

Dasman Diabetes Institute Request for Proposal

Dasman Diabetes Institute Background

The belated Sheikh Jaber Al-Ahmed Al-Jaber Al-Sabah, in recognition and concern for citizen rights have led to the continuous development of the future of Kuwait. In his efforts to promote national welfare, the Kuwait Foundation for the Advancement of Sciences (KFAS) surveyed the top diseases affecting the Kuwaiti population in the late 1990's. Among those diseases, diabetes was the fastest growing chronic condition. As a result, KFAS financed the establishment of the DDI. The foundation's cornerstone was laid on 8th May 2001. In June 2006, the Institute was inaugurated by His Highness Sheikh Sabah Al-Ahmed Al-Jaber Al-Sabah, current Amir of Kuwait. The mission of DDI is "to prevent, control and mitigate the impact of diabetes and related conditions in Kuwait through effective programs of research, training, education, and health promotion and thereby improve quality of life in the population."

Opportunity

Dasman Diabetes Institute (DDI) is seeking for an Operation & Maintenance service provider who is capable of carrying out Preventive Maintenance (PPM) of all Electro-Mechanical Equipment, that meet DDI's standards. The vendor will be responsible for handling planned maintenance services requested by DDI's General Services Department. The service provider must also provide high quality standards of Maintenance & Trouble-shooting of Electro-Mechanical Equipment.

A yearly contract will be signed and will be extendable on yearly basis.

High Level Expectations

It is expected that the service provider will:

1. Carry out work as per Planned Preventive Maintenance schedule.
2. Assign a dedicated manpower who will handle maintenance related services at DDI.
3. Provide maintenance services.
4. Handle staff inquiries and complaints.
5. Ensure all data is saved and backed up.
6. DDI has the ownership of data.

Instructions for RFP Response

Please use fonts no smaller than 12pt.

The submitted proposal must consist of the following parts:

- Title page: including the organization name, address, telephone number, fax number, email address and primary contact person.
- Cover letter: signed by a person duly authorized to sign on behalf of the organization.

Proposal Guidelines

This is an open and competitive process.

The schedule for submission, review and award is as follows:

RFP announcement: 2nd of December 2020

Proposal submission ends: 15th of December 2020

Contract award: 1st of Jan 2021

Proposals are to be delivered in email and sent to

PurchasingAndProcurementCommittee@dasmaninstitute.org, . Work will begin with the company the day after the contract award.

Evaluation Criteria

Proposals submitted by the deadline will be evaluated based on the following criteria:

- Suitability – does the proposal accurately and adequately meet the deliverables and needs outlined in this RFP?
- Past experience in the Operation and Maintenance sector in Kuwait —does your company have sufficient experience in the Operation and Maintenance sector in Kuwait supported by evidence.
- Value generation structure—is the proposed total value and projection in line with the current market values/expectations?
- Technology - is there order management system? Is it easy to use and adequate to handle DDI services?
- Location & Equipment – Is the location ready? Can it handle high demands? Is it equipped with high standards equipment? Are there quality standards?
- Standards certifications – any certifications given by well-known organization in maintenance industry?

