

CERTIFICATE

In accordance with SPPRA's comments on receiving and redressing complaints received during tender processing, we have certified that no complaints have been received about the procurement process of the below-mentioned tender.

PPMS ID: T00518-23-0005

Tender Name: OPERATION, RUNNING, REPAIR & MAINTENANCE (WITH & WITHOUT PARTS & CONSUMABLES) OF 11 ELEVATORS & 4 DUMBWAITERS

Tender Reference: PROC/SMBBIT/(R&M-02)/2024-25

PROF. DR. SADQA AFTAB

Chairperson - PC

HOD ICU & Anesthesiology Department,
SMBB Institute of Trauma, Karachi

Dr. M. Yousuf Memon
Consultant and Head of
Interventional Radiology
MBBS, DMRD, FRCR, A, EDIR, VIR
SMBB Institute of Trauma, Karachi

DR. YOUSUF MEMON

Member - PC

HOD Interventional Radiology,
SMBB Institute of Trauma, Karachi

Prof. DR. BADDARUDDIN SAHITO
MBBS, FCPS, FRCS (Tr & Ortho) (Surg)
Head of Department Orthopaedic Sur-
Dow University of Health Sciences
Dr. Ruth K.M. Civil Hospital Karachi

PROF. DR. BADDARUDDIN SAHITO

Member - PC

Head of the Department of Orthopaedic Surgery
Dow University of Health Sciences &
Dr. Ruth K.M. Pfau Civil Hospital, Karachi

MR. MUHAMMAD IBRAHIM MEMON

Member - PC

Deputy Secretary (PM&I),
Health Department, Govt. of Sindh

MR. BILAL IDREES

Member - PC

Manager
Supply Chain Management,
SMBB Institute of Trauma, Karachi

SUPPLY CHAIN MANAGEMENT

SMBB Institute of Trauma Karachi

MR. HAMMAD HUSSAIN

Member - PC

Bio-Medical Engineer,
SMBB Institute of Trauma, Karachi

HAMMAD HUSSAIN
Biomedical Engineer
SMBB Institute of Trauma

MR. MUHAMMAD FAHEEM

Member - PC

Pharmacist
SMBB Institute of Trauma, Karachi

Dr. Muhammad Sabir Memon
Executive Director
Mohtama Benazir Bhutto
Institute of Trauma, Karachi

DR. MUHAMMAD SABIR MEMON

Executive Director

SMBB Institute of Trauma, Karachi



**SHAHEED MOHTARMA BENAZIR BHUTTO
INSTITUTE OF TRAUMA**

No: PROC/SMBBIT/2023-24/1269

Dated: May 07, 2024

LETTER OF ACCEPTANCE

of M/S. ISLAMABAD INDUSTRIAL & TRADING CORP.,
10th Floor, Mehdi Tower, (115/A, SMCHS),
Shahra-e-Faisal, Karachi.
Contact # 021-34320601-5

SUBJECT: LETTER OF ACCEPTANCE - OPERATION, RUNNING, REPAIR & MAINTENANCE (WITH & WITHOUT PARTS & CONSUMABLES) OF 11 ELEVATORS & 4 DUMBWAITERS
NIT# PROC/SMBBIT/2023-24/1131 (Dated: 22nd February-2024),
REF# PROC/SMBBIT/(R&M-02)/2024-25
FOR FINANCIAL YEAR 2023-24

- A. Notice Inviting Tender issued in respect of “**OPERATION, RUNNING, REPAIR & MAINTENANCE (WITH & WITHOUT PARTS & CONSUMABLES) OF 11 ELEVATORS & 4 DUMBWAITERS**” to be executed for one year from the date of award of contract extendable for further two years on yearly basis, after the approval of the **Competent Authority**.
- B. The said bid (**Single Stage – Two Envelope** procedure basis) Technical Bid submitted on **14-03-2024** by your firm.
- C. Meeting of Procurement Committee of Institute was held on **17-04-2024** to open the Financial Proposal respectively.
- D. Procurement Committee of SMBB Institute of Trauma has evaluated Proposal submitted by the participants in detail and recommended you as “**Preferred Bidder**” for execution of “**OPERATION, RUNNING, REPAIR & MAINTENANCE (WITH & WITHOUT PARTS & CONSUMABLES) OF 11 ELEVATORS & 4 DUMBWAITERS**”.
- E. Procuring Agency now wishes to offer execution of same on term and conditions as per bid documents of said **Notice Inviting Tender**.



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No: PROC/SMBBIT/2023-24/1269

Dated: 07-May-2024

S.#	Description of Work	Qty.	U.O.M	Scope of Work	Per Month Per Unit	Per Month Total	Total Amount Per Year
B). Elevators maintenance with consumables without Parts.							
i.	Servicing & maintenance of elevator	10	Passenger Lifts	Ground floor to 14 floor including provision of lubricants, greases, gear oil and all other material including all parts, cards and all items required for maintain the elevators 24/7 functional basis as per instructions / direction of the Engineer In-charge / Manufacturer guide lines / manual.	34,000.00	340,000.00	4,080,000.00
ii.	Servicing & maintenance of elevator	1	Cargo Lift	Ground floor to 14 floor including provision of lubricants, greases, gear oil and all other material including all parts, cards and all items required for maintain the elevators 24/7 functional basis as per instruction / direction of the Engineer In-charge / Manufacturer guide lines / manual.	34,000.00	34,000.00	408,000.00
iii.	Servicing & maintenance of dumbwaiters	4	Dumbwaiters	4 Dumbwaiters from 5 floor to 13 floor including provision of lubricants, greases, gear oil and all other material including all parts, cards and all items required for maintain the elevators 24/7 functional basis as per instruction / direction of the Engineer In-charge / Manufacturer guide lines / manual.	31,500.00	126,000.00	1,512,000.00
Total						500,000.00	6,000,000.00



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No: PROC/SMBBIT/2023-24/269

Dated: 07-May-2024

B). Manpower 24/7 Basis:							
S.#	Description of Work	Qty.	U.O.M	Qualification / Experience	Per Month Per Person	Per Month Total	Total Amount Per Year
1	Chief Supervisor	1	Person	Literate / Minimum 8 Years of relevant experience	180,000.00	180,000.00	2,160,000.00
2	Shift Supervisor cum Troubleshooter	3	Persons	Literate / Minimum 5 Years of relevant experience	100,000.00	300,000.00	3,600,000.00
Total						480,000.00	5,760,000.00

Condition: 02		
Without Parts with Manpower	Monthly Total Amount	Annual Total Amount
Grand Total (B: Elevators maintenance with consumables without Parts + C. Manpower 24/7 Basis)	980,000.00	11,760,000.00

S.#	Item Name / Description	QTY.	RATE
	RATE CONTRACT FOR PARTS PRICE		
1	Break Magnet	1	99,000
2	Guide Shoe Element	1	24,000
3	Roller D-60	1	9,000
4	Micro Switch (Over Load switch)	1	17,500
5	Buzzer 24 V	1	5,000
6	Power Block 92/16E SKKF (1600K 0F)	1	85,000
7	Main Motor Bearing	1	75,000
8	Door Drive Cam	1	70,000
9	Car Flooring (PVC)	1	75,000
10	Door Cam Repairing	1	18,000
11	Traveling Cable	per ft	9,500



