



Pakistan State Oil Company Limited

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

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RFQ No	OPA4953SZ	
DATE	05.10.2026	

REQUEST FOR QUOTATION

(THIS IS PRICE ENQUIRY-NOT AN ORDER)

SAP No.6100018495

Company PSO Dummy Vendor
PAKISTAN

QUOTATION REQUIRED

ON
(Date)

21.10.2026

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: Providing Services for Annual Maintenance of AC units at Keamari Terminal A.

S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
1	<u>Annual Contract for ACs Services at KTA</u>	<u>Keamari Terminal</u>				
1.01	<u>M&R of Air Conditioner</u> Split AC Services 1 Ton to 2 Ton The job includes service, repair/ replacement of condensor, evaporator <(>,<)> replacement of throttle valve of Split Airconditioning Units of KTA on need basis. The specs of Split AC Units is 1 and 2 TON Make : Sabro, PEL, LG, DAIKOOL, OR Equivalent Total No of 1 Ton AC = 4 Total No of 2 TON AC = 4		<u>JOB</u>	50		
1.02	<u>M&R of Air Conditioner</u> Inverter Split AC Services 1TON to 2 TON TThe job includes service, repair/ replacement of condensor, evaporator <(>,<)> replacement of throttle valve Airconditioning Units of KTA on need basis. The specs of inverter AC Units are 1 / 1.5 / 2 TON Make : Sabro, PEL, LG, DAIKOOL, OR Equivalent Total No of 1 Ton Invertor = 2 Total No of 1.5 Ton Invertor = 4 Total No of 2 TON Invertor = 4		<u>JOB</u>	18		
1.03	<u>M&R of Air Conditioner</u> Wiring Repairing of Split AC and Inverter Split AC 01 Ton & 02 Ton. The job includes repairing of wiring of split AC and Inverter Split AC. The contractor will provide cables of PSO approved brands for the job. The cost of repairing, and material required for the job to be done is included.		<u>JOB</u>	12		
1.04	<u>M&R of Air Conditioner</u> Repair of Split AC Electronic Cards 1 Ton to 02 Ton		<u>JOB</u>	10		



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S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
1.05	Services for repairing of electronic card of 1 Ton to 02 Ton Split AC Units as per requirements. M&R of Air Conditioner Repair Inverter Split AC Electronic Card 01 Ton to 02 Ton		JOB	8		
1.06	Services for repairing of electronic card of 1 Ton to 02 Ton inverter Split AC Units as per requirements. M&R of Air Conditioner Split AC Cooling Coil Repair 1.5 to 2Ton		JOB	10		
1.07	The job includes service for the repair of cooling coil of Split Airconditioning Units of KTA on need basis. The specs of Split AC Unit are 1.5 / 2 Ton Make : Sabro, PEL, LG, DAIKOOL, OR Equivalent M&R of Air Conditioner Split AC Condenser Repair 1.5 to 2Ton		JOB	10		
	The job includes service for the repair of condenser of Split Airconditioning Units of KTA on need basis. The specs of Split AC Unit are 1.5 / 2 Ton Make : Sabro, PEL, LG, DAIKOOL, OR Equivalent SCOPE OF WORK: includes following (but not limited) but includes all necessary preventive maintenance jobs. Check and tighten any loose connection of control panel and motor ,Clean electrical panel with air jet and remove dust(>,<)> Clean magnetic contactor points and remove accumulated carbon, Clean motors and check for over heating, Observe suction and discharge pressure when operating at full load(>,<)> Check air filter conditions and wash it with tap water, Check drivers and pulleys for tightness and alignment, Check belt					



