


**MINUTES OF THE PRE BID MEETING FOR THE PURCHASE OF ANNUAL SERVICE & MAINTENANCE CONTRACT FOR OPERATION OF EXISTING HVAC SYSTEM (WITHOUT PART) HELD ON 05-08-2021 AT 11:30 A.M. IN THE CONFERENCE ROOM OF THE ADMIN BLOCK IN THE CHILDREN'S HOSPITAL, LAHORE.**

1. Bids regarding the purchase of Annual Service & Maintenance Contract for Operation of Existing HVAC System (without part) was advertised vide bid notice No./ P.C/34677/ CH&ICH dated 17-07-2021.
2. Tender Published in newspaper The Nation on 21-07-2021 & Jang on 24-07-2021 under IPL No.7290 as well as on 28-07-2021 PPRA website and ready for sale.
3. As per advertised bid a Pre-Bid Meeting held on 05-08-2021 at 11:30 am (As per schedule already given in the advertisement). The meeting started with the recitation of Holy Quran.
4. Detailed discussions made by the Pre-Bid Committee with the representative of the firms and observations were discussed in detail and following recommendations / clarifications were made by the committee.


Request submitted by Firms	Clarification from Committee
If contractor will record and monitor temperature and humidity of all the rooms in each shift then more work force is required as compare to which is mentioned in the bidding documents.	Temperature and humidity can be monitor on alternative days in single shift.
If contractor have to arrange chemical dosing of chilled water then estimated cost is comparative low and difficult for vendor to bear.	Chemicals will be provided by the hospital.
Gases may be provided by the hospital?	Hospital will provide gases.
ISO certification may be excluded, as work will be carried out in hospital.	ISO certification is excluded from technical evaluation criteria now.
Spare parts and back end inventory points should be more elaborated.	Inventory of spare parts include all minor parts, required for day to day operation of HVAC for example: belts, fuses, grease etc.
Management system as written in technical evaluation criteria should be more elaborated.	Management system mention in technical evaluation criteria means, criteria / protocol/ check list of corrective maintenance, preventive maintenance, repair proceeding and inspection (boilers of HVAC system) all chillers.
Support structure.	Support structure means technical support hierarchy from technician level to expert/ professional level So, we can contact with the person according to the situation.
The estimate cost is less	Scope of work is reduced, since expenses of chemicals & gases will be borne by the hospital.
Request to remove parts supply motor winding chemical / electronic, FCU,s etc.	Minor parts will be the responsibility of vendor like belts, grease, fuses etc. Meanwhile motor winding and major work are not included in the cost of operations of HVAC.
Marking of experience should be on the basis of number of years served in relevant field instead of number of institutions served as the nature.	Marking is based on number of years of business by any firm. As well as separate number for institutions.
Absorption chiller and steam fired chillers in all institution will remain same in reference to technology and methodology.	Any type of chiller experience will be considered as HVAC experience.

**Bid Validity:** Bid validity is 90 days.


**Note:** Amended technical evaluation criteria is attached as Annexure-A.

  
Engr. Irfan Haider  
Bio Medical Engineer/ Purchase Officer /  
Co-ordinator

  
Engr. Shujaat Ali  
Bio Medical Engineer

  
Dr. Ali Abuzar  
DMS (Maintenance)

Javed Iqbal  
Director Finance

  
Dr. Tipu Sultan  
Prof. of Paediatric Neurology /  
Head of Neurology Department/  
Chief Purchase Officer

**PART 2 (Amended technical evaluation criteria Annexure-A )**

<b>Serial No.</b>	<b>Description</b>	<b>Category Points</b>
<b>1</b>	<b>HVAC Experience</b>	
<b>1.1</b>	<b>5 years' experience</b>	<b>10</b>
	<b>6 or above years' experience</b>	<b>20</b>
	<b>Details of current contracts HVAC (Institution)</b>	
	<b>1-3 inst</b>	<b>10</b>
	<b>4 or Above</b>	<b>15</b>
<b>2</b>	<b>Financial Status 10 million or above</b>	<b>5</b>
<b>2.1</b>	<b>Banks account management certificate</b>	<b>5</b>
<b>2.2</b>	<b>Audit account 3 years</b>	<b>3</b>
<b>4</b>	<b>Technical/ Engineering Capacities for HVAC system</b> <b>1 DAE=1 mark</b> <b>1 Technologist=1.5 marks</b> <b>1 PEC Registered Engineer =2.5 marks</b>	<b>12</b>
<b>5</b>	<b>Specific Tools for HVAC</b>	<b>10</b>
<b>7</b>	<b>Spare Part and Backup for installed Base Inventory</b>	<b>10</b>
<b>8</b>	<b>Management Systems (Service records/ Installed base management / others) in Place</b>	<b>10</b>
<b>9</b>	<b>Support structure</b>	<b>10</b>
<b>GRAND TOTAL/STATUS</b>		<b>100</b>

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