

**ANNUAL OPERATION MAINTENANCE CONTRACT FOR 01 MW GAS POWER PLANT INSTALLED AT NEAR EMPLOYMENT OFFICE – KAP**

Seal un-conditional tenders are invited from well reputed Contractors/Vendors or genuine partners / authorized service partners of known Assembler who are registered with Pakistan Engineering Council in minimum C-6 CATEGORY (ME -03), for Annual Operation Maintenance Contract For 01 Mw Gas Power Plant Installed At Near Employment Office – KAP

The detailed Terms of References (TOR), Scope of Work, document checklist would be the integral part of bids and can be downloaded from PPRA and PIA websites. A pay order of **PKR 5000/= (Non refundable)** in the name of Pakistan International Airline should be attached with the Technical documents, failure to do so the bids will be rejected.

The bidding will be conducted on Single Stage Two Envelop basis. Pay Order equal to 02% of bid money must be attached with Financial Proposal of the bid for 01 MW Gas Power Plant.

Bidders are requested to submit their complete bid and must be dropped in tender box placed in Finance Section of Facilities Managements, PIA Head Office Karachi Airport, Karachi latest by **dated 10-11-2021 time 1500 Hrs** will be opened on the same day at **time 1530 Hrs** in the presence of bidder or their representatives who wish to attend the proceedings in the office of GM Facilities Management, Flight Operation Building, 1st Floor PIA Head Office. On the face of envelop reference must be written.

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

**MANAGER UTILITIES**

FACILITIES MANAGEMENT  
FLIGHT OPERATION BUILDING  
1<sup>ST</sup> FLOOR PIA HEADOFFICE,  
KARACHI AIRPORT-KARACHI  
TEL # 021-99044640  
TEL # 021-99044267

**TENDER NOTICE**

Seal un-conditional tenders are invited from well reputed Contractors/Vendors or genuine partners / authorized service partners of known Assembler and also registered with Pakistan Engineering Council in minimum C-6 CATEGORY (ME-03) , for Annual Operation Maintenance Contract For 01 Mw Gas Power Plant Installed At Near Employment Office – KAP

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

- Name & year of establishment of firm, registered address and Fax / telephone numbers / Email.
- Valid Certificate of Pakistan Engineering Council, registered in Category C-6 with ME (03)
- NTN Certificate
- Experience Certificate
- Proof of Financial Health of the Firm

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## **TERMS OF REFERENCES**

### **ANNUAL OPERATION MAINTENANCE CONTRACT FOR 01 MW GAS POWER PLANT INSTALLED AT NEAR EMPLOYMENT OFFICE – KAP**

Seal un-conditional tenders are invited from well reputed Contractors/Vendors or genuine partners / authorized service partners of known Assembler and also registered with Pakistan Engineering Council in minimum C-6 CATEGORY (ME-03) , for Annual Operation Maintenance Contract For 01 Mw Gas Power Plant Installed At Near Employment Office – KAP

Terms of References for Annual Operation Maintenance Contract for 01 Mw Gas Power Plant Installed At Near Employment Office – KAP

- a) Only the Contractors/Vendors or genuine partners / authorized service partners of known having NTN & registered with tax department are eligible to participate in the Tender.
- b) The bidding comprises of two-bid system; 1. Technical Bid 2. Financial Bid.
- c) The Technical bid will comprise of the information related to
  - i. Compliance of scope of work in tabular form.
  - ii. Financial strength in tabular form.
  - iii. Relevant experience in tabular form.
  - iv. Registered offices / workshops in Pakistan in tabular form.
  - v. Support Plan in tabular form.
  - vi. Strength of employees in tabular form.
  - vii. Valid registration with Pakistan Engineering Council in tabular form.
- d) PIA reserves the right to accept or reject any quotation without assigning any reason.
- e) An earnest-money of **Rs. 02%** of bidding amount in the shape of pay Order/Bank Draft in favor of PIA is to be attached with financial proposal as earnest money.
- f) Your quotation shall remain valid up to **Three** Months.
- g) Contract period is for one year and Two more years extendable (total 03 years)