Request for Proposal

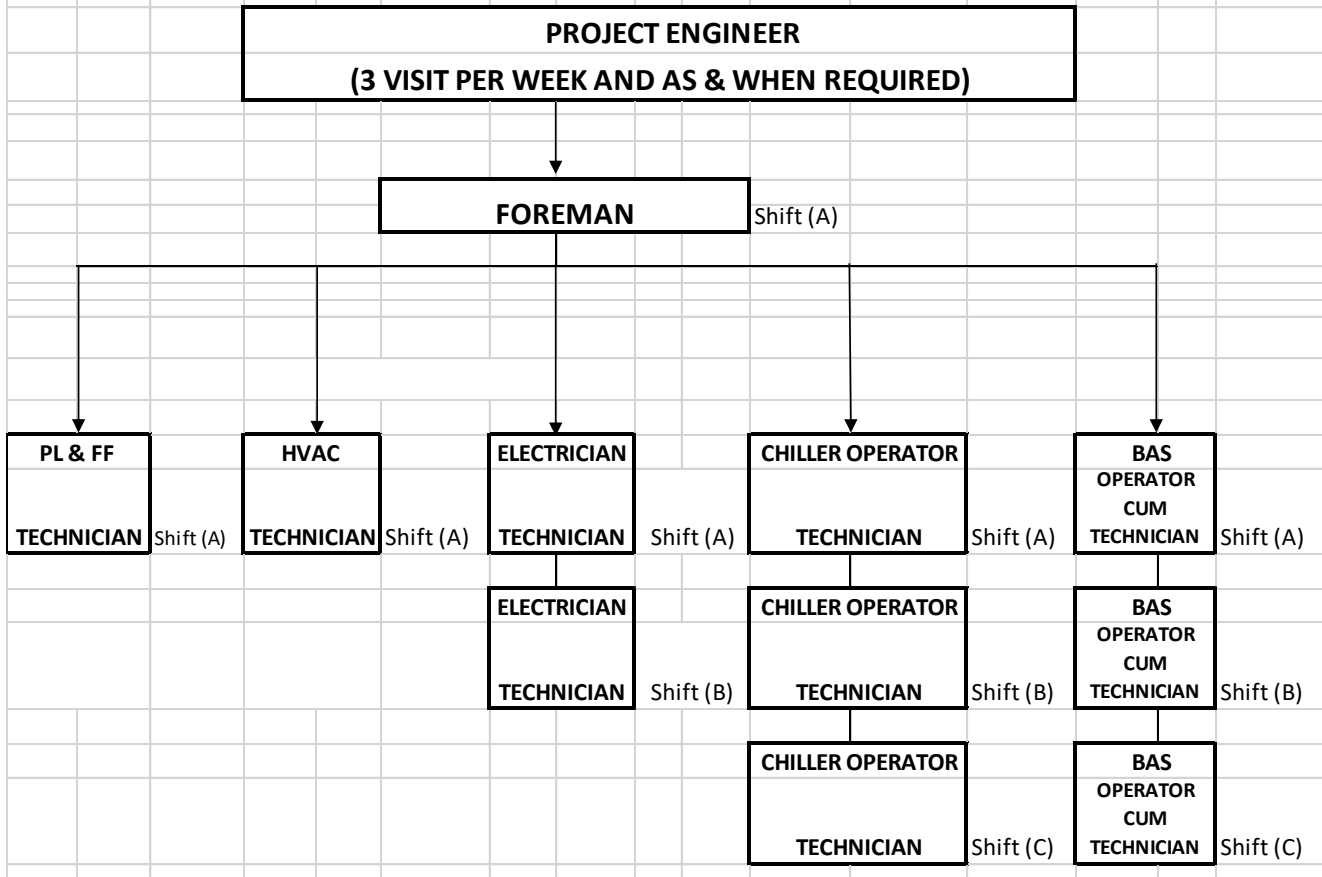
Operation & Maintenance (O&M) of Electro-Mechanical Equipment in DDI

No.	Topic		Terms and Conditions
1	Operation & Maintenance	1.1	The agreement & contract price should cover all systems and equipment, all associated costs, for supply of Equipment, Tools & Plants, Instruments, Administrative, Transportation & Incidental expenses, cleaning & lubrication materials required for operation and maintenance
		1.2	Contractor should include Costs of spare parts, as mentioned in “List of O & M and support services consumable materials” (attached hereinafter)
		1.3	In case of emergency (breakdown of essential facilities), the contractor attendance as needed without any extra cost to DDI.
		1.4	Spare parts that are not included in “List of Inclusion of O&M”, DDI will procure with 10% overhead profit and handling charges for the contractor. DDI shall reimburse the actual procurement cost of the same. <i>(subject to presenting of vouchers, receipts etc.)</i>
		1.5	Carry out/perform Planned Preventive Maintenance (PPM) as per approved schedule
		1.6	Submit formal Monthly report to DDI. (In absence of reports, the work shall be considered not done)
		1.7	During discharging the assignments, if advise or assistance is found necessary from the respective principals, manufacturers or suppliers of any equipment / system, in Kuwait or abroad, the contractor shall obtain the same without any additional cost to DDI.

2	Manpower	2.1	To deploy qualified/skilled staff for DDI, should have a minimum qualification shall be Diploma in related faculty, for all positions.
		2.2	Staff should have minimum of 5 years experience in similar applications.
		2.3	Contractor should submit CVs of all staff to be deployed at DDI, for approval, prior to deployment.
		2.4	In case of unsatisfactory performance of any deployed staff, the contractor should replace staff at no extra cost.
		2.5	In case of leave/absence of any nature or resignations, a suitable replacement should be provided with immediate effect. An amount of KD 50/- per head, per day penalty shall be deducted from the monthly payment(s) towards un-replaced absence.
		2.6	All deployed staff should be under sponsorship & employment of the contractor. DDI will have no responsibilities towards any legal, administrative and financial matters related to his sponsorship/employment.
		2.7	The deployed staff may be used by DDI for similar-work.
		2.8	Site Engineer to visit DDI minimum three (3) times a week and as and when called by DDI.
		2.9	Full time staff should be deployed shift-wise i.e., 6:00 a.m. to 2:00 p.m (shift-1), 2:00 p.m. to 10:00 p.m. (shift 2) and 10:00 p.m. to 6:00 a.m. (shift 3), 7 days a week. The full-time staff timings are adjusted to suit Dasman Diabetes institute working hours.
		2.10	Other Management staff (Engineer/Supervisor) as & when required to check satisfactory performance, shall be deployed at no extra cost.
		2.11	Contractor to appoint staff, Separately for Monthly Preventive Maintenance to be carried of Diesel Generator (DG), Fire Alarm and Fire Fighting System, IT server Room Air-conditioning, Water treatment, and On Emergency Calls. Reports to be submitted. All deployed staff shall be subject to approval of Client. and the contractor shall submit to Client for approval the CV's of all deployed staff prior to deployment.

