

**TENDER NOTICE**

**ANNUAL OPERATION MAINTENANCE OF GENERATORS AT KARACHI AIRPORT  
APRON AREA**

Seal un-conditional tenders are invited from well reputed Contractors/Vendors or genuine partners / authorized service partners of known Assembler and also registered with valid Pakistan Engineering Council in minimum C-5 CATEGORY (ME -03) for Annual Operation Maintenance of Generator Sets installed at Karachi Airport Apron Area.

- Apron Areas

**Submission of Bids:**

The bidding process shall be carried out on "Single Stage, Two Envelop" basis as per PPRA rules # 36(a).

Bidding documents, containing detailed terms and conditions, etc. are available electronically and can be downloaded from PIA Website [www.piac.com.pk](http://www.piac.com.pk), PPRA Website [www.ppra.org.pk](http://www.ppra.org.pk) as well as from PPRA E-PADS <https://eprocure.gov.pk/#/auth/login>. Bidders need to get registered at E-PADS (PPRA) to access the tender document and other relevant information including electronic bid submission. Price of the bidding documents is PKR 10,000 (non-Refundable) and Bid security PKR 200,000 /- (refundable) to be submitted through a pay order in the name of PIACL along with technical proposal.

The bids prepared in accordance with the instructions in the bidding documents must be submitted through EPADS on or before 6-12-2024 at 1500 Hrs (PST). Bids will be opened on the same day at 1530 Hrs through EPADS. Bidders MUST submit their bids through E-PADS, Manual submission of bid without E-PADS electronic bid is NOT allowed. The original Pay Order for Tender Fee & Bid Security to be submitted with hard copy of Technical Proposal and Financial Proposal addressed to GM Facilities Management Department, PIA Head Office, Karachi, as per above mentioned date & time. PIACL reserves the right to reject any or all bids or cancel the tender process at any stage in line with PPRA rules.

If any query related to this notice, please feel free to contact email: [khiwepk@piac.aero](mailto:khiwepk@piac.aero)

GM FACILITIES MANAGEMENT  
FLIGHT OPERATION BUILDING  
1ST FLOOR PIA HEADOFFICE,  
KARACHI AIRPORT-KARACHI  
TEL # 021-99044640  
TEL # 021-99044267

## **NOTICE**

### **ANNUAL OPERATION MAINTENANCE OF GENERATORS AT KARACHI AIRPORT APRON AREA**

Seal un-conditional tenders are invited from well reputed Contractors/Vendors or genuine partners / authorized service partners of known Assembler and also registered with valid Pakistan Engineering Council in minimum C-5 CATEGORY (ME -03) for Annual Operation Maintenance of Generator Sets installed at Karachi Airport Apron Area.

Interested firms are required to submit following duly completed proposals along with required documents.

- NTN Certificate
- Details of firms establishment
- Experience Certificate
- Proof of Financial Health of the Firm
- Registration with Pakistan Engineering Council

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#### **GM FACILITIES MANAGEMENT**

FLIGHT OPERATION BUILDING

1ST FLOOR PIA HEADOFFICE,

KARACHI AIRPORT-KARACHI

TEL # 021-99044640

TEL # 021-99044267

## **TERMS OF REFERENCES**

Pakistan International Airlines intends to hire the services of Contractors/Vendors or genuine partners / authorized service partners of known Assembler who are GST registered firms and also registered with valid Pakistan Engineering Council in minimum C-5 CATEGORY (ME -03) for Annual Operation Maintenance of Generator Sets installed at Karachi Airport Apron Area.

**Terms of References are as under.**

- a) Only the Contractors/Vendors or genuine partners / authorized service partners of known having NTN & registered with tax department are eligible to participate in the Tender.
- b) The bidding comprises of two-bid system; 1. Technical Bid 2. Financial Bid.
- c) The Technical bid will comprise of the information related to
  - i. Compliance of scope of work in tabular form.
  - ii. Financial strength in tabular form.
  - iii. Relevant experience in tabular form.
  - iv. Registered offices / workshops in Pakistan in tabular form.
  - v. Support Plan in tabular form.
  - vi. Strength of employees in tabular form.
  - vii. Valid registration with Pakistan Engineering Council in tabular form.
- d) PIA reserves the right to accept or reject any quotation without assigning any reason.
- e) An earnest-money of **PKR 200,000** of bidding amount in the shape of pay Order/Bank Draft in favor of PIA is to be attached with financial proposal as earnest money.
- f) Your quotation shall remain valid up to **Three** Months.
- g) Contract period is for one year and Two terms extendable (total 03 years)
- h) PIA accepts only standard materials strictly in accordance with the specifications. Any inferior or sub-standard materials, if used, shall be rejected out-right and the registration of the contractor concerned may be cancelled.

