator Mechanic should be able to make repairs and maintenance of generators. ▪ Should be able to make Preventive Maintenance and overall generator related works ▪ Any other electrical/generator related work as not mentioned above or Any other task assigned by Hospital Administration. <p>➤ Qualification & Experience : Matric with 5 years relevant experience (as Generator Mechanic/Technician)</p> <p>➤ Age: Less than 50 Years</p>

- a. *It is responsibility of the Service Provider to provide required manpower as per requirement of hospital.*
- b. *For each particular month Medical Superintendent of the concerned Hospital will submit a separate request to the Service Provider for provision of staff (if required) for such month by following the mechanism defined in scope of work. However, if Medical Superintended feel he has extra staff, he can surrender the staff by giving 15 days' notice to the Service Provider under intimation to the Project Management Unit.*
- c. *All the staff posted by the Service Provider shall be verified of their police records and other information prior to posting at health facilities.*
- d. *Once the staff is hired as per agreed requirements, Service Provider shall not rotate it frequently. In any month, at-least 70% of the staff shall be same as previous month, unless separate arrangement will be made and with prior written approval from the Medical Superintendent of the concerned hospital. However, all such correspondence should be made under intimation to the Project Management Unit.*

Appendix 11 - Invoice Checklist

Invoice Checklist (to be attached with invoice)			
Sr.	Description	Annexure	Attached
1.	MS Covering Letter	A.	
2.	Original invoice/bill(s) signed by MS & NMS (Admin, HR, Budget and Account, Audit officer)	B.	
3.	Corrected invoice details	C.	
4.	Bio Metric Attendance and Manual Attendance maintained on register signed by NMS (Admin, HR, Budget and Account, IT, Audit officer) However on manual attendance, employee will sign himself instead of writing "P"	D.	
5.	MS Letter/Bio Metric Certificate, in case issue in Bio metric machine or medical issue of employee	E.	
6.	Service Provider shall duly maintain and signed by MS, Admin Officer and Supervisor, including but not limited to, following reports and share the same with Procuring Agency on regular basis:	F.	
	Weekly Report	G.	
	Monthly Checklist	H.	
	Checklist (electric work)	I.	
	Daily activity Log Form	J.	
	Complain/Report slips	K.	
	Complain resolution report register	L.	
7.	Penalties calculation Sheets (Overall penalty sheet, Penalty on HR, Penalty on Replacement and Repair, signed by MS & NMS (Admin, HR, Budget and Account, Audit officer) Penalty sheet will be calculated and signed on daily basis and will be shared with the service provider for his record.	M.	
8.	Functional Inventory with the column (Functional, Repairable, Dead, New Installed)	N.	
9.	If NMS (Admin, HR, Budget and Account, IT, Audit officer) is not hired in hospital, attach letter that he has not joined yet, it should only be signed by MS	O.	
10	Requisition slip signed by MS and Admin officer for parts replacement for Equipment Maintenance	P.	

Appendix 11 (A) - Daily Activity Log Form

The Service Provider shall ensure that daily activity log covers, including but not limited to, all the fields listed in table below. The form must have at-least 24 entries every day i-e at-least one entry for each hour. Activity log shall be signed by the supervisor and hospital focal person for each day. Field reports are to be utilized to document detail description of daily inspection rounds.

Date: _____

Hospital focal person: _____

Sr. #	Report No.	Supervisor in charge	Inspected area	Time	Corrective actions reported	HR Involved	Action taken	Inspection after corrective action	Area Risk Level	Penalty imposed (if any)	General Notes

Supervisor: _____

Appendix 12 - Checklists for Contract Management

The Service Provider shall ensure that his supervisor/manager fills in following checklists and maintain records in proper form. However, such sheets/forms must be countersigned by the Admin Officer/Assistant Admin Officer of the concerned Hospital on Daily basis. Any such violation of duties on the part of Service Provider and hospital administration staff will lead to a show cause notice and subsequent failure will form a reasonable grounds for termination of contract/services:

