HEALTH & POPULATION DEPARTMENT

BIDDING DOCUMENT

FOR

PROCUREMENT OF MECHANICAL, ELECTRICAL, PLUMBING AND GENERATOR (MEPG) SERVICES FOR VARIOUS HEALTH FACILITIES / PROGRAMS FOR THE FINANCIAL YEAR 2026-27

(FY 2026-27)

Director CDC, Punjab
24-cooper road, Lahore

GOVERNMENT OF THE PUNJAB HEALTH & POPULATION DEPARTMENT

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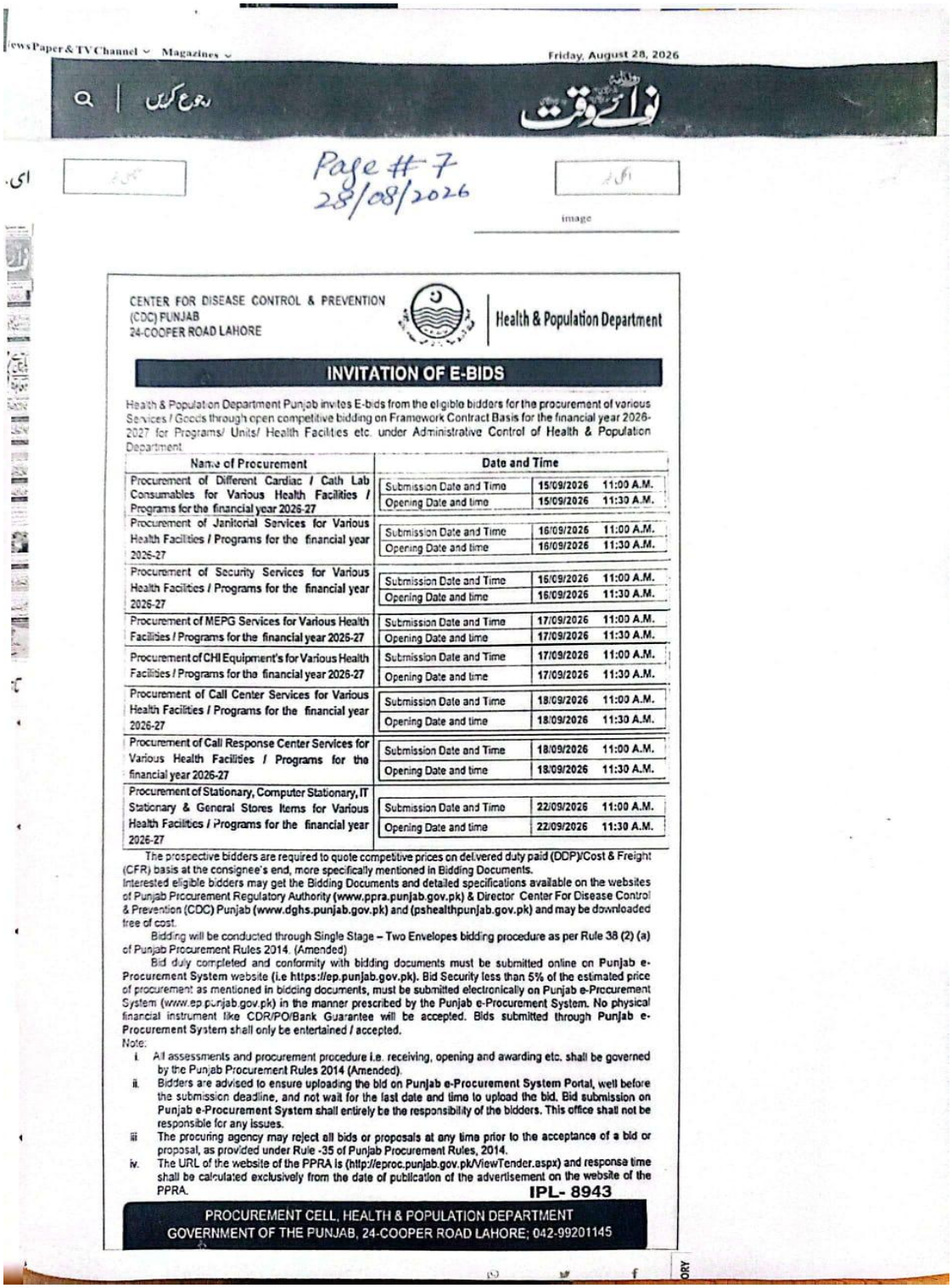
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INVITATION TO BID

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CENTER FOR DISEASE CONTROL & PREVENTION
(CDC) PUNJAB
24-COOPER ROAD LAHORE

Health & Population Department

INVITATION OF E-BIDS

Health & Population Department Punjab invites E-bids from the eligible bidders for the procurement of various Services / Goods through open competitive bidding on Framework Contract Basis for the financial year 2026-2027 for Programs/ Units/ Health Facilities etc. under Administrative Control of Health & Population Department.

Name of Procurement	Date and Time		
Procurement of Different Cardiac / Cath Lab Consumables for Various Health Facilities / Programs for the financial year 2026-27	Submission Date and Time	15/09/2026	11:00 A.M.
	Opening Date and time	15/09/2026	11:30 A.M.
Procurement of Janitorial Services for Various Health Facilities / Programs for the financial year 2026-27	Submission Date and Time	16/09/2026	11:00 A.M.
	Opening Date and time	16/09/2026	11:30 A.M.
Procurement of Security Services for Various Health Facilities / Programs for the financial year 2026-27	Submission Date and Time	16/09/2026	11:00 A.M.
	Opening Date and time	16/09/2026	11:30 A.M.
Procurement of MEPG Services for Various Health Facilities / Programs for the financial year 2026-27	Submission Date and Time	17/09/2026	11:00 A.M.
	Opening Date and time	17/09/2026	11:30 A.M.
Procurement of CHI Equipment's for Various Health Facilities / Programs for the financial year 2026-27	Submission Date and Time	17/09/2026	11:00 A.M.
	Opening Date and time	17/09/2026	11:30 A.M.
Procurement of Call Center Services for Various Health Facilities / Programs for the financial year 2026-27	Submission Date and Time	18/09/2026	11:00 A.M.
	Opening Date and time	18/09/2026	11:30 A.M.
Procurement of Call Response Center Services for Various Health Facilities / Programs for the financial year 2026-27	Submission Date and Time	18/09/2026	11:00 A.M.
	Opening Date and time	18/09/2026	11:30 A.M.
Procurement of Stationary, Computer Stationary, IT Stationary & General Stores Items for Various Health Facilities / Programs for the financial year 2026-27	Submission Date and Time	22/09/2026	11:00 A.M.
	Opening Date and time	22/09/2026	11:30 A.M.

The prospective bidders are required to quote competitive prices on delivered duty paid (DDP)/Cost & Freight (CFR) basis at the consignee's end, more specifically mentioned in Bidding Documents.

Interested eligible bidders may get the Bidding Documents and detailed specifications available on the websites of Punjab Procurement Regulatory Authority (www.ppra.punjab.gov.pk) & Director Center For Disease Control & Prevention (CDC) Punjab (www.dghs.punjab.gov.pk) and (pshealthpunjab.gov.pk) and may be downloaded free of cost.

Bidding will be conducted through Single Stage – Two Envelopes bidding procedure as per Rule 38 (2) (a) of Punjab Procurement Rules 2014. (Amended)

Bid duly completed and conformity with bidding documents must be submitted online on Punjab e-Procurement System website (i.e https://ep.punjab.gov.pk). Bid Security less than 5% of the estimated price of procurement as mentioned in bidding documents, must be submitted electronically on Punjab e-Procurement System (www.ep.punjab.gov.pk) in the manner prescribed by the Punjab e-Procurement System. No physical financial instrument like CDR/PO/Bank Guarantee will be accepted. Bids submitted through Punjab e-Procurement System shall only be entertained / accepted.

Note:

i. All assessments and procurement procedure i.e. receiving, opening and awarding etc. shall be governed by the Punjab Procurement Rules 2014 (Amended).
ii. Bidders are advised to ensure uploading the bid on Punjab e-Procurement System Portal, well before the submission deadline, and not wait for the last date and time to upload the bid. Bid submission on Punjab e-Procurement System shall entirely be the responsibility of the bidders. This office shall not be responsible for any issues.
iii. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal, as provided under Rule -35 of Punjab Procurement Rules, 2014.
iv. The URL of the website of the PPRA is (http://eproc.punjab.gov.pk/ViewTender.aspx) and response time shall be calculated exclusively from the date of publication of the advertisement on the website of the PPRA.

IPL- 8943

PROCUREMENT CELL, HEALTH & POPULATION DEPARTMENT
GOVERNMENT OF THE PUNJAB, 24-COOPER ROAD LAHORE; 042-99201145

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Section-II: Instructions to Bidders (ITB)

2.1. Introduction

Procurement Cell, Health & Population Department (H&PD) requires the bidders to submit their bids, for Procurement of Mechanical, Electrical, Plumbing and Generator (MEPG) Services for various health facilities / Programs for the financial year 2026-27 as mentioned below;

SR. NO.	HOSPITAL/ FORMATION NAME	DISTRICT NAME	PACKAGE NO
1	DHQ Rajanpur	Rajanpur,DG Khan	6
2	THQ Jampur	Rajanpur,DG Khan	6
3	THQ Rojhan	Rajanpur,DG Khan	6
4	THQ Taunsa	Rajanpur,DG Khan	6
5	THQ Kot Chutta	Rajanpur,DG Khan	6
6	THQ Gujar Khan	Rawalpindi	17
7	THQ Kahuta	Rawalpindi	17
8	THQ Kotli Sattian	Rawalpindi	17
9	THQ Murree	Rawalpindi	17
10	THQ Taxila	Rawalpindi	17
11	DHQ Wah General Hospital Taxila	Rawalpindi	17
12	THQ Kallar Syedan	Rawalpindi	17
13	DHQ Jhelum	Jhelum	18
14	THQ Sohawa	Jhelum	18
15	THQ Pind Dadan Khan	Jhelum	18
16	THQ Dinga	Gujrat	22
17	THQ Kharian	Gujrat	22
18	THQ Kunjah	Gujrat	22
19	THQ Sara-e- Alamghir	Gujrat	22
20	THQ Govt. Maternity Hospital Gujrat*	Gujrat	22
21	DHQ Hafizabad	Hafizabad	23
22	THQ Pindi Bhattian	Hafizabad	23
23	DHQ Mandi bahauddin	Mandi Bahauddin	24
24	THQ Phalia	Mandi Bahauddin	24
25	THQ Malakwal	Mandi Bahauddin	24
26	THQ Daska	Sialkot	26
27	THQ Pasrur	Sialkot	26
28	THQ Sambrial	Sialkot	26
29	DHQ Sheikhupura	Sheikhupura	28
30	THQ Muridke	Sheikhupura	28
31	THQ Sharaqpur	Sheikhupura	28
32	THQ Safdarabad	Sheikhupura	28
33	THQ Ferozwala	Sheikhupura	28
34	DHQ Kasur	Kasur, Lahore	29
35	THQ Chunian	Kasur, Lahore	29

	36	THQ Pattoki	Kasur, Lahore	29
	37	DHQ Mian Meer	Kasur, Lahore	29
	38	DHQ Government Hospital Mozang, Lahore*	Kasur, Lahore	29
	39	Provincial formations/ Programs/Units/ Projects etc under administrative control of H&PD, Lahore	Lahore	34
	* Hospital Marked with * can be dropped before final award of contract			
2.1.1 Scope of Bid	The Procuring Agency (PA), as indicated in the Bid Data Sheet (BDS) invites Bids for the provision of Provision of MEPG Services as specified in the Section-IV Bid Data Sheet (BDS) and Section VII- Schedule of Requirements. The successful Bidders will be expected to provide the services for the specified period and timeline(s) as stated in the BDS.			
2.1.2 Source of Funds	The Procuring Agency named in the Bid Data Sheet has received budget from the Government of Punjab. The Procuring Agency intends to apply the provided funds/ a portion of this budget to make eligible payments under the contract for which the Invitation to bids has been issued.			
2.1.3 Eligible Bidders	i) The Invitation to Bids is open to all Service Providers i.e. association of firms/companies/sole proprietor registered with relevant Registration Authorities and Tax Departments/Authorities except as provided hereinafter. ii) Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consultancy services for the preparation of the design, specifications, and other documents to be used for the procurement of the services to be purchased under this Invitation to Bids. iii) Government-owned enterprises may participate only if they are duly / legally authorized in this regard by the respective/relevant competent forum/authority. iv) Bidders shall not be under a declaration of blacklisting by the Procuring Agency. v) In the case of a joint venture, consortium, or association, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The joint venture, consortium, or association shall nominate a Lead Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of contract. vi) The appointment of Lead Member in the joint venture, consortium, or association shall be confirmed by submission of a valid Power of Attorney to the Procuring Agency.			

	vii) Any agreement that form a joint venture, consortium or association shall be required to be submitted as part of the Bid and shall be attested. viii) Any bid submitted by the joint venture, consortium or association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated or post qualified with respect to its contribution only and the responsibilities of each party and shall not be substantially altered without prior written approval of the Procuring Agency and in line with any instructions issued by the Authority. ix) The invitation for Bids is open to all prospective bidder/service provider subject to any provisions or licensing/regulatory requirements issued by the respective national/ provincial professional statutory body established for that particular trade or business. x) A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest with one or more parties in this Bidding process, if they: a) are associated or have been associated in the past, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications and other documents to be used for the procurement of the services to be purchased under this Invitation for Bids. b) have controlling shareholders in common; or c) receive or have received any direct or indirect subsidy from any of them; or d) have the same legal representative for purposes of this Bid; or e) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bid of another Bidder, or influence the decisions of the Procuring Agency regarding this Bidding process; or f) submit more than one Bid in this Bidding process, However, this does not limit the participation of subcontractors in more than one Bid. xi) A Bidder may be ineligible if; (a) the Bidder is declared bankrupt or, in the case of company or firm, insolvent; (b) payments in favor of the Bidder is suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting, in accordance with the

	national laws, in the total or partial loss of the right to administer and dispose of its property; (c) legal proceedings are instituted against such Bidder involving an order suspending payments and which may result, in accordance with the national laws, in a declaration of bankruptcy or in any other situation entailing the total or partial loss of the right to administer and dispose of the property; (d) the Bidder is convicted, by a final judgment, of any offence involving professional conduct; (e) The Bidder is debarred and blacklisted due to involvement in corrupt and fraudulent practices in accordance with the provision of section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014. (f) The Bidder is debarred and blacklisted in general (i.e. to the extent of all public procurement) due to consistent performance failure in accordance with the section 17A of PPRA Act, 2009 and Rule-21, read with Schedule appended with, Punjab Procurement Rules, 2014. (g) The firm, Service Provider and contractor is blacklisted/ debarred by any international organization. xii) Bidders shall provide to the Procuring Agency evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively. xiii) Bidders shall provide such evidence of their continued eligibility satisfactory to the Procuring Agency, as the Procuring Agency shall reasonably request. xiv) Bidders shall submit proposals relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract amounting to more than ten percent of the Bid price is envisaged.
2.1.4. Cost of Bidding	The Bidder shall bear all costs associated with the preparation and submission of its Bid, and the Procuring Agency named in the Bid Data Sheet, hereinafter referred to as "the Procuring Agency," will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Bidding process.
2.1.5. One person one bid	i) As per Rule 36A of Punjab Procurement Rules 2014, a Bidder shall submit only one Bid in the same bidding process, either individually as a Bidder or as a member in a joint venture or any similar arrangement. ii) No Bidder can be a sub-contractor while submitting a Bid individually or as a member of a joint venture in the same Bidding process

	iii) A Bidder, if acting in the capacity of sub-contractor in any Bid, shall not submit bid for the same.
2.1.6. Work Plan/Deputation Plan	The Bidder shall be responsible for the provision of bids as per work plan/deputation plan formulated by the procuring agency and procuring agency may also, from time to time amend the same as per its requirement.
2.2. The Bidding Documents	
2.2.1. Content of Bidding Documents	i) The services required, Bidding procedures, and contract terms are prescribed in the Bidding documents. The Bidding documents, inter alia, include: (a) Invitation to Bids (b) Instructions to Bidders (ITB) (c) Technical Specifications (d) Bid Data Sheet (e) General Conditions of Contract (GCC) (f) Special Conditions of Contract (SCC) (g) Schedule of Requirements (h) Bid Form (i) Bidder Profile Form (j) General Information Form (k) Affidavit (l) Bid Security Form (m) Technical Bid Form (n) Contract Form (o) Financial Bid Form / Price Schedule (p) Performance Guarantee Form (q) Check List ii) The Bidder is required to examine all instructions, forms, terms, and specifications in the Bidding documents. Failure to furnish all information as required by the Bidding documents or to submit a Bid not substantially responsive to the Bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its Bid. iii) In case of discrepancies between the Invitation to Bid and the Bidding Documents listed in **ITB 2.2.1 (i)** above, the said Bidding Documents, not in conflict with any provision of PPR-14, will take precedence. iv) The Procuring Agency is not responsible for the completeness of the Bidding Documents and their addenda, if they were not obtained directly from the Procuring Agency or from its website or website of PPRA. Re-confirming from the Procuring Agency that all pages/ contents have been properly and clearly received is the prime responsibility of the Bidder.