- i) The firm to whom the contact 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 PIAC.
- j) No excuse of non-availability of materials or fluctuation in the market rates etc., shall be accepted after the work order is issued.
- k) The Financial bid would comprise of a table **on given format** showing the cost of annual Operation Maintenance inclusive of all charges of the warranty costs (if any) and the total bid (Contract) price. The price inclusive of all taxes, where applicable, will be quoted in Pak Rupees.
- l) All the pages of bid document must be signed and stamped by authorized person of the bidder.
- m) The Technical bid will be placed in one envelope and will be marked as TECHNICAL BID and the financial bid in another envelope marked as FINANCIAL BID. Both these envelopes will be sealed separately and be further kept in a third envelope sealed properly.
- n) The financial bids of only the technically qualified bidders (i.e. scoring at least 70 marks out of 100 marks) would be opened after the assessment of Technical bids.
- o) The bids must reach at finance section of facilities management division, PIA Head Office, Karachi Airport, Karachi latest by 6-12-2024. The Technical bids will be opened on the same day at 1530 hours , in presence of bidders or their representatives who wish to attend the proceedings. The date of opening of financial bids for technically qualified venders will be communicated later on. The financial bids of technically non-qualified firms shall be returned unopened.
- p) The procuring agency may ask any bidders(s) for the demonstration of equipment at their own cost.
- q) The inspection of stores / workshops may be carried out by the procuring agency, if desired.
- r) The successful bidder will execute an agreement in the attached format with Pakistan International Airline.

**DATA SHEET**

1.	The Name of the Assignment is: <b>Annual operation maintenance of Generators at Karachi Airport ( Apron Area)</b>
2.	The Name of the Client is: <b>Pakistan International Airlines Corporation (PIA)</b>
3.	The description and the objectives of the assignment are: To provide services for complete annual operation maintenance of Generator sets of different capacity and make installed at Karachi Airport. 1. Apron areas Full & Final rates should be quoted after visit / inspection of the Generators and bid should be valid for 180 days after Tender opening. Refer to Terms & Condition.
4.	Pre-Bidding meeting / visit:- All Parties are advised to visit the equipment before submission of the bids.
5.	The name(s) and address(es) of the Client's Official(s) is (are) <b>GM FACILITIES MANAGEMENT</b> FLIGHT OPERATION BUILDING 1ST FLOOR PIA HEADOFFICE, KARACHI AIRPORT-KARACHI TEL # 021-99044640 TEL # 021-99044267
6.	The address for seeking clarification and for writing on the proposal is <b>DGM UTILITIES</b> <b>Facilities Management Division</b> Flight Operation Building Pakistan International Airline Karachi Airport Karachi Tel # 99044267 Email: khiwepk @ piac.aero
7.	Date and time of bidding submission is 6-12-24 1500 hours
8.	Date and time of bidding submission is 6-12-24 1530 hours
9.	Validity period of the proposal is: <b>180 Days</b>
10.	The location for submission of bidding is: <b>Tender Box Placed In</b> <b>GM FACILITIES MANAGEMENT</b> FLIGHT OPERATION BUILDING 1ST FLOOR PIA HEADOFFICE, KARACHI AIRPORT-KARACHI TEL # 021-99044640 TEL # 021-99044267
11.	Method of Evaluation <b>Technically qualified- Lowest quoted will be awarded the JOB</b>

## **SCOPE OF WORK**

### **1. BACKGROUND**

Pakistan International Airlines intends to hire the services of Contractors/Vendors or genuine partners / authorized service partners of known Assembler who are registered with Pakistan Engineering Council in minimum C-5 CATEGORY with (ME -03) valid for Annual Operation Maintenance And Servicing Contract Of Generators For Apron Area – KAP