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Dated: 07-May-2024

S.#	Item Name / Description	QTY.	RATE
12	Stop Switch	1	90,000
13	M33 CPU Board	1	625,000
14	M33 CPU Board (Repairing)	1	65,000
15	PSD Module Board	1	110,000
16	PSD Module Board (Repairing)	1	12,000
17	TCB 2 Board	1	325,000
18	TCB 2 Board (Repairing)	1	55,000
19	Power Board	1	110,000
20	Power Board (Repairing)	1	22,000
21	CCB -3 Board	1	225,000
22	CCB -3 Board (Repairing)	1	18,000
23	OPB Board	1	235,000
24	OPB Board (Repairing)	1	65,000
25	Relay MY 4 (DC 24 V)	1	14,000
26	Relay MY 4 (DC 110 V)	1	14,000
27	Relay LY 2 (DC 24 V)	1	160,000
28	IP PC Board	1	18,000
29	IP PC Board (Repairing)	1	8,000
30	OP PC Board	1	18,000
31	OP PC Board (Repairing)	1	8,000
32	Transformer (400 V)	1	300,000
33	Breaking Resister	1	90,000
34	DC Reactor 25 A	1	210,000
35	Nosie Filter	1	160,000
36	Circuit Breaker 5A	1	12,500
37	Surge Absorbr 5 A	1	75,000
38	Resistor 200W 100R	1	125,000
39	Main Circuit Breaker	1	65,000
40	Fuse 600 V 8 A	1	500
41	Fuse 600 V 10 A	1	600
42	Bridge Rectifier (600 25 A)	1	5,000
43	MC Connector SC-5-1	1	70,000
44	BK B2 Connector SC-5-1	1	70,000
45	HIP 640 Only PCB	1	110,000
46	Button 40 Type	1	16,000
47	CPI (Car Position Indicator) PCB Only	1	110,000
48	Complete D-610 only PCB	1	135,000



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Dated: 07 May - 2024

S.#	Item Name / Description	QTY.	RATE
49	Final Limit Switch	1	18,000
50	Photo Cell	1	9,000
51	Main Intercom 12 V (per piece)	1	62,000
52	Sub Intercom (in OPB)	1	49,000
53	Light Switch	1	6,000
54	Fan Inverter	1	14,000
55	Battery	1	16,000
56	LCD Sensor	1	24,000
57	Gate Switch	1	58,000
58	Door Drive Encoder	1	155,000
59	Door Inverter	1	395,000
60	Proximity Switch	1	12,500
61	Main motor Rotary Encoder	1	475,000
62	Main motor Rotary Encoder (Repairing)	1	N/A
63	HIVD 900GT Inverter	1	4,500,000
64	HIVD 900GT Inverter (Repairing)	1	89,500
65	LS IG5A Inverter	1	125,000
66	LS IG5A Inverter (Repairing)	1	50,000
67	IGBT	1	75,000
68	CPU Board	1	685,000
69	CPU Board (Repairing)	1	75,000
70	Gate Switch for car door	1	40,000
71	Door Limit Sensor	1	35,000
72	Main Wire Rope 10mm or 12 mm	Per Feet	800
73	Speed Governor Wire Rope 8 mm	Per Feet	600
74	Cabin Inside fan	1	21,700
75	Motor Gear Box Oil	Per Liter	3,500
76	IPM Module	1	295,000
77	Interlock Switch	1	90,000
78	Interlock	1	90,000
79	Steel wire rope for landing door with accessories	1	9,000
80	Door key	1	3,000
81	Hanger Roller	1	9,000
82	Tension Pulley (Pit)	1	25,000
83	Door Shoe	1	9,000
84	Spring Closer	1	7,500

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No: PROC/SMBBIT/2023-24/12-89

Dated: 07 May - 2024

S.#	Item Name / Description	QTY.	RATE
85	Door Motor	1	475,000
86	Clutch (CAM)	1	249,000
87	V Belt	1	15,000
88	Door Motor Pulley	1	160,000
89	Door Drive Pulley	1	110,000
90	Eccentric roller	1	16,000
91	Complete Door Safety Edge	1	410,000
92	Guide Shoes Main Assembly	1	270,000
93	Speed Governor Switch	1	32,000
94	Speed Governor Pulley Bearing	1	18,000
95	Complete Speed Gov DG-100	1	300,000
96	Emergency light	1	9,000
97	Emergency light in supply with battery 12 VDC	1	36,000
98	Break Shoe ASY	1	400,000
99	Multi Beam	1	110,000
100	Rubber pad	1	30,000
101	Def-Sheave Bearing	1	65,000
102	Def-Sheave	1	600,000
103	Main Sheave	1	2,500,000
104	Thimble rod	1	7,500
105	Oil Cup	1	7,500

Subsequent Year's price increase of offered Services (in terms of percentage), in case contract is renewed	
2nd Year	10% (percent) Escalation in first year's price
3rd Year	10% (percent) Escalation in second year's price

Note:

1. All staff would be interviewed and selected by the consent of SMBBIT competent authority.
2. All staff employed by M/s. Islamabad Industrial & Trading Corp. will mark their attendance on SMBBIT Biometric attendance system as per their Rota.



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Dated: 07-May-2024

Duty Rooster for Shift Supervisor cum Trouble shooter				
Location	# of Elevators	8 Hours	8 Hours	9:30 Hours
		Shift A	Shift B	Shift C
		08:00am to 04:00pm	03:30pm to 11:30pm	11:00pm to 08:30am
Total Operators Shift Wise	11	2	1	1

SCOPE OF WORK

- A. Object:** of engaging a local service provider to provide equipment curative and preventive maintenance support services to ensure its optimal functionality and minimize downtime that would occur in the event of equipment failure.
1. Provide service on 24/7 basis.
 2. Service provider staff will ensure proper cleaning of control panel / machine checking of all moving parts, oiling and greasing, wherever required. (period shall be mentioned, like: weekly / monthly and whenever and wherever required).
 3. Responsible for submission of periodical performance report of lifts to procuring agency.
 4. Responsible for maintaining a log Book wherein all the major / minor defects or complaints will be recorded along with action taken.
 5. The M/s. Islamabad Industrial & Trading Corp. will be responsible for rectification of complaint trouble shooting of lifts at their own cost thought out contract period.
 6. Responsible for more than 80% uptime of equipment. (for hospital, uptime shall be high like 95-95%). The %uptime shall be calculated by dividing the unplanned downtime by the total covered time. Down time shall be calculated on quarterly basis.
 7. The M/s. Islamabad Industrial & Trading Corp. shall supply and maintain such sufficient instruments, tools / gadgets and equipment, for the use of his staff that is required to enable them to fulfill their duties as per contract.
 8. On receipt of any complaint (via phone call, email, letter or fax) the M/s. Islamabad Industrial & Trading Corp. will attend the complaints within 02 hours. Reason for any type of strike etc. for not attending the complaints in time shall not be accepted.
 9. Precautionary measures, under taken by M/s. Islamabad Industrial & Trading Corp. regarding maintenance / servicing shall be checked and supervised by the respective building and site-in-charge. (clarity of – “Site in-charge” is required)
 10. For breakdowns, involving, major repair or replacement of costly parts / material additional payment shall only be considered subject to prior approval and verification by the authorized / competent person. Additional payment will include actual charges for supply, installation, testing and commissioning of any part, item or component of equipment and shall be paid on actual cost of the good / material.
 11. Frequent updates on regular, preventive and emergency plans and procedure with Procuring Agency.