2.2.2. Clarification of Bidding Documents	i) A prospective Bidder requiring any clarification of the Bidding documents may notify the Procuring Agency in writing or by email at the Procuring Agency's address indicated in Invitation to Bid/ Tender Notice/ Advertisement. The Procuring Agency will respond in writing to any request for clarification of the Bidding documents which it receives no later than seven (7) days prior to the deadline for the submission of Bids prescribed in the Bid Data Sheet. Written copies of the Procuring Agency's response (including an explanation of the query but without identifying) will be sent to all prospective Bidders that have received the Bidding documents. ii) A prospective Bidder requiring any clarification of the Bidding Documents may notify the Procuring Agency in writing or in electronic form that provides record of the content of communication at the Procuring Agency's address indicated in the **BDS.** iii) The Procuring Agency will within three (3) working days after receiving the request for clarification, respond in writing or in electronic form to any request for clarification provided that such request is received not later than seven (7) days prior to the deadline for the submission of Bids. As prescribed in **ITB 2.2.2 (i), above.** However, this clause shall not apply in case of alternate methods of Procurement. iv) Copies of the Procuring Agency's response will be forwarded to all identified Prospective Bidders through an expeditious identified source of communication, e.g.: e-mail etc., including a description of the inquiry, but without identifying its source. v) Should the Procuring Agency deem it necessary to amend the Bidding Documents as a result of a clarification, it shall do so following the procedure under **ITB 2.2.3.** vi) If indicated **in the BDS**, the Bidder's designated representative is invited at the Bidder's cost to attend a pre-Bid meeting at the place, date and time mentioned **in the BDS**. During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding Documents. vii) Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly to all prospective Bidders who have obtained the Bidding Documents. Any modification to the Bidding Documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an

		Addendum pursuant to ITB 2.2.3. Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a Bidder.
2.2.3. Amendment of Bidding Documents	i) ii) iii) iv) v)	At any time prior to the deadline for submission of Bids, but not later than three (3) days before the closing time of the submission of Bid, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the Bidding documents by amendment. Any such change/amendment in the Bidding documents shall be provided in a timely manner, preferably through electronic means also, not later than three (3) days, and on equal opportunity basis as per Rule-25(3) of PPR-14. All prospective Bidders that have received the Bidding documents will be notified of the amendment in writing or by email, and will be binding on them. Before the deadline for submission of Bids, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder or pre-Bid meeting may modify the Bidding Documents by issuing addenda. Any addendum issued including the notice of any extension of the deadline shall be part of the Bidding Documents and shall be communicated in writing or in any identified electronic form, e.g. email that secures record of the content of subject communication. In order to allow prospective Bidders reasonable time in which to take an addendum into account in preparing their Bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of Bids, as per rule 29 of PPR-14, in the manner similar to the original advertisements, so as to avoid any inconvenience and to doubly ensure level playing field for all prospective bidders.
2.3. Preparation of Bids		
2.3.1. Language of Bid	i)	The Bid prepared by the Bidder, as well as all correspondence and documents relating to the Bid exchanged by the Bidder and the Procuring Agency shall be written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in same language.
2.3.2. Bid Form	i)	The Bidder shall complete the Bid Form and the appropriate Price Schedule (Financial Bid) furnished in the Bidding documents, indicating the simple services to be provided as per scope of services.
2.3.3. Bid Prices	i) ii) iii)	The Bidder shall indicate prices as mentioned in the form 8.10 for the services of which it proposes to provide under the contract. Prices indicated on the Price Schedule shall be package wise. The Bidder's separation of price components in accordance with ITB Clause 2.3.4 (i) above will be solely for the purpose of facilitating the

	comparison of Bids by the Procuring Agency and will not in any way limit the Procuring Agency's right to contract on any of the terms offered. iv) Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified in the Bid Data Sheet. A Bid submitted with an **adjustable price quotation** will be treated as non-responsive and may be rejected.
2.3.4. Bid Currencies	i) Prices shall be quoted in **Pak Rupees** unless otherwise specified in the Bid Data Sheet. ii) The Bidders must adhere to the minimum wage rate (notified by Labour & Human Resource Department) and all applicable taxes (imposed by FBR/PRA/any other government organization) as mentioned in Financial Bid Form.
2.3.5. Documents Establishing Bidder's Eligibility and Qualification	i) Pursuant to ITB Clause 2.1.3, the Bidder shall furnish, as part of its Bid, documents establishing the Bidder's eligibility to Bid and its qualifications to perform the contract if its Bid is accepted. ii) The documentary evidence of the Bidder's eligibility to Bid shall establish to the Procuring Agency's satisfaction that the Bidder, at the time of submission of its Bid, is eligible as defined under ITB Clause 2.1.3. iii) The documentary evidence, of the Bidder's qualifications to perform the contract if its Bid is accepted, shall establish to the Procuring Agency's satisfaction: (a) that the Bidder has the financial, technical capability necessary to perform the contract; (b) That the Bidder meets the qualification criteria listed in the Bid Data Sheet.
2.3.6. Bid Security	i) The Bidder shall furnish, as part of its Bid, a Bid security in the amount specified in the Bid Data Sheet. ii) The Bid security is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture Pursuant to ITB Clause 2.3.6. (vii). iii) The Bid security shall be in Pakistan Rupees and shall be in one of the following forms: (a) Bank Guarantee, Bank call-deposit (CDR), Demand Draft (DD), Pay Order (PO) or Banker's cheque valid for 30 Thirty Days, beyond the validity of Bid, which make the validity of the Bid Security to 210 Days from the date of its issuance. iv) Any Bid not secured in accordance with ITB Clauses 2.3.7 (i) and (iii) may be rejected by the Procuring Agency as non-responsive. v) Unsuccessful Bidders' Bid security will be discharged or returned as promptly as possible but not later than 30 Thirty Days after the

		expiration of the period of Bid validity prescribed by the Procuring Agency pursuant to ITB Clause 2.3.7 (iii) (a). In case the contract is awarded, the Bid Security will be released after submission of Bank Guarantee in the respective package. If the Bidder is Declared Non-Responsive during evaluation the Bid Security will be released after grievance redressal proceeding upon submission an affidavit by the bidder, through an authorized representative, to the effect that he is satisfied with the proceedings of the Procuring Agency". vi) The successful Bidder's Bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 2.6.1, and furnishing the Performance Guarantee, pursuant to ITB Clause 2.6.2. vii) The Bid security may be forfeited: a. if a Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or b. in the case of a successful Bidder, if the Bidder: i. fails to sign the contract in accordance with ITB Clause 2.6.3; **or** ii. fails to furnish Performance Guarantee in accordance with ITB Clause 2.6.2; or iii. is blacklisted under relevant provisions of PPRA Act, 2009 and PPR-14.
2.3.7. Period of Validity of Bids	i)	Bids shall remain valid for the period specified in the Bid Data Sheet after the date of Bid opening prescribed by the Procuring Agency. A Bid valid for a shorter period may be rejected by the Procuring Agency as non-responsive.
	ii)	In exceptional circumstances, the Procuring Agency may solicit the Bidder's consent to an extension of the period of validity (as per rule-28 of PPR-14). The request and the responses thereto shall be made in writing (or by email). The Bid security provided under ITB Clause 2.3.7 shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security. A Bidder accepting the request will not be required nor permitted to modify its Bid.
2.3.8. Format and Signing of *E-BID*	i)	The Bidder shall prepare bid in electronic format (hereinafter referred as ***E-BID***) for uploading on E-Procurement in accordance with the requirements mentioned in Bidding Documents.
	ii)	The ***E-BID*** shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the ***E-BID***, shall be initialed by the person or persons signing the Bid.
	iii)	Any interlineation, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the Bid.

	iv) The ***E-BID*** shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to sign on behalf of the Bidder. This authorization shall consist of a written confirmation as specified in the **BDS** and shall be attached to the ***E-BID***. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the ***E-BID***, shall be initialed by the person or persons signing the ***E-BID***. v) Any interlineations, erasures, or overwriting shall be valid only if they are signed by the person or persons signing the Bidder. vi) The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid and to contract execution if the Bidder is awarded the contract.
2.3.9. Minimum Wage rates/all applicable taxes	i) The Bidders must adhere to the minimum wage rate (notified by Labor & Human Resource Department) and all applicable taxes (imposed by FBR/PRA/any other government organization). ii) As per Financial Form the Bidders are required to quote prices exclusive of taxes. iii) If any successful bidder is exempted from taxes benefit of exemption shall be passed to procuring agency. iv) Any increase or decrease in taxation during the execution of the contract will be adjusted accordingly.
2.4. Submission of Bids	
2.4.1 Sealing and Marking of Bids	i) As per Rule 24, the Bidder shall seal the original and each copy of the ***E-BIDs (Technical & Financial)*** separately. ii) The ***E-BID***; a. be addressed to the Procuring Agency at the address given in the Bid Data Sheet; and b. bear the title of procurement Activity indicated in the Bid Data Sheet, the Invitation to Bids (ITB) title and number indicated in the Bid Data Sheet. **Note:** The envelopes shall be sealed and marked in accordance with the bidding procedure adopted as referred in Rule-38 of PPR-2014, which shall have precedence. ***iii) The E-Bids*** a) be addressed to the Procuring Agency at the address given in the **BDS**; and b) bear the title of the subject procurement or Project name, as the case may be as indicated in the **BDS**, the Invitation to Bids (ITB) title and number indicated in the **BDS**, and a statement: "DO NOT OPEN BEFORE," to be completed with the time and the date specified in the **BDS**, pursuant to **ITB 2.4.2.**

	iv)	The procurement process will be conducted as. Single Stage Two Envelope Procedure, The E-Bid shall comprise two separate E-Bids, one called the Technical Proposal / E-Bid and the other Financial Proposal / E-Bid. Both E-Bids will be uploaded on E-Procurement as per guidelines / rules issued by Punjab Procurement Regulatory Authority (PPRA):
2.4.2 Deadline for Submission of Bids	i) ii) iii)	E-Bids must be received by the Procuring Agency at the address specified under BDS no later than the time and date specified in the Bid Data Sheet. The Procuring Agency may, at its discretion and as per rule 29 of PPR-14, extend this deadline for the submission of Bids by amending the Bidding documents in accordance with ITB Clause 2.2.2 & 2.2.3 in which case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline will thereafter be subject to the deadline as extended. E-Bids shall be received by the Procuring Agency at the address specified / on e-Procurement system under **BDS** no later than the date and time specified in the **BDS.**
2.4.3. Late Bids	i) ii) iii)	Any Bid received by the Procuring Agency after the deadline for submission of Bids prescribed by the Procuring Agency pursuant to ITB Clause 2.4.2 will be rejected and returned unopened to the Bidder. The Procuring Agency shall not consider for evaluation any Bid that arrives after the deadline for submission of Bids. Any Bid received by the Procuring Agency after the deadline for submission of Bids shall be declared late, recorded, rejected and returned unopened to the Bidder.
2.4.4. Modification and Withdrawal of Bids	i) ii) iii) iv)	The Bidder may modify or withdraw its Bid after the Bid's submission, provided that written notice of the modification, including substitution or withdrawal of the Bids, is received by the Procuring Agency prior to the deadline prescribed for submission of E-Bids. The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of Clause (i) A withdrawal notice may also be sent by email, but followed by a signed confirmation copy, postmarked not later than the deadline for submission of Bids. No Bid may be modified after the deadline for submission of Bids. No Bid may be withdrawn in the interval between the deadline for submission of Bids and the expiration of the period of Bid validity specified by the Bidder on the Bid Form. Withdrawal of a Bid during this interval may result in the Bidder's forfeiture of its Bid security

	(along with other remedies available under PPR-14), pursuant to the ITB Clause 2.3.7 (vii). v) A Bidder may withdraw its Bid after it has been submitted, provided that written notice of the withdrawal of the Bid, is received by the Procuring Agency prior to the deadline for submission of Bids. vi) Revised bid may be submitted after the withdrawal of the original bid before the deadline for submission of Bids.
2.5. Opening and Evaluation of Bids	
2.5.1. Opening of Bids by the Procuring Agency	i) The Procuring Agency will open all Bids, in public, in the presence of Bidders' or their representatives who choose to attend, and other parties with a legitimate interest in the Bid proceedings at the place, on the date and at the time, specified in the **BDS**. The Bidders' representatives present shall sign a register as proof of their attendance. ii) For Single Stage Two Envelope Procedure, the Procuring Agency will open the Technical Proposals in public on E-Procurement at the address, date and time specified in the **BDS** in the presence of Bidders` designated representatives who choose to attend and other parties with a legitimate interest in the Bid proceedings. The Financial Proposals will remain unopened until the specified time of their opening. iii) Bids not opened and not read out at the Bid opening shall not be considered further for evaluation, irrespective of the circumstances. In particular, any discount offered by a Bidder which is not read out at Bid opening shall not be considered further. iv) Bidders are advised to send in a representative with the knowledge of the content of the Bid who shall verify the information read out from the submitted documents. Failure to send a representative or to point out any un-read information by the sent Bidder's representative shall indemnify the Procuring Agency against any claim or failure to read out the correct information contained in the Bidder's Bid. v) No Bid will be rejected at the time of Bid opening except for late Bids which will be returned unopened to the Bidder, pursuant to **2.4.3 (i).** vi) The Procuring Agency shall prepare minutes of the Bid opening. The record of the Bid opening shall include, as a minimum: the name of the Bidder and whether or not there is a withdrawal, substitution or modification, the Bid price if applicable. vii) The Bidders' representatives who are present shall be requested to sign on the attendance sheet. The omission of a Bidder's signature on the record shall not invalidate the contents and affect the record. A copy of the record shall be distributed to all the Bidders.

	viii)	A copy of the minutes of the Bid opening shall be furnished to individual Bidders upon request.
2.5.2. Confidentiality	i)	Information relating to the examination, clarification, evaluation and comparison of Bids and recommendation of contract award shall not be disclosed to Bidders or any other persons not officially concerned with such process until the time of the announcement of the respective evaluation report in accordance with the requirements of rule 37 of PPR-14.
	ii)	Any effort by a Bidder to influence the Procuring Agency processing of Bids or award decisions may result in the rejection of its Bid.
	iii)	Notwithstanding **ITB Clause 2.2.2** from the time of Bid opening to the time of contract award, if any Bidder wishes to contact the Procuring Agency on any matter related to the Bidding process, it should do so in writing or in electronic forms that provides record of the content of communication.
2.5.3. Clarification of Bids	i)	As per rule 33(2) of PPR-14, to assist in the examination, evaluation and comparison of Bids and post-qualification of the Bidders, the Procuring Agency may, at its discretion, ask any Bidder for a clarification of its Bid including breakdown of prices. Any clarification submitted by a Bidder that is not in response to a request by the Procuring Agency shall not be considered.
	ii)	The request for clarification and the response shall be in writing or in electronic forms that provide record of the content of communication. In case of Single Stage Two Envelope Procedure, no change in the prices or substance of the Bid shall be sought, offered, or permitted.
	iii)	The alteration or modification in the E-Bid which in any way affect the following parameters will be considered as a change in the substance of a bid: a) evaluation & qualification criteria; b) required scope of *services* c) all securities requirements; d) tax requirements; e) Terms and conditions of bidding documents. f) change in the ranking of the Bidder
	iv)	From the time of Bid opening to the time of Contract award if any Bidder wishes to contact the Procuring Agency on any matter related to the Bid it should do so in writing or in electronic forms that provide record of the content of communication.
2.5.4. Preliminary Examination	i)	The Procuring Agency will examine the E-Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the

	documents have been properly signed, and whether the Bids are generally in order. ii) Arithmetical errors will be rectified on the following basis: a. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Service Provider does not accept the correction of the errors, its Bid may be rejected, and its Bid security may be forfeited. b. If there is a discrepancy between words and figures, the amount in words will prevail. iii) Prior to the detailed evaluation, the Procuring Agency will determine the substantial responsiveness of each Bid to the Bidding documents, pursuant to ITB Clause 2.5.5. For purposes of these Clauses, a substantially responsive Bid is one which conforms to all the terms and conditions of the Bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, **such as** those concerning **Bid Security** (ITB Clause 2.3.7), **Applicable Law** (GCC Clause 30), ~~and~~ **Taxes and Duties** (GCC Clause 32) & mandatory Registrations/ Renewals will be deemed to be a material deviation. The Procuring Agency's determination of a Bid's responsiveness is to be based on the contents of the Bid itself without recourse to extrinsic evidence. iv) If a Bid is not substantially responsive, it will be rejected by the Procuring Agency and may not subsequently be made responsive by the Bidder by correction of the non-conformity. v) Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid: a) meets the eligibility criteria defined in **ITB 2.1.3**; b) has been prepared as per the format and contents defined by the Procuring Agency in the Bidding Documents; c) has been properly signed; d) is accompanied by the required securities; and e) Is substantially responsive to the requirements of the Bidding Documents. The Procuring Agency's determination of a Bid's responsiveness will be based on the contents of the Bid itself.
2.5.5. Examination of Terms and Conditions; Technical Evaluation	i) The Procuring Agency shall examine the Bid to confirm that all terms and conditions specified in the **GCC** and the **SCC** have been accepted by the Bidder without any material deviation or reservation. ii) The Procuring Agency shall evaluate the technical aspects of the Bid submitted to confirm that all requirements specified in **Section VII –**

	Schedule of Requirements & Evaluation Criteria as provided in BDS, have been met without material deviation or reservation. iii) If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the Bid is not responsive in accordance**,** it shall reject the Bid.
2.5.6. Correction of Errors	i) Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: - a) if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected; b) if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and c) Where there is a discrepancy between the amounts in figures and in words, the amount in words will govern. d) Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bid, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors. ii) The amount stated in the Bid will, be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors. The concurrence of the Bidder shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bid Securing Declaration may be executed in accordance with **ITB 2.3.7.**
2.5.7. Conversion to Single Currency	*Not Applicable*
2.5.8. Post-qualification & Evaluation of Bids	i) In the absence of **prequalification**, the Procuring Agency will determine to its satisfaction whether the Bidder is qualified to perform the contract satisfactorily, in accordance with the evaluation criteria listed in BDS & pursuant to ITB Clause 2.1.3 ii) The determination will take into account the Bidder's financial, technical, and production/ supplying capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information required for eligibility/qualification expressed in Bid Data Sheet as the Procuring Agency deems necessary and appropriate.

	iii)	The Procuring Agency will **technically evaluate** and compare the Bids which have been determined to be substantially responsive, pursuant to ITB Clause 2.5.5.
	iv)	The **financial evaluation** of a Bid will be on the basis of form of Price Schedules/ Financial Bid Form 8.10 to be decided by the Procuring Agency which must include clear cut instruction regarding evaluation and determination of Lowest Evaluated Bidder.
2.5.9. Contacting the Procuring Agency	i)	Subject to ITB Clause 2.5.3, no Bidder shall contact the Procuring Agency on any matter relating to its Bid, from the time of the Bid opening to the time the evaluation report is made public i.e. 10 days before the contract is awarded. If the Bidder wishes to bring additional information or has grievance to the notice of the Procuring Agency, it should do so in writing.
	ii)	Any effort by a Bidder to influence the Procuring Agency during Bid evaluation, or Bid comparison may result in the rejection of the Bidder's Bid.
2.5.10. Grievance Redressal	i)	As per Rule-67 of PPR-14, Procuring Agency shall constitute a Grievance Redressed Committee (GRC) comprising of odd number of persons with proper powers and authorization to address the complaints. The GRC shall not have any of the members of the Procurement Evaluation Committee. The Committee may preferably have one subject specialist depending upon the nature of the procurement in addition to one person with legal background as per their availability to the Procuring Agency.
	ii)	Any Bidder feeling aggrieved can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the Bidding documents found contrary to provision of Rule 33, and the same shall be addressed by the GRC well before the proposal submission deadline.
	iii)	Any party can file its written complaint against the eligibility parameters or any other terms and conditions prescribed in the bidding documents found contrary to provision of Rule 34 and the same shall be addressed by the GRC well before the proposal submission deadline.
	iv)	Any Bidder feeling aggrieved by any act of the Procuring Agency after the submission of his Bid may lodge a written complaint concerning his grievances not later than ten days after the announcement of the Final evaluation reports. In case of single stage - two envelope bidding procedure any bidder feeling aggrieved from technical evaluation may file a grievance within 5 days of announcement of the technical evaluation report. After completion of the technical evaluation process, the procuring agency shall immediately upload the technical evaluation report on the website of

