

Tender Notice


Annual operation maintenance and servicing contract of
standby generator 25kVA and electric fitting fixture installed
at PIA Booking Office Sialkot.

Prequalified PIA electric contractors class "B"

Sealed unconditional tenders are invited for the above subject work. Tenders should be addressed to District Manager Sialkot and dropped in the tender box in the office of District Manager till dated on **18-December-2021** at 1500 hours and will be open on the same date at 1530 hours in the office of District Manager Sialkot.

Tender can be downloaded from PIA website www.piac.com.pk

On the face of envelop reference must be written Ref: OM/Gen/25kVA/SKT/21-1


Manager Works 02/11/2021
PIACL Lahore

QUOTATION FORM

To,
M/s _____

DESCRIPTION OF WORK:- ANNUAL OPERATION MAINTENANCE AND SERVICING CONTRACT OF STANDBY GENERATOR 25 kVA AND ELECTRIC FITTING FIXTURE INSTALLED AT PIA BOOKING OFFICE SIALKOT

Dear Sir,

Please send not later than **18-Dec-2021** 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.
2. An earnest-money of **2%** 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 **18-Dec-2021** at **15:00** Hours 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 One year Extendable for further two terms upon satisfaction performance of contractor with mutual understanding of both parties.
6. All works/sample/design will be executed / approved by the undersigned engineer on duty.
7. PIA reserves the right to cancel the work order at any stage of the work without assigning any reason.
8. PIA accepts only standard materials original manufacturer strictly in accordance with the specifications. Any inferior or sub-standard materials, if used, shall be rejected out-right and registration of the contractor concerned may be cancelled.
9. PIA shall have the option to increase or decrease the quantity of any item mentioned in the quotation / work order.
10. 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 PIA.
11. No excuse of non – availability of materials of fluctuation in the market rates etc. shall be accepted after the work order is issued.

DESCRIPTION OF WORK:- ANNUAL OPERATION MAINTENANCE AND SERVICING CONTRACT OF STANDBY GENERATOR 25 kVA AND ELECTRIC FITTING FIXTURE AT PIA BOOKING OFFICE SIALKOT.

S.NO	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	25 kVA Generator	01	Each		
	Electric fitting fixture	01	Job		
1	<u>DAILY BASIS WORK:</u>				
A	Checking of all parameter regularly and record the reading				
B	Cleaning of Gen-set, Radiator and Alternator.				
C	Cleaning of fuel pump system.				
D	Cleaning of water circulation system.				
E	Checking of lubrication system, filling oil if level is low.				
F	Checking / Cleaning of batteries & electrolyte terminal etc.				
G	Checking of fuel position in fuel tank if empty HSD in tank.				
H	Day to day electric fitting jobs assigned by the concern officer at PIA premises Sialkot.				
I	Maintain the log book of Generators with the mutual consent with the area incharge.				
2	<u>MONTHLY BASIS:</u>				
A	Cleaning of alternator, exciter by Air pressure to remove dust from inside of winding.				
B	Cleaning of air filter by air pressure to clean air path, Holes of existing fitter.				
C	Cleaning of external surface of radiator tubes by fresh water.				
D	Cleaning of control panel, AVR box and other electronic component.				
3	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 concerned officer by phone & in writing.				
4	<u>SCOPE OF WORK</u>				
A	Contractor must fully responsible for the up keep of Generator and its surrounding area under his supervision as per subject Contract work.				
B	P/F of all filter, mobil oil and coolant 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 running hours whichever comes earlier. PIA will accept actual /Original invoice of the authorized dealer of lubricant, filters and coolant (original receipt must be submitted before changing of above material in the				

	<p>office of Manager Works Office). In case of delay or non-compliance, a penalty of PKR 10,000/- will be deducted from the monthly invoice.</p> <p>C Replacement of batteries if required is the responsibility of contractor only if instructed /directed by area incharge. Only approved quality with actual / Original invoice of the authorized dealer along with warranty certificates will be accepted and no payment will be made against the purchasing of new battery.</p> <p>D Repairing of all types of minor works are the responsibility of contractor as per the instructions of concern officer in order to run the operation. The contractor can claim these amounts after the completion of the work. In case of negligence, penalty of Rs.2000/- per day will be imposed but not exceeding the 20% of monthly contract value on the contractor or to be deducted from his monthly bills.</p> <p>E Radiators repairing works, fan belts & all safety devices i.e. Water Temperature Meter, Fuel Meter, Volt Meter and Ampere Meter including auto wiring and all type of Minor works Electrical / Mechanical are the responsibility of the contractor at his own risk & cost.</p> <p>F Fuel injector's calibration, fuel pump servicing and calibration are also the responsibility of the contractor at his own risk & cost.</p> <p>G Self, exciters & other minor works is also the responsibility of the contractor so the Generator should always be in 100% working condition.</p> <p>H The firm/Contractor to whom the contract is awarded is responsible to arrange grease, duster, kerosene oil, screws, nuts and bolts, small wire pieces etc for servicing of standby Generators at his own cost as per site requirement. (each and every material change is from the original authorized dealer and</p>				
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	<p>genuine invoice must be submitted before changing any material to the manager / concerned Area Incharge)</p> <p>I Materials should be changed in the presence of authorized PIA officers and written permission of area incharge be noted in the log book properly.</p> <p>J It is the responsibility of the contractor to arrange the electrician for simultaneous jobs in the subject area. In case of any damage /loss occurred due to negligence or delay of the job assign to them, same will be carried out on the risk and cost of the contractor.</p> <p>5 The contract is based on servicing instead of manning which simply means that the contractor is responsible to provide the servicing of GenSet on duty hours only 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. The duty hours are 9AM to 5:30 PM from Monday to Friday.</p> <p>6 It is the responsibly of the contractor that the reliever will be present in case of absent of any other staff or else the penalty of Rs 5000/- per case or complain will be imposed.</p> <p>7 <u>TERMS, CONDITIONS & PENALTY CLAUSE</u></p> <p>A Contractor shall have to execute an agreement with PIA on Rs. 500/- Court Stamp paper.</p> <p>B The contractor should be submitting weekly Operation & maintenance report. Contractor should always maintain daily log book and PIAC staff randomly check the logbook and other related documents.</p> <p>C All applicable taxes shall be deducted from contractor's bill as per Government laws.</p> <p>D One set of proper uniform with contractor's identification and Design identification set of black shoes and hand gloves shall be provided by the contractors to each member of site staff, otherwise a penalty of Rs. 200/case (Rupees two Hundred only) per day will be deducted from the contractor's monthly bill along with all safety gadgets required for the safety of human life as well as safety of PIA property</p>				
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E	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 & in writing. In case of failure to maintain logbook penalty of Rs. 5000/- Per day will be imposed.				
F	Any other day to day electric maintenance works in the offices of PIA assigned by the Area Officer regarding Generators from time to time is also the responsibility of contractor. And the contractor can claim the amount after the end of each month of the work done.				
G	Extension of the further term will be given to the party on the basis of satisfactory performance performa issued by the concern Officer and Manager.				
H	Operator cum electrician cum mechanic will be hired after the approval of the concern area incharge in order to work in the premises to operate the assets of PIA. It is the responsibility of the contractor to find the technical electrician cum operator cum mechanic and take the prior permission from the officials in order to get entry pass of PIA premises.				
8	<u>QUALIFICATION OF STAFF:</u>				
A	Operator cum Mechanic cum Electrician (Minimum 05 years relevant experience)				
9	Rates per Month				
10	Rate per Year				