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S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
	condition and tension adjustment, Check normal flow of condensate drain pan to outlet Check leakage of refrigerant at flare nuts, joints and readjustment if necessary after rectification. Job also includes master Services for AC Units as follows: a. Indoor and outdoor unit dismantling and gas charging. Cooling coil outside water and air cleaning. b. Check and clean coil using water or jet. c. Check condition of coil in case of pinched or deformed fins and rectification of same. d. Check visual condition of pipe insulation and panel insulation of equipment. e. Check and verify the unit is operating correctly & properly cooling. f. Filter cleaning g. Wash Grills of outdoor unit. h. Oiling and greasing of motor. i. Checking of gas pressure of each unit during master service, rectify the root cause of leakage if found less pressure and then gas charging upto the required pressure. (Cost inclusive gas and welding equipment, Check and clean coils using water or jet air, Check conditions of coil in case of pinched or deformed fins and rectification of same, Check visual condition of pipe insulation and panel insulation of equipment, heck noise of all bearings and providing and changing grease if required(Bearing to be provided by the company if required),All Services, tools material, instruments<(>,<)> miscellaneous consumables, insulation tape, cleaning material to be provided by he contractor, Job is subject to inspection of Respective Terminal Engineer. =====SUPPLY ITEMS FOR KTA as follows:=====					



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Title: Providing Services for Annual Maintenance of AC units at Keamari Terminal A.

S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
2	<u>AIR COMPRESSOR 1/2 HP (Lwata)</u> Air Compressor 1.5 Ton (Make : Sabro, PEL, LG, DAIKOOL, OR Equivalent)	<u>Keamari Terminal</u>	<u>EA</u>	1		
3	<u>AIR COMPRESSOR 1/2 HP (Lwata)</u> Air Compressor 2 Ton (Make : Sabro, PEL, LG, DAIKOOL, OR Equivalent)	<u>Keamari Terminal</u>	<u>EA</u>	1		
4	<u>Coil condenser</u> Cooling Coil 1.5 Ton (Make : Sabro, PEL, LG, DAIKOOL, OR Equivalent)	<u>Keamari Terminal</u>	<u>EA</u>	2		
5	<u>Coil condenser</u> Cooling Coil 2 Ton (Make : Sabro, PEL, LG, DAIKOOL, OR Equivalent)	<u>Keamari Terminal</u>	<u>EA</u>	2		
6	<u>CAPACITOR 400 WATT</u> CAPACITOR 40-55 uF (Make : Sabro, PEL, LG, DAIKOOL, OR Equivalent)	<u>Keamari Terminal</u>	<u>EA</u>	10		
7	<u>Aluminum Seal For Cylinder Valve</u> Valve for suction and discharge of Outer AC	<u>Keamari Terminal</u>	<u>EA</u>	12		
8	<u>Air Conditioner Split 2 Ton</u> Providing complete Gas Filling in Split AC of 2.0 Ton (on as when required basis). Job includes leakage detection, vacuuming and filling of Gas R-22 (Make : Genetron, USA Approved/equivalent) upto the require pressure. Gas should be filled after all necessary checks and satisfaction. If gas is discharged within 6 working days, refilling of the Gas will be contractors responsibility at no further cost.	<u>Keamari Terminal</u>	<u>EA</u>	20		
9	<u>Air Conditioner Split 1.5 Ton</u>	<u>Keamari</u>	<u>EA</u>	20		



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Title: Providing Services for Annual Maintenance of AC units at Keamari Terminal A.

S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
	<u>Terminal</u> Providing complete Gas Filling in Split AC of 1.5 Ton (on as when required basis). Job includes leakage detection, vacuuming and filling of Gas R-22 (Make : Genetron, USA Approved/equivalent) up to the require pressure. Gas should be filled after all necessary checks and satisfaction. If gas is discharged within 6 working days, refilling of the Gas will be contractors responsibility at no further cost. GENERAL CONDITIONS: 1. Contractor should strictly follow the safety and security rules of PSO. Contractor to follow Company's rules and procedures as well as HSE guidelines and safety procedures. Contractor will provide and ensure usage of PPEs i.e. Safety Shoes, Gloves, Helmets, Goggles, Safety Harness, Safety Belts etc during execution of work. HSE Manual <(>&<>> Instructions are provided for information & compliance. 2. All service, tools (non-ferrous if required), first aid box, ladder <(>,<)> materials and transportation required for execution of work to be arranged and provided by contractor. 3. As the quantities may vary (increase or decrease according to the job requirements), therefore, payment will be made as per actual quantity of work done. 4. The work will only be accepted after inspection and approval by the Location Incharge/ Engineer. 5. Contractor should maintain housekeeping of the worksite during progress of work and shall clear and remove all surplus materials and rubbish from site after completion of job and/or as per instruction of Engineer Incharge. 6. Quality is the prime concern of PSO, no compromise shall be made in this regard. Only first class approved quality material, workmanship and supervision will be utilized by the contractor which shall strictly conform to the WO/SO specification.					