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12. M/s. Islamabad Industrial & Trading Corp. shall ensure to post maintenance Staff as per the tender documents submitted by them for SMBBIT, Karachi.
13. Monthly Bill against M/s. Islamabad Industrial & Trading Corp. services will be submitted to the nominated authorized officer of SMBBIT, Karachi along with the invoice and attached service report duly signed by nominated authorized officer by the management of SMBBIT on first of every succeeding month who will process the bills within 2/3 days and submit the bills through Authorized Officer / Official to the Accounts Department by 5th of same month.
14. In case of any dispute between Maintenance Staff / Workers with the M/s. Islamabad Industrial & Trading Corp.s the matter shall be referred to the Procuring Agency for arbitration whose decision shall be final.
15. M/s. Islamabad Industrial & Trading Corp. shall provide duty roster of its Staff accordingly to the Procuring Agency on monthly basis.
16. M/s. Islamabad Industrial & Trading Corp. will be bound to provide uniform (approved by the competent authority - SMBBIT) to their staff and ensure that the staff wears neat and clean uniform. In case of violation fine will be imposed by the Competent Authority or Authorized Officer, which will be at least Rs. 500/- per employee per day.
17. It is mandatory for all maintenance staff to wear I.D Card of company all the time.
18. Staff involved in immoral/undesirable activities will not be allowed to serve in the SMBBIT, Karachi.
19. M/s. Islamabad Industrial & Trading Corp. will be bound to change the staff who are unwanted by the P.A immediately.
20. The Staff will work according to mutually agreed time table issued by the nominated authorized officer of SMBBIT, Karachi.
21. M/s. Islamabad Industrial & Trading Corp. has to assure the following;
 - i. Basic Human Rights will not be violated.
 - ii. To provide the sanctioned strength of Maintenance Staff at all- time even on holiday.
 - iii. Child labor is strictly prohibited.
 - iv. To follow Labor Laws prevailing in Province of Sindh.
 - v. M/s. Islamabad Industrial & Trading Corp. will not appoint any person with an addiction of Pan, Gutka, Manpuri and anything which falls under this category. Failing so said person would be terminated immediately and a fine would be imposed on M/s. Islamabad Industrial & Trading Corp.
22. In case of any complaint or observation conveyed to the M/s. Islamabad Industrial & Trading Corp. or their supervisor by Competent Authority-SMBBIT, Karachi or the officer authorized, the M/s. Islamabad Industrial & Trading Corp. will report the steps taken in order to rectify those observations in writing within stipulated time.
23. The Firm will submit its detailed report on bi-monthly basis regarding satisfactory working, efficiency of elevator to the nominated authorized officer by SMBBIT.
24. M/s. Islamabad Industrial & Trading Corp. will ensure uninterrupted services under all circumstances, without any complaints being referred to the management.



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B. ROUTINE & PREVENTIVE MAINTENANCE

Preventive & Corrective Maintenance shall be carried out as per manufacturer recommendation however routine and preventive maintenance during the maintenance contract shall include following.

1- Monthly

This shall include the following but not limit to:

- To check and clean panels control panels governor's car top car gates sills and pits
- To check and clean hoist way, outside cage rails, and counter weight rails.
- Adjust or repair brakes if required
- Remove litter, dust, oil etc. from all machine room equipment's
- Clean adjust and lubricate car doors tracks, pivot, hangers, car sills.
- Repair intercommunication system, Normal and emergency lights, fan, emergency call system or alarm car station indication lights.
- Clean, lubricate and adjust tracks check linkages, gears, wiring motors, check keys set screws, contacts, chains, door closer, travelling cable, Chains, wiring, contracts, relays.
- Add oil as required in car and counterweight oil buffer.

2- Quarterly

This shall include the following but not limit to:

- To clean door hangers, door rails interior of hunger case. if necessary adjust acentric rollers car door hangers, door connecting ropes.
- To check and replace door shoe if necessary.
- To clean oil car and counterweight guide shoes. Adjust if necessary
- To check oil clean and repair interior of door switches. Replace worn parts if necessary.
- To clean and check push buttons of car control panel.
- To check and repair the operation of terminal limit switches and final limit switches.
- To check repair, the governor switches.



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- To remove the dust inside the traction machine and control panel using electric blower.
- To clean and repair the indicator lamps.
- Adjust clearance between safety jaws and guide rail controller parts, steel selector tape contacts, mechanical and electrical driving equipment, signal lamps and position indication equipment.
- Governor components, governor sheaves and shaft assemblies, bearings contacts, governor jaws, car and counter weight buffer, counter weight guide rail, counter weight sheave assemblies top and bottom limit switches, governor tension sheave assemblies.
- Clean both governor and hoist ropes and lubricate if needed. Equalize rope tension.

3- Annual

This shall include the following but not limit to:

- Tighten all screws, nut bolts.
- Check the condition of the cables and conduits inlets and outlets.
- Clean the wire connection box of every landing and car cages
- To check and repair the condition of worn gear and thrust bearing of the gear box.
- To check and tighten screw of control panel, starters panels and relay panels.
- To check and tighten screws of sheaves, exterior of lift frame, traction machine, guide rails, clamps foundation bolts etc.
- Clean, inspect, lubricate and manually operate all safety mechanisms replace parts or adjusts as necessary to obtain proper operation of safety devices.
- Thoroughly clean car and counter weight guide rails using non-flammable or high flashpoint solvent to remove unit lint dust and excess lubricant.

The M/s. Islamabad Industrial & Trading Corp. shall complete all OEM recommended scheduled maintenance activities for each elevator in addition to monthly, quarterly and annual maintenance activities set above.

OEM recommended schedule maintenance activities shall be completed by the M/s. Islamabad Industrial & Trading Corp. at the OEM's recommended intervals.



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Works which will important to maintain the condition and standard of elevators will be carried through M/s. Islamabad Industrial & Trading Corp. e.g. Colour, door buffing, Floor tile, fans

C. PENALTIES:

1. Payment will not be made for the non-operational lift and dumbwaiters due to delay on the part of the M/s. Islamabad Industrial & Trading Corp.
2. Additional penalty may also be imposed upon the M/s. Islamabad Industrial & Trading Corp. for the number of non- operational days of that specific lift and dumb waiters.
3. On duty hours if M/s. Islamabad Industrial & Trading Corp. staff not found on his duty / Place Rs. 1000/- minimum charge as fine and same will be deducted from monthly bill.

D. TERMINATION OF CONTRACT:

1. SMBBIT, has right to terminate this Agreement, with cause, on Thirty (30) days written notice to the M/s. Islamabad Industrial & Trading Corp.

E. RESTRICTION OF ASSIGNMENT / TAKE OVER

1. The company shall not assign or sub-contract any of its duties or rights under this agreement, including but not limited to any benefit or interest herein or there under, any such assignment or sub-contacting by the company shall entitle the SMBBIT to terminate its services forthwith.
2. If the company makes any arrangement with or assignment in favor of its creditors or amalgamates with any other concern or his taken over, the SMBBIT shall be entitled to terminate its services forth with.

F. PAYMENT

1. Due payment will be made after completion of each month.
2. M/s. Islamabad Industrial & Trading Corp. required to submit the following documents along with bill:
3. Invoice with covering letter, both duly signed and stamped by authorized officer, separate for each location.
4. Original attendance sheet of the trouble shooters daily and monthly duly verified by the incharge.
5. Copy of any/all correspondence made with SMBBIT or any other agency / person / organization during that month.
6. Any other details/documents, if required by SMBBIT.
7. Evidence / support of all claims in bills.
8. M/s. Islamabad Industrial & Trading Corp. shall Submit / close the attendance on last day of the month and shall submit invoices to concern offices by 5th of each month.



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G. GENERAL CONDITIONS

1. SMBBIT at its discretion can reduce / increase the number of trouble shooters, on agreed rate of payment and on the same terms & conditions, on the request of relevant in charges in case of emergencies. However, the in charge have to immediately inform the SMBBIT Management. The verbal intimation would be duly followed by written request mentioning therein the circumstances / reasons on next day.
2. M/s. Islamabad Industrial & Trading Corp. shall ensure the availability of adequate reserve trouble shooters. In case of absence casual or other leave by any trouble shooters, the M/s. Islamabad Industrial & Trading Corp. shall provide the alternate trouble shooters from the reserve trouble shooters in case of absence of any trouble shooters, the M/s. Islamabad Industrial & Trading Corp. company shall be liable to provide the required strength at site otherwise SMBBIT reserve the right to imposed the penalty as per agreement.
3. M/s. Islamabad Industrial & Trading Corp. shall ensure the placement of trouble shooters, strictly in accordance with agreement, Terms and Conditions.
4. SMBBIT can increase / decrease the number of trouble shooters. In this situation the M/s. Islamabad Industrial & Trading Corp. will be informed in writing accordingly. In case of number of trouble shooters increased / decreased upon directives of SMBBIT, the payment shall be made / adjusted on the agreed rates.
5. The M/s. Islamabad Industrial & Trading Corp. will provide physically fit and sound in health armed trouble shooters, properly uniform and ensure that each trouble shooters must have following documents:
 - i. Attested photocopy of NADRA Computerized Card.
 - ii. Original Service Card issued by the M/s. Islamabad Industrial & Trading Corp.'s Company.
6. **Without uniform, Lethargic, inefficient, over and below age trouble shooters will not be accepted.**
7. This agreement would effect from the date of Signing of this agreement and shall continue in force unless and until it is determined in accordance with the provisions regarding termination of agreement.
8. The M/s. Islamabad Industrial & Trading Corp.'s Company would response to cover all financial rates of trouble shooters, including payment of salary and compensation to the trouble shooters and all type of taxes and levies whether acquired through collective bargaining or otherwise and all the expenditure for providing allied services.
9. Any increase or decrease in any levies or rates imposed by the Government / CBA, wages and / or salaries fluctuation in market rates of equipment, materials, etc. during the currency of this agreement shall be on the M/s. Islamabad Industrial & Trading Corp. account and no claims for such increase shall be entertained by the SMBBIT.
10. Any taxes/duties already in place or levied by the Government during the currency of the agreement will be on M/s. Islamabad Industrial & Trading Corp. account and no claim shall be entertained by the SMBBIT. If during the subsistence of this agreement or any renewal thereof any case, tax charges or surcharge is levied in respect of the services which



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are subject of this agreement, by the Federal, Provincial or Local Government. Such case, tax charges or surcharge, as the case may be, payable by the M/s. Islamabad Industrial & Trading Corp.

