



Pakistan State Oil Company Limited

PSO House, Khayaban-e-Iqbal, Clifton, Karachi-75600, Pakistan
Telephone (021) 9203866-85 Fax (021) 9203796

PAGE

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RFQ No	LM19962SI	
DATE	02.09.2026	

REQUEST FOR QUOTATION

(THIS IS PRICE ENQUIRY-NOT AN ORDER)

SAP No.6100018081

Company PSO Dummy Vendor
PAKISTAN

QUOTATION REQUIRED

ON
(Date)

17.09.2026

BY
(Time)

Please quote your best price for all items of following specifications. Please read the instructions attached herewith Rs. _____ EARNEST MONEY %
PO/DD NO. _____

Title: Annual Operation <(><)> Maintenance Contract for HVAC System, Including 210-Ton Screw Chiller and 60-Ton Air-Cooled Water Chiller at LMT. (01.10.2026 to 30.09.2027)

S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
1	<u>Operation & Maintenance of HVAC, Chiller</u>	LMT				
1.01	<u>Services for HVAC/chillers supervisor</u> HVAC Supervisor Services # Round the Clock Operation & Maintenance for HVAC and chillers. 6 days in a week - General Shift HVAC ANNUAL MAINTENANCE CONTRACT # RESPONSIBILITY MATRIX: 1.,SUPERVISOR # HVAC Working Pattern: General Shift # 6 Days per Week The HVAC Supervisor shall be responsible for overall supervision, planning, coordination, inspection, and performance monitoring of all HVAC and chiller systems covered under the annual maintenance contract. Major Responsibilities 1.,Overall System Supervision o Supervise the operation and maintenance of all chillers, AHUs, FAUs, pumps, cooling tower, fans, and associated HVAC systems. o Ensure reliable and uninterrupted cooling services to CFU, CMU, Blow Moulding, Injection Moulding, Can Manufacturing, Caps Manufacturing, and other connected areas. o Monitor the operating condition and performance of the 210-Ton DunhamBush Screw Chiller and 60-Ton Air-Cooled Water Chiller. 2.,Preventive Maintenance Planning: o Prepare and implement the annual/monthly preventive maintenance schedule for all HVAC equipment. o Ensure timely servicing, inspection, cleaning, lubrication, tightening, calibration, and condition monitoring. o Ensure all scheduled maintenance activities are completed and properly recorded. 3.,Chiller Performance Monitoring o Monitor chilled water supply/return temperatures, condenser water parameters, pressures, flow, compressor operating conditions, and overall chiller efficiency. o Monitor abnormal noise, vibration, leakage, temperature variation, and other indications of equipment deterioration. o Coordinate troubleshooting and corrective maintenance of chillers.		D	400		



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	4.,,AHU & Fresh Air System Supervision - o Monitor performance of all AHUs, Fresh Air Units, and Fresh Air Fan. - o Ensure proper airflow, temperature control, filter condition, belt condition, motor operation, dampers, coils, drain trays, and associated components. 5.,,Pumps & Cooling Tower - o Supervise the operation and maintenance of primary chilled water pumps, secondary chilled water pumps, condenser water pumps, hot water pumps, and cooling tower. - o Monitor pump pressure, flow, vibration, bearing condition, mechanical seals, coupling/alignment, and motor performance. - o Ensure cooling tower basin, fill, nozzles, fan, gearbox/motor, drift eliminators and water circulation systems remain in proper working condition. 6.,,Breakdown & Emergency Management - o Attend and coordinate major HVAC breakdowns and emergencies. - o Analyze recurring failures and recommend permanent corrective measures. - o Coordinate manpower, tools, spares, and specialist/vendor support where required. 7.,,Documentation & Reporting - o Maintain equipment history, preventive maintenance records, breakdown reports, inspection checklists, and service reports. - o Submit monthly HVAC performance and maintenance reports. - o Maintain records of refrigerant charging, leakage, oil replacement, filter replacement, and major repairs. 8.,,Safety & Compliance - o Ensure all HVAC maintenance activities are performed in accordance with applicable HSE requirements and site procedures. - o Ensure proper LOTO, electrical isolation, work permits, PPE, working-at-height precautions, and safe handling of refrigerants and chemicals. 9.,,Coordination - o Coordinate with PSO M<(><)>R/Engineering personnel regarding planned shutdowns, maintenance requirements, spare parts, and equipment					