	PPRA for obtaining/ receiving grievance petitions from the prospective bidders (if any). v) In case, the complaint is filed after the issuance of the final evaluation report, the complainant cannot raise any objection on technical evaluation of the report. Provided that the complainant may raise the objection on any part of the final evaluation report in case where single stage one envelop bidding procedure is adopted. vi) The GRC shall investigate and decide upon the complaint within fifteen days of the receipt of the complaint. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
2.6. Award of Contract	
2.6.1. Notification of Award	i) Prior to the expiration of the period of Bid validity, the Procuring Agency will notify the successful Bidder in writing by registered letter or by email to be confirmed in writing by registered letter, that its Bid has been accepted. ii) The notification of award will constitute the formation of the Contract. iii) Upon the successful Bidder's furnishing of the Performance Guarantee pursuant to ITB Clause 2.6.2 (i), the Procuring Agency will promptly notify each unsuccessful Bidder and will discharge its Bid security, pursuant to ITB Clause 2.3.7 (v).
2.6.2. Performance Guarantee	i) Within fifteen (15) Fifteen Days of the receipt of notification of award from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in accordance with the Conditions of Contract, in the Performance Guarantee Form provided in the Bidding documents, or in another form acceptable to the Procuring Agency. ii) Failure of the successful Bidder to comply with the requirement of ITB Clause (i) above or ITB Clause 2.6.3 shall constitute sufficient grounds for the annulment of the award and forfeiture of the Bid security along with other remedies available under PPR-14. After that, the Procuring Agency may decide to award the contract to the next lowest evaluated Bidder, keeping in view the Bid validity time, or call for new Bids keeping in view the concept of value for money as defined under rule-2(ae) read with Principles of Procurement as enunciated in rule-4 of PPR-14.
2.6.3. Signing of Contract/ Issuance of work Order	i) At the same time as the Procuring Agency notifies the successful Bidder that its Bid has been accepted, the Procuring Agency will send the Bidder the Contract Form provided in the Bidding documents, incorporating all agreements between the parties or will issue the purchase order *[as the case may be]*. ii) Under rule-63 of PPR-14, where the Procuring Agency requires formal signing of contract, within seven (07) days of receipt of the

		Contract Form, the successful Bidder shall sign and mention date of the contract and return it to the Procuring Agency. iii) Where no such formal signing is required by the procuring agency, the procuring agency shall issue purchase order after the receipt of required performance guarantee, as per rule 55 of PPR-14.
2.6.4. Award Criteria	i)	Subject to ITB Clause 2.6.2, under rule-55 of PPR-14, the Procuring Agency will award the contract to the successful Bidder whose Bid has been determined to be substantially responsive and has been determined to be the lowest evaluated Bid, provided that the Bidder has been determined to be qualified to perform the contract satisfactorily.
2.6.5. Procuring Agency's Right to Vary Quantities at Time of Award	i)	The Procuring Agency reserves the right at the time of contract award to increase or decrease the scope / quantity originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions, on the analogy of rule-59 (iv) of PPR-14 (not more than 15%).
2.6.6. Procuring Agency's Right to Accept or Reject All Bids	i) ii) iii)	As per rule 35 of PPR-14, the Procuring Agency reserves the right to accept or reject all Bids or proposals (and to annul the Bidding process) at any time prior to the acceptance of any Bid or proposal, without thereby incurring any liability towards the Bidders. However, the Authority (i.e. PPRA) may call from the Procuring Agency the justification of those grounds. The Bidders shall be promptly informed about the rejection of the Bids, if any The Procuring Agency shall upon request communicate to any Bidder, the grounds for its rejection of all Bids or proposals, but shall not be required to justify those grounds.
2.6.7. Re-Bidding	i)	If the Procuring Agency rejects all the Bids under rule 35, it may proceed with the process of fresh Bidding but before doing that it shall assess the reasons for rejection and may, if necessary, revise specifications, evaluation criteria or any other condition for Bidders.
2.6.8. Corrupt or Fraudulent Practices	i)	The Procuring Agency requires that Bidders, Service Providers, and Contractors observe the highest standard of ethics during the procurement and execution of contracts. "Corrupt practices" in respect of procurement process, shall be as given in S-2 (d) of PPRA, Act, 2009, which is as follows: *"(d) "corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Contractor in the procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid*

	prices at artificial, noncompetitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following: *i. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;* *ii. collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;* *iii. offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;* *iv. any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;* *v. obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process."* **ii) Blacklisting & Debarment:** Blacklisted Consultants and those found involved in "Corrupt Practices" are not allowed to participate in bidding. **Substantial Requirements & Procedure for Blacklisting & Debarment:** As per S-17A of PPRA, Act, 2009: **"*17A. Blacklisting*.–** *1. A procuring agency may, for a specified period and in the prescribed manner, debar a bidder or Contractor from participating in any public procurement process of the procuring agency, if the bidder or Contractor indulges in corrupt practice or any other prescribed practice.* *2. The Managing Director may, in the prescribed manner, debar a bidder or Contractor from participating in any public procurement process of all or some of the procuring agencies for a specified period.*

	3. Any person, aggrieved from a decision of a procuring agency, may within prescribed period prefer a representation before the Managing Director. *4. A procuring agency or any other person, aggrieved from a decision of the Managing Director, may within prescribed period prefer a representation before the Chairperson whose decision on such representation shall be final.]* *As per rule 21 of PPR-14:* ***21. Blacklisting*** *1. A procuring agency may, for a specified period, debar a bidder or Contractor from participating in any public procurement process of the procuring agency, if the bidder or Contractor has:* *(a) acted in a manner detrimental to the public interest or good practices;* *(b) consistently failed to perform his obligation under the Contract;* *(c) not performed the Contract up to the mark; or* *(d) indulged in any corrupt practice.* *2. If a procuring agency debars a bidder or Contractor under sub-rule (1), the procuring agency:* *(a) shall forward the decision to the Authority for publication on the website of the Authority; and* *(b) may request the Authority to debar the bidder or Contractor for procurement of all procuring agencies.* *3. The Managing Director may debar a bidder or Contractor of any procuring agency from participating in any public procurement process of all or some of the procuring agencies for such period as the Managing Director may determine.* *4. Any person aggrieved by a declaration made under rule 20 or a decision under sub-rule (1) of this rule may, within thirty days from the date of the publication of the information on the website of the Authority, file a representation before the Managing Director and the Managing Director may pass such order on the representation as he may deem fit.* *5. Any person or procuring agency aggrieved by an order under sub-rule (3) or (4) may, within thirty days of the order, file a representation before the Chairperson and the Chairperson may pass such order on the representation as he may deem appropriate.* *6. The mechanism or process for barring a bidder or Contractor from participating in procurement process of a procuring agency, procuring agencies and a representation under this rule is specified in the Schedule appended to these rules stipulated as under;* ***SCHEDULE -** see sub-rule (6) of rule 21* ***BLACKLISTING MECHANISM OR PROCESS***

	1. The procuring agency may, on information received from any resource, issue show cause notice to a bidder or Contractor. *2. The show cause notice shall contain:* *(a) precise allegation, against the bidder or Contractor;* *(b) the maximum period for which the procuring agency proposes to debar the bidder or Contractor from participating in any public procurement of the procuring agency; and* *(c) the statement, if needed, about the intention of the procuring agency to make a request to the Authority for debarring the bidder or Contractor from participating in public procurements of all the procuring agencies.* *3. The procuring agency shall give minimum of seven days to the bidder or Contractor for submission of written reply of the show cause notice.* *4. In case, the bidder or Contractor fails to submit written reply within the requisite time, the procuring agency may issue notice for personal hearing to the bidder or Contractor/ authorize representative of the bidder or Contractor and the procuring agency shall decide the matter on the basis of available record and personal hearing, if availed.* *5. In case the bidder or Contractor submits written reply of the show cause notice, the procuring agency may decide to file the matter or direct issuance of a notice to the bidder or Contractor for personal hearing.* *6. The procuring agency shall give minimum of seven days to the bidder or Contractor for appearance before the specified officer of the procuring agency for personal hearing.* *7. The procuring agency shall decide the matter on the basis of the available record and personal hearing of the bidder or Contractor, if availed.* *8. The procuring agency shall decide the matter within fifteen days from the date of personal hearing unless the personal hearing is adjourned to a next date and in such an eventuality, the period of personal hearing shall be reckoned from the last date of personal hearing.* *9. The procuring agency shall communicate to the bidder or Contractor the order of debarring the bidder or Contractor from participating in any public procurement with a statement that the bidder or Contractor may, within thirty days, prefer a representation against the order before the Managing Director of the Authority.* *10. The procuring agency shall, as soon as possible, communicate the order of blacklisting to the Authority with the request to upload the information on its website.*

	11. If the procuring agency wants the Authority to debar the bidder or Contractor from participating in any public procurement of all procuring agencies, the procuring agency shall specify reasons for such dispensation. *12. The Authority shall immediately publish the information and decision of blacklisting on its website.* *13. In case of request of a procuring agency under para 11 or representation of any aggrieved person under rule 21, the Managing Director shall issue a notice for personal hearing to the parties and call for record of proceedings of blacklisting. The parties may file written statements and documents in support of their contentions.* *14. In case of representation of any aggrieved person or procuring agency under rule 21, the Chairperson shall issue a notice for personal hearing to the parties and may call for the record of the proceedings. The parties may file written statements and documents in support of their contentions.* *15. In every order of blacklisting under rule 21, the procuring agency shall record reasons of blacklisting and also reasons for short, long or medium period of blacklisting.* *16. The Authority shall upload all the decisions under rule 21, available with it, on its website. But the name of a bidder or Contractor shall immediately be removed from the list of blacklisted persons on expiry of period of blacklisting or order of the competent authority to that effect, whichever is earlier.* *17. An effort shall be made for electronic communication of all the notices and other documents pursuant to this mechanism or process."* iii) Furthermore, Bidders must keep themselves aware of the provision stated in clause 5.4 and clause 24.1 of the General Conditions of Contract.

SECTION-III. SCOPE OF SERVICES

3.1. **The service provider shall provide MEPG services 24 hours a day, 365 days a year and seven days a week including Sundays & Holidays,** as per the requirements set out in the Service Specific Specifications, detailed later in this section, relevant to the delivery of desired MEPG services. However, for THQ Hospitals where Total Human Resource is less than or equal to 06 Nos., the MEPG services will be provided as per roster to be decided before / after initiation of contract by Procuring Agency / Hospital Administration. It must be noted that MEPG Services must not be compromised / interrupted in case of any extraordinary situation / epidemic or any other special circumstances.

STAFF RELATED RESPONSIBILITIES OF SERVICE PROVIDER

3.2. The service provider shall deploy Staff as per ***Schedule of Requirements***.

3.3. The qualifications of staff to be deployed is tabulated as under;

SUPERVISOR
Responsible for supervision of staff and maintenance activities. Act as an interface / focal person between the Hospital / Department and Service Provider. Record / Stock Take all repair activities. Tag all Equipment / Appliances under the MEPG Scope of Services. Ensure resolution of complaints pertaining to MEPG Services. Ensure implementation of the contract. Ensure attendance of staff. Any other task assigned by department / hospital pertaining to MEPG Services. ***Qualification & Experience:*** BSc Mechanical / Electrical / Mechatronics Engineering with minimum 01 year of relevant experience. Or DAE / Diploma with minimum 5 years of MEPG related experience. **Age:** Less than 50 Years
ELECTRICIAN
Install, maintain, and repair electrical systems in hospital buildings, including patient care areas. Ensure continuous operation of critical systems i.e. Emergency power and backup generators. Perform routine inspections, testing, and preventive maintenance Troubleshoot electrical faults quickly to minimize downtime and patient risk Read and interpret electrical drawings, schematics, and hospital engineering plans Coordinate work with biomedical, maintenance, and clinical teams Ensure compliance with hospital safety policies, electrical codes, and healthcare regulations Maintain accurate maintenance logs and compliance documentation. Respond to emergency electrical issues on a 24/7 or on-call basis as required.

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 50 Years

AC TECHNICIAN

Operate, maintain, and repair installed air conditioners across hospital buildings.

Perform preventive maintenance on indoors and out door units of air conditioners.

Monitor temperature, humidity, and air quality to meet healthcare standards

Troubleshoot faults and restore air conditioners with minimal downtime.

Maintain and service refrigeration systems as required.

Ensure compliance with hospital safety, hygiene, and infection control policies

Maintain service records, logs, and maintenance reports

Respond to emergencies on a 24/7 or on-call basis as required

Follow safety procedures, PPE requirements, and hospital protocols

Any other task assigned by Hospital Administration

Qualification & Experience: Middle with 5 years of relevant experience.

Age: Less than 50 Years

PLUMBER

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 tanks etc.)

Any other task assigned by Hospital Administration

Qualification & Experience: Middle with 5 years of relevant experience.

Age: Less than 50 Years

GENERATOR TECHNICIAN & OPERATOR

Operate diesel generators during power outages and scheduled testing

Perform routine inspections, preventive maintenance, and servicing of generator sets

Start, stop, and monitor generators, including load sharing and synchronization

Ensure readiness of emergency power systems at all times

Monitor fuel levels, oil, coolant, batteries, and control panels

Troubleshoot and repair mechanical and electrical generator faults Conduct regular testing of ATS (Automatic Transfer Switch) systems Maintain logbooks, maintenance records, and fuel consumption reports Coordinate with electrical and maintenance teams during outages and repairs Follow safety procedures, PPE requirements, and facility protocols Respond to emergency call-outs and shift duties as required Any other task assigned by Hospital Administration **Qualification & Experience:** Middle with 5 years of relevant experience. **Age:** Less than 50 Years

3.4. The firm must abide by prevailing labor laws including but not limited to payment of Minimum wages, Social Security and EOBI to its employees concerning MEPG services.

3.5. Security Clearance of the staff provided to procuring agency will be the responsibility of Service Provider.

3.6. The contact details of every deployed staff member to be provided by the firm / company within 10 Days of the contract execution. In case a worker left the job or disengage from the service provider, same shall be communicated to the Procuring Agency / Hospital Administration.

3.7. The MEPG staff will be allowed leaves as per relevant labor laws. It is the responsibility of the service provider to make sure that no deployed staff shall work more than 26 days a month.

3.8. Daily duty hours of every worker shall be 8 hours for morning, evening and night shift respectively. However, if required hospital may deploy the staff for more than 8 hours till completion of the required task.

3.9. The Service Provider shall be entirely responsible for the conduct of its staffand in case of any strikes by its personnel or any complaint against any staff, Service Provider will be under obligation to take necessary action including but not limited to replace any staff when instructed in writing by the hospital administration / procuring agency. The Service Provider shall observe all the laws and will be responsible for any prosecution or liability rising from breach of labor laws. The Procuring Agency shall not be responsible for any such action with regard to staff on the rolls of the Service Provider whatsoever.

3.10. The services provider shall provide the names, address, CNIC, age, Security Clearance Certificate and Medical Certificate of the MEPG Personnel deployed at the respective client hospitals. The service providershall provide the discharge book by concerned competent authority. **File of MEPG Personnel** will be maintained by Service Provider at every Hospital and a copy will be shared with the respective Hospital.

3.11. The Procuring Agency reserves the right to direct the service provider for replacement of MEPG Staff and the service provider shall be bound to do the same. Non-compliance may result in punitive action against the Service Provider.

3.12. 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.

3.13. In case of any disputes among the MEPG Staff, the service provider shall resolve the same at the earliest to ensure that there is no interruption in the provision of MEPG services to the client hospitals.

3.14. The MEPG staff and their affairs relating to their employment will be the sole responsibility of the service provider and in this regard no extraneous influence will be brought to bear upon the client hospital management or the Procuring Agency.

3.15. The service provider will ensure that all MEPG staff deputed at the client hospital is adequately immunized against all types of communicable diseases (Hepatitis B&C, HIV etc.) and preventively monitored through health check-ups. The Service Provider will submit screening reports to the Procuring Agency / Hospital in this regard.

3.16. Service Provider in the performance of its services shall secure, maintain on own expense all registration, licenses or permits required by law, and shall comply with all pertinent rules and regulations of the hospital.

3.17. The MEPG Personnel on duty shall not leave the premises during duty hours.

3.18. An authorized representative of the Service Provider shall ensure his/her presence at short notice when required by the administration.

3.19. Service Provider will provide additional staffing, as requested by the Hospital, for special events. These special events can require the ServiceProvider to provide staffing outside of our normal working hours.

3.20. The Service Provider shall be responsible for all acts done by the personnel engaged by it. The Service Provider shall at all-time use all reasonable efforts to maintain discipline and good order amongst its personnel and ensure that all its personnel are aware of the code of conduct governing theservices.

3.21. The Service Provider shall ensure that it does not engage or continue to engage any personnel with criminal record / conviction or otherwise undesirable persons and shall bar such person from participating directly or indirectly in the provision of MEPG Services.

3.22. The MEPG Staff is required to be Medically, Mentally and Physically Fit. All staff shall be in good health, without physical/mental abnormalities/defects which could interfere with the performance of his/her duties including good vision without color blindness. They should possess good physique, necessary skills, knowledge, expertise and experience to satisfy the requirements of the MEPG & safety work involved. They should not be suffering from any contagious/major diseases

3.23. The Service Provider's staff appearance will be influential in creating a goodimage of Hospital. Their appearance shall set a good example. The ServiceProvider shall ensure that MEPG personnel at all times present a neat andclean appearance, paying particular attention to their personal hygiene anduniform.