11. SMBBIT will not be liable to make any extra payment if the trouble shooters is to provide services In the event of any civil commotion, war, enemy action, hostilities, act of God or any other circumstance etc.
12. The M/s. Islamabad Industrial & Trading Corp. will keep tile SMBBIT free of any liability for the clause of compensation, if any to any employee of the M/s. Islamabad Industrial & Trading Corp. Company in case of their injury, death etc.
13. Any claims of injuries, loss of limb or life of labor and other workers engaged/employed by the service provider for operations under this agreement or work connected directly or indirectly with the agreement shall be settled and paid by the M/s. Islamabad Industrial & Trading Corp., SMBBIT shall in no way be responsible for any compensation in this connection.
14. One-month prior notice in writing shall be served by either party for termination of contract.
15. Upon the termination of this agreement the Company shall be permitted to remove all its apparatus and equipment which may have been placed in the premises.
16. SMBBIT shall make the payment to the Company on monthly basis after submission of bill in detail with attendance sheet with name of trouble shooters duly verified SMBBIT representative.
17. In case of any dispute or difference arising between the parties hereto relating to the interpretation or effect of any clause of this Agreement, the same shall be referred to Executive Director or his nominee as Arbitrator and his decision shall be final and binding upon the parties hereto.
18. The Company shall be responsible to complete all documentation, if notified from time to time.
19. The Company shall be responsible to maintain all the record along with details of trouble shooters for onward submission to SMBBIT as and when required.
20. **The company will ensure that they have enough financial capacity to pay at least two-month salary timely to the deputed trouble shooters in SMBBIT and company should be submitting such undertaking signed by CEO/CFO or Managing Partner on attested stamp paper of value Rs. 100/-.**

H. RESPONSIBILITIES OF THE COMPANY:

1. In addition to the services to be performed by the company specified above, the company shall provide at additional cost to the SMBBIT such supervision of its employees as in necessary to adequately fulfill its obligation.



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5. Documents showing any set of exemption from duty taxes should be attached with bills.

dr

EXECUTIVE DIRECTOR / DDO
SMBB Institute of Trauma – Karachi

Copy forwarded to concern for information and necessary action, please;

1. The Director A&F, SPPRA with reference to PPMS ID: T00518-23-0005
& BER # BE00518-23-0005-1
2. Account & Finance Department, SMBB Institute of Trauma, Karachi.

dr

EXECUTIVE DIRECTOR / DDO
SMBB Institute of Trauma - Karachi

ارشاد علی
7-5-24
03007883295



SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA, KARACHI

No: PROC/SMBBIT/2023-24/

Dated:

AWARD OF TENDER

M/S. ISLAMABAD INDUSTRIAL & TRADING CORP.,

10th Floor, Mehdi Tower, (115/A, SMCHS),

Shahra-e-Faisal, Karachi.

Contact # 021-34320601-5

SUBJECT: AWARD OF TENDER - OPERATION, RUNNING, REPAIR & MAINTENANCE (WITH & WITHOUT PARTS & CONSUMABLES) OF 11 ELEVATORS & 4 DUMBWAITERS

We are pleased to award you the job of the above-mentioned subject. Scope of work, Terms & Conditions as same specified in Standard bidding documents, kindly mobilize your resource from **01st/October/2024** till **30th/June/2025** (Extendable for further One year after the approval from Competent Authority of SMBB Institute of Trauma or till finalization of next tender.)

REFERENCE CORRESPONDENCE:

TENDER NAME:	OPERATION, RUNNING, REPAIR & MAINTENANCE (WITH & WITHOUT PARTS & CONSUMABLES) OF 11 ELEVATORS & 4 DUMBWAITERS
NIT #	PROC/SMBBIT/2023-24/1131 (DATED: 22-February-2024)
NIT REFERENCE #	PROC/SMBBIT/(R&M-02)/2024-25
PPMS ID:	T00518-23-0005
BID OPENING DATE:	14-March-2024
BER ID:	BE00518-23-0005-1
LETTER OF ACCEPTANCE #	PROC/SMBBIT/2023-24/1269



SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA, KARACHI

No: PROC/SMBBIT/2023-24/

Dated:

S.#	Description of Work	Qty.	U.O.M	Scope of Work	Per Month Per Unit	Per Month Total	Total Amount Per Year
B). Elevators maintenance with consumables without Parts.							
i.	Servicing & maintenance of elevator	10	Passenger Lifts	Ground floor to 14 floor including provision of lubricants, greases, gear oil and all other material including all parts, cards and all items required for maintain the elevators 24/7 functional basis as per instructions / direction of the Engineer In-charge / Manufacturer guide lines / manual.	34,000.00	340,000.00	4,080,000.00
ii.	Servicing & maintenance of elevator	1	Cargo Lift	Ground floor to 14 floor including provision of lubricants, greases, gear oil and all other material including all parts, cards and all items required for maintain the elevators 24/7 functional basis as per instruction / direction of the Engineer In-charge / Manufacturer guide lines / manual.	34,000.00	34,000.00	408,000.00
iii.	Servicing & maintenance of dumbwaiters	4	Dumbwaiters	4 Dumbwaiters from 5 floor to 13 floor including provision of lubricants, greases, gear oil and all other material including all parts, cards and all items required for maintain the elevators 24/7 functional basis as per instruction / direction of the Engineer In-charge / Manufacturer guide lines / manual.	31,500.00	126,000.00	1,512,000.00
Total						500,000.00	6,000,000.00



SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA, KARACHI

No: PROC/SMBBIT/2023-24/

Dated:

B). Manpower 24/7 Basis:							
S.#	Description of Work	Qty.	U.O.M	Qualification / Experience	Per Month Per Person	Per Month Total	Total Amount Per Year
1	Chief Supervisor	1	Person	Literate / Minimum 8 Years of relevant experience	180,000.00	180,000.00	2,160,000.00
2	Shift Supervisor cum Troubleshooter	3	Persons	Literate / Minimum 5 Years of relevant experience	100,000.00	300,000.00	3,600,000.00
Total						480,000.00	5,760,000.00

Without Parts with Manpower	Monthly Total Amount	Annual Total Amount
Grand Total (B: Elevators maintenance with consumables without Parts + C. Manpower 24/7 Basis)	980,000.00	11,760,000.00

S.#	Item Name / Description	QTY.	RATE
	RATE CONTRACT FOR PARTS PRICE		
1	Break Magnet	1	99,000
2	Guide Shoe Element	1	24,000
3	Roller D-60	1	9,000
4	Micro Switch (Over Load switch)	1	17,500
5	Buzzer 24 V	1	5,000
6	Power Block 92/16E SKKF (1600K 0F)	1	85,000
7	Main Motor Bearing	1	75,000
8	Door Drive Cam	1	70,000
9	Car Flooring (PVC)	1	75,000
10	Door Cam Repairing	1	18,000



SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA, KARACHI

No: PROC/SMBBIT/2023-24/

Dated:

S.#	Item Name / Description	QTY.	RATE
11	Traveling Cable	per ft	9,500
12	Stop Switch	1	90,000
13	M33 CPU Board	1	625,000
14	M33 CPU Board (Repairing)	1	65,000
15	PSD Module Board	1	110,000
16	PSD Module Board (Repairing)	1	12,000
17	TCB 2 Board	1	325,000
18	TCB 2 Board (Repairing)	1	55,000
19	Power Board	1	110,000
20	Power Board (Repairing)	1	22,000
21	CCB -3 Board	1	225,000
22	CCB -3 Board (Repairing)	1	18,000
23	OPB Board	1	235,000
24	OPB Board (Repairing)	1	65,000
25	Relay MY 4 (DC 24 V)	1	14,000
26	Relay MY 4 (DC 110 V)	1	14,000
27	Relay LY 2 (DC 24 V)	1	160,000
28	IP PC Board	1	18,000
29	IP PC Board (Repairing)	1	8,000
30	OP PC Board	1	18,000
31	OP PC Board (Repairing)	1	8,000
32	Transformer (400 V)	1	300,000
33	Breaking Resister	1	90,000
34	DC Reactor 25 A	1	210,000
35	Nosie Filter	1	160,000
36	Circuit Breaker 5A	1	12,500
37	Surge Absorbr 5 A	1	75,000
38	Resistor 200W 100R	1	125,000
39	Main Circuit Breaker	1	65,000
40	Fuse 600 V 8 A	1	500
41	Fuse 600 V 10 A	1	600
42	Bridge Rectifier (600 25 A)	1	5,000
43	MC Connector SC-5-1	1	70,000
44	BK B2 Connector SC-5-1	1	70,000
45	HIP 640 Only PCB	1	110,000
46	Button 40 Type	1	16,000



SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA, KARACHI

No: PROC/SMBBIT/2023-24/

Dated:

S.#	Item Name / Description	QTY.	RATE
47	CPI (Car Position Indicator) PCB Only	1	110,000
48	Complete D-610 only PCB	1	135,000
49	Final Limit Switch	1	18,000
50	Photo Cell	1	9,000
51	Main Intercom 12 V (per piece)	1	62,000
52	Sub Intercom (in OPB)	1	49,000
53	Light Switch	1	6,000
54	Fan Inverter	1	14,000
55	Battery	1	16,000
56	LCD Sensor	1	24,000
57	Gate Switch	1	58,000
58	Door Drive Encoder	1	155,000
59	Door Inverter	1	395,000
60	Proximity Switch	1	12,500
61	Main motor Rotary Encoder	1	475,000
62	Main motor Rotary Encoder (Repairing)	1	N/A
63	HIVD 900GT Inverter	1	4,500,000
64	HIVD 900GT Inverter (Repairing)	1	89,500
65	LS IG5A Inverter	1	125,000
66	LS IG5A Inverter (Repairing)	1	50,000
67	IGBT	1	75,000
68	CPU Board	1	685,000
69	CPU Board (Repairing)	1	75,000
70	Gate Switch for car door	1	40,000
71	Door Limit Sensor	1	35,000
72	Main Wire Rope 10mm or 12 mm	Per Feet	800
73	Speed Governor Wire Rope 8 mm	Per Feet	600
74	Cabin Inside fan	1	21,700
75	Motor Gear Box Oil	Per Liter	3,500
76	IPM Module	1	295,000
77	Interlock Switch	1	90,000
78	Interlock	1	90,000
79	Steel wire rope for landing door with accessories	1	9,000
80	Door key	1	3,000
81	Hanger Roller	1	9,000




SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA, KARACHI

No: PROC/SMBBIT/2023-24/

Dated:

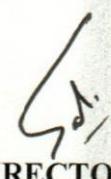
S.#	Item Name / Description	QTY.	RATE
82	Tension Pulley (Pit)	1	25,000
83	Door Shoe	1	9,000
84	Spring Closer	1	7,500
85	Door Motor	1	475,000
86	Clutch (CAM)	1	249,000
87	V Belt	1	15,000
88	Door Motor Pulley	1	160,000
89	Door Drive Pulley	1	110,000
90	Eccentric roller	1	16,000
91	Complete Door Safety Edge	1	410,000
92	Guide Shoes Main Assembly	1	270,000
93	Speed Governor Switch	1	32,000
94	Speed Governor Pulley Bearing	1	18,000
95	Complete Speed Gov DG-100	1	300,000
96	Emergency light	1	9,000
97	Emergency light in supply with battery 12 VDC	1	36,000
98	Break Shoe ASY	1	400,000
99	Multi Beam	1	110,000
100	Rubber pad	1	30,000
101	Def-Sheave Bearing	1	65,000
102	Def-Sheave	1	600,000
103	Main Sheave	1	2,500,000
104	Thimble rod	1	7,500
105	Oil Cup	1	7,500

****All costs will be billed after verification of work from concerned Assistant Manager / In-charge / Supervisor of relevant department.**


EXECUTIVE DIRECTOR / DDO
SMBB Institute of Trauma – Karachi

Copy forwarded to concern for information and necessary action, please;

1. **The Director A&F, SPPRA** with reference to PPMS ID: **T00518-23-0005** & BER # **BE00518-23-0005-**
2. **In-charge Elevators & Dumbwaiters**, SMBB Institute of Trauma, Karachi
3. **Account & Finance Department**, SMBB Institute of Trauma, Karachi.


EXECUTIVE DIRECTOR / DDO
SMBB Institute of Trauma - Karachi



YOUNUS KHAN STAMP VENDOR
 Lic. 28, Seat No 06, D. C. East, Compound, Karachi
 S. NO. **004001**
 DATE **22 APR 2024**
 ISSUED TO WITH ADDRESS
 THROUGH WITH ADDRESS
 PURPOSE **Muhammad Javed Tanoli**
Advocate L.No. 8539/ISBC/KHI.
 NOT FOR USED BANK WILL/DIVORCE
 VENDOR NOT RESPONSIBLE ANY FAKE DOCUMENTATION

CONTRACT AGREEMENT

REFERENCE CORRESPONDENCE:

Tender Name:	OPERATION, RUNNING, REPAIR & MAINTENANCE (WITH & WITHOUT PARTS & CONSUMABLES) OF 11 ELEVATORS & 4 DUMBWAITERS
NIT #	PROC/SMBBIT/2023-24/1131 (Dated: 22 nd Febraury-2024)
NIT Reference #	PROC/SMBBIT/(R&M-02)/2024-25
PPMS ID:	T00518-23-0005
Bid Opening Date :	14-March-2024
BER ID:	BE00518-23-0005-1
Letter of Acceptance #	PROC/SMBBIT/2023-24/1269

This Contract Agreement (hereinafter called the **Agreement**) made on 18th day of May, 2024.

Between

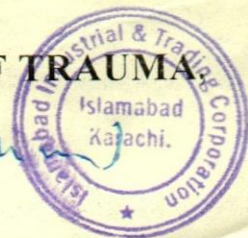
M/s. ISLAMABAD INDUSTRIAL & TRADING CORPORATION

Contractor, having its office 10th Floor, Mehdi Tower, (115/A, SMCHS), (Hereinafter called the **Contractor**), which expression shall be deemed to mean and include its successor-in-interest and permitted assigns;

AND

**SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA
KARACHI**

(Hereinafter called **The Client**)



An Institute under control of Government of Sindh, SMBB Institute of Trauma, Chand Bibi Road, Karachi, Sindh, Pakistan hereinafter mentioned at **"the Client"** which expression shall be deemed to mean and include its successor-in-interest and permitted assigns;

Whereas the **Contractor** has agreed to render certain services i.e. **"OPERATION, RUNNING, REPAIR & MAINTENANCE (WITH & WITHOUT PARTS & CONSUMABLES) OF 11 ELEVATORS & 4 DUMBWAITERS"** at SMBB Institute of Trauma, Karachi, Sindh, Pakistan and has necessary know how and staff in the respect.