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1.02	performance. - o Supervise the Operator and Assistant Operators and verify completion of their assigned duties. <u>Services for HVAC/chillers Operator</u> HVAC OPERATOR: Working Pattern: Shift Basis The HVAC Operator shall be responsible for continuous operation, monitoring, routine inspection, and first-line troubleshooting of HVAC equipment during the assigned shift. Major Responsibilities: 1.,Daily Operation & Monitoring - o Operate and monitor all HVAC equipment as per approved operating procedures. - o Monitor the 210-Ton DunhamBush Screw Chiller and 60-Ton Air-Cooled Water Chiller. - o Monitor chilled water supply and return temperatures, pressures, flow, compressor status, alarms, and operating parameters. - o Ensure appropriate changeover between main and standby/process chillers when required. 2.,AHU & Fresh Air Units - o Monitor operation of all AHUs, Fresh Air Units, and Fresh Air Fan. - o Check supply air temperature, airflow, abnormal noise, vibration, belt condition, filter condition, drain blockage, and water leakage. - o Report abnormalities immediately to the Supervisor. 3.,Pumps & Cooling Tower - o Monitor primary/secondary chilled water pumps, condenser water pumps, hot water pumps, and cooling tower. - o Check pump pressure, vibration, leakage, abnormal sound, motor current, and operating condition. - o Monitor cooling tower water level, circulation, fan operation, temperature, and general condition. 4.,Routine Inspection - o Conduct shift-wise inspection of all HVAC equipment and associated systems.		D	1,200		



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1.03	o Record readings in the HVAC logbook/check sheets. o Identify abnormal operating conditions at an early stage. 5.,First-Line Troubleshooting o Attend minor operational faults and carry out permissible corrective actions. o Reset equipment alarms where safe and authorized. o Inform the Supervisor immediately in case of major equipment malfunction or unsafe condition. 6.,Equipment Changeover o Carry out equipment start/stop and changeover activities as instructed. o Ensure standby equipment is maintained in ready-to-operate condition. 7.,Housekeeping o Ensure cleanliness around chillers, pumps, AHUs, cooling tower, panels, and equipment rooms. o Report water, oil, refrigerant, or other leakage immediately. 8.,Shift Handover o Provide complete shift handover to the incoming Operator. o Record equipment status, abnormalities, maintenance activities, alarms, and pending issues. <u>Services for HVAC/chillers Ass Operator</u> ASSIST HVAC OPERATOR: Working Pattern: Shift Basis The Assistant Operator shall support the HVAC Operator in routine inspection, operation, housekeeping, and maintenance activities. Major Responsibilities: 1.,Routine Equipment Inspection o Assist in shift-wise inspection of chillers, AHUs, FAUs, cooling tower, pumps, and fans. o Check for leakage, abnormal noise, vibration, temperature, pressure, and general equipment condition. o Immediately report abnormalities to the Operator/Supervisor. 2.,Chiller Assistance o Assist the Operator during start-up, shutdown, and changeover of		D	1,600		



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	chillers. - o Assist in monitoring chilled water and condenser water systems. - o Check for visible refrigerant/water/oil leakage and report immediately. 3.,AHU & FAU Assistance - o Assist in inspection and cleaning of AHUs, Fresh Air Units, filters, coils, drain trays, belts, and surrounding areas. - o Assist in maintaining proper airflow and cleanliness. 4.,Pump & Cooling Tower Assistance - o Assist in inspection of chilled water pumps, condenser water pumps, hot water pumps, and cooling tower. - o Check for visible leakage, abnormal vibration, coupling condition, and unusual sound. - o Assist with cooling tower cleaning and routine maintenance activities. 5.,Preventive Maintenance Support - o Assist the Operator/Supervisor during scheduled preventive maintenance. - o Support lubrication, cleaning, tightening, filter cleaning/replacement, belt inspection, and other routine maintenance activities as directed. 6.,Housekeeping - o Maintain cleanliness of HVAC rooms, equipment areas, cooling tower area, pump areas, and surrounding locations. - o Remove waste/material generated during maintenance activities. 7.,Tools & Material Support - o Arrange required tools, consumables, and materials for routine maintenance activities. - o Ensure tools are returned and properly stored after completion of work. 8.,Safety - o Follow all applicable HSE requirements, PPE requirements, LOTO procedures, and safe work practices. - o Immediately report unsafe conditions to the Operator/Supervisor. COMMON RESPONSIBILITY # ALL HVAC STAFF The Supervisor, Operator, and Assistant Operator shall collectively					