### **2. RESPONSIBILITIES OF THE FIRM / CONTRACTOR**

- Lowest bidder must be fully responsible for the up keep of all the Generators and Generator rooms (complete in all respect).
- Replacement of all filter & lubricant oil will be the responsibility of contractor at his own risk & cost to change within stipulated time period i-e up to 06 months or 250 hours whichever comes earlier. PIA will accept actual /Original invoice of the authorized dealer of lubricant & filters. Random test may be taken any time for the confirmation.
- Repairing/ replacement & adjustment of the AVR and other minor works is the responsibility of contractor at his own risk & cost with immediate / quick response, in delay penalty of Rs.5000/- per day but not exceeding the 10% of monthly contract value will be imposed on the contractor or to be deducted from his monthly bills.
- Repairing of Radiator works is the responsibility of the Contractor /firm at its own risk and cost.
- Replacement of fan belts & all safety devices i.e. Water Temperature Meter, Fuel Meter, Volt Meter and Ampere Meter including auto wiring are the responsibility of the Contractor / firm at its own risk and cost.
- Fuel injector's calibration, fuel pump servicing and calibration are the responsibility of the contractor / firm at his own risk & cost.
- Repairing replacement of Self-starter work is the responsibility of the contractor / firm at its own risk and cost.

- Replacement of Rings Sets are the responsibility of the contractor/ firm at its own risk and cost.
- Replacement of cam bush are the responsibility of the contractor / firm at its own risk and cost.
- Replacement of Valve Inlets is the responsibility of the contractor / firm at its own risk and cost.
- Replacement of Valve Exhaust is the responsibility of the contractor/ firm at its own risk and cost.
- Replacement of Insert Valve Inlet is the responsibility of the contractor/ firm at its own risk and cost.
- Replacement of Guide Valve with Seat is the responsibility of the contractor/ firm at its own risk and cost.
- Repairing replacement of water pump repair kit is the responsibility of the contractor/ firm at its own risk and cost.
- Replacement of all type of Oil Seal & packing Top, Bottom, Front, Rear & Galleries are the responsibility of the contractor/ firm At its own risk and cost.
- Repairing replacement of Water Circulation Pump is the responsibility of the contractor/ firm at its own risk and cost.
- Replacement of Engine Gas Kit set Upper & Lower are the responsibility of the contractor/ firm at its own risk and cost.
- Replacement of Main Bearing Sets, Barrel and Plunger sets are the responsibility of the contractor/ firm at its own risk and cost.
- Repairing replacement of Connecting bearing sets is the responsibility of the contractor/ firm at its own risk and cost.
- Repairing replacement of Valve seats are the responsibility of the contractor/ firm at its own risk and cost.
- Repairing replacement of Safety Control Meters are the responsibility of the contractor/ firm at its own risk and cost.
- Repairing replacement of Oil Pumps is the responsibility of the contractor / firm at its own risk and cost.
- Repairing replacement of Fuel Injectors & Cup Injectors are the responsibility of the contractor/ firm at its own risk and cost.
- Repairing replacement of Silencer is the responsibility of the contractor / firm at its own risk and cost.

- The firm/Contractor to whom the contract is awarded is responsible to arrange grease, Duster, Kerosene oil, screw, nut bolts, small wire pieces etc for repair service of standby Generators at his own cost as per site requirement.
- PIA will not provide any type of tools and those parts which are mentioned in Tender TOR as a responsibility of bidder, PIA will provide batteries, radiator core etc, but if instructed / directed by the Dy: General Manager Utilities for those which are not in TOR original invoice of the authorized dealer will be accepted and + 10% of profit/labor charges + applicable taxes it will be paid by PIA to the bidder.
- Materials should be changed in the presence of authorized PIA officer.
- A detailed maintenance schedule to be provided every start of the month for this Contract.
- The Generators will be handed over in well running condition, and if there would be any mishap as per TOR, it would be considered a fault of contactor / firm and would be held responsible to restore the Gen-set at his own risk and cost failing which this repair cost will be recovered from the security deposit of the contractor/ firm.
- Arrangements of entry passes will be responsibility of contractor / firm and must ensure that the staff appointed by him for daily duty at PIACL bear good morals character and must be cleared through Police station verification / D.I.G Karachi.
- In case of emergency situation of non-availability of PIA's transport for diesel distribution only PIA may ask to provide for its vehicle to the contractor / vendor. Including of pump serviceability.