3.24. If the assigned MEPG Personnel does not report on duty on time, the Service Provider is required to send replacement personnel immediately, without jeopardizing the cleanliness of hospital.

3.25. The Human Resource (HR) as mentioned in this Contract may increase or decrease as decided by the department at its sole discretion.

3.26. If a Hospital wants to surrender any extra staff (if any) he may do so by requesting Procuring Agency to take up the matter with the service provider.

UNIFORM & TOOL KIT OF MEPG STAFF

3.27. All the human resource, shall be equipped with tool kit / equipment including personal safety equipment. The Service Provider will provide the required toolkits / equipment mentioned in

Schedule of Requirement. The bidder 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.

3.28. The service provider shall provide two uniforms, safety helmet, safety gloves, safety glasses and one pair of safety shoes every six months, identification cards (ID), Personal Protective Equipment (PPE) as per standards etc., to its entire staff deployed at the hospitals free of cost and ensure its proper usage by the MEPG staff. Each uniform will comprise of trousers, shirt, pair of socks, pair of shoes, safety helmet, safety googles (where required) and safety gloves etc. Supervisors shall ensure that all these items and the uniform are made \\available to the MEPG staff invariably. Dress code of MEPG Staff must be as per below mentioned

Sr.#	Specification	Description
1.	Type	Suit trouser shirt **(as per approved sample)**
2.	Colour	Blue or any other color approved by the Procuring Agency
3.	Logo / Tag Line	***"MEPG Staff"*** as Tag Line must be mentioned on the Back of the Shirt
****The dress code sample must be approved from the Procuring Agency before commencement of the Services***.		

SALARY DISBURSEMENT

3.29. Service Provider shall pay its personnel not less than the minimum wages as notified by Government of Punjab and any other labor laws of Pakistan including other benefits mandated by the law. The minimum wage rates mentioned below are in accordance with the "*THE PUNJAB GAZETTE, PUBLISHED BY AUTHORI TY, LAHORE FRIDAY SEPTEMBER 08, 2025, GOVT. OF THE PUNJAB, LABOUR & HUMAN RESOURCE DEPARTMENT*" vide Notification No. SO (L&P) MW/2024, dated 08th September, 2025 or later whichever is ***applicable on the date of issuance of this bidding document***; i.e.,

PKR 40,000/- per month (for 26 working days)

PKR 1538.46/- per day (for 08 working hours)

3.30. Service provider shall be bound to pay salaries to its staff through E-Channel, deployed under the contract, with in the first 07 days of every month. Such payment will not depend on the payments made by the procuring agency to the service provider. The service provider will pay his employees from his own resources. Partial Payment will not be considered paid. No partial payments will be considered as Advance Salaries.

3.31. E-Channel means only transaction through a Scheduled Bank. The documentary evidence / proof required with monthly invoice in lieu of E-Channel is as follows;

1. **Bank Advice:** Advice to Bank / Disbursing Medium by Service Provider, clearly mentioning the amount, staff name(s), account number and signed copy of Cheque if any. (all the documents of the advice shall be duly verified by the Bank).
2. **Bank Statement:** Bank Statement showing the same amount in Debit as mentioned in the advice. The Disbursing medium / Bank shall officially email to the nominated email addresses provided by the Procuring Agency, confirming the payment is debited from the service provider's account. The following shall be included in the email:
    a. Firm's Name

b. Cheque # (If any)
c. Total Amount Debited
d. Name of Account Titles to which the amount is debited.
e. Date of Debit

3.32. It is the responsibility of the service provider to open the Bank Accounts of all of its staff, including the bank accounts of relievers, with in 15 Days from the commencement of services.

3.33. A Salary Disbursement Sheet on the official letter head of the Service Provider below must be attached with the monthly invoice. The salary disbursement sheet shall be provided by the service provider to the hospital and the Admin Officer / any representative of the Hospital Administration shall verify the disbursement sheet. Without verification of hospital administration, the salary disbursement report shall be a mandatory part of respective month invoice i.e. Salary Disbursement Report of April 2024 shall be mandatory part of Invoice of April 2024. The template of the Salary Disbursement Sheet is as follows;

SALARY DISBURSEMENT SHEET (TEMPLATE)									
OFFICIAL LETTER HEAD OF SERVICE PROVIDER									
SALARY FOR THE MONTH OF: _____									
Sr.No.	**Name**	**CNIC #**	**Account No. & Name of Bank**	**Mobile #**	**Working Days** *(shall not be more than 26 Days)*	**Date of Salary Disbursement**	**Delay in Salary Disbursement (Days) (IF ANY)**	**Amount Received (PKR)** (shall not be below than minimum wage rate vis a vis working days)	**Signature / Thumb Impression**
01.									
02.									
03									
04									
SIGNED / STAMPED BY REPRESENTATIVE OF THE FIRM						**SIGNED / STAMPED BY ADMIN OFFICER**			
SIGNED / STAMPED BY MEDICAL SUPERINTENDENT									

3.34. Salary Disbursement Report along with E-Channel Documents as mentioned above shall be considered as a mandatory part of invoice from the 1st Month of Commencement of Services.

3.35. The Service Provider shall ensure that none of the personnel from the service provider (Owner, Manager, Supervisor etc.) take back the transacted salary from deployed staff, violating minimum wage rate compliance. Procuring Agency will proceed to any extent including but not limited to Criminal Proceedings, Termination of the Contract, Black Listing of the Firm on PPRA, etc. if any substantial evidence came on record.

ATTENDANCE OF MEPG STAFF

3.36. The Service Provider is bound to enroll the MEPG staff including the relievers on the Biometric Machines of the department installed in each health facility in the first five days from the commencement of the services.

3.37. The service provider shall also install biometric machines from its own resources, the installed bio metric machine will act as a back up and in case of failure / mal functioning of departmental owned Bio-Metric machine, the staff will mark attendance on the Bio-Metric machine provided by the service provider. The specification of Biometric machine is tabulated below;

Sr. #	Specification	Description
1.	Face Capacity	Minimum 200
2.	Identify mode	Face, Fingerprint and password
3.	Maximum Attendance Log	100,000
4.	Display Language	English
5.	Battery	Built in Battery Backup

6.	U-disk	Supported
7.	Communication	TCP/IP, 4G (Operational)
8.	Attendance Software	Centre cloud based attendance software. The Bio-Metric attendance can be extracted centrally by the procuring agency.

3.38. It must be ensured by the service provider that; all its staff shall mark attendance on Bio-Metric machines. Their attendance will be monitored duly bythe hospital administration through the biometric devices.

3.39. Requirement of Bio-Metric attendance sheet shall only be exempted for first 5 Days from commencement of Services, for that period Manual Attendance of 5 Days shall be provided by the service provider.

3.40. It is clarified that under no circumstances, the requirement of Bio-Metric Attendance will be dispensed with. The staff will be considered as absent, if attendance is not marked on Bio-Metric Machine.

3.41. The monthly Bio-Metric Attendance Report for all deployed staff shall be provided on following format, the same shall also be a mandatory part of monthly invoice;

Sr No.	Name of Staff	Total Working Days	No. of Presents *(As per Bio-Metric Attendance)*	No. of Absents *(As per Bio-Metric Attendance)*	No of Late Arrivals *(As per Bio-Metric Attendance)*	No of Early Left *(As per Bio-Metric Attendance)*
1						
2						
3						
4						
5						
6						
7						
8						
9						
TOTAL						

3.42. In addition to the Monthly Bio-Metric Attendance Report, a History Sheet of Bio-Metric Attendance Report shall also be provided with a monthly invoice;

SR NO	NAME OF STAFF	CNIC	DATE OF JOINING	HISTORY BIO-METRIC ATTENDANCE REPORT (LAST SIX MONTHS)															
				AUGUST 2025				SEPTEMBER 2025				OCTOBER 2025				INVOICED MONTH – NOVEMBER 2025			
				WD	P	A	L	WD	P	A	L	WD	P	A	L	WD	P	A	L
1																			
2																			
3																			
4																			
5																			
6																			
TOTAL																			

WD = WORKING DAYS
P = Present
A = Absent
L = Late / Early Left

CONTIBUTIONS REGARDING EMPLOYEE OLD AGE BENEFIT INSTITUTION (EOBI) AND PUNJAB EMPLOYEES' ASSOCIATION SOCIAL SECURITY INSTITUTION (PESSI)

3.43. Service Provider is liable to pay contributions of EOBI and PESSI of the staff employed including the relievers against the instant contract.

3.44. The payments of EOBI and PESSI contributions shall be paid against the submitted challan of staff deployed under the contract for a particular hospital along with following details;

EOBI DETAILS					
SR NO.	NAME OF STAFF	CNIC	EOBI REGISTRATION NO.	NAME OF DISTRICT OFFICE OF EOBI WHERE THE EMPLOYEE IS REGISTERED	CONTRIBUTION PAID EOBI (PKR) / MONTH
1					
2					
3					
4					
PESSI DETAILS					
SR NO.	NAME OF STAFF	CNIC	PESSI REGISTRATION NO.	NAME OF DISTRICT OFFICE OF EOBI WHERE THE EMPLOYEE IS REGISTERED	CONTRIBUTION PAID PESSI (PKR) / MONTH

3.45. For the purpose of reimbursement of EOBI / PESSI Contributions following documents required;

Details as mentioned above.

Submitted Challans of EOBI / PESSI Contributions.

An Undertaking on 100 Rs Stamp Paper that the claimed amount of EOBI / PESSI will not be used for any other organization / entity.

COMMENCEMENT OF SERVICES

3.46. The Service Provider is bound to commence services within 10 Days from the date of signing of contract. In case of late commencement of services, a penalty amounting to Rs. 20,000 / Day will be charged up to 60 Days. Afterwards, procuring agency reserves the right to terminate the contract.

DELIVERABLES WITHIN 15 DAYS OF COMMENCEMENT OF SERVICES

3.47. The service provider will provide complete Tool Kit, Uniform and Spare Inventory as per details mentioned in this document within 10 Days of commencement of services at each hospital.

3.48. All Equipment under the scope of MEPG services will be tagged within 10 Days of commencement of services and a list of tagged equipment along with its ***Functionality Status*** will be submitted in the office of Project Management Unit, Health and Population Department duly signed by the hospital administration.

DOCUMENTS REQUIRED AT THE CONCLUSION OF THE CONTRACTS

3.49. The Service Provider will submit a satisfactory performance certificate duly verified from concerned hospital that each equipment placed in each hospital is in working condition/functional and nothing is pending on part of service provider and all salaries of the staff has been cleared by the service provider

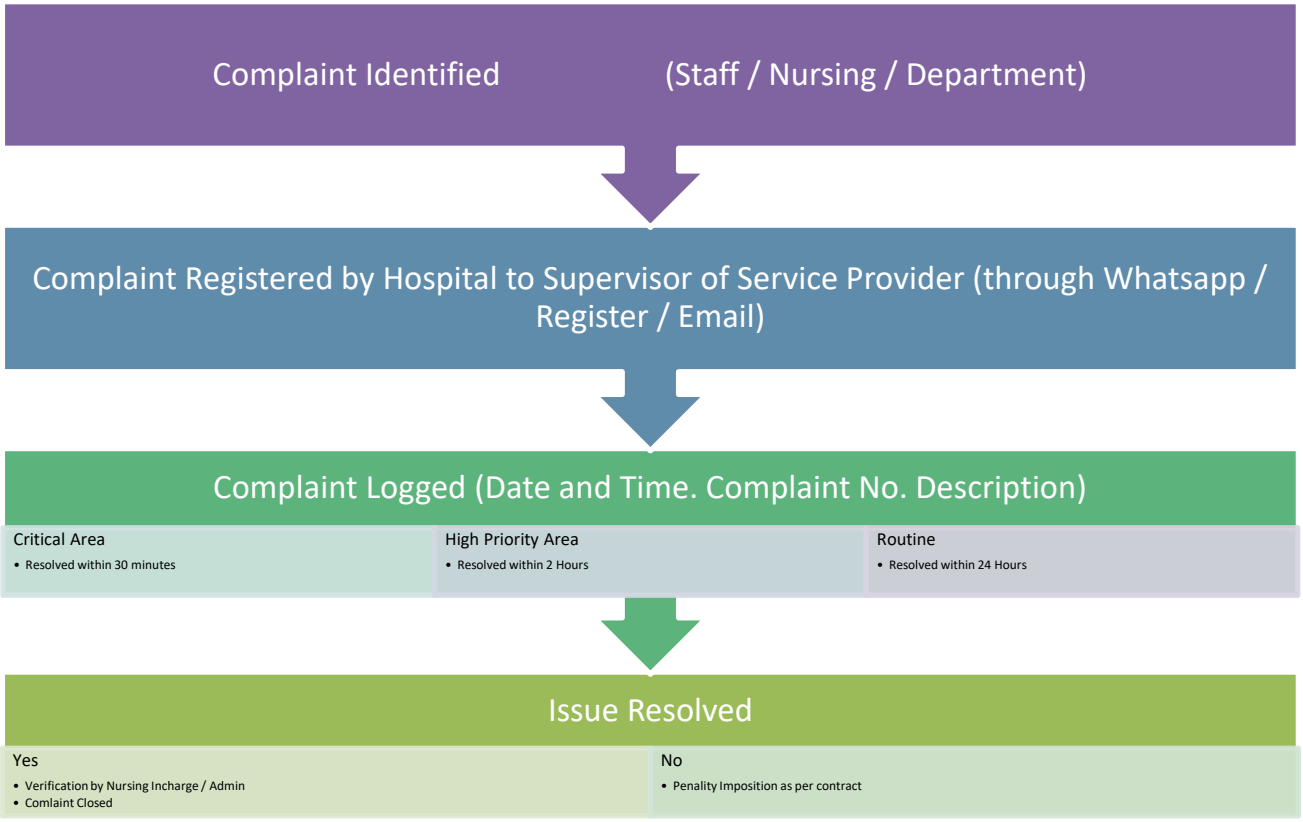
3.50. Service provider shall submit a complete consolidated record of each generator running hours and carried preventive maintenance along with dates. Service provider shall also identify due preventative maintenance required in future.

COMPLAINT RESOLUTION MECHANISM

3.51. The complaints are categorized in following categories;

Priority	Description	Target Response Time
Critical	Failure affecting patient safety or life-support systems	Immediate (≤ 30 minutes)
High	Affects patient care but not immediately life-threatening	≤ 2 hours
Routine	Non-critical maintenance issues	≤ 24 hours

3.52. A complaint pertaining to any non-functional equipment falling within the scope of MEPG services will be registered as per following layout;



3.53. The details of complaints generated shall be attached with the monthly invoice as per following format;

SR NO.	COMPLAINT INITIATED BY (NAME AND DESIGNATION)	COMPLAINT INITIATION DATE AND TIME	COMLIANT / JOB NUMBER	COMPLAINT CATEGORY (AC / GENERATOR / ELECTRICAL / PLUMBING AND OTHERS)	PLACE OF COMPLAINT (ROOM / WARD DESCRIPTION)	PRIORITY (CRITICAL / HIGH / ROUTINE)	COMPLAINT RESOLVE DATE AND TIME (IF NOT RESOLVED WRITE END DATE OF MONHT)	RESOLUTION TIME	SIGNATURE OF COMPLAINT INITIATOR AND ADMIN OFFICER

3.54. On the basis of above, the hospital shall determine the complaint resolution time for critical, high and routine complaints and the same shall be mentioned in the monthly invoice as per follows;

Priority of Complaint	Description	Target Response Time	Average Response Time by the Service Provider for the Invoiced Month.
Critical	Failure affecting patient safety or life-support systems	Immediate (≤ 30 minutes)	
High	Affects patient care but not immediately life-threatening	≤ 2 hours	
Routine	Non-critical maintenance issues	≤ 24 hours	

3.55. The service provider shall maintain daily complaint resolution activity as per following format which shall be attached with a monthly invoice;

NAME OF HOSPITAL _____						
DATE _____						
	No of Complaints Lodged	**No of Major Complaints involving Part Replacement**	**No of Minor Complaints**	**No of Major Complaints Resolved involving Part Replacement**	**No of Minor Complaints Resolved**	**Pending No of Complaints**
AC						
Generator						
Electrical / Fans / Lights etc.						
Plumbing and Others.						
Total						
SIGNATURE OF HOSPITAL NOMINATED ADMIN OFFICER				**SIGNATURE OF SUPERVISOR OF SERVICE PROVIDER**		
SIGNATURE OF MEDICAL SUPERINTENDENT OF HOSPITAL						

3.56. As mentioned above, a consolidated monthly Complaint Resolution detail shall be formulated by the service provider and attach with the monthly invoices;

NAME OF HOSPITAL _____						
MONTH AND YEAR: _____						
	No of Complaints Lodged	**No of Major Complaints involving Part Replacement**	**No of Minor Complaints**	**No of Major Complaints Resolved involving Part Replacement**	**No of Minor Complaints Resolved**	**Pending No of Complaints**
AC						
Generator						
Electrical / Fans / Lights etc.						
Plumbing and Others.						
Total						
SIGNATURE OF HOSPITAL NOMINATED ADMIN OFFICER				**SIGNATURE OF SUPERVISOR OF SERVICE PROVIDER**		
SIGNATURE OF MEDICAL SUPERINTENDENT OF HOSPITAL						

PART REPLACEMENT MECHANISM

3.57. After a registration of complaint, if any part replacement is required as mentioned in Financial Form. The requisition of the part will be done by hospital staff after assessing the recommendation / advice of MEPG Supervisor.

3.58. The Requisition Slip having unique number, shall be signed by concerned Admin Officer which will be counter signed by concerned Medical Superintendent. The part requisition Performa will be approved by the department before finalization of the contract.

3.59. 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, where applicable.

3.60. Printing the part requisition slip or any other supporting document (Required for Invoice processing) shall be the responsibility of the Service Provider.

3.61. In order to ensure quality services, any replacement/repair made by the Service Provider should be of the same quality and ensure compatibility with specifications (if applicable).

3.62. The service provider and hospital shall jointly formulate a Register where each tagged equipment (ACs, Generator, Refrigerator, Water Cooler) is added and counter signed by Hospital Administration and Service Provider.

3.63. All parts replaced shall be added in that register along with the warranty period as mentioned in the contract, so that history of part replacement can be assessed. A clear copy of register attested by Hospital Administration (MS / DMS) shall be attached with every month invoice. If a part is not added in that register it will not be considered as payable.