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S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
	ensure: · Reliable and uninterrupted HVAC/chilled water availability. · Proper operation of all equipment covered under the AMC. · Timely identification and reporting of abnormalities. · Proper execution of preventive and corrective maintenance. · Maintenance of equipment logbooks and checklists. · Clean and safe working conditions around HVAC equipment. · Proper care and preservation of standby equipment. · Compliance with PSO HSE procedures and permit-to-work requirements. · Immediate reporting of major breakdowns, refrigerant leakage, electrical faults, water leakage, abnormal vibration, or unsafe conditions. · No major repair, modification, refrigerant handling, electrical work, or critical intervention shall be carried out without authorization from the concerned PSO representative. 5.,EQUIPMENT COVERAGE: The above responsibilities shall cover, but not be limited to: 1.,DunhamBush Screw Chiller # 210 Tons 2.,Air-Cooled Water Chiller # 60 Tons 3.,04 Nos. Air Handling Units 4.,03 Nos. Fresh Air Units 5.,01 No. Fresh Air Fan 6.,01 No. Cooling Tower # 2,833,200 Kcal 7.,03 Nos. Primary Chilled Water Pumps 8.,03 Nos. Secondary Chilled Water Pumps 9.,03 Nos. Condenser Water Pumps 10.,03 Nos. Hot Water Pumps 11.,Cable Ladders & Cable Trays associated with HVAC systems 12.,All auxiliary HVAC equipment, pipework, ducts, valves, flanges, bends, reducers, supports, accessories, and associated systems. DETAILED MAINTENANCE SCOPE A. AIR HANDLING UNITS & FRESH AIR UNITS # Cleaning and washing of AHU/FAU coils and filters to remove dust, debris, rust, and foreign particles.					



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	# Installation of new air filters when required. # Repair/replacement and alignment of faulty components: grids, V-belts, motor, blower. Greasing as per manufacturer recommendations. # Routine inspection of all ductwork and air distribution systems for leaks and blockages. B. DUNHAMBUSH 210-TON SCREW CHILLER (NEW) O<(>&<)>M # Full round-the-clock operation, monitoring, and maintenance of the 210-Ton DunhamBush Screw Chiller. # Regular inspection of compressor, oil system, refrigerant circuit, evaporator, condenser, and control panel. # Monitoring of suction/discharge pressures, oil pressure, temperatures, and all operating parameters. # Preventive maintenance of all associated pumps and motors as per manufacturer schedule. # Leak testing and repair of refrigerant lines, chilled water piping, and associated valves and fittings. # Any fault in chiller due to negligence of contractor staff (e.g., refrigerant loss, compressor damage) shall be borne by the contractor at no extra cost to PSO. # Contractor shall arrange genuine DunhamBush spare parts at time of need. # D. 60-TON AIR-COOLED WATER CHILLER # STANDBY O<(>&<)>M # Operation and maintenance of the 60-Ton Air-Cooled Water Chiller # dedicated standby source for Can Manufacturing and Caps Manufacturing machines. # Chiller to be placed on standby mode during normal operation of 210-Ton DunhamBush Screw Chiller. # Contractor shall ensure chiller is maintained in ready-to-start condition at all times # zero start-up delay when required. # Regular inspection of compressor, condenser coils, refrigerant circuit, and control panel. # Any fault due to contractor negligence shall be borne by the contractor. Chiller Operation and Manpower Payment Basis:					



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	At any given time, only one chiller shall remain operational, while the other chiller will be maintained as standby/alternative equipment. Payment for the HVAC annual maintenance services shall be processed on a monthly basis according to the actual manpower/staff deployed and performing the services during that month, irrespective of which chiller is operational. TERMS & CONDITIONS 1.,The above HVAC operation and maintenance services shall be provided on a 24-hour, round-the-clock basis, including Sundays and public holidays, throughout the contract period. 2.,All applicable Government taxes, duties, levies, and Sindh Sales Tax on Services (if applicable) shall be included in the quoted rates. 3.,The quoted rates shall include labor/manpower, services, transportation, tools, equipment, and all other associated service charges, except materials/spare parts specifically identified as being provided by PSO LMT. 4.,The Contractor and its personnel shall strictly comply with all applicable PSO HSE rules, regulations, procedures, and site requirements. 5.,Provision of all required Personal Protective Equipment (PPE) to the Contractor's personnel shall be the sole responsibility of the Contractor. 6.,All Contractor personnel shall wear proper company uniform, safety shoes, PPE, and identification and shall maintain professional and disciplined conduct while working at LMT. 7.,All required tools, equipment, testing instruments, ladders, scaffolding, and other maintenance accessories shall be arranged and provided by the Contractor. 8.,The Contractor shall provide and maintain, at its own cost, all required hard hats, safety shoes, uniforms, hand gloves, eye protection, and other PPE in accordance with PSO HSE requirements. 9.,All bidders/Contractors are advised to visit LMT prior to submission of their quotation to assess the actual site conditions, equipment, scope of work, accessibility, and maintenance requirements. 10.,The Contractor shall maintain daily operation and maintenance					