3	Training by Contractor	3.1	Fire-fighting and safety training for DDI staff, twice yearly
4	General	4.1	In case no corrective action is taken by the contractor within the notice period, DDI shall get the work done by others at the cost of the contractor.
		4.2	In case of violation, DDI will terminate the contract, by a written notice with 30 days notice period. DDI will pay the contractor for the services provided till the termination date.
		4.3	The contractor shall maintain workmen compensation insurance policy for the workmen deployed at DDI premises. A copy of this policy shall also be submitted within 15 days of signing of the agreement.
		4.4	If approved, contract duration shall remain valid and the lumpsum contract price shall remain firm for a period of 1(one) years from the date of signing the contract.
		4.5	The contractor will be responsible for any damages of DDI property carried by their staff, and cost of repairs and rectification shall be deducted from the contractor's payments.

MANPOWER CHART FOR O & M OF DASMAN DIABETES INSTITUTE



Lis of Inclusions for O & M Contract

No.	Item	Included	Not included
1	Hydrovars		✓
2	PRVs	✓	
3	All kinds of Flow Switches	✓	
4	Mechanical Seals,O-rings, Bush Kits, Oil seals, rewinding's, for all kinds of Pumps & Motors	✓	
5	All kinds of bearings (pillow block bearings)	✓	
6	float valves	✓	
7	Float switches	✓	
8	All kinds of sensors	✓	
9	All kinds of contactors, overloads and relays	✓	
10	Water Heaters	✓	
11	Duct Heaters	✓	
12	Oil Heaters	✓	
13	Humidity Sensors	✓	
14	Temperature Sensors	✓	
15	3-way and 2-way valves	✓	
16	VAV, actuators, thermostats	✓	
17	All kinds of BMS controls	✓	
18	All kinds of DC batteries	✓	
19	All kinds of Solenoid valves	✓	
20	Valves up to 2" for all equipment and water connections	✓	
21	canvas replacing	✓	
22	water filter replacing (twice-a-month)	✓	
23	VFD		✓
24	All kinds of Oils	✓	
25	All kinds of HVAC air filters	✓	
26	All kinds of HVAC strainers and filters	✓	
27	All kinds of electrical lamps and tubes		✓
28	All kinds of Electrical holders and ballasts		✓
29	Hepa Filters	✓	
30	Bag filters	✓	
31	Pleated type pre-filters	✓	
32	Cooling fans - for motors	✓	
33	Cooling fans - for Control Panels	✓	
34	All kinds of Timers	✓	
35	Fire Alarm - smoke detectors	✓	
36	Manual call points & Spare glass	✓	
37	Fire Extinguishers re-filling	✓	
38	Fire Hose Reels	✓	
39	Fire Hose Nozzles	✓	
40	Fire Interface Module	✓	
41	Fire - Supervisory Switch	✓	
42	Fire Sprinklers	✓	
43	Fire alarm - sounders/ hooters	✓	
44	Public Address System (PAS) speakers	✓	
45	PAS amplifier	✓	
46	PAS mixers	✓	
47	PAS mics	✓	

48	Master Clock System - slave clock	✓	
49	All kinds of couplings and rubbers	✓	
50	Pressure gauges and thermometers	✓	
51	CCTV cameras		✓
52	CCTV monitors		✓
53	12 and 24V Adaptors	✓	
54	CCTV DVRs		✓
55	All kinds of fuses	✓	
56	All kinds of RCBO and breakers	✓	
57	MCCB	✓	
58	ELCB	✓	
59	All kinds of nuts, bolts, screws, washers	✓	
60	All kinds of gaskets	✓	
61	All kinds of chemicals	✓	
62	13 A and 15 A socket outlets	✓	
63	13 A wall switch	✓	
64	13 A Extension cords up to 5meters	✓	
65	Acetylene	✓	
66	Assorted brushes	✓	
67	Assorted wires	✓	
68	Bolts	✓	