3.64. All the removed parts shall be added in dead stock register which shall duly verified and send with each invoice.

3.65. The Warranty Period of part replacement is mentioned in the Financial Form against each part. If any part becomes faulty during the warranty period. It will be replaced free of cost.

TERMS OF REFERENCE FOR REPAIR AND MAINTENANCE OF EQUIPMENT

3.66. 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.

3.67. 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.

3.68. Service Provider shall ensure inspection and maintenance activities necessary to maintain/repair all contractually-covered equipment in trouble-free and smooth operating condition.

3.69. Routine maintenance will not be limited to the working schedule. The Service Provider must carry out other repair / maintenance, operation & services to up keep as and when required so as to keep the equipment in top running condition.

3.70. Service Provider must keep sufficient stock of running spare parts for immediate replacement and sufficient amount as petty Cash in hospital to avoid interruption in smooth operation.

3.71. The Service Provider shall warrant to the hospital administration that the Goods supplied by the Service Provider, under the Contract are genuine, non- refurbished and un-altered in any way, unless provided otherwise in the bidding documents.

3.72. The Service Provider shall warranty period as mentioned against each part in Financial Form.

3.73. The following Non-Biomedical equipment must be cleaned, assessed, serviced and /or repaired within stipulated time or when need arises:

a. Refrigeration Appliances (ACs, Fridges etc.)
b. Fans (ceiling, exhaust, bracket etc) and Industrial Exhaust.
c. Electric Lights / Energy savers and other similar items
d. Windows and window accessory (net, hilt, etc),
e. Electrical wiring, distribution panel and switch boards.
f. Taps, water supply lines, Sewerage Work
g. Toilets and Flush
h. Showers and Basins, Burst pipes, Drains
i. Geysers (gas & electric)
j. Washing Machines & Driers
k. Water filtration plant
l. Electric Water Coolers
m. Water Drainage, Sump pumps
n. Door closers, Handles, Hinges, Locks, Latches, Shutters.
o. Door (wooden/glass/iron/aluminum etc.)
p. Any other equipment which falls under the scope of MEPG Services

ACS/REFRIGERATORS/WATER COOLER/ETC.

3.74. 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.

3.75. The service provider will be responsible to refill the gas with a warranty period of **One Year**, if there would be any issue during the warranty period the, gas shall be refilled free of cost. The gas should be CFC Free and shall be refilled through compatible gas cylinder of quality equivalent to Honeywell, Genetron Gas (USA – R 22) or similar standard cylinder through a vacuum pump. In case of mal functionality of Air Conditioner due to faulty / lower standard gas refilling, service provider is bound to repair the AC at its own cost and expense. Local gasses is strictly prohibited.

3.76. In case of Gas Leakage due to relocation of ACs, Gas Refilling Charges shall be paid by the Hospital on contracted rates.

3.77. Service Provider shall be responsible for supply for replacement of only compatible compressors with One Year warranty, ready to commission with no extra amount for gas filling for the change/repairs of compressor, gas charged shall be refilled through compatible gas cylinder of equivalent quality i.e. Honeywell, Genetron Gas (USA – R 22).

3.78. The Daily Functionality status of each refrigerating appliance shall be checked by the MEPG Staff / AC Technician and a Daily Activity Log shall be recorded of each appliance.

3.79. 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 will be paid.

3.80. 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.

FIRE EXTINGUISHERS

3.81. 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.

3.82. All minor repairing and maintenance of fire extinguishers will be Service Providers' responsibility

ELECTRICAL, PLUMBING, CARPENTRY, WELDING AND GLASS WORKS

ELECTRICAL WORKS

3.83. The service provider shall manage all electricity related works of the hospital and ensure that all electricity related functionalities perform perfectly.

3.84. The service providers shall ensure, repair, maintenance and management of all electrical equipment panel boards, power distribution box, Circuit Breaker, electrical wiring, power control room and lighting.

3.85. The Service Provider shall also be liable with concrete proof or inquiry, if any sensitive medical equipment is damaged due to power fluctuation except natural disaster or WAPDA fluctuations.

3.86. During breakdowns the service provider shall immediately rectify the problem.

3.87. The service provider shall 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 70mm^2, breaker more than 300AMP).

3.88. The service provider shall also periodically check for tightness of connections and any overheating. All power cables less than 70mm^2 should be checked for continuity, any broken conductor or damage to the insulation. If required / needed the service providers shall repair or replace damaged insulators and supports as necessary.

3.89. Earthing should be checked regularly as part of maintenance for tightness, corrosion etc. and should be rectified in case any deficiency is found.

3.90. The resistance of earthing pits should be checked regularly and action to be taken for correction. A log of earthing values shall also be maintained by the service provider quarterly.

3.91. Ensure that the checklists are adhered with utmost care and regularity.

3.92. Preventive Maintenance Schedule to be followed with 100% compliance for all motors and other electrical equipment's.

3.93. Faulty / Out of Order lights will be replaced with same type of lights and will be charged accordingly as mentioned in the Financial Form / System Maintenance Cost. No payment will be made for lights which are improperly installed vis-à-vis wattage, shape, size and type

3.94. The service provider shall ensure regular cleaning of panels, loose dirt with lint free rags. The service provider shall also examine surrounding areas for signs of tracking, arcing or overheating.

3.95. The service provider shall manually close breaker to check for proper wipe, contact pressure, contact alignment and to ensure that all contacts make at approximately the same time.

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

3.96. 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.

3.97. The service provider will do motor winding of all fans and industrial exhaust out of System Maintenance Cost as and when required during the execution of the contract.

PLUMBING, CARPENTRY WELDING AND GLASS WORKS

3.98. The service provider shall ensure provision of carpentry works in all DHQ / THQ hospitals including but not limited to repair, maintenance or replacement of door closers, floor springs, handles, hinges, locks, latches, shutters etc.

3.99. In addition to that the service provider shall also provide services pertaining to repair and maintenance of doors, tables, chairs (including covering and knitting), benches, cupboards, draws, side racks, office furniture, window/door glass, all related welding work and other carpentry and glass related works.

3.100. The service provider shall ensure provision of plumbing services including but not limited to repair, maintenance and replacements of sanitary fixtures, pipes and other plumbing related works.

3.101. The service provider shall also ensure minimum spare part inventory of plumbing related accessories i.e. pipes, taps, valves, and other plumbing related accessories.

3.102. 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 / carpentry 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.

3.103. Appointed Service Provider will carry out reactive maintenance, i.e. unplanned repairs required to restore the plumbing/carpentry services, plant or equipment back to operational condition.

3.104. Alterations / renovations, upgrades, extensions, design of upgrading of existing electrical / plumbing / carpentry reticulation, leak detection, etc. with approval of PA / Hospital.

3.105. Provision of welding plant will be mandatory for DHQs and for THQs welding plant will be provided by service provider as per requirement / as and when required basis.

3.106. The Service Provider shall be expected to provide hospitals with the spare inventory and materials to be used within hospital buildings will be stored. The procured spare inventory/materials quotes must be market related and provide a receipt from Service Provider, if and when required.

GENERATOR REPAIR AND MAINTENANCE

3.107. 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.

3.108. Service provider will be responsible for 100% functioning of generators being installed on all DHQs and THQs. It should be ensured that there must backup generator of similar capacity

with +-20% variation and the same shall be provided within 04 Hours. Transportation for moving back up generators will also be the responsibility of service provider

3.109. However, generator mechanic deployed on each DHQ/THQ should immediately respond towards any disruption/issue which may arise from time to time.

3.110. The service provider shall also be responsible for the preventive maintenance of the generators, on need basis as per OEM recommendations.

3.111. The supply of fuel for the operation of generators shall be the responsibility of hospital administration of the respective hospital.

3.112. The service provider is required to maintain a log-book for the generator operation and maintenance as per standard format.

3.113. The service provider is required to 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.

3.114. Generator mechanic shall be responsible for the routine maintenance, i.e., greasing, cleaning, and tightening of bolts and any other repair works required from time to time.

3.115. A daily inspection of each generator shall be carried out and a documentary evidence shall be signed by Admin Officer in this regard.

3.116. The service provider shall perform complete daily general checking of each generator and 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. The daily maintenance will include but not limited to the following;

a. Clean the generator set, control panel and generator room.
b. Check for fluid leakage and leaks in the exhaust system.
c. Check the fuel tank level, (fill if less than ¾ full)
d. 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.
e. Check the battery electrolyte fill with distilled water as necessary.
f. Check the battery connection and terminals make it clean and tight if necessary.
g. Observe the functioning of battery charger.
h. Check for any abnormal noise and vibration after start of engine.
i. 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.)
j. Check the control panel for correct voltage and frequency.
k. Checking of generator on no load for 5 minutes and observe for any abnormality.

l. Immediately report and take corrective measure in case of any abnormality/non-compliance of above check list.
m. 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

3.117. The service provider shall maintain a log of daily fuel consumption and generator runtime, daily report for which shall be submitted to the hospital.

3.118. 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.

3.119. The service provider shall perform O&M (Operation and Maintenance) as per Service / Repair Manuals of generator for performing maintenance and upkeep work and follow instructions therein.

3.120. The service provider is responsible for operation and maintenance of Electric panels, ATS and change over panel installed on the generator site.

3.121. Service provider will be responsible to make good all the damages to all appliances due to abnormal generator's supply after concrete proof and inquiry

3.122. A fitness certificate regarding performance and condition of each generator, countersigned by the Medical Superintendent of such Hospital, will be submitted by the Service provider along with monthly invoice.

3.123. 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.

3.124. 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. However, the number of preventive maintenances may vary upon use and condition of each generator.

3.125. In case where a generator is required to be moved outside hospital premises for repair works to be carried out outside hospital prior approval of the hospital administration must be sought which shall not be more than 01 Day from the date of intimation to the hospital. However, hospital administration shall ensure proper handing over and taking over of generator to be carried out outside hospital. However, in case of no response on the part of hospital management/administration, which may lapse for more than 01 Day the service provider will approach PA, H&PD.

3.126. Service provider must keep sufficient stock of running spare parts for immediate replacement to avoid interruption in smooth operation.

3.127. 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.

3.128. Service provider will be responsible to place spare generator till the resolution of such issue.

3.129. 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 in the penalty section. In case the time for necessary repair works exceeds the resolution time mentioned, the penalties mentioned hereunder shall be levied.

3.130. The service provider shall install brand new parts compatible with the generator as per OEM Recommendations.

SYSTEM MAINTENANCE COST

3.131. The system maintenance cost is fixed as mentioned against each hospital as per following details;

Sr.No.	Hospital Name	District Name	Package No	Bed Strength	Fixed System Maintenance Cost (Inclusive of all applicable taxes)
1	DHQ Rajanpur	**Rajanpur,DG Khan**	**6**	220	288,200
2	THQ Jampur	**Rajanpur,DG Khan**	**6**	150	196,500
3	THQ Rojhan	**Rajanpur,DG Khan**	**6**	60	100,000
4	THQ Taunsa	**Rajanpur,DG Khan**	**6**	150	196,500
5	THQ Kot Chutta	**Rajanpur,DG Khan**	**6**	50	100,000
6	THQ Gujar Khan	**Rawalpindi**	**17**	130	170,300
7	THQ Kahuta	**Rawalpindi**	**17**	60	100,000
8	THQ Kotli Sattian	**Rawalpindi**	**17**	60	100,000
9	THQ Murree	**Rawalpindi**	**17**	100	131,000
10	THQ Taxila	**Rawalpindi**	**17**	60	100,000
11	DHQ Wah General Hospital Taxila	**Rawalpindi**	**17**	150	196,500
12	THQ Kallar Syedan	**Rawalpindi**	**17**	70	100,000
13	DHQ Jhelum	**Jhelum**	**18**	400	524,000
14	THQ Sohawa	**Jhelum**	**18**	80	104,800
15	THQ Pind Dadan Khan	**Jhelum**	**18**	80	104,800
16	THQ Dinga	**Gujrat**	**22**	100	131,000
17	THQ Kharian	**Gujrat**	**22**	60	100,000
18	THQ Kunjah	**Gujrat**	**22**	60	100,000
19	THQ Sara-e-Alamghir	**Gujrat**	**22**	60	100,000
20	THQ Govt. Maternity Hospital Gujrat*	**Gujrat**	**22**	100	131,000
21	DHQ Hafizabad	**Hafizabad**	**23**	310	406,100
22	THQ Pindi Bhattian	**Hafizabad**	**23**	60	100,000
23	DHQ Mandi bahauddin	**Mandi Bahauddin**	**24**	380	497,800
24	THQ Phalia	**Mandi Bahauddin**	**24**	30	100,000

25	THQ Malakwal	**Mandi Bahauddin**	**24**	40	100,000
26	THQ Daska	**Sialkot**	**26**	150	196,500
27	THQ Pasrur	**Sialkot**	**26**	70	100,000
28	THQ Sambrial	**Sialkot**	**26**	50	100,000
29	DHQ Sheikhupura	**Sheikhupura**	**28**	600	786,000
30	THQ Muridke	**Sheikhupura**	**28**	150	196,500
31	THQ Sharaqpur	**Sheikhupura**	**28**	60	100,000
32	THQ Safdarabad	**Sheikhupura**	**28**	60	100,000
33	THQ Ferozwala	**Sheikhupura**	**28**	70	100,000
34	DHQ Kasur	**Kasur, Lahore**	**29**	360	471,600
35	THQ Chunian	**Kasur, Lahore**	**29**	70	100,000
36	THQ Pattoki	**Kasur, Lahore**	**29**	70	100,000
37	DHQ Mian Meer	**Kasur, Lahore**	**29**	125	163,750
38	DHQ Government Hospital Mozang, Lahore*	**Kasur, Lahore**	**29**	100	131,000
39	Provincial formations/ Programs/Units/ Projects etc under administrative control of H&PD, Lahore	**Lahore**	**34**	N/A	0

3.132. System Maintenance Cost is defined as cost under which the service provider is required to keep all the equipment / items (under the scope of mechanical, electrical, plumbing, carpentry, welding and glass work) in functional and running condition including every item / task / work / other than the item replacement as mentioned in Financial Form 8.7.4. The system maintenance cost shall also include all parts / consumables require to keep the equipment in working condition. However, hospital will ensure the system maintenance expenditure will be in accordance with the amount prescribed in the Bidding Documents against each hospital without compromising the functionality of the equipment falls under the scope of MEPG Services.

3.133. Service Provider is required to manage the No. of Lights from system maintenance cost. In case of additional lights if required by the hospital it will be charged as per contracted rates;

SR No.	Specification of Light	QTY to be catered from System Maintenance cost for DHQ Hospital	QTY to be catered from System Maintenance cost for THQ Hospital
1	LED Bulb / Energy Saver Screw/Pin 24 Watt Phillips or equivalent	8	2
2	LED Bulb / Energy Saver Screw/Pin 85 Watt or more Phillips or equivalent	3	1
3	LED Surface Panel Lights Round / Square 4 " / 6" 18 Watt Phillips or equivalent	2	1
4	LED Surface Panel Lights Round / Square 4 " / 6" 24 Watt Phillips or equivalent	2	1
5	LED Recessed Panel Lights Round / Square 18 Watt Phillips or equivalent	2	1
6	LED Recessed Panel Lights Round / Square 24 Watt Phillips or equivalent	2	1
7	SMD Moon Light Round 24 Watt Phillips or equivalent	2	1

8	Tile Panel Ceiling Light 2' x 2' 36 Watt Phillips or equivalent	2	1
9	Tile Panel Ceiling Light 2' x 2' 48 Watt Phillips or equivalent	2	1

3.134. System maintenance cost will cater for minor works as mentioned in the Spare Inventory and Scope of Services. In addition, detailed SOPs will be made before initiation of the contract in this regard.

Note: The equipment details are attached as annexure-B. However, Bidders are advised to visit respective hospitals/health facilities for actual assessment before the submission of bids.

VALIDITY OF THE CONTRACT

3.135. The contract will be valid for the period of Two Years starting from the commencement of Services which will be further extendable up to another year subject to satisfactory performance of the service provider. The right to grant extension is a sole prerogative of the Procuring Agency.

FINE / PENALTIES

3.136. The fines are penalties will be as follows;

SR NO.	DESCRIPTION	PENALTY
1	Service Provider Fails to hire 100% of contracted Human Resource. It shall be construed as a failure to enroll 100% contracted HR if an employee has not been hired or resigned / left for more than 07 days.	PKR 5,000 per month / per employee.
2	If an employee (s) from contracted Human Resource is / are absent for a particular day.	PKR 500 / day (Further the service provider shall not be paid Quoted Wage Rate Per / Day)
3	If an employee (s) from contracted Human Resource is / are absent during public/local holidays or any other special occasions.	PKR 1000 + Quoted Wage Rate Per / Day (Not to be duplicated with penalty at Sr No 2)
4	If any worker (after performing duties for complete month) is not paid minimum wage as per the number of days he / she performed the duty.	Rs. 2,000 + (Difference of amount between paid salary and notified / applicable minimum wage rate) shall be imposed as penalty per person per month for that particular month only.
5	If an employee leaves or arrives late with a time margin of 15 Minutes	Rs. 200 / Employee / Day
6	Service provider will ensure the disbursement of salaries by 07th of next month. (Disbursement of salaries will not depend on the payments made by the procuring agency to the service provider. The service provider will pay his employees from his own resources. Partial Payment will not be considered paid.)	Rs. 500 per staff per day till 10th day of next month. (However, in special / unavoidable circumstances, if payments are delayed to the service provider by procuring agency for more than 90 Days for a particular hospital for a particular month, this penalty shall not be imposed / applicable from 91st day onwards.
7	Staff is found without uniform.	Rs. 200 will be charged for each such staff for that day.
8	Non-Availability of Tool Kits / Instruments as mentioned in the Schedule of Requirement.	Rs. 1,000 / Day
9	Any protest or strike observed by the staff and verified by the concerned hospital.	Rs. 100,000 per incident per day till calling off the strike
10	If the Service Provider fails to operate the functional generator within 05 minutes 5	Rs. 200/- per minute. In case of fault in generator, penalty will be charged as per complaint resolution penalty.

