

REF: M.U/OM/04NOS/LIFTS/LBO/24-25
DATE: 16-01-2024

TENDER NOTICE

ANNUAL OPERATION MAINTENANCE & SERVICING CONTRACT OF 04 NOS PASSENGER LIFTS INSTALLED IN PIA BOOKING OFFICE, LAHORE.

Seal un-conditional tenders are invited from PIA 'B' class approved enlisted Electrical contractors for the subject work. Tender should be addressed to Manager Utilities (Facilities Management) and dropped in Finance Manager Works office (2nd floor Room no: 293 PIA Head Office Building Karachi) by 31ST JANUARY, 2024 till 15:00 hrs and will be open on the same day at 15:30 hrs in the office of General Manager Facilities Management. All details regarding the tender complete set of TOR may be downloaded from PIA website www.piac.com.pk

RS: 40,000/- Earnest money of the bid should be attached with the tender.

On the face of envelop reference must be written REF: M.U/OM/04NOS/LIFTS/LBO/24-25

MANAGER UTILITIES
FACILITIES MANAGEMENT

TENDER FORM

M/s _____

REF: M.U/OM/04NOS/LIFTS/LBO/24-25
DATE: 16-01-2024

**ANNUAL OPERATION MAINTENANCE & SERVICING CONTRACT OF 04 NOS
PASSENGER LIFTS INSTALLED IN PIA BOOKING OFFICE, LAHORE.**

Dear Sir,

Please send not later than 31-01-2024 you're sealed quotations for the items mentioned in the attached sheet as per following terms and condition.

1. PIA reserves the right to accept or reject any quotations without assigning any reason as per PPRA rules.
2. An earnest-money of RS: 40,000/- in the shape of pay-order/Bank Draft in favor of PIA is to be attached with quotation as earnest money.
3. Tender will be opened by on 31-01-2024 at 15:30Hours by the under signed in presence of the contractors who care to attend.
4. Your quotation should remain valid up to Three Months.
5. Period required for completion of project is one year and two terms extendable (Total 03 years).
6. All works/sample/design will be executed / approved by the engineer on duty.
7. PIA reserves the right to cancel the work order at any stage of the work without assigning any reason as per PPRA RULE # 33.
8. PIA accepts only standard materials of original manufacturer strictly in accordance with the specifications. Any inferior or sub-standard materials, if used, shall be rejected out-rightly and registration of the contractor concerned may be cancelled.
9. The firm to whom the contract is awarded shall have to abide by the rules and regulations mentioned in the work order and as well as the all rules & regulations of PIA, PEC and PPRA.
10. No excuse of non – availability of materials of fluctuation in the market rates etc. shall be accepted after the work order is issued.

For: PAKISTAN INTERNATIONAL AIRLINES.

Seal & Signature
Of the contractor

MANAGER UTILITIES
FACILITIES MANAGEMENT DIVISION

SCOPE OF WORK FOR LIFT

- The firm/Contractor to whom the contract is awarded will arrange grease, Duster, Kerosene oil, etc for servicing of Elevators.
- Replacement of Limit Switch, Timer Relay, contactor, sign board and push buttons are the responsibility of contractor on emergency basis.
- The contractor shall personally visit the equipments at least twice a week and shall be available on cell phone at site in case of problem, breakdown & Emergency
- Replacement of Auto Rescue Devise batteries
- Replacement of Lift wall bracket fan
- Replacement of Lift Intercom
- Replacement of control wiring

1. SHIFT PATTERN

02 Nos Lift Operator 07:30 TO 19:30 (Monday to Saturday)

01 No Lift Mechanic 07:30 TO 19:30 (Monday to Saturday)

The contract is based on servicing instead of manning which simply means that the contractor is responsible to provide the servicing of Lifts without being asked the number of staff. But the contractor may be advised to provide the shift pattern of the deputed staff for the smooth functioning.

Reliever & Helper if required is the responsibility of contractor at his own risk & cost. Staff should also available on Sunday and any Gazette Holydays or as per office requirements as follows,

All weekends & Gazette holidays are inclusive and no extra claim shall be entertained for operation & maintenance work or official holidays if required. One day weekly off may be allowed to workers as per labor law in such a way that operation should not suffer.

2. TERMS, CONDITIONS & PENALTY CLAUSE

Contractor will provide lift fitness certificate for safe operation of the lift.

Contractor shall have to execute an agreement with PIA on Rs. 500/- Court Stamp paper.

The contractor/firm should be submitting Monthly Operation & maintenance report details to Area In charge. Contractor or his Supervisor always maintains daily log book and PIAC staff randomly check the logbook and other related documents.

All above Maintenance work will be recorded in log book accordingly and duly signed by Area In-charge, any abnormality in system should be immediately notified to concern Officer on cell/office telephone Whatsapp & in writing, failure to maintain logbook report penalty of Rs. 200/- Per Day will be imposed on specific Lift.

Income tax and all applicable taxes shall be deducted from contractor's bill as per Government laws.

10% security deposit will be deducted from contractor's monthly bill every month as security (Refundable). And will be returned after 01 year.

3. QUALIFICATION OF STAFF:

Facilities Management team will take the interview for all the personnel according to their designation.

4. UNIFORM:

The Firm / Contractor shall provide 2 pair of uniforms & 1 pair shoe with the identity of Firm. Otherwise a penalty of Rs. 200/- (Rupees two Hundred only) per day will be deducted from the contractor's monthly bill.

5. DURATION /PERIOD OF CONTRACT

Contract will be awarded for the period of (01) one year and two more years extendable total (03) years, on satisfactory performance report by Manager Utilities.

6. TERMINATION OF THE AGREEMENT

1. Without prejudice to any another available right / remedies, PIA shall have the right to terminate this agreement at its opinion for any reason specifically provided herein under or other ways in case of any breach of this agreement by the contractor notwithstanding anything contained in this agreement each party shall have the right to terminate this agreement without assigning any reason or cause thereof upon 30 days written notice to the other party through registered post and / or confirmatory facsimile.
2. PIA shall be entitled to terminate this agreement forth with at any time upon serving notice in the event of misconduct either on the part of the contractor or its employee (s).
3. The termination shall be without prejudice to the accrued right and liabilities of either party prior to termination.

FINANCIAL PROPOSAL

S.NO	DESCRIPTION	AMOUNT
<u>ANNUAL OPERATION MAINTENANCE & SERVICING CONTRACT OF 04 NOS PASSENGER LIFTS INSTALLED IN PIA BOOKING OFFICE, LAHORE.</u>		
1	TOTAL AMOUNT PER MONTH INCLUDUNG ALL TAXES	
2	TOTAL AMOUNT PER YEAR INCLUDUNG ALL TAXES	