DAILY CHECKLIST

CATEGORY	TASKS	CHECK-LIST	COMMENTS
UPS	<ol style="list-style-type: none"> Visual checks, operational tests, diagnostic system tests. Review of maintenance logs and alarm operations 	Functional Area Name:_____ Risk Category:_____ Routine performed:_____	Penalty, if any, for non-performance: High risk: 5 Moderate: 3 Low: 2
Acs, Refrigerators, Water coolers	<ol style="list-style-type: none"> Inspect motors, contactors, overheating, excessive pressure in piping/vessels, archings, leakages, expansion valves, condensing water circuits, thermostats, float valves, worn out contacts, loose wirings and static pressure drops across filters and ducts. Monitor/ calibrate temperatures and thermostats. 	Functional Area Name:_____ Risk Category:_____ Routine performed:_____	Penalty, if any, for non-performance: High risk: 5 Moderate: 3 Low: 2
Generator	<ol style="list-style-type: none"> Clean generator, panel and room. Fluid and exhaust leakage Fuel levels/refills Coolant levels, engine oils, battery electrolyte fill, distilled water. Inspect Battery connections/chargers, abnormal noises, vibrations and temperatures. Correct voltage and frequency. 	Functional Area Name:_____ Routine performed:_____	Penalty, if any, for non-performance: High risk: 5 Moderate: 3 Low: 2
Plumbing, Carpentry and Fire Extinguishers	<ol style="list-style-type: none"> Check and repair outdoor faucets/spigots (for drips and leaks), septic system and sprinkler system heads. Remove taps/shower heads to look for sediment. Clean gutters and downspouts. Inspect exterior walls, doors, furniture, fire extinguishers (recharge if needed, check for leakages) and wood boring insect activity. Eliminate wood soil contact around the perimeter of the hospital. 	Functional Area Name:_____ Risk Category:_____ Routine performed:_____	Penalty, if any, for non-performance: High risk: 7 Moderate: 5 Low: 3

WEEKLY CHECKLIST

CATEGORY	TASKS	CHECK-LIST	COMMENTS
UPS	<ol style="list-style-type: none"> 1. Inspect connections, insulations, wears, transfer switches, circuits' breakers, bypasses, cablings, abrasions, overheating, batteries and any abnormalities. 2. Clean/tighten power connections and inverter legs. 3. Run UPS system diagnostics. 	Functional Area Name:_____ Risk Category:_____ Routine performed:_____	Penalty, if any, for non-performance: High risk: 15 Moderate: 10 Low: 5
Acs, Refrigerators and Water Coolers	<ol style="list-style-type: none"> 1. Inspect/clean/repair brushes, devices, oil/water levels, belt tensions, misalignments, gas connections/ pressures, combustions, blower bearings, pump packings for leakages, thermostatic gas filled pumps, tightness against pipes, filters, insulated ducts, crankcase heaters, loose belts and voltage of blower motor, compressor and condenser. 2. Open and inspect casing covers, covers of all pressure switches, contacts and sectional filters. 3. Clean sumps, tanks and collection pans. 	Functional Area Name:_____ Risk Category:_____ Routine performed:_____	Penalty, if any, for non-performance: High risk: 10 Moderate: 5 Low: 5
Generator	<ol style="list-style-type: none"> 1. Check fuel tanks 2. Verify float switch, fuel pump, engine oil level, lube oil, water pumps, radiator, voltage, currents, battery terminals, hoses, terminals, engines, coolant levels, lube oil heaters and water contaminations. 3. Drain condensate from fuel filters. 4. Check battery systems, voltage, electrolytes, engines, cranking times, oil pressures, oil levels, temperatures, defects, lubricants and transfer switches. 5. Simulate normal power failure. 6. Maintain engine logs. 7. Clean fuel strainer, filter, dirt leg, crank case, exhaust systems and insulation. 	Functional Area Name:_____ Risk Category:_____ Routine performed:_____	Penalty, if any, for non-performance: High risk: 10 Moderate: 5 Low: 5
Plumbing, Carpentry and Fire Extinguishers	<ol style="list-style-type: none"> 5. Check and repair outdoor faucets/spigots (for drips and leaks), septic system and sprinkler system heads. 6. Remove taps/shower heads to look for sediment. 7. Clean gutters and downspouts. 8. Inspect exterior walls, doors, furniture, fire extinguishers (recharge if needed, check for leakages) and wood boring insect activity. Eliminate wood soil contact around the perimeter of the hospital. 	Functional Area Name:_____ Risk Category:_____ Routine performed:_____	Penalty, if any, for non-performance: High risk: 7 Moderate: 5 Low: 3