- h) PIA accepts only standard materials strictly in accordance with the specifications. Any inferior or sub-standard materials, if used, shall be rejected out-right and the registration of the contractor concerned may be cancelled.
- i) The firm to whom the contract is awarded shall have to abide by the rules and regulations mentioned in the work order and as well as the all rules & regulations of PIAC.
- j) No excuse of non-availability of materials or fluctuation in the market rates etc., shall be accepted after the work order is issued.
- k) The Financial bid would comprise of a table **on given format** showing the cost of annual operation maintenance inclusive of all charges of the warranty costs (if any) and the total bid (Contract) price. The price inclusive of all taxes, where applicable, will be quoted in Pak Rupees.
- l) All the pages of bid document must be signed and stamped by authorized person of the bidder.
- m) The Technical bid will be placed in one envelope and will be marked as TECHNICAL BID and the financial bid in another envelope marked as FINANCIAL BID. Both these envelopes will be sealed separately and be further kept in a third envelope sealed properly.
- n) The financial bids of only the technically qualified bidders (i.e. scoring at least 70 marks out of 100 marks) would be opened after the assessment of Technical bids.
- o) The bids must reach at finance section of facilities management division, PIA Head Office, Karachi Airport, Karachi latest by 10-11-2021. The Technical bids will be opened on the same day at 1530 , in presence of bidders or their representatives who wish to attend the proceedings. The date of opening of financial bids for technically qualified venders will be communicated later on. The financial bids of technically non-qualified firms shall be returned unopened.
- p) The procuring agency may ask any bidders(s) for the demonstration of equipment at their own cost.
- q) The inspection of stores / workshops may be carried out by the procuring agency, if desired.
- r) The successful bidder will execute an agreement in the attached format with Pakistan International Airline.

**DATA SHEET**

1.	The Name of the Assignment is: <b>ANNUAL OPERATION MAINTENANCE CONTRACT FOR 01 MW GAS POWER PLANT INSTALLED AT NEAR EMPLOYMENT OFFICE – KAP</b>
2.	The Name of the Client is: <b>Pakistan International Airlines Corporation (PIA)</b>
3.	The description and the objectives of the assignment are: To provide services for complete annual operation maintenance For 01 Mw Gas Power Plant Installed At Near Employment Office – KAP
4.	Pre-Bidding meeting / visit:- All Parties are advised to visit the equipment before submission of the bids.
5.	The name(s) and address(es) of the Client's Official(s) is (are) <b>MANAGER UTILITIES</b> <b>Facilities Management Division</b> Flight Operation Building Pakistan International Airline Karachi Airport Karachi Tel # 99044267 Email: khiwepk @ piac.aero
6.	The address for seeking clarification and for writing on the proposal is <b>MANAGER UTILITIES</b> <b>Facilities Management Division</b> Flight Operation Building Pakistan International Airline Karachi Airport Karachi Tel # 99044267 Email: khiwepk @ piac.aero
7.	Date and time of bidding submission is 10-11-21 @ 1500Hours
8.	Date and time of bidding submission is 10-11-21 @ 1530Hours
9.	Validity period of the proposal is: <b>180 Days</b>
10.	The location for submission of bidding is: <b>Tender Box Placed In</b> <b>Account Section Works</b> PIA HEAD OFFICE Building Pakistan International Airline Karachi Airport Karachi
11.	Method of Evaluation <b>Technically qualified- Lowest quoted will be awarded the JOB</b>

## **SCOPE OF WORK**

### **ANNUAL OPERATION MAINTENANCE CONTRACT FOR 01MW GAS POWER PLANT**

No. of Gen-Set	1 X G3516A
Power house staff Required	02 Person Minimum
Shift pattern	01 Shift Pattern

*Note: In case of emergency or availability of higher management in his office or as desired by GM FMD, the duration of operation could be extended without any extra financial payments.*

1. The contractor shall deploy necessary trained staff for the routine operation and maintenance of the generator and shall be responsible for operation, scheduled routine maintenance and trouble shooting of the generator in accordance with the schedules published in the caterpillar maintenance manual and attached here with.
2. The contractor shall carry out scheduled oil sampling TA-2 analysis in order to monitor the health of the generator and predict the overhauls required on Generator.
3. The contractor shall provide on monthly basis a detailed report on power generation activities to the PIA (Utilities Section). Any report and findings resulting from the planned maintenance or repairs will make known to the PIA (Utilities Section) within 24Hrs to 48 Hrs before and in waiting for approval from (Manger Utilities).
4. The contractor shall be responsible for all liabilities relating to relevant labor loss applicable to the staff deputed at site.
5. The contractor shall maintain log sheets and other operation records on daily basis.
6. The contractor, its employee or those of any of its sub-contractor acting on the contractor behalf shall perform their duties in accordance with the Federal, Provincial, Local Government laws related to Health Safety and Environment. Weekly maintenance repeats to be submitted & verified from Manager U.
7. Cooling tower up keep & maintenance is also the responsibility of contractor , any major / minor work arising from cooling tower will be borne by contractor
  - i. Check Air inlet filter
  - ii. Check Air Starting Motor Lubricator Oil level
  - iii. Drain air tank moisture and sediment
  - iv. Record bearing temperature
  - v. Inspect control panel
  - vi. Check cooling system coolant level