SR NO.	DESCRIPTION	PENALTY
11	Complaints not resolved due to non-availability of spare inventory as mentioned in the schedule of requirement.	For a given month if more than 03 cases / complaints remained unresolved in the prescribed timeframe due to non-availability of spare inventory a fixed penalty of 20,000 / month shall be charged.
13	Preventive Maintenance is not executed within 07 Days after approval from hospital.	Rs. 20,000 / Week
14	In case any (Public / General) complaint is received attributable to misconduct / misbehavior 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.	Up to Rs. 30,000 as per severity of the matter, to be determined by the hospital administration through an inquiry.
15	If for a given month no of pending complaints is more than 5 for more than 3 Days.	1% of System Maintenance Cost will be deducted per day, in case more than 5 Complaints were pending for more than 3 Days.

16. Complaint Resolution Penalties

Sr No	Category	Rectification Time (For Minor Repair)	Rectification* Time (For Part Replacement)	Penalty (PKR) per item	Maximum Penalty per Item for a particular month
1	Air Conditioners	04 Hours	12 Hours	400 per hour	20,000
2	Refrigerator	04 Hours	24 Hours	400 per hour	20,000
3	Electric Water Coolers, Washing Machines / Driers	04 Hours	24 Hours	400 per hour	20,000
4	Electric Water Pumps	04 Hours	12 Hours	500 per hour	25,000
5	Industrial Exhaust	04 Hours	24 Hours	400 per hour	20,000
6	Lights, Switches, Breakers etc.	01 Hour		300 per hour	5,000
7	All Other Appliances Fans, Panels etc)	04 Hours	24 Hours	400 per hour	15,000
8	Electrical / Plumbing / Fitting (Non-appliance related)	02 Hours	12 Hours	300 per hour	15,000
9	Carpentry	01 Day	05 Days	500 per day	5,000
10	Generator	*06 Hours	Up to 05 Days	10,000 / Day	75,000
11	Provision of Back Up of Similar Range Capacity (+-20%) not to be duplicated with sr no 12	04 Hours		1,000 per hour	50,000

NOTE: Rectification Time must be verified through a complaint resolution performa duly signed by Admin Officer and Supervisor of Service Provider No penalty shall be imposed without documentary evidence.
*The rectification time for THQ Hospital where total Human Resource is less than or equal to 06 Nos. will be working hours for each category of Human Resource as per roster to be defined before / after initiation of contract by Hospital / Procuring Agency.
*The rectification time for minor repair of Generator of THQ Hospital where total Human Resource is less than or equal to 06 Nos. will be 12 working hours.

SECTION-IV: BID DATA SHEET

4.1 BID DATA SHEET (BDS)

The following specific data for the services to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Section-II Whenever there is a conflict, the provisions herein shall prevail over those in ITB

A		**Introduction**
BDS Clause Number	**ITB Number**	**Amendments of, and Supplements to, Clauses in the Instruction to Bidders**
1	**2.1.1**	Procurement Cell, Health & Population Department (H&PD), Government of Punjab PROCUREMENT OF MECHANICAL, ELECTRICAL, PLUMBING AND GENERATOR (MEPG) SERVICES FOR VARIOUS HEALTH FACILITIES / PROGRAMS FOR THE FINANCIAL YEAR 2026-27 The contract shall come in to force from the date of signing of contract and shall remain valid as mentioned in the Scope of Services i.e. The contract will be valid for the period of Two Years starting from the commencement of Services which will be further extendable up to another year subject to satisfactory performance of the service provider. The right to grant extension is a sole prerogative of the Procuring Agency.
2	**2.1.2**	Financial year for the operations of the Procuring Agency: 2026-27 **PROCURING AGENCY NAME IS:** Procurement Cell, Health & Population Department (H&PD), Government of Punjab. **NAME AND IDENTIFICATION NUMBER OF THE CONTRACT**: Procurement of Mechanical, Electrical, Plumbing and Generator (MEPG) Services for various health facilities / Programs for the financial year 2026-27
3	**2.1.3 (iv)**	Joint Venture / Consortium is not permissible
B		**Bidding Documents**
4	**2.2.2**	The address for clarification of Bidding Documents “24- COOPER ROAD, LAHORE”. However, clarification may primarily be sought through Punjab e-Procurement System.

<table>
<tr><td>5</td><td>2.2.3 (iii)</td><td>The deadline for E-Bid submission is 17th September 2026 till 11:00 AM and opening of bids is 17th September 2026 till 11:30 AM.</td></tr>
<tr><td>5</td><td>2.3.8</td><td>The Bidder shall submit E-Bid on Punjab e-Procurement System.</td></tr>
<tr><td colspan="2">C</td><td>Bid Price, Currency, Language and Country of Origin</td></tr>
<tr><td>6</td><td>2.3.1</td><td>English</td></tr>
<tr><td>7</td><td>2.3.4</td><td>The price quoted shall be in PKR</td></tr>
<tr><td>8</td><td>2.3.4 & 2.3.9</td><td>In case of change in minimum wage rate through official notification; the contract price based on minimum wage rates shall be adjusted on prorate basis, as decided by the Procuring Agency</td></tr>
<tr><td colspan="2">D</td><td>Preparation and Submission of Bids</td></tr>
<tr><td>9</td><td>2.1.3</td><td>Qualification Criteria/Knock down criteria
The Bidder/Service Provider must comply with all the mandatory parameters. In case of noncompliance of any mandatory parameter. The Bidder shall be declared as nonresponsive and shall not be considered for further evaluation.
Mandatory Pre-requisites / Parameters
<table>
<tr><th>Sr.</th><th>Description</th><th>Flag</th></tr>
<tr><td>1</td><td>Registration with Legal registered entity, with a formal intent (as evidenced by a letter of intent) to enter into an agreement or under an existing agreement.</td><td>A</td></tr>
<tr><td>2</td><td>The Bidder must have an active National Tax Number (NTN).</td><td>B</td></tr>
<tr><td>3</td><td>The Bidder must have an active Punjab Revenue Authority (PRA) and GST registration Number.</td><td>C</td></tr>
<tr><td>4</td><td>The copy of the Bidding Document duly signed and stamped by the Bidder, shall be attached with the Technical E-Bid.</td><td>D</td></tr>
<tr><td>5</td><td>Affidavit (as per form 8.3) on non-judicial Stamp Paper of Rs. 100/- or above
1-The firm is not currently blacklisted by the Procuring Agency.
2-The documents/photocopies provided with Bid are authentic. In case of any fake/bogus document look at any stage. They shall be black listed as per Rules / Laws.
3-Affidavit for correctness of information.
4- All terms and conditions are acceptable by the bidder.</td><td>E</td></tr>
</table></td></tr>
</table>

	2.5.5 & 2.5.8	

TECHNICAL EVALUATION CRITERIA		
SR. NO	**DESCRIPTION**	**MARKS**
1.	**Experience and past performance of the firm**	**50**
	1.1 Relevant Experience	40
	1.2 General Experience	10
2.	**Human Resource and Managerial strength**	**20**
3.	**Financial Capability / Strength**	**30**
	TOTAL	**100**
	MINIMUM MARKS REQUIRED FOR QUALIFICATION	**65**

If a bidder obtain Zero marks in any category mentioned at Sr No 1, 2 & 3, the bidder will be declared as non-responsive.

SR NO.	**PARAMETERS**			**TOTAL SCORE**
01	**EXPERIENCE OF THE BIDDER**		**MAXIMUM SCORE**	50
RELEVANT EXPERIENCE				
MARKING CRITERIA			**MAXIMUM SCORE**	
a.	**Electrical / Mechanical Projects**		20	40
	01 Project	(04 Marks)		
	02 Projects	(06 Marks)		
	03 Projects	(08 Marks)		
	04 Projects	(12 Marks)		
	05 Projects	(16 Marks)		
	06 or more Projects	(20 Marks)		
b.	**Operation and Maintenance of Generator Projects**		12	
	01 Project	(02 Marks)		
	02 Projects	(04 Marks)		
	03 Projects	(06 Marks)		
	04 Projects	(08 Marks)		
	05 Projects or More	(12Marks)		
c.	**Plumbing Projects**		05	
	01 Project	(01 Mark)		
	02 Projects	(02 Marks)		

			03 Projects (03 Marks) 04 Projects (04 Marks) 05 Projects or More (05 Marks)			
		d.	**Carpentry Projects** 01 Project (01 Mark) 02 Projects (02 Marks) 03 Projects or more (03 Marks)	03		
		Note: *Relevant Experience / Relevant Project means that the bidder is providing or has provided relevant services to public / private Sector. Each Institution / Organization/ Hospital will be considered as an independent project. The Applicant shall have to provide Contract / Purchase Order / Completion certificate in order to substantiate its claim. Only projects commenced / executed in last ten years will be considered*				
		GENERAL EXPERIENCE				
		MARKING CRITERIA			**MAXIMUM MARKS**	
		a.	General Services Related Experience (02 Marks for Each Project)		10	
		Note: *General Experience / General Project means that the bidder is providing or has provided any services to public / private Sector. Each Institution / Organization/ Hospital will be considered as an independent project. The Applicant shall have to provide Contract / Purchase Order / Completion certificate in order to substantiate its claim. Only projects commenced / executed in last ten years will be considered.*				
		02	**CAPABILITIES WITH RESPECT TO PERSONNEL & MANAGERIAL CAPABILITIES**		**MAXIMUM SCORE**	20
		a.	**Supervisor/In-charge** 02 - 04 Personnel (03 Marks) 05 - 07 Personnel (04 Marks) > 7 Personnel (05 Marks) **Having minimum Qualification & Experience:**		05	

				Graduate Engineer / B-Tech in Mechanical / Electrical / Electronics / Mechatronics.		
			b.	**Electrician** 05 - 10 Personnel (03 Marks) 10 - 15 Personnel (04 Marks) > 15 Personnel (05 Marks) **Having minimum Qualification & Experience:** Diploma in Electrical Field or Professional Electrician with 03 years of relevant experience	05	
			c.	**AC Technician** 05 - 10 Personnel (03 Marks) 10 - 15 Personnel (04 Marks) > 15 Personnel (05 Marks) **Having Minimum Qualification & Experience:** Diploma in Refrigeration/ AC Technician/ HVAC or Professional AC Technician with 03 years of relevant experience	05	
			f.	Registration with Employees Old Age Benefit Institution (EOBI)	03	
			g.	Registration with Punjab Employees Social Security Institution (PESSI)	02	
			Note: *The bidder will provide employment proof, relevant degrees (only for Sr No. a) and salary slips of last three months to substantiate its claim.*			
			03	**FINANCIAL CAPABILITY / STRENGTH**	**MAXIMUM SCORE**	30
			a.	Average Annual Financial Turnover for three FY (2021-2022, 2022-23, 2023-2024 and 2024-2025 (any three years) duly supported by Income Tax Returns *to substantiate its claim* **If a firm has participated in up to 05 Nos. of Packages** > 75 – 100 Million (10 Marks) > 100 – 125 Million (20 Marks) > 125 Million (30 Marks)	30	

		If a firm has participated 06 or above Packages > 125 – 250 Million (10 Marks) > 250 – 350 Million (20 Marks) > 350 Million (30 Marks)
		Note: *The bidders (s) shall provide Income Tax Returns documents any three Years i.e. 2021-22, 2022-23, 2023-24 and 2024-25 to substantiate its claim.*
		Total Score 100
		Minimum Marks required for Qualification 65
		If a bidder obtain Zero marks in any category mentioned at Sr No 1, 2 & 3, the bidder will be declared as non-responsive.
10	**2.1.1**	"Procurement cell, Health & Population, 24-CoooperRoad Lahore". Government of Punjab.
11	**2.4.2**	The deadline for E-Bid submission is 17th September 2026 till 11:00 AM and opening of bids is 17th September 2026 till 11:30 AM.
12	**2.5.1**	The deadline for E-Bid submission is 17th September 2026 till 11:00 AM and opening of bids is 17th September 2026 till 11:30 AM.
13	**2.6.2**	Amount of Performance Guarantee is 02% of the Tent. contract amount
14	**2.3.6**	Amount of Bid security is: **400,000 PKR** for each package (less than 05 % of estimated price) and shall be submitted electronically on e-Procurement System (www.ep.punjab.gov.pk) in the manner prescribed by the Punjab e-Procurement System with validity of 180 days. No physical financial instrument like CDR/PO/Bank Guarantee will be accepted.
15	**2.3.7**	Bid validity period after opening of the Bid is: 180 Days
16	**2.3.8**	Not Applicable
E		Opening and Evaluation of Bids
17	**2.5.1**	The Bid opening shall take place at: "24-Cooper Road, Health &Population, Lahore". The deadline for E-Bid submission is 17th September 2026 till 11:00 AM and opening of bids is 17th September 2026 till 11:30 AM.
18	**2.3.4**	Not applicable
G. Award of Contract		

19	**2.6.5**	Percentage for quantity increase or decrease is: 15%
20	**2.6.2**	The Performance Guarantee shall be: 2% of the Tentative Contract Amount.
21	**2.6.2**	Amount of Performance Guarantee is: 2% of the Contract/ Purchase Order Value in the shape of Bank Guarantee or CDR from any scheduled bank having validity of equal to contract period. The performance guarantee shall be in the name of **"**Director Center for Disease Control and Prevention**"** and shall be submitted electronically on e-Procurement System (www.ep.punjab.gov.pk) in the manner prescribed by the Punjab e-Procurement System with validity of 180 days. No physical financial instrument like CDR/PO/Bank Guarantee will be accepted.

Section-V: General Conditions of Contract

1 Definitions

1.1 In this Contract, the following terms shall be interpreted as indicated:

(a) "The Contract" means the agreement entered into between the Procuring Agency and the Service Provider, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein

(b) "The Contract Price" means the price payable to the Service Provider under the Contract for the full and proper performance of its contractual obligations

(c) "The Goods" means all of the equipment, machinery, and/or other materials which the Service Provider is required to supply to the Procuring Agency under the Contract

(d) "The Services" means those services ancillary and related to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, maintenance & repair and other such obligations of the Service Provider covered under the Contract

(e) "GCC" means the General Conditions of Contract contained in this section

(f) "SCC" means the Special Conditions of Contract

(g) "The Procuring Agency" means the Project Management Unit, Health & Population Department

(h) "The Procuring Agency's country" is the country named in SCC

(i) "The Service Provider" means the Bidder or firm supplying the Services under this Contract

(j) "The Project Site," where applicable, means the place or places named in SCC

(k) "Day" means calendar day

2. Application

2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract

3 Country of Origin

3.1 All Services supplied under the Contract shall have their origin in Pakistan

4.Standards

4.1 The services supplied under this Contract shall conform to the standards mentioned in the Scope of Services

5 Use of Contract Documents and Information; Inspection and Audit by the procuring agency

5.1 The Service Provider shall not, without the Procuring Agency's prior written consent, disclose the Contract, or any provision thereof, or information furnished by or on behalf of the Procuring Agency in connection therewith, to any person other than a person employed by the Service Provider in the performance of the Contract Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance

5.2 The Service Provider shall not, without the Procuring Agency's prior written consent, make use of any document or information enumerated in GCC except for purposes of executing the Contract

5.3 Any document, other than the Contract itself, enumerated in GCC shall remain the property of the Procuring Agency and shall be returned (all copies) to the Procuring Agency on completion of the Service Provider's performance under the Contract if so required by the Procuring Agency

5.4 The Service Provider shall permit the Procuring Agency to inspect the Service Provider's accounts and records relating to the performance of the Service Provider and to have them audited by auditors appointed by the Procuring Agency

6 Performance Guarantee

6.1 Within Ten (10) days of receipt of the notification of Contract award, the successful Bidder shall furnish to the Procuring Agency the Performance Guarantee in the amount specified in SCC/Bid Data Sheet & ITB

6.2 The proceeds of the Performance Guarantee shall be payable to the Procuring Agency as compensation for any loss resulting from the Service Provider's failure to complete its obligations under the Contract

6.3 As per Rule-56 of PPR-14, the performance guarantee shall be denominated in the currency of the Contract acceptable to the Procuring Agency and shall be in one of the following forms:

(a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring Agency's country, in the form provided in the Bidding documents or another form acceptable to the Procuring Agency; or

(b) a cashier's or certified cheque or CDR

	6.4 The performance guarantee will be discharged by the Procuring Agency and returned to the Service Provider not later than thirty (30) days following the date of completion of the Service Provider's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC
7 Incidental material	7.1 The Service Provider may be required to provide any of the incidental material if any, specified in SCC
8 Payment	8.1 The method and conditions of payment to be made to the Service Provider under this Contract shall be specified in SCC 8.2 The Service Provider's request(s) for payment shall be made to the Procuring Agency in writing, accompanied by an invoice describing, as appropriate, Services performed, and by documents submitted and upon fulfillment of other obligations stipulated in the Contract 8.3. As per rule-62 of PPR-14, payments shall be made promptly by the Procuring Agency, but in no case later than thirty (30) days after submission of an invoice or claim by the Service Provider, provided the work is satisfactory. 8.4. The currency of payment is as specified in BDS/SCC
9 Prices	9.1 Prices charged by the Service Provider and Services performed under the Contract shall not vary from the prices quoted by the Service Provider in its Bid, with the exception of any price adjustments authorized in SCC / BDS
10 Change Orders	10.1 The Procuring Agency may at any time, by a written order given to the Service Provider, make changes within the general scope of the Contract, only if required for the successful completion of the job 10.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Service Provider's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price, or both, and the Contract shall accordingly be amended Any claims by the Service Provider for adjustment under this clause must be asserted within thirty (30) days from the date of the Service Provider's receipt of the Procuring Agency's change order But, in no case, the overall impact of the change should exceed 15% of the contract cost and no provisions of PPR-14 should be violated

11 Contract Amendments	11.1 Subject to GCC Clause 10, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties
12 Assignment	12.1 The Service Provider shall not assign the whole or any part of the contract to anybody else
13. Subcontracts	Subcontracting is not allowed
14 Delays in the Service Provider's Performance	14.1 Performance of Services shall be made by the Service Provider in accordance with the Schedule of Requirements/Work Plan/ Deployment Plan as prescribed by the Procuring Agency in Section VII 14.2 If at any time during performance of the Contract, the Service Provider encounter conditions impeding timely performance of Services, the Service Provider shall promptly notify the Procuring Agency in writing of the fact of the delay, its likely duration and its cause(s) As soon as practicable after receipt of the Service Provider's notice, the Procuring Agency shall evaluate the situation and may at its discretion extend the Service Provider's-time for performance, with or without fines and penalties 14.3 Except as provided under GCC Clause 17, a delay by the Service Provider in the performance of its contractual obligations shall render the Service Provider liable to the imposition of fines and penalties
15 Liquidated Damages	15.1 Subject to GCC Clause 17, if the Service Provider fails to provide the Services as per requirement/ within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the unperformed Services for each week or part thereof of delay until actual performance, up to a maximum deduction of the 10% of the contract price Once the maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to GCC Clause 16 along with other remedies available under PPR-14
16. Termination for Default	16.1 The Procuring Agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Service Provider, may terminate this Contract in whole or in part: (a) if the Service Provider fails to deliver any or all of the services within the period(s) specified in the Contract, or

within any extension thereof granted by the Procuring Agency pursuant to GCC Clause 14;