Appendix 13 - Resolution Time for (Repair and Replacement) Generator O&M

Major repairs may include, but not limited to;

Sr. No.	Description	Rectification Time	
		Replacement (In hours)	Penalty (if time exceeds resolution time)
1.	Radiator	12	5000
2.	Fuel Pump	12	5000
3.	Fuel Injectors/Nozzles	12	5000
4.	Crank Shaft	16	5000
5.	Electronic Oil Pump	16	5000
6.	Camshaft	16	5000
7.	Valves	9	5000
8.	Fresh Air Inlet	9	5000
9.	Exhaust Outlet	9	5000
10.	Hose Pipe	9	5000
11.	Thermostat	9	5000
12.	Water pump	9	5000
13.	Ring piston	19	10000
14.	Head	19	10000
15.	Head Gasket	19	5000
16.	Engine Hosing	9	5000
17.	Engine Block	19	10000
18.	Bearing sets	19	10000
19.	Brackets	5	5000
20.	Cambush	5	5000
21.	Flywheel	5	5000
22.	Dynamo	9	5000
23.	Bushings	5	5000
24.	Bearing sets	5	5000
25.	Armature	9	5000
26.	Field Coil/Winding	9	5000
27.	C.E Brackets	9	5000
28.	D.E Brackets	9	5000
29.	Alternator Diode Kit	9	5000
30.	Regulators	9	5000
31.	Stator, Rotor & Exiter plus winding	9	5000
32.	Voltage Regulator	9	5000
33.	Bridge Rectifier	9	5000
34.	Coupler	9	5000
35.	Main Line Circuit Breaker/Sub Breaker	9	5000
36.	Computer Card/Electronic Module/Control Panel	9	5000
37.	Battery Charger	3	5000
38.	Batteries	3	5000
39.	Control Wires	10	5000

Appendix-14. Minimum Wage Rate Circular

<http://ppra.punjab.gov.pk>



Tel: 042-99204572
Fax: 042-35284775

No. L&M(PPRA) 10-01/2011
**PUNJAB PROCUREMENT REGULATORY
AUTHORITY, S&GAD**
3rd Floor, Al-Falah Building, The Mall Lahore.

Dated Lahore, 03rd December, 2018

CIRCULAR

Punjab Procurement Regulatory Authority is being frequently approached by different institutions / procuring agencies seeking advice as to whether while considering the competitive rates quoted by different security service firms for security guards, minimum wages announced by the Govt. is to be considered and made the base line while evaluating such bids or otherwise.

2. The cases have been examined in detail in consultation with relevant institutions regulating the laws relating to minimum wages. PPRA is of the view that though the evaluation of bid is the main criteria for selection of bidder yet in case of services (security guards) where minimum wages are required to be considered are be kept in view. The procuring agency must evaluate the bids considering the fact that the rates quoted by the bidders include the base line of minimum wages along with other applicable taxes. Any bid which is devoid of aforementioned parameter might carry the inbuilt tendency to evade the state law / rules which cannot be allowed and taken as an apt discourse or process.

3. The procuring agencies are also advised that while budgeting the expenditure for all services involving minimum wages, must keep in view the base line expenditure which is required to be involved in the bid.

(SHAHID HUSSAIN)
Managing Director, PPRA

Cc:

1. Registrar, Lahore High Court Lahore;
2. All Administrative Secretaries, Government of the Punjab;
3. Inspector General of Police, Punjab;
4. Accountant General, Punjab;
5. Director General, Civil Audit, Punjab;
6. Director General, Works Audit, Punjab;
7. All Divisional Commissioners, Government of the Punjab;
8. All Deputy Commissioners, Government of the Punjab.

(SHAHID HUSSAIN)
Managing Director, PPRA