### **3. SHIFT PATTERN**

The system shall be maintained on round the clock basis with relevant experienced & qualified staff to be provided by the Contractor in each shift at his own risk and cost to follow the safety rules. Staff should also available on Saturday, Sunday and any Gazette Holydays or as per office requirements as follows,



Reliever & Helper if required is the responsibility of contractor at his own risk & cost.

All weekends & Gazette holidays are inclusive and no extra claim shall be entertained for operation & maintenance work on 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

All parameters to be check regularly and recorded in the log book/complain register which should be proper, neat & clean.

**Generator Sets should be operated as per Manual /Instructions.**

#### **4. WORK SCHEDULE:**

##### **A. GENERATOR DAILY BASIS WORK:**

- Cleaning/Dusting of all Generator sets.
- Checking of water & cleaning of heavy duty batteries & electrolyte terminal etc.
- Checking of fuel position in fuel tank if empty fill H.S.D. in tank.
- Checking of Oil level in chamber.
- Checking of water in radiator and if low fill the water.

##### **B. GENERATOR MONTHLY BASIS WORK:**

- Cleaning of air filter by air pressure to clean air path, Holes of existing fitter.
- Cleaning of external surface of radiator tubes by fresh water Kerosene Oil
- Cleaning of control panel AVR box and other electronic component

#### **5. TERMS, CONDITIONS & PENALTY CLAUSE**

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 or KE breakdown 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 / consumption report penalty of Rs. 2000/- Per Day will be imposed on specific Generator.

#### **6. QUALIFICATION OF STAFF:**

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

**7. UNIFORM:**

The Firm / Contractor shall provide 2 pair of uniforms & 1 pair shoe with the identity of Firm.

The quality and color of the uniform shall be approved by General Manager FM.

**8. 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 DY: General Manager Utilities.

**9. PAYMENT TERMS.**

Payment will be made every month after approval from Area in charge & Manager Utilities on their satisfactory services provided and after signing of logbooks / consumption report from the area In-charge.

## EVALUATION CRITERIA

[Max 100 MARKS]  
Qualifying Marks 70

Evaluation of Firm: M/s. \_\_\_\_\_

All the applicants to please note that as per PPRA Rules and Regulations, all the documents/statements submitted by a Firm/Company for its pre-qualification are under Oath.

Any document/statement provided if proved false, mis-stated, concocted, or incorrect proved at any time, during or after Pre-qualification will result into permanent disqualification and black listing of the firm/Company/Partners with their names displayed on PPRA website.

SNO.	CAPABILITIES	MARKS ALLOCATED
A.	FINANCIAL STRENGTH	20
B.	SPECIFIC EXPERIENCE	20
C.	GENERAL EXPERIENCE	10
D.	QUALIFICATION OF STAFF	15
E.	TOOLS & EQUIPMENT	15
F.	WORKSHOP DETAILS	10
G.	YEARS OF ESTABLISHMENT	10
	<b>TOTAL</b>	<b>100</b>

**A) FINANCIAL STRENGTH :- (20 Marks)**

Financial document / statement describing annual business turnover of firm for last three years (Duly attested by Financial Auditor).

S.NO.	ANNUAL TURNOVER	MARKS	MARKS OBTAINED
01	10 – 20 Millions	10	
02	Greater Than 20 Millions	20	

**B) SPECIFIC EXPERIENCE: -**
**(20 Marks)**

The company/ firm which have completed contracts of Operation maintenance of generators of 3.5 Million with minimum capacity of 01 generator not less than 250kva and above annually for the last 05 years. Attached agreement of contracts with Satisfactory certificates for the same to be attached.