(b) if the Service Provider fails to perform any other obligation(s) under the Contract; or

(c) if the Service Provider, in the judgment of the Procuring Agency has engaged in corrupt practices in competing for or in executing the Contract For the purpose of this clause, corrupt practices will be defined as per Section-2 (d) of The PPRA Act, 2009

(d) *"Corrupt practices" in respect of procurement process, shall be as given in S-2 (d) of PPRA, Act, 2009:*

"corrupt practice" means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official, bidder or Contractor in the procurement process or in Contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a Contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, noncompetitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following: coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;

collusive practice by arrangement between two or more parties to the procurement process or Contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;

offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;

any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;

obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their

participation in a procurement process, or affect the execution of a Contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit process

16.2 In the event, the Procuring Agency terminates the Contract in whole or in part, the Procuring Agency may procure, upon such terms and in such manner as it deems appropriate, Services similar to those undelivered, and the Service Provider shall be liable to the Procuring Agency for any excess costs for such similar Services However, the Service Provider shall continue performance of the Contract to the extent not terminated

17 Force Majeure

17.1 Notwithstanding the provisions of GCC Clauses 14, 15, and 16, the Service Provider shall not be liable for forfeiture of its Performance Guarantee, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure

17.2 For purposes of this clause, “Force Majeure” means an event beyond the control of the Service Provider and not involving the Service Provider’s fault or negligence and not foreseeable Such events may include, but are not restricted to, acts of the Procuring Agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes Both, the Procuring Agency and the Service Provider, may agree to exclude certain widespread conditions eg: epidemics, pandemics, quarantine restrictions etc from the purview of “Force Majeure”

If a Force Majeure situation arises, the Service Provider shall promptly notify the Procuring Agency in writing of such condition and the cause thereof Unless otherwise directed by the Procuring Agency in writing, the Service Provider shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure

	event Any difference of opinion concerning “Force Majeure” may be decided through means given herein below
18. Termination for Insolvency	18.1 The Procuring Agency may at any time terminate the Contract by giving written notice to the Service Provider if the Service Provider becomes bankrupt or otherwise insolvent In this event, termination will be without compensation to the Service Provider, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring Agency
19. Termination for Convenience	19.1 The Procuring Agency, by written notice sent to the Service Provider, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring Agency’s convenience, the extent to which performance of the Service Provider under the Contract is terminated, and the date upon which such termination becomes effective 19.2 The Services that are complete (if applicable) within thirty (30) days after the Service Provider’s receipt of notice of termination shall be accepted by the Procuring Agency on the Contract terms and prices
20. Resolution of Disputes	20.1 After signing the contract, 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 20.2 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 for resolution to the formal mechanisms specified in SCC These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed and/or arbitration as per rule 68 of PPR-14 and in accordance with Arbitration Act-1940
21. Governing Language	21.1 The Contract shall be written in the language specified in SCC Subject to GCC Clause 30, the version of the Contract written in the specified language shall govern its interpretation All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language
22. Applicable Law	22.1 The Contract shall be interpreted in accordance with the laws of Punjab (Pakistan) unless otherwise specified in SCC

23. Notices	23.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by any information technology mean for the time being in use and acceptable in ordinary course of business to the other party's address specified in SCC 23.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later
24. Taxes and Duties	24.1 Service Provider shall be entirely responsible for all taxes, duties, license fees, etc, incurred until provision of the contracted Services to the Procuring Agency.
25. Change in minimum wage rate	**25.1.** If during the continuation of the service contract, minimum wage rate is revised by the competent authorized forum, then the ongoing contract shall be revised as per percentage increased in minimum wages declared for such category.
26. Extension in Contract period	26.1 Initially the contract will be for two (2) years. However, the same would be extended by the competent authority, on the satisfactory performance by the contractor for further a period of one year on the same rate & TORs. Extension in the contact agreement shall be the discretion of the procuring agency and the contractor has no right to claim further extension as a matter of right in the contract.
27. Commencement of Services	The services will be commenced in 10 Days from the date of issuance of AAT / Contract as decided by the Procuring Agency.

Section-VI - Special Conditions of Contract

1 Definitions (GCC Clause 1)

GCC 11 (g)—The Procuring Agency is: Health & Population Department

GCC 11 (h)—The Procuring Agency's country is: Pakistan

GCC 11 (i)—The Service Provider is: _____

2 Performance Guarantee (GCC Clause 6)

GCC 71—As per rule 56 of PPR-14, the amount of Performance Guarantee, as a percentage of the Contract Price, shall be: 02% of the Contract Amount

3 Incidental Materials (GCC Clause 7)

GCC 71—Incidental materials to be provided in the GCC

4 Payment (GCC Clause 8)

GCC 81—The method and conditions of payment to be made to the Service Provider under this Contract shall be as follows: Service Provider will be bound to submit the invoices/bills as per SOPs issued by the Procuring Agency.

Payment for Services provided:

Payment may be made in Pak Rupees

(i) The invoice of the Service Provider shall be submitted as defined in contract.

5 Prices (GCC Clause 9)

GCC 91—Prices shall be fixed and shall not be adjusted. However, in case of change in minimum wage rate through official notification; the contract price based on minimum wage rates shall be adjusted on prorate basis.

6 Liquidated Damages (GCC Clause 15)

As per GCC 151

In addition to that, details of Fines and Penalties are attached as per Annex-A

7 Resolution of Disputes (GCC Clause 20)

GCC 202—The dispute resolution mechanism to be applied pursuant to GCC Clause 202 shall be as follows:

As per rule-68 of PPR-14, in the case of a dispute between the Procuring Agency and the Service Provider, the dispute shall be referred for arbitration in accordance with the Arbitration Act 1940

8 Governing Language (GCC Clause 21)

GCC 211—The Governing Language shall be English

9 Applicable Law (GCC Clause 22)

GCC 221-The Contract shall be interpreted in accordance with the laws applicable in the jurisdiction of the province of Punjab (Pakistan):

10 Notices (GCC Clause 23)

GCC 231—Procuring Agency's address for notice purposes: As mentioned in the Advertisement.

Service Provider's address for notice purposes:_____

11. Duration of Contract (GCC Clause 26)

GCC 26.1 The contract shall come in to force from the date of signing of contract and shall remain valid as mentioned in the Scope of Services i.e. The contract will be valid for the period of Two Years starting from the commencement of Services which will be further extendable up to another year subject to satisfactory performance of the service provider. The right to grant extension is a sole prerogative of the Procuring Agency.

Section-VII Schedule of Requirements / Deployment Plan

8.1 HR REQUIREMENT

Sr.No.	No of Hospital	Hospital Name	District Name	Pakage No	Supervisor	Elect.	AC Tech	Plumber	Generator Operator	Total HR
1	1	DHQ Rajanpur	Rajanpur, DG Khan	6	1	2	2	1	2	8
2	2	THQ Jampur			1	2	1	1	1	6
3	3	THQ Rojhan			1	1	1	1	0	4
4	4	THQ Taunsa			1	2	1	1	1	6
5	5	THQ Kot Chutta			1	1	1	0	1	4
	Total HR				**5**	**8**	**6**	**4**	**5**	**28**
6	1	THQ Gujar Khan	Rawalpindi	17	1	2	1	1	1	6
7	2	THQ Kahuta			1	1	1	0	1	4
8	3	THQ Kotli Sattian			1	1	1	0	1	4
9	4	THQ Murree			1	1	1	0	1	4
10	5	THQ Taxila			1	1	1	0	1	4
11	6	DHQ Wah General Hospital Taxila			1	2	1	1	1	6
12	7	THQ Kallar Syedan			1	2	1	1	1	6
	Total HR				**7**	**10**	**7**	**3**	**7**	**34**
13	1	DHQ Jhelum	Jhelum	18	1	2	2	1	2	8
14	2	THQ Sohawa			1	2	1	1	1	6
15	3	THQ Pind Dadan Khan			1	2	1	1	1	6
	Total HR				**3**	**6**	**4**	**3**	**4**	**20**
16	1	THQ Dinga	Gujrat	22	1	2	1	1	1	6
17	2	THQ Kharian			1	1	1	1	0	4
18	3	THQ Kunjah			1	1	1	1	0	4
19	4	THQ Sara-e- Alamghir			1	1	1	1	0	4
20	5	THQ Govt. Maternity Hospital Gujrat*			1	1	1	0	1	4
	Total HR				**5**	**6**	**5**	**4**	**2**	**22**

21	1	DHQ Hafizabad	**Hafizabad**	**23**	1	2	2	1	2	8
22	2	THQ Pindi Bhattian			1	1	1	1	0	4
	Total HR				**2**	**3**	**3**	**2**	**2**	**12**
23	1	DHQ Mandi bahauddin	**Mandi Bahauddin**	**24**	1	4	5	1	2	13
24	2	THQ Phalia			1	1	1	1	0	4
25	3	THQ Malakwal			1	1	1	1	0	4
	Total HR				**3**	**6**	**7**	**3**	**2**	**21**
26	1	THQ Daska	**Sialkot**	**26**	1	2	1	1	1	6
27	2	THQ Pasrur			1	2	1	1	1	6
28	3	THQ Sambrial			1	1	1	1	0	4
	Total HR				**3**	**5**	**3**	**3**	**2**	**16**
29	1	DHQ Sheikhupura	**Sheikhupura**	**28**	3	3	4	2	3	15
30	2	THQ Muridke			1	2	1	1	1	6
31	3	THQ Sharaqpur			1	1	1	1	0	4
32	4	THQ Safdarabad			1	1	1	1	0	4
33	5	THQ Ferozwala			1	2	1	1	1	6
	Total HR				**7**	**9**	**8**	**6**	**5**	**35**
34	1	DHQ Kasur	**Kasur, Lahore**	**29**	1	2	2	1	2	8
35	2	THQ Chunian			1	2	1	1	1	6
36	3	THQ Pattoki			1	2	1	1	1	6
37	4	DHQ Mian Meer			1	2	1	1	1	6
38	5	DHQ Government Hospital Mozang, Lahore*			1	1	1	0	1	4
	Total HR				**5**	**9**	**6**	**4**	**6**	**30**
39	1	Provincial formations/ Programs/Units/ Projects etc under administrative control of H&PD, Lahore	**Lahore**	**34**	5	9	6	4	6	30
	Total HR				**5**	**9**	**6**	**4**	**6**	**30**

The Service Provider is required to comply with all relevant labor laws. 100% HR should be present in a single day as mentioned against each hospital.

7.2 Tool Kits

Sr No	Item Description	QTY
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	Air Conditioner service Gun	1
39	Welding Plant	1
** Any other item/tool required by the Procuring Agency will be duly incorporated in the above mentioned list upon receipt of official demand. Tool Kit will be the property of Service Provider at the conclusion of contract.*		

8.3 Spare Part Inventory

The service provider is required to provide minimum spare inventory as per follows;

TABLE A- MINIMUM SPARE INVENTORY / PETTY CASH					
Sr No	**Items**	**UOM**	**QTY for DHQ**	**QTY for THQ**	***Approved Brands or equivalent**
1.	Petty Cash	PKR	50,000	20,000	-
2.	Power Plug (3/4) Amp	pcs	15	5	Clipsal
3.	Power Plug (10/15) Amp	pcs	7	4	Clipsal
4.	Breaker Single Phase 32A	pcs	6	1	Schinider/Legrand/ABB/Terasaki
5.	Duct Patti (length)	Length	7	3	Best Quality
6.	Piano Switch	Pcs	24	12	Clipsal/Legrand/(In case of non-compatibility of Clipsal, Legrand with installed fitting)As per compatible Fitting
7.	Sockets(box)	pcs	24	12	Clipsal/Legrand/(In case of non-compatibility of Clipsal, Legrand with installed fitting)As per compatible Fitting
8.	Power plug Frame (Pcs)	pcs	12	6	Clipsal/Legrand/(In case of non-compatibility of Clipsal, Legrand with installed fitting)As per compatible Fitting
9.	Two pin outlet 1- 15A (box)	pcs	12	6	Clipsal/Legrand/(In case of non-compatibility of Clipsal, Legrand with installed fitting)As per compatible Fitting
10.	Three pin outlet 3-4 A	Pcs	6	3	Clipsal/Legrand/(In case of non-compatibility of Clipsal, Legrand with installed fitting)As per compatible Fitting
11.	Light Plug / Frame 15 Amp	pcs	6	3	Clipsal/Legrand/(In case of non-compatibility of Clipsal, Legrand with installed fitting)As per compatible Fitting
12.	Connecter 15A, 1A	pcs	30	15	Best Quality
13.	CTC Chemical for cleaning	pcs	2	1	Best Quality
14.	Waste pipe	pcs	12	6	Best Quality
15.	Water Tap	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
16.	Bibcock	pcs	10	5	Faisal/New Faisal/Sonax/Master/Super Asia(In case of non- campatibility of mentioned brands with installed fitting)As per compatible Fitting
17.	Breaker Single Phase 2A	pcs	06	03	Schinider/Legrand/ABB/Terasaki
18.	Breaker Single Phase 16A	pcs	04	02	Schinider/Legrand/ABB/Terasaki
19.	3 Pole Breaker 100A	pcs	04	01	Schinider/Legrand/ABB/Terasaki
20.	3 Pole Breaker 63A	pcs	03	01	Schinider/Legrand/ABB/Terasaki
21.	3 Pole Breaker 300 A	pcs	01	(as and when required)	Schinider/Legrand/ABB/Terasaki
22.	3 Pole Breaker greater than 300 A	pcs	(as and when required)	(as and when required)	Schinider/Legrand/ABB/Terasaki
23.	Wire 3/29	pcs	1 Coil	½ Coil	Pakistan Cables/Newage Cables

24.	Wire 7/29	pcs	1 Coil	½ Coil	Pakistan Cables/Newage Cables
25.	Wire 7/36	pcs	½ Coil	¼ Coil	Pakistan Cables/Newage Cables
26.	Wire 7/44	pcs	½ Coil	¼ Coil	Pakistan Cables/Newage Cables
27.	Wire 7/64	pcs	½ Coil	¼ Coil	Pakistan Cables/Newage Cables
28.	Gauge Minifold Complete Set	pcs	1	-	Best Quality
29.	Flare Nut ('I /2 &1/4)	pcs	07	03	Best Quality
30.	Service Valve (1/2 & 1/4)	pcs	07	03	Best Quality
31.	Motor Winding Wire	kg	1	½ kg	Best Quality
32.	Relay belt for Motor (Single Phase)	pcs	2	1	Best Quality
33.	Relay belt for Motor (Three Phase)	pcs	2	1	Best Quality
34.	Water Taps or Bib Cock	pcs	10	05	Faisal/New Faisal/Sonax/Master/Super Asia(In case of non-campatibility of mentioned brands with installed fitting)As per compatible Fitting
35.	Basin Mixture	pcs	02	01	Faisal/New Faisal/Sonax/Master/Super Asia(In case of non-campatibility of mentioned brands with installed fitting)As per compatible Fitting
36.	Basin Neck	pcs	06	04	Faisal/New Faisal/Sonax/Master/Super Asia(In case of non-campatibility of mentioned brands with installed fitting)As per compatible Fitting
	Bearings 621-623·, for Fan	pcs	05	03	Imported
NOTE:*Sample of the Spare Inventory may be submitted and approved by the PA at the start of the contract and same items will be used during the execution of the contract.					

Section-VIII: Forms

8.1 Bid Form

[To be signed & stamped by the Service Provider and reproduced on the letter head To be attached with the Financial Bid]

Date: _____

To

Procurement Cell, H&P Department

Having examined the Bidding documents including Addenda Nos *[insert numbers],* the receipt of which is hereby duly acknowledged, we, the undersigned, in conformity with the said Bidding documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid

We undertake, if our Bid is accepted, specified in the Schedule of Requirements

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to 02% of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring Agency

We agree that our Bid will be valid for a period of 180 Days from the date fixed to Bid opening under Clause 237 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us

The Composition of our bid consists on separate Technical and financial bids, detail of which is as follows:

Technical bid includes the following:-

All documents required in the Bidding Documents

Financial bid includes the following:-

a) Original Bid form (as per **form 8.1 of** Bidding documents) on letter head of the firm, duly signed and stamped

b) Price schedule / financial form (as per **form 8.9**) to be reproduced on the letter head of the bidder duly signed and stamped

c) Original Bid Security Form (as per **form attached**) along with Original Bid Security (*Bank Guarantee / Bank call-deposit (CDR) / Demand Draft (DD) / Pay Order (PO) or Banker's cheque]* valid for 180 Days

d) *Any other document required by the procuring agency not inconsistent with PPR-14*

We understand that you are not bound to accept the lowest or any Bid you may receive

Dated this _____ day of _____ 20_____

_____ _____

[signature] *[in the capacity of]*

Duly authorized to sign Bid for and on behalf of _____

8.2 General Information Form

[To be signed & stamped by the Bidder and reproduced on the letter head To be attached with Technical Bid]

	Particulars			
Company Name				
Abbreviated Name				
National Tax No			**Sales Tax Registration No**	
PRA Tax No				
No of Employees			**Company's Date of**	
			Formation	

*Please attach copies of NTN, GST Registration & Professional Tax Certificate

Registered Office Address		State/Province	
City/Town		Postal Code	
Phone		Fax	
Email Address		Website Address	

8.3 Affidavit

[To be printed on PKR 100 Stamp Paper, duly attested by oath commissioner To be attached with Technical E-Bid]

Name: _____
(Applicant)

I, the undersigned, do hereby certify that all the statements made in the Bidding document and in the supporting documents are true, correct and valid to the best of my knowledge and belief and may be verified by employer if the Employer, at any time, deems it necessary.