AND

Whereas the **Client** is desirous of availing the services offered by the contractor for **"OPERATION, RUNNING, REPAIR & MAINTENANCE (WITH & WITHOUT PARTS & CONSUMABLES) OF 11 ELEVATORS & 4 DUMBWAITERS"** at SMBB Institute of Trauma, Karachi, Sindh, Pakistan on terms and conditions as per bidding documents in said NIT for its premises at the cost of **Rs. 11,760,000/-** as per year (The Contract Amount) as per below;

B). Elevators maintenance with consumables without Parts.							
i.	Servicing & maintenance of elevator	10	Passenger Lifts	Ground floor to 14 floor including provision of lubricants, greases, gear oil and all other material including all parts, cards and all items required for maintain the elevators 24/7 functional basis as per instructions / direction of the Engineer In-charge / Manufacturer guide lines / manual.	34,000	340,000	4,080,000
ii.	Servicing & maintenance of elevator	1	Cargo Lift	Ground floor to 14 floor including provision of lubricants, greases, gear oil and all other material including all parts, cards and all items required for maintain the elevators 24/7 functional basis as per instruction / direction of the Engineer In-charge / Manufacturer guide lines / manual.	34,000	34,000	408,000
iii.	Servicing & maintenance of dumbwaiters	4	Dumbwaiters	4 Dumbwaiters from 5 floor to 13 floor including provision of lubricants, greases, gear oil and all other material including all parts, cards and all items required for maintain the elevators 24/7 functional basis as per instruction / direction of the Engineer In-charge / Manufacturer guide lines / manual.	31,500	126,000	1,512,000
Total						500,000	6,000,000



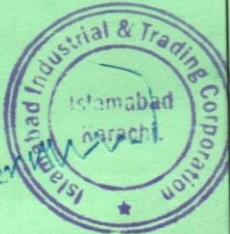
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B). Manpower 24/7 Basis:							
S.#	Description of Work	Qty.	U.O.M	Qualification / Experience	Per Month Per Person	Per Month Total	Total Amount Per Year
1	Chief Supervisor	1	Person	Literate / Minimum 8 Years of relevant experience	180,000.00	180,000.00	2,160,000.00
2	Shift Supervisor cum Troubleshooter	3	Persons	Literate / Minimum 5 Years of relevant experience	100,000.00	300,000.00	3,600,000.00
Total						480,000.00	5,760,000.00

Condition: 02		
Without Parts with Manpower	Monthly Total Amount	Annual Total Amount
Grand Total (B: Elevators maintenance with consumables without Parts + C. Manpower 24/7 Basis)	980,000.00	11,760,000.00

S.#	Item Name / Description	QTY.	RATE
	RATE CONTRACT FOR PARTS PRICE		
1	Break Magnet	1	99,000
2	Guide Shoe Element	1	24,000
3	Roller D-60	1	9,000
4	Micro Switch (Over Load switch)	1	17,500
5	Buzzer 24 V	1	5,000
6	Power Block 92/16E SKKF (1600K 0F)	1	85,000
7	Main Motor Bearing	1	75,000
8	Door Drive Cam	1	70,000
9	Car Flooring (PVC)	1	75,000
10	Door Cam Repairing	1	18,000
11	Traveling Cable	per ft	9,500
12	Stop Switch	1	90,000
13	M33 CPU Board	1	625,000
14	M33 CPU Board (Repairing)	1	65,000
15	PSD Module Board	1	110,000
16	PSD Module Board (Repairing)	1	12,000
17	TCB 2 Board	1	325,000
18	TCB 2 Board (Repairing)	1	55,000
19	Power Board	1	110,000
20	Power Board (Repairing)	1	22,000
21	CCB -3 Board	1	225,000
22	CCB -3 Board (Repairing)	1	18,000
23	OPB Board	1	235,000
24	OPB Board (Repairing)	1	65,000
25	Relay MY 4 (DC 24 V)	1	14,000
26	Relay MY 4 (DC 110 V)	1	14,000
27	Relay LY 2 (DC 24 V)	1	160,000



S.#	Item Name / Description	QTY.	RATE
28	IP PC Board	1	18,000
29	IP PC Board (Repairing)	1	8,000
30	OP PC Board	1	18,000
31	OP PC Board (Repairing)	1	8,000
32	Transformer (400 V)	1	300,000
33	Breaking Resister	1	90,000
34	DC Reactor 25 A	1	210,000
35	Nosie Filter	1	160,000
36	Circuit Breaker 5A	1	12,500
37	Surge Absorbr 5 A	1	75,000
38	Resistor 200W 100R	1	125,000
39	Main Circuit Breaker	1	65,000
40	Fuse 600 V 8 A	1	500
41	Fuse 600 V 10 A	1	600
42	Bridge Rectifier (600 25 A)	1	5,000
43	MC Connector SC-5-1	1	70,000
44	BK B2 Connector SC-5-1	1	70,000
45	HIP 640 Only PCB	1	110,000
46	Button 40 Type	1	16,000
47	CPI (Car Position Indicator) PCB Only	1	110,000
48	Complete D-610 only PCB	1	135,000
49	Final Limit Switch	1	18,000
50	Photo Cell	1	9,000
51	Main Intercom 12 V (per piece)	1	62,000
52	Sub Intercom (in OPB)	1	49,000
53	Light Switch	1	6,000
54	Fan Inverter	1	14,000
55	Battery	1	16,000
56	LCD Sensor	1	24,000
57	Gate Switch	1	58,000
58	Door Drive Encoder	1	155,000
59	Door Inverter	1	395,000
60	Proximity Switch	1	12,500
61	Main motor Rotary Encoder	1	475,000
62	Main motor Rotary Encoder (Repairing)	1	N/A
63	HIVD 900GT Inverter	1	4,500,000
64	HIVD 900GT Inverter (Repairing)	1	89,500
65	LS IG5A Inverter	1	125,000
66	LS IG5A Inverter (Repairing)	1	50,000
67	IGBT	1	75,000
68	CPU Board	1	685,000
69	CPU Board (Repairing)	1	75,000
70	Gate Switch for car door	1	40,000
71	Door Limit Sensor	1	35,000
72	Main Wire Rope 10mm or 12 mm	Per Feet	800
73	Speed Governor Wire Rope 8 mm	Per Feet	600
74	Cabin Inside fan	1	21,700
75	Motor Gear Box Oil	Per Liter	3,500
76	IPM Module	1	295,000
77	Interlock Switch	1	90,000
78	Interlock	1	90,000
79	Steel wire rope for landing door with accessories	1	9,000
80	Door key	1	3,000



S.#	Item Name / Description	QTY.	RATE
81	Hanger Roller	1	9,000
82	Tension Pulley (Pit)	1	25,000
83	Door Shoe	1	9,000
84	Spring Closer	1	7,500
85	Door Motor	1	475,000
86	Clutch (CAM)	1	249,000
87	V Belt	1	15,000
88	Door Motor Pulley	1	160,000
89	Door Drive Pulley	1	110,000
90	Eccentric roller	1	16,000
91	Complete Door Safety Edge	1	410,000
92	Guide Shoes Main Assembly	1	270,000
93	Speed Governor Switch	1	32,000
94	Speed Governor Pulley Bearing	1	18,000
95	Complete Speed Gov DG-100	1	300,000
96	Emergency light	1	9,000
97	Emergency light in supply with battery 12 VDC	1	36,000
98	Break Shoe ASY	1	400,000
99	Multi Beam	1	110,000
100	Rubber pad	1	30,000
101	Def-Sheave Bearing	1	65,000
102	Def-Sheave	1	600,000
103	Main Sheave	1	2,500,000
104	Thimble rod	1	7,500
105	Oil Cup	1	7,500

Subsequent Year's price increase of offered Services (in terms of percentage), in case contract is renewed	
2nd Year	10% (percent) Escalation in first year's price
3rd Year	10% (percent) Escalation in second year's price

Note:

1. All staff would be interviewed and selected by the consent of SMBBIT competent authority.
2. All staff employed by M/s. Islamabad Industrial & Trading Corp. will mark their attendance on SMBBIT Biometric attendance system as per their Rota.