S.NO.	NO. OF contracts	MARKS	MARKS OBTAINED
01	03- 05 contracts ( less than 03 no marks)	10	
02	More than 05	20	

**C) GENERAL EXPERIENCE: -**
**(10 Marks)**

S.NO.	NO. OF contracts	NO. OF CONTRACTS	MARKS	MARKS OBTAINED
01	Overhauling of Generators / repair maintenance experience with work orders in last 05 years	More than 10	10	
		Less than 10	5	

**D) QUALIFICATION OF STAFF**
**(15 marks)**

S.NO.	NO. OF STAFF	MARKS	MARKS OBTAINED
1	<b>Mechanical Engineer</b> (B.E Mechanical with 10 years relevant experience) 10 marks for more than 10 years of experience Less than 10 years 5 marks	10 MARKS	
		05 MARKS	
		<b>NO. OF STAFF</b>	<b>MARKS</b>
2	<b>Operator/Staff</b> with specific experience of Generator Operator with 05 years relevant experience)	More than 20	5 MARKS
		Less than 20	2 MARKS

Note: Please attach company cards with CNIC for verification and Degrees /CV for educational verification. Interviews will be conducted before start of operation.

**E) TOOLS & EQUIPMENT**

**(Marks Allocated – 15)**

1.	All testing meters i:e Tong Tester Meggar etc.	1
2.	Safety Kits	1
3.	Pipe spanner 24 "	1
4.	Pipe spanner 18"	1
5.	Box spanner	1
6.	Fix spanner	1
7.	Ring spanner	1
8.	All general tools i:e plaiier, screw drivers ,cotton cloth for cleaning	1
9.	Hand pump for diesel transfer	1
10.	Chain block	1
11.	VEHICLE FOR DIESEL TRANSPORT (Mini Truck ) Max last 2015 year Model ( document required)	5

Note: Physical inspection is mandatory and all these tools must be available at site all the time during duration of contract - Please attach proof for vehicle and valid proof for tools.

**F. Workshop details**

**(Marks Allocated – 10)**

Details of workshop/factory/plant for generator maintenance upkeep to be provided. Original documents of the premises are required

i	RENTED	05	
ii	OWNED	10	

Physical verification of the technically qualified bidder premises will be done to ascertain the details on above.

**G. Years of establishment/Company registration from PEC certificate**

**(Marks Allocated – 10)**

Please attach PEC certificate.

i	10 or more years	10	
ii	5-9 years	5	
iii	Less than 5	1	

TOTAL: \_\_\_\_\_

**FINANCIAL PROPOSAL**

**FORMAT FOR FINANCIAL BID OF ALL GENERATORS AT KARACHI AIRPORT NETWORK. APRON AREAS.**

<b>S.NO</b>	Annual Operation Maintenance & complete Servicing of all Generator sets Karachi quoted rates must be inclusive with all type of taxes (SST i.e. 15%, Income Tax i.e. 7.5%, Federal Tax i.e. 0.2% + any other tax also if applicable), Parts, Salaries, Expenses & Charges, and more 10% amount will deducted as a security on every monthly bill which your firm will quote in tender and will be refunded after completion of satisfactory contract period of one year (12 months).	QUOTE COST PER MONTH INCLUDING ALL TYPES OF PARTS, TAXES, SALARIES, EXPENSES, & CHARGES AREA WISE
1.	Wide Body 566 KVA (Round the clock basis 24/7 including Gazette Holidays / Eid Festivals 365 days)	
2.	Wide Body 262 KVA (Round the clock basis 24/7 including Gazette Holidays / Eid Festivals 365 days)	
3.	Avionics Shop 566 KVA (Round the clock basis 24/7 including Gazette Holidays / Eid Festivals 365 days)	
4.	Heat Treatment 566 KVA (Round the clock basis 24/7 including Gazette Holidays / Eid Festivals 365 days)	
5.	Sub Station No. 01 342 KVA (Round the clock basis 24/7 including Gazette Holidays / Eid Festivals 365 days)	
6.	Engineering Area 505 KVA (Round the clock basis 24/7 including Gazette Holidays / Eid Festivals 365 days)	
	TOTAL AMOUNT PER MONTH	

**NOTE: -**

- **CONTRACTOR MUST ENSURE THAT THE BID AMOUNT SHOULD BE INCLUSIVE OF ALL TAXES.**
- **THE BID SHOULD NOT BE HAND WRITTEN BUT PROPERLY TYPED IN FINANCIAL PROPOSAL.**
- **OVERWRITING BIDS WILL BE REJECTED**