- vii. Check electrical connection
- viii. Inspect Engine Air cleaner service indicator
- ix. Clean engine air pre cleaner
- x. Check engine oil level
- xi. Check fuel system fuel filter differential pressure
- xii. inspect generator
- xiii. check generator load
- xiv. check power factor
- xv. check space heater
- xvi. record stator winding temperature
- xvii. check voltage and frequency

**EVERY 250 SERVICE HOURS**

- i. Check Battery Electrolyte level
- ii. Obtain Oil Sample

**EVERY 1000 SERVICE HOURS**

- i. Drain after cooler condensation
- ii. Inspect / adjust alternator and fan belt
- iii. Check / adjust carburetor
- iv. Inspect Crankshaft Vibration Damper
- v. Clean Engine Crankcase Breather
- vi. Change Engine Oil
- vii. Drain Gas pressure Regulator Condensation
- viii. Inspect / Replace hoses Clamp
- ix. Check / adjust / replace ignition system spark plugs
- x. Check / adjust ignition timing
- xi. Inspect inlet Air system
- xii. Clean Radiator

**EVERY 2000 SERVICE HOURS**

- i. Lubricate Actuator Control linkage
- ii. Lubricate Bearing
- iii. Test / add cooling system supplemental coolant additive
- iv. Clean / speed Engine speed / Timing Sensor
- v. Inspect Generator set vibration
- vi. Check Stator Load

**EVERY 4000 SERVICE HOURS**

- i. Clean Air Starting Motor Lubricator Bowl



- ii. Inspect alternator
- iii. Records Crankcase blow by
- iv. Record cylinder
- v. Check engine mount
- vi. Check engine protective devices
- vii. Inspect exhaust bypass
- viii. Inspect starting motor
- ix. Inspect water pump

**EVERY 8000 SERVICE HOURS**

- i. Obtain cooling system coolant analysis (Level 11)

**WHEN REQUIRED**

- ii. Replace batteries
- iii. Replace Engine Air cleaner Element
- iv. Change engine Oil
- v. Service fuel filtration System
- vi. Test insulation
- vii. Test Rotation Rectifier
- viii. Record Valve system projection
- ix. Test Varistor
- x. Test winding

**GENERAL TERMS & CONDITION**

1. The contract period of O&M of the Generator will be one year that will be renewable for a further period of two years on mutually agreed terms and condition and subject to satisfactory performance. Either party shall have the right to terminate the agreement by giving three months written notice to the other party.
2. Payment of the contractor's invoice shall be cleared within 10 days after clearance from all authorities subject to clearance of the bills.
3. Replacement of batteries **if required** is the responsibility of contractor only if instructed /directed by Manager Utilities. Only approved quality with actual / Original invoice of the authorized dealer along with warranty certificates will be accepted and 10% profit/labor charges **plus applicable tax** on actual bill will be paid by PIA (**only for Batteries**).
4. P/F of all filter & lubricant oil will be the responsibility of PIACL and should be changed as per O& M specification of 250Hrs to 1000 Hrs. Only approved quality with actual / Original



invoice of the authorized dealer will be accepted and 10% profit/labor charges plus **applicable tax** on actual bill will be paid by PIA.

5. 10% security deposit will be deducted from contractor's monthly bill every month as security (Refundable) and will be released after 1 year of successful operation.
6. Contractor will observe strictly safety rules and regulation.
7. Follow the federal, Provisional and PIAC rules, regulations and procedure.
8. Contractor shall have to execute an agreement with PIA on Rs 500/- Court Stamp paper.
9. The contractor should be submitting weekly O&M report, contractor or his supervisor always maintain daily log book of both O&M Concerned PIAC staffs randomly check the log book and other related documents.
10. PIAC will not provide any tools testing equipments, ladders and workshop facilities to the contractor, which shall be his own responsibility box spanners meggar multi meter tongue tester 5 Amp – 2000 Amps, are should able available at site with contractor representative. (Award of work will be after verification / Tools & Equipments).
11. Arrangements of entry passes of contractor will be contractor's responsibilities and must ensure that the staff appointed by him for daily duty at PIACL bear good morals character and must be cleared through Police station verification / D.I.G Karachi.
12. Proportionate amount (Equal to one day salary of one employee) will be deducted if any staff is absent and contract may be cancelled in case or continued absence of contractor's staff or any default of above condition.
13. Contractors must have telephone & transport for 24 Hrs Service.
14. Maintenance contract shall be fully responsible for up cleaned keep of Electrical / Generator equipment.
15. All contractor staff should wear uniform during duty hrs with name of contractor.
16. The contractor shall personally visit the installation at least twice a week and shall be available on telephone at site in case of any emergency.
17. The contractor shall pay the salary to its staff during the first week of the month irrespective of their bill cleared or not by Corporation (PIAC) and must provide the salary slip with attendance register 5<sup>th</sup> Day of every month along with invoice.