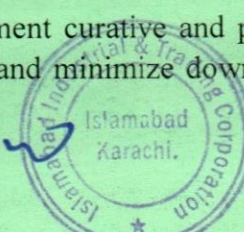
Duty Rooster for Shift Supervisor cum Trouble shooter				
Location	# of Elevators	8 Hours	8 Hours	9:30 Hours
		Shift A	Shift B	Shift C
		08:00am to 04:00pm	03:30pm to 11:30pm	11:00pm to 08:30am
Total Operators Shift Wise	11	2	1	1

SCOPE OFWORK

- A. Object:** of engaging a local service provider to provide equipment curative and preventive maintenance support services to ensure its optimal functionality and minimize downtime that would occur in the event of equipment failure.

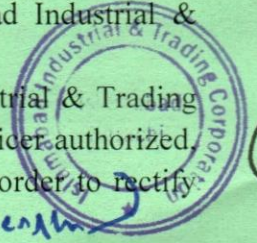
1. Provide service on 24/7 basis.

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2. Service provider staff will ensure proper cleaning of control panel / machine checking of all moving parts, oiling and greasing, wherever required. (period shall be mentioned, like: weekly / monthly and whenever and wherever required).
3. Responsible for submission of periodical performance report of lifts to procuring agency.
4. Responsible for maintaining a log Book wherein all the major / minor defects or complaints will be recorded along with action taken.
5. The M/s. Islamabad Industrial & Trading Corp. will be responsible for rectification of complaint trouble shooting of lifts at their own cost thought out contract period.
6. Responsible for more than 80% uptime of equipment. (for hospital, uptime shall be high like 95-95%). The %uptime shall be calculated by dividing the unplanned downtime by the total covered time. Down time shall be calculated on quarterly basis.
7. The M/s. Islamabad Industrial & Trading Corp. shall supply and maintain such sufficient instruments, tools / gadgets and equipment, for the use of his staff that is required to enable them to fulfill their duties as per contract.
8. On receipt of any complaint (via phone call, email, letter or fax) the M/s. Islamabad Industrial & Trading Corp. will attend the complaints within 02 hours. Reason for any type of strike etc. for not attending the complaints in time shall not be accepted.
9. Precautionary measures, under taken by M/s. Islamabad Industrial & Trading Corp. regarding maintenance / servicing shall be checked and supervised by the respective building and site-in-charge. (clarity of – "Site in-charge" is required)
10. For breakdowns, involving, major repair or replacement of costly parts / material additional payment shall only be considered subject to prior approval and verification by the authorized / competent person. Additional payment will include actual charges for supply, installation, testing and commissioning of any part, item or component of equipment and shall be paid on actual cost of the good / material.
11. Frequent updates on regular, preventive and emergency plans and procedure with Procuring Agency.
12. M/s. Islamabad Industrial & Trading Corp. shall ensure to post maintenance Staff as per the tender documents submitted by them for SMBBIT, Karachi.
13. Monthly Bill against M/s. Islamabad Industrial & Trading Corp. services will be submitted to the nominated authorized officer of SMBBIT, Karachi along with the invoice and attached service report duly signed by nominated authorized officer by the management of SMBBIT on first of every succeeding month who will process the bills within 2/3days and submit the bills through Authorized Officer / Official to the Accounts Department by 5th of same month.
14. In case of any dispute between Maintenance Staff / Workers with the M/s. Islamabad Industrial & Trading Corp.s the matter shall be referred to the Procuring Agency for arbitration whose decision shall be final.
15. M/s. Islamabad Industrial & Trading Corp. shall provide duty roster of its Staff accordingly to the Procuring Agency on monthly basis.
16. M/s. Islamabad Industrial & Trading Corp. will be bound to provide uniform (approved by the competent authority - SMBBIT) to their staff and ensure that the staff wears neat and clean uniform. In case of violation fine will be imposed by the Competent Authority or Authorized Officer, which will be at least Rs. 500/- per employee per day.
17. It is mandatory for all maintenance staff to wear I.D Card of company all the time.
18. Staff involved in immoral/undesirable activities will not be allowed to serve in the SMBBIT, Karachi.
19. M/s. Islamabad Industrial & Trading Corp. will be bound to change the staff who are unwanted by the P.A immediately.
20. The Staff will work according to mutually agreed time table issued by the nominated authorized officer of SMBBIT, Karachi.
21. M/s. Islamabad Industrial & Trading Corp. has to assure the following;
 - i. Basic Human Rights will not be violated.
 - ii. To provide the sanctioned strength of Maintenance Staff at all- time even on holiday.
 - iii. Child labor is strictly prohibited.
 - iv. To follow Labor Laws prevailing in Province of Sindh.
 - v. M/s. Islamabad Industrial & Trading Corp. will not appoint any person with an addiction of Pan, Gutka, Manpuri and anything which falls under this category. Failing so said person would be terminated immediately and a fine would be imposed on M/s. Islamabad Industrial & Trading Corp.
22. In case of any complaint or observation conveyed to the M/s. Islamabad Industrial & Trading Corp. or their supervisor by Competent Authority-SMBBIT, Karachi or the officer authorized, the M/s. Islamabad Industrial & Trading Corp. will report the steps taken in order to rectify those observations in writing within stipulated time.



23. The Firm will submit its detailed report on bi-monthly basis regarding satisfactory working, efficiency of elevator to the nominated authorized officer by SMBBIT.
24. M/s. Islamabad Industrial & Trading Corp. will ensure uninterrupted services under all circumstances, without any complaints being referred to the management.

B. ROUTINE & PREVENTIVE MAINTENANCE

Preventive & Corrective Maintenance shall be carried out as per manufacturer recommendation however routine and preventive maintenance during the maintenance contract shall include following.

1- Monthly

This shall include the following but not limit to:

- To check and clean panels control panels governor's car top car gates sills and pits
- To check and clean hoist way, outside cage rails, and counter weight rails.
- Adjust or repair brakes if required
- Remove litter, dust, oil etc. from all machine room equipment's
- Clean adjust and lubricate car doors tracks, pivot, hangers, car sills.
- Repair intercommunication system, Normal and emergency lights, fan, emergency call system or alarm car station indication lights.
- Clean, lubricate and adjust tracks check linkages, gears, wiring motors, check keys set screws, contacts, chains, door closer, travelling cable, Chains, wiring, contracts, relays.
- Add oil as required in car and counterweight oil buffer.

2- Quarterly

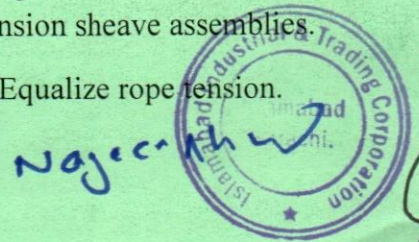
This shall include the following but not limit to:

- To clean door hungers, door rails interior of hunger case. if necessary adjust acentric rollers car door hangers, door connecting ropes.
- To check and replace door shoe if necessary.
- To clean oil car and counterweight guide shoes. Adjust if necessary
- To check oil clean and repair interior of door switches. Replace worn parts if necessary.
- To clean and check push buttons of car control panel.
- To check and repair the operation of terminal limit switches and final limit switches.
- To check repair, the governor switches.
- To remove the dust inside the traction machine and control panel using electric blower.
- To clean and repair the indicator lamps.
- Adjust clearance between safety jaws and guide rail controller parts, steel selector tape contacts, mechanical and electrical driving equipment, signal lamps and position indication equipment.
- Governor components, governor sheaves and shaft assemblies, bearings contacts, governor jaws, car and counter weight buffer, counter weight guide rail, counter weight sheave assemblies top and bottom limit switches, governor tension sheave assemblies.
- Clean both governor and hoist ropes and lubricate if needed. Equalize rope tension.

3- Annual

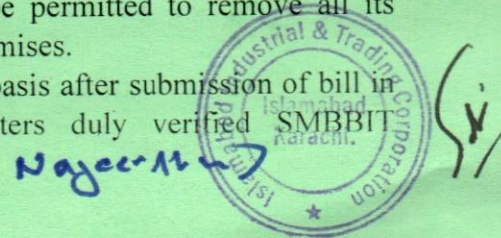
This shall include the following but not limit to:

- Tighten all screws, nut bolts.