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	records/log sheets, including equipment operating parameters, breakdowns, inspections, and maintenance activities. A consolidated monthly operation, maintenance, and parts-replacement report shall be submitted to the M<(>&<)>R In-Charge. 11.,,Monthly part payment shall be admissible based on actual manpower attendance/deployment and services performed during the respective month. Payment shall be processed against a running bill duly verified by the PI-LMT / Manager LMT / DGM (LMT) and supported by the required PRC-24 and attendance/service records. 12.,,In case of any major fault requiring replacement of parts/material, the cost of such parts shall be charged separately to PSO, where applicable. The Contractor shall submit the estimated cost and obtain approval from the M<(>&<)>R In-Charge prior to carrying out the work, preferably at least 24 hours in advance wherever the nature of the breakdown permits. 13.,,Replacement of defective parts/components shall be carried out by the Contractor as part of the maintenance service. The cost of the replacement parts shall be borne by PSO LMT where such parts are identified as PSO-supplied materials. 14.,,The Contractor shall be solely responsible for the health, safety, welfare, and insurance/compensation obligations of its employees and workers. PSO shall not be responsible for any injury, accident, loss, or claim arising from the Contractor's personnel or activities, except to the extent required under applicable law. 15.,,The Contractor shall provide qualified HVAC technicians/operators on a 24-hour, round-the-clock shift basis, including Sundays and public holidays, as required for continuous operation and maintenance of the HVAC system. 16.,,The Contractor shall deploy qualified and experienced HVAC technicians, preferably having a minimum Diploma in Mechanical/Electrical/HVAC or equivalent technical qualification, with relevant experience in industrial chillers and HVAC systems. 17.,,All technical and maintenance work shall be performed using proper and suitable tools and equipment. The Contractor shall maintain sufficient inventory of tools, testing instruments, safety equipment,					



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	and other required maintenance equipment at LMT or readily available at all times. 18.,,The Contractor shall respond within a maximum of 2 hours after receiving a complaint/breakdown notification through telephone, email, or any other officially designated communication channel. 19.,,To ensure smooth operation and effective troubleshooting, the Contractor shall have the capability to arrange genuine/OEM or approved equivalent spare parts for chillers whenever required. Availability and source of critical spare parts shall be demonstrated when requested by PSO. 20.,, All maintenance/repair work on the chillers shall be carried out only after prior intimation to and approval from the M<(>&<)>R In-Charge, LMT, except for immediate actions necessary to prevent equipment damage or ensure safety. The HVAC In-Charge/Contractor shall coordinate and arrange the required service team for satisfactory execution of the work. 21.,, The HVAC In-Charge/Operator shall immediately inform the Contractor in case of any abnormality, breakdown, alarm, or operational problem in the chillers or associated HVAC equipment. The Contractor's service team shall inspect the equipment and submit the required scope of work/recommendation to PSO for approval before major repair activities. 22.,,Testing, troubleshooting, and replacement/repair of faulty electrical and mechanical components of the HVAC/chiller units shall be within the Contractor's scope. Replacement parts shall be provided by PSO LMT where specifically identified as PSO-supplied items. 23.,,Only one chiller shall remain operational at a time, while the other chiller shall be maintained in standby/ready-to-operate condition, unless otherwise required by the process or directed by PSO. The Contractor shall ensure that the standby chiller remains available for immediate changeover when required. 24.,,During the winter season, when cooling is not required and the 210-ton chiller is kept out of operation, the contractor shall reduce the manpower as directed by PSO and deploy only the manpower required for operation and maintenance of the 60-ton chiller. Payment shall be					



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	made based on the reduced manpower actually deployed and the services actually performed during this period. 25.,The Contractor shall ensure proper shift handover between HVAC personnel. All equipment status, operating parameters, abnormalities, breakdowns, maintenance activities, and pending jobs shall be properly recorded and communicated to the incoming shift.					