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Title: Providing Services for Annual Maintenance of AC units at Keamari Terminal A.

S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
	Service order. 7. The contractor shall ensure that its services shall exercise due care while handling with the Company's premises, equipment and assets. 8. Contractor should strictly follow the safety and security rules of PSO. Contractor's labor to follow Company's rules and procedures as well as HSE guidelines and safety procedures. 9. Contractor will provide PPEs i.e. Safety Shoes, Gloves, Helmets<(> ,<(> Goggles etc. to his labor during execution of work. In case of non-compliance Rs. 1000/- fine Will be imposed and the same will be deducted from monthly bills. 10. Servicing of AC units to be carried out on Quarterly basis under the supervision of Terminal Engineer. 11. Master Servicing i.e. complete service of AC units by dismantling of both indoors and out door units, and Water Coolers to be carried out on quarterly basis under supervision of Terminal Engineer. 12. Contractor will ensure maintaining the units in perfect running condition at all the times and vendor shall also be responsible to give warranty of newly replaced/repared parts of AC Units. 13. All Services, tools (i.e. Scaffolding type ladders and scaffolding to work at height during dismantling of outdoor units, Refrigerant, Gas filling Kit, welding equipment, material and transportation to be arranged by the contractor and the final rates will be inclusive of all such costs. Dismantling and Fitting Charges of Split Units and replacement of any part with new one, charges will also be included in the final rates. 14. Payment will be made on monthly basis on submission of bills by contractor against Partial Delivery Certificate (PRC-24). Contractor should submit bill on or before 5th of following month. 15. Contractor will attend the complaint at terminal within 03 Hours' time. Contractor must ensure his daily visits to Terminal A and also depute his two persons dedicated & qualified teams to terminal A for proper services and in order to ensure smooth operation of AC Units. 16. Gas Charging, leak detection, brazing and filling of Gas up to required pressure in case of gas leakage in the units after its repairing, leak detection and brazing as per satisfaction of Terminal					



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Title: Providing Services for Annual Maintenance of AC units at Keamari Terminal A.

S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.
	Engineer. All Cleaning items will be arranged by the Contractor. 17. The material mentioned in the RFQ shall be used/consumed if required and billing shall be done accordingly. 18. Working hours in Terminal are 0730 to 1700 hours 19. Bidder must visit Terminal A and assess the condition of existing ACs before quoting for job. Vendor should have valid email address which should also be submitted along with tender documents. 20. In case of any major repair required in the unit, the contractor will take the unit to his workshop at his own cost and return the repaired unit (as per satisfaction of Terminal Engineer) back to terminal within 48 hours else deduction will be made accordingly as mentioned above. Any damage caused to the unit during transportation etc. will be deducted from the contractor's bill. 21. Payment will be made against the vendor invoices after completion of specific job (s) and passing quality /quantity of goods/works and services including all verifications/inspections by the PSO designated official within 30 days. 22. All Government Taxes are included in the final rates. 23. Contractor should maintain adequate floor stock of the required material at his store to ensure proper and timely services. 24. Contractor should keep one set of all required equipment and tools at terminal to ensure timely services. 25. Contractor staff should have at least 5 years of experience in the relevant field and that should be notified / confirmed by the contractor on his letter head and also mentioning staff Name, Fathers Name, CNIC No, Contact No, and Site/Shop/Firm Name where employees had worked during last 3 years with contact Nos. 26)The contractor will be responsible for Getting all necessary approvals/permissions/NOC from KPT and other relevant post authorities. 27)After issuance of PO, the contractor must be shifting all relevant tools for AC service and repair work to the site in one time. Under no Circumstances are tools to be removed from the terminal before the expiration of PO.					



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S.No.	Description/Specifications	Location	Unit	Qty	Unit Price Rs.	Amount Rs.