The undersigned hereby authorize and request the bank, person, company or corporation to furnish any additional information requested by the [name of Procuring Agency] of the Punjab deemed necessary to verify this statement regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the [name of Procuring Agency]. The undersigned further affirms on behalf of the firm that:

I. The firm is not currently blacklisted by the Procuring Agency.

II. The documents/photocopies provided with Bid are authentic. In case, any fake/bogus document was found at any stage, the firm shall be blacklisted as per Law/ Rules.

III. Affidavit for correctness of information.

IV. *****omitted***

[Name of the Contractor/ Bidder/ Service Provider] undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the company

Title of Officer: _____
Name of Company: _____
Date: _____

8.4 Performance Guarantee Form

[To be signed & stamped by the Bidder and reproduced on the letter head To be attached with Technical Bid]

To,

Pc, H & PD
24-Cooper road, Lahore

WHEREAS (Name of the Contractor/ Service Provider) _____ hereinafter called "the Contractor" has undertaken, in pursuance of **"**INVITATION TO BID FOR THE **"PROVISION OFMEPG SERVICES"** procurement of the following:
1 Package NO _____
(Here in after called "the Contract")
AND WHEREAS, it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a scheduled bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;
AND WHEREAS, we have agreed to give the Contractor a Guarantee;
THEREFORE, WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of _____(Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand, and without cavil or argument, any sum or sums as specified by you, within the limits of _____(Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein

[NAME OF GUARANTOR]
Signature_____

Name_____

Title _____

Address_____

Seal_____

Date_____

8.5 Technical Bid Form

[To be signed & stamped by the Bidder and reproduced on the letter head To be attached with Technical Bid]

Sr No	Package No	Name of Hospital(s) in the quoted package

Stamp & Signature of Bidder _____

8.6 Contract Form

[To be signed & stamped by the Bidder and reproduced on the letter head To be attached with Technical Bid]

THIS AGREEMENT made on the _____ day of _____ 20_____ between *Project Management Unit, H&P Department* (hereinafter called "the Procuring Agency") on the one part and *[name of Service Provider]* of *[city and country of Service Provider]* (hereinafter called "the Service Provider") on the other part:

WHEREAS the Procuring Agency invited Bids for certain services, viz,MEPG *Services* at DHQs / THQs Hospitals of H&P Department and has accepted a Bid by the Service Provider for the supply of those services in the sum of *[contract price in words and figures]* (hereinafter called "the Contract Price")

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1 In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to

2 The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:

(a) the Bid Form and the Price Schedule submitted by the Bidder;
(b) the Schedule of Requirements;
(c) the Scope of Services;
(d) the General Conditions of Contract;
(e) the Special Conditions of Contract; and
(f) the Procuring Agency's Notification of Award
(g) Contract agreement
(h) Complete Bidding document
(i) Any other document deemed necessary by the Procuring Agency

3 In consideration of the payments to be made by the Procuring Agency to the Service Provider as hereinafter mentioned, the Service Provider hereby covenants with the Procuring Agency to provide the services in accordance with the provisions of the Contract and as required under **Section VII** Schedule of Requirements/ Deployment Plan

4 The Procuring Agency hereby covenants to pay the Service Provider in consideration of the provision of services, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year mentioned above

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Signed, sealed, delivered by _____ the _____ (for the Service Provider)

8.7 Financial Bid Form/Price Schedule

[To be signed & stamped by the Bidder and reproduced on the letter head To be attached with Financial Bid]

MINIMUM WAGE RATE SHOULD BE STRICTLY ADHERED

(These Forms must be filled by Bidder(s) for each package separately)

{Location, Date}

To:

Director CDC/HSIU
HP Department, Government of Punjab

We, the undersigned, offer to provide the services for Procurement of MEPG Services for DHQs / THQs of H&P Department in accordance with your Bidding Document dated [Insert Date] and our Technical Bid

Our attached Financial Bid(s) are hereby submitted as per bid form for the accumulative amount of Package/Package(s) {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} Our Bid shall be binding upon us up to expiration of the validity period of the Bid

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

We understand you are not bound to accept any Bid you receive

We remain,

Yours sincerely,

Authorized Signature {In full and initials}: _____

Name and Title of Signatory: _____

In the capacity of: _

Address: _____

E-mail: _____

Financial Bid Form 8.7.2

MEPG SERVICES FOR PACKAGE _____

Name of Bidder:

Mailing Address:
Income Tax Registration No
PRA Registration No
GST Registration No
Total Amount in monthly basis (PKR):
Total Amount on annual basis (PKR):
Sign:
Designation:
Stamp:

Lowest Determination Factor

COST OF THE FINANCIAL BID FOR EACH PACKAGE			
FINANCIAL FACTOR	**Total Amount as per Financial Form X (to be filled by SP)**	**Weightage (Y)**	**Total Amount as per Weightage X * Y%**
Human Resource Cost per Month (as per FIN 8.7.3)		35 %	A
Equipment Replacement Cost per Month (as per FIN 8.7.4)		65 %	B
Total Annual Cost of the Financial Bid / Lowest Determination Factor		100%	A + B
All quoted prices shall be inclusive of all applicable levies, taxes, duties, Govt tariffs, contributions etc			

The quoted prices shall only be considered for the purpose of evaluation.
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 and unit quoted prices.

Financial Bid Form 8.7.3
HUMAN RESOURCE COST (PER PACKAGE)

Description	**Number of Personnel Per package** (as per Schedule of Requirement) (1)	**Total Rate (PKR) per worker per month** (Inclusive of all applicable taxes, and all other contributions) (2)	**Total Cost (in PKR) for one Month 03 = (02) x (01)**
Supervisor			
Electrician			
AC Technician			
Plumber / Carpenter			
Generator Mechanic			
Total Price for Package per month (PKR)			A

Number of MEPG Personnel & Supervisor may be increased or decreased as per requirement of the procuring agency However, the approved prices shall remain the same
*The quantity mentioned in the **Schedule of Requirement** will be used for evaluation purpose*
The bidder shall have to abide by the circular / instructions issued by Punjab Procurement Regulatory Authority Failing to comply with the said instructions will result in non-responsiveness of the bidder
*As per aforementioned PPRA circular and clarification letter of PPRA regarding Rules & Regulations of Labor Law vide No L&M(PPRA)1-15(SOC)(AB)(LHR)(5)/2014/Com/P4 dated 17-08-2021, the Financial Bid(s) of the Bidder(s) will be **declared Nonresponsive** if the rates quoted by the bidder are not justified or do not include minimum applicable prevalent wage rate, applicable taxes, contributions to EOBI and PESSI*
The Bidder shall explain his plan for performing the MEPG Services as per the terms of the references and overall scope of this document

Financial Bid Form 8.7.4 - Equipment Replacement Cost Per Package

Appliance	Part Replacement Details	Cost per unit inclusive of all applicable taxes (Rate to be filled by Bidder) A	Total No of Estimated Occurrences / Month / Package B	Amount C = A x B
Cabinet / Split AC (2 Ton)	Complete Gas Refilling with 06 Months Warranty.		25	
	Compressor Replacement 1 Year Warranty.		15	
	Inverter Kit Replacement with 1 Year Warranty		10	
Cabinet Ac (4 Ton)	Complete Gas Refilling with 06 Months Warranty.		20	
	Compressor Replacement 1 Year Warranty.		10	
	Inverter Kit Replacement with 1 Year Warranty		5	
Split AC (1.5 Ton)	Complete Gas Refilling with 12 Months Warranty.		20	
	Compressor Replacement 01 Year Warranty.		10	
	Inverter Kit Replacement with 01 Years Warranty		5	
Split AC (1.0 Ton)	Complete Gas Refilling with 6 Months Warranty.		20	
	Compressor Replacement 01 Year Warranty.		10	
	Inverter Kit Replacement with 01 Year Warranty		5	
Refrigerating Appliance (14 / 16 CFT – Single Door)	Complete Gas Refilling with 06 Months Warranty.		5	
	Compressor Replacement 01 Year Warranty.		2	
	Stabilizer with One Year Warranty		2	
Refrigerating Appliance (16 / 18 CFT – Double Door)	Complete Gas Refilling with 12 Months Warranty.		5	
	Compressor Replacement 01 Year Warranty.		2	
	Stabilizer with One Year Warranty		2	
Electric Water Cooler	Filter Set of Three (Min. 2 Membrane)		50	
	Compressor Replacement with Two Year Warranty		5	
	Gas refilling with One Year Warranty		10	
Geysers	Heating Funnel		5	
	Thermostat		5	

Appliance	Part Replacement Details	Cost per unit inclusive of all applicable taxes (Rate to be filled by Bidder) A	Total No of Estimated Occurrences / Month / Package B	Amount C = A x B
Electric Water Pump (Three Phase 5 to 60 Horsepower)	Pump motor winding with 6 months warranty		10	
Electric Water Pump (Three Phase > 60 to 120 Horsepower)	Pump Motor winding with 6 months warranty		5	
Lights and Insect Killer Rods	LED Bulb / Energy Saver Screw/Pin 24 Watt Phillips or equivalent		100	
	LED Bulb / Energy Saver Screw/Pin 85 Watt or more Phillips or equivalent		50	
	LED Surface Panel Lights Round / Square 4 " / 6" 18 Watt Phillips or equivalent		100	
	LED Surface Panel Lights Round / Square 4 " / 6" 24 Watt Phillips or equivalent		100	
	LED Recessed Panel Lights Round / Square 18 Watt Phillips or equivalent		100	
	LED Recessed Panel Lights Round / Square 24 Watt Phillips or equivalent		100	
	SMD Moon Light Round 24 Watt Phillips or equivalent		100	
	Tile Panel Ceiling Light 2' x 2' 36 Watt Phillips or equivalent		25	
	Tile Panel Ceiling Light 2' x 2' 48 Watt Phillips or equivalent		25	
	Insect Killer Rods (Imported)		50	
Tentative Grand Total				**B-1**

Appliance	Part Replacement Details	Cost per unit inclusive of all applicable taxes (Rate to be filled by Bidder) A	Total No of Estimated Occurrences / Month / Package B	Amount C = A x B
Colum A, rate is to be filled by the Applicant All prices will be inclusive of all types' applicable taxes Payment shall be made on actual replacement requisitions signed 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 *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.				

GENERATOR REPAIR AND REPLACEMENT COST												
Sr. No	Description	Tentative Monthly No. of Occurrence in each package					Quoted Rate (PKR)					Total Cost
		>250 kVA	200 kVa	100 kVA	50 – 80 kVA	<50 kVA	>250 kVA	200 kVa	100 kVA	50 – 80 kVA	<50 kVA	
		A	B	C	D	E	F	G	H	I	J	A*F + B*G + D*I + E*J
1	Radiator	1	5	5	1	1						
2	Fuel Pump	1	5	5	1	1						
3	Crank Shaft	1	3	3	1	1						
4	Electronic Oil Pump	1	5	5	1	1						
5	Camshaft	1	3	3	1	1						
6	Water pump	2	5	5	2	2						
7	Ring piston	4	5	5	4	4						
8	Head	1	5	5	1	1						
9	Engine Hosing	1	3	3	1	1						
10	Field Coil/Winding	4	5	5	4	4						
11	Computer Card/Electronic Module/ Control Panel	2	5	5	2	2						

12	Batteries with One Year Warranty	5	10	10	5	5						
13	Rental Generator Cost per Day (maximum upto 05 Days)	1	5	5	1	1						
14	**Preventive Maintenance of Generators** Engine Oil, Fuel Filter, Air Filter or any other consumable item required for preventive maintenance	06	10	20	1	1						
		Tentative Total Cost										B-2

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.
Service 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.
The preventive maintenance shall include change oil filters, fuel filters, engine oil PSO/Shell/Equivalent, 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.
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.
The number of monthly number of occurrences mentioned above are tentative and for the purpose of evaluation only, payment shall be made on as per actual basis. The number of generators may increase or decrease. A functional inventory shall be prepared jointly by the hospital administration and the service provider. The Service Provider will submit a satisfactory performance certificate that each generator placed in each hospital is in working condition/functional.

Total Tentative Cost (B)	B = B-1 + B-2

8.8 Bid Security Form

[To be signed & stamped by the Bidder and reproduced on the letter head To be attached with Financial Bid]

Whereas *[name of the Bidder]* (hereinafter called "the Bidder") has submitted its Bid dated *[date of submission of Bid]* for the supply of *[name and/or description of the services]* (hereinafter called "the Bid")
KNOW ALL PEOPLE by these presents that WE *[name of bank]* of *[name of country]*, having our registered office at *[address of bank]* (hereinafter called "the Bank"), are bound to *Project Management Unit, H&P Department* (hereinafter called "the Procuring Agency") in the sum of Rs_____ for which payment well and truly to be made to the said Procuring Agency The Bank binds itself, its successors, and assigns by these presents Sealed with the Common Seal of the said Bank this _____ day of _____ 20____

THE CONDITIONS of this obligation are:

1 If the Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or

2 If the Bidder, having been notified of the acceptance of its Bid by the Procuring Agency during the period of Bid validity:

(a) fails or refuses to execute the Contract Form, if required; or
(b) fails or refuses to furnish the Performance Guarantee, in accordance with the Instructions to Bidders;

we undertake to pay to the Procuring Agency up to the above amount upon receipt of its first written demand, without the Procuring Agency having to substantiate its demand, provided that in its demand the Procuring Agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions

This guarantee will remain in force up to and including 180 Days, and any demand in respect thereof should reach the Bank not later than the above date

_____

[signature of the bank]

NOTE:

In order to access the actual scope, 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 pertaining to MEPG Services.

It is clarified that 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.

ANNEX-B																				
Sr No.	Hospital Name	Air Conditioners					Refrigerator / Fridge				Electric Water Cooler	Industrial Exhaust Fan	Electric Water Geyser	Water Pumps		Generator				
		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				03 Phase 5 – 30 HP	03 Phase > 30-120 HP	>350KVA	250KVA TO 350KVA	150KVA TO 250KVA	100KVA TO 150KVA	50KVA to 80KVA
Package 06																				
24	DHQ Rajanpur	7	59	4	55	4	8	20	4	1	9	6	30	8	0	0	0	3	2	0
25	THQ Jampur	0	43	0	39	22	0	27	0	0	8	3	1	2	1	0	0	2	0	1
26	THQ Rojhan	0	28	16	36	0	0	7	0	0	8	3	10	5	0	0	0	1	1	1
27	THQ Taunsa		226		24	2	0	0	2	0	5	1	3	1	1	0	3	1	1	0
28	THQ Kot Chutta	0	25	0	4	0	0	10	1	0	2	1	1	2	0	0	0	0	0	0
Package 17																				
69	THQ Gujar Khan	2	35	0	20	8	0	0	2	0	8	1	1	1	0	0	0	0	1	0
70	THQ Kahuta	0	7	0	18	2	0	3	0	0	4	3	1	2	0	0	0	1	0	1
71	THQ Kotli Sattian	0	5	1	23	3	1	2	0	0	6	3	1	1	0	0	0	0	0	0
72	THQ Murree	3	3	5	11	0	3	0	0	0	6	3	1	0	0	0	0	0	2	0
73	THQ Taxila	0	9	13	32	2	5	0	0	0	5	3	1	1	0	0	0	0	0	1
74	THQ Wah General Hospital Taxila	52	142	0	0	42	2	3	0	0	6	3	1	1	0	2	0	0	0	0
75	THQ Kallar Syedan	0	13	0	24	2	1	4	0	0	5	3	1	1	0	0	0	1	0	0
Package 18																				
76	DHQ Jhelum	12	49	11	114	28	0	29	7	0	15	5	21	0	3	0	0	5	2	0
77	THQ Sohawa	1	21	1	12	1	11	0	0	2	6	3	3	2	0	0	0	2	0	0
78	THQ Pind Dadan Khan	1	17	1	25	5	0	0	2	0	5	3	1	1	0	0	0	0	0	1
Package 22																				
93	THQ Dinga	0	7	0	38	1	5	5	0	0	7	3	1	1	0	0	0	0	2	0
94	THQ Kharian	9	25	24	26	8	3	3	0	0	6	2	6	1	0	0	0	0	1	1
95	THQ Kunjah	5	37	2	26	2	3	7	3	0	5	3	3	4	0	0	1	0	1	0
96	THQ Sara-e- Alamghir	2	34	0	22	1	0	7	0	0	5	1	1	2	0	0	0	0	2	0
97	THQ Govt. Maternity Hospital Gujrat*																			

Package 23																				
98	DHQ Hafizabad	0	47	4	84	6	1	5	0	0	10	8	21	5	0	0	0	1	3	1
99	THQ Pindi Bhattian	2	14	3	36	2						3	1							
Package 24																				
100	DHQ Mandi bahauddin	2	103	63	115	5	2	17	3	0	12	8	1	3	0	0	0	2	2	1
101	THQ Phalia	9	36	2	13	4	5	5	0	0	2	1	1	2	0	0	0	0	1	1
102	THQ Malakwal	2	25	0	4	8	1	5	1	0	5	3	1	0	1	0	0	0	1	0
Package 26																				
105	THQ Daska	1	16	10	76	8	2	0	0	0	8	3	1	0	1	0	0	1	2	0
106	THQ Pasrur	5	35	5	31	2	3	1	0	0	5	3	1	1	0	0	0	0	1	1
107	THQ Sambrial	1	16	0	11	0	1	0	0	0	3	3	1	0	1	0	0	0	2	0
Package 28																				
111	DHQ Sheikhupura	1	115	4	161	30	4	33	0	0	17	7	31	5	1	2	0	3	4	0
112	THQ Muridke	2	35	11	35	8	9	20	0	1	5	3	1	2	0	0	0	0	1	1
113	THQ Sharaqpur	3	35	0	18	8	0	6	0	0	5	3	1	0	2	0	0	0	1	0
114	THQ Safdarabad	4	35	2	17	2	0	1	0	0	7	2	1	1	0	0	0	2	0	0
115	THQ Ferozwala	0	37	1	14	10	0	1	0	0	6	2	1	1	0	0	0	1	0	0
Package 29																				
116	DHQ Kasur	5	27	21	109	34	0	1	0	0	17	1	2	1	1	0	0	3	2	0
117	THQ Chunian	0	0	28	53	6	1	2	0	5	6	3	1	1	1	0	0	1	1	1
118	THQ Pattoki	2	20	0	44	4	0	16	6	0	7	3	1	3	0	0	0	1	0	1
119	DHQ Mian Meer	1	37	33	43	16	2	11	2	0	12	2	1	3	1	0	0	1	0	0
120	DHQ Government Hospital Mozang, Lahore*																			