18. The minimum wages to be paid by the contractor to its staff should be as per Govt minimum wages fixed.
19. All taxes shall be deducted from contractor's monthly bill as per Government Law.
20. Contractor should arrange Manpower as required
21. Transportation of material and labor up to work site for paid by contractor.
22. All survey conducted by the O & M on quality basis for Generator health, cost will be borne by Contractor.

**SHIFT PATTERN**

The system shall be maintained in single / General shift pattern and staff will be available on Saturdays, Sundays, Gazette holidays and in strikes also if required.

**General Shift** from 08:00 to 18:00 Hours.

**SITE INCHARGE / SUPERVISOR**

Technically qualified supervisor to be available at Operational times on daily basis.

## EVALUATION CRITERIA

[Max 100 MARKS]  
Qualifying Marks 70

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

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

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

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

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

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

S.NO.	ANNUAL TURNOVER	MARKS	MARKS OBTAINED
01	10 – 15 Millions	10	
02	Greater Than 15 Millions	20	

**B) GENERAL EXPERIENCE:-**

**(10 Marks)**

The company/ firm which have completed more similar contracts of operation maintenance of generators of any capacity for the last three years of more than 5 Million. Satisfactory certificates for the same to be attached

S.NO.	NO. OF contracts	MARKS	MARKS OBTAINED
01	1- 5 contracts	3	
02	6 – 10 contracts	7	
03	More than 10 contracts	10	

**C) SPECIFIC EXPERIENCE:-**

**(15 Marks)**

The company/ firm which have completed more similar contracts of operation maintenance of 1MW 3.5 Million And above capacity generators for the last three years. Satisfactory certificates for the same to be attached

S.NO.	NO. OF contracts	MARKS	MARKS OBTAINED
01	1- 2 contracts	5	
02	3-4 contracts	10	
03	More than 5 contracts	15	

**D) QUALIFICATION OF STAFF**

**(20 marks)**

S.NO.	NO. OF STAFF	NO OF STAFF	MARKS	MARKS OBTAINED
1	<b>Supervisor -Electrical Engineer</b> (B.E Electrical with 10 years relevant experience)	10-15	10 MARKS	
		5-9	6 MARKS	
		1-4	2 MARKS	
2	<b>Operator cum Mechanic cum Electrician</b> (F.A.C with 10 years relevant experience)	10-15	10 MARKS	
		5-9	6 MARKS	
		1-4	2 MARKS	

**E) TOOLS & EQUIPMENT**
**(Marks Allocated – 15)**

1.	All testing meters i:e Tong Tester Megger etc.	1
2.	Safety Kits	1
3.	Pipe spanner 24 "	1
4.	Pipe spanner 18"	1
5.	Box spanner	1
6.	Fix spanner	1
7.	Ring spanner	1
8.	All general tools i:e plier, screw drivers ,cotton cloth for cleaning	1
9.	Hand pump for diesel transfer	1
10.	Chain block	1
11.	VEHICLE FOR DIESEL TRANSPORT	5

**F. Workshop details**
**(Marks Allocated – 10)**

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

i	RENTED	05	
ii	OWNED	10	

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

**(Marks Allocated – 10)**
**G. Years of establishment**

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

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

## FINANCIAL EVALUATION

S.No.	Name of Activity / Per Item Charges	Cost Including all Taxes where applicable(Rs.)/month	Cost Including all Taxes where applicable(Rs.)/Annum
1	Complete Services including operation, maintenance, Taxes, labor, tools / and etc.  1 Mega Watt Gas Power Plant <b><u>General Shift</u></b> from 08:00 to 18:00 Hours.		

**NOTE: - CONTRACTOR MUST ENSURE THAT THE BID AMOUNT SHOULD BE INCLUSIVE OF ALL TAXES.**