G. GENERAL CONDITIONS

1. SMBBIT at its discretion can reduce / increase the number of trouble shooters, on agreed rate of payment and on the same terms & conditions, on the request of relevant in charges in case of emergencies. However, the in charge have to immediately inform the SMBBIT Management. The verbal intimation would be duly followed by written request mentioning therein the circumstances / reasons on next day.
2. M/s. Islamabad Industrial & Trading Corp. shall ensure the availability of adequate reserve trouble shooters. In case of absence casual or other leave by any trouble shooters, the M/s. Islamabad Industrial & Trading Corp. shall provide the alternate trouble shooters from the reserve trouble shooters in case of absence of any trouble shooters, the M/s. Islamabad Industrial & Trading Corp. company shall be liable to provide the required strength at site otherwise SMBBIT reserve the right to imposed the penalty as per agreement.
3. M/s. Islamabad Industrial & Trading Corp. shall ensure the placement of trouble shooters, strictly in accordance with agreement, Terms and Conditions.
4. SMBBIT can increase / decrease the number of trouble shooters. In this situation the M/s. Islamabad Industrial & Trading Corp. will be informed in writing accordingly. In case of number of trouble shooters increased / decreased upon directives of SMBBIT, the payment shall be made / adjusted on the agreed rates.
5. The M/s. Islamabad Industrial & Trading Corp. will provide physically fit and sound in health armed trouble shooters, properly uniform and ensure that each trouble shooters must have following documents:
 - i. Attested photocopy of NADRA Computerized Card.
 - ii. Original Service Card issued by the M/s. Islamabad Industrial & Trading Corp.'s Company.
6. **Without uniform, Lethargic, inefficient, over and below age trouble shooters will not be accepted.**
7. This agreement would effect from the date of Signing of this agreement and shall continue in force unless and until it is determined in accordance with the provisions regarding termination of agreement.
8. The M/s. Islamabad Industrial & Trading Corp.'s Company would response to cover all financial rates of trouble shooters, including payment of salary and compensation to the trouble shooters and all type of taxes and levies whether acquired through collective bargaining or otherwise and all the expenditure for providing allied services.
9. Any increase or decrease in any levies or rates imposed by the Government / CBA, wages and / or salaries fluctuation in market rates of equipment, materials, etc. during the currency of this agreement shall be on the M/s. Islamabad Industrial & Trading Corp. account and no claims for such increase shall be entertained by the SMBBIT.
10. Any taxes/duties already in place or levied by the Government during the currency of the agreement will be on M/s. Islamabad Industrial & Trading Corp. account and no claim shall be entertained by the SMBBIT. If during the subsistence of this agreement or any renewal thereof any case, tax charges or surcharge is levied in respect of the services which are subject of this agreement, by the Federal, Provincial or Local Government. Such case, tax charges or surcharge, as the case may be, payable by the M/s. Islamabad Industrial & Trading Corp.
11. SMBBIT will not be liable to make any extra payment if the trouble shooters is to provide services In the event of any civil commotion, war, enemy action, hostilities, act of God or any other circumstance etc.
12. The M/s. Islamabad Industrial & Trading Corp. will keep tile SMBBIT free of any liability for the clause of compensation, if any to any employee of the M/s. Islamabad Industrial & Trading Corp. Company in case of their injury, death etc.
13. Any claims of injuries, loss of limb or life of labor and other workers engaged/employed by the service provider for operations under this agreement or work connected directly or indirectly with the agreement shall be settled and paid by the M/s. Islamabad Industrial & Trading Corp., SMBBIT shall in no way be responsible for any compensation in this connection.
14. One-month prior notice in writing shall be served by either party for termination of contract.
15. Upon the termination of this agreement the Company shall be permitted to remove all its apparatus and equipment which may have been placed in the premises.
16. SMBBIT shall make the payment to the Company on monthly basis after submission of bill in detail with attendance sheet with name of trouble shooters duly verified SMBBIT representative.



17. In case of any dispute or difference arising between the parties hereto relating to the interpretation or effect of any clause of this Agreement, the same shall be referred to Executive Director or his nominee as Arbitrator and his decision shall be final and binding upon the parties hereto.
18. The Company shall be responsible to complete all documentation, if notified from time to time.
19. The Company shall be responsible to maintain all the record along with details of trouble shooters for onward submission to SMBBIT as and when required.
20. **The company will ensure that they have enough financial capacity to pay at least two-month salary timely to the deputed trouble shooters in SMBBIT and company should be submitting such undertaking signed by CEO/CFO or Managing Partner on attested stamp paper of value Rs. 100/-.**

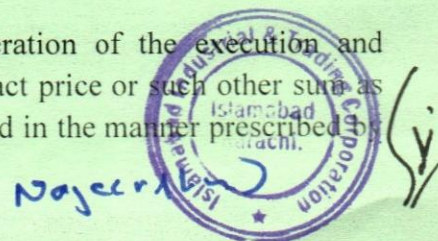
H. RESPONSIBILITIES OF THE COMPANY:

1. In addition to the services to be performed by the company specified above, the company shall provide at additional cost to the SMBBIT such supervision of its employees as in necessary to adequately fulfill its obligation.
2. The company is responsible for ensuring that all its employees performing the services are physically and mentally fit, have no communicable disease and are in good health in all respects to perform the duties.
3. The Company is an independent M/s. Islamabad Industrial & Trading Corp. and accordingly is fully responsible for any accident or injury to its personnel or caused by its personnel and agrees that neither the SMBBIT nor any of its personnel shall be held liable for either of the above in any manner.
4. The personnel of the company shall not in any manner indulge in any unionism nor have any linked activity with SMBBIT employees.

The company is responsible for recruitment, discipline and all other service matters of its employees. They shall not in any case communicate with the SMBBIT management regarding their service matters that is the sole responsibility of the company.

The SMBBIT may refuse to accept services from any of the employees of Contractor whose work has been found unsatisfactory or not in the accordance with the requirements of this document. Now this agreement witnesseth as follows:

1. In this agreement words and expression shall have the same meanings as are respectively assigned to them in the Terms & Conditions of Tender Enquiry referred to.
2. The Following documents after incorporating addenda, if any except these parts relating to Instruction to bidders, shall be deemed to form and be read and constructed as part of this Agreement, viz:
 - a. Purchase order(s)/ Letter of Acceptance where applicable.
 - b. The completed Form of Bid along with Schedules to Bid.
 - c. Condition of Contract & Contract Data
 - d. The priced Scheduled of prices
 - e. The specifications
3. In consideration of the payments to be made by the Client to the Contractor as hereinafter mentioned, the supplier hereby covenants with the Client to execute and complete the works and remedy defects therein conformity and in all respects within the provision of the contract.
4. The Client hereby covenants to pay the Contractor, in consideration of the execution and completion of the works as per provision of the contract, the contract price or such other sum as may become payable under the provision of contract at the times and in the manner prescribed by the contract.




Form of Contract on Non Judicial Stamp Paper along with Bank Guarantee / Pay Order of Performance Security Bond of **10% of Contract value** i.e. **Rs. 1,176,000/-** may be submitted to this Institute within stipulated time.

0.35% of ordered amount **Rs. 41,160/-** should be placed on contract agreement as stamp duty on stamp paper of value.

Note: Please mobilize your resources and take over the job effect from _____.
In WITNESS WHEREOF the parties hereto have caused this Contract Agreement in accordance with their respective hands and seals, the day, month and the year first above written.

SIGNATURE OF THE CONTRACTOR

Nayeen Akh

(Seal)

SIGNATURE OF THE CLIENT

Si
(Seal)

Signed, Sealed and Delivered in the presence of:

WITNESS OF CONTRACATOR

Name: MUHAMMAD IMRAN
Title: TECHNICAL HEAD
Address: _____

WITNESS OF CLIENT

Name: [Signature]
Title: _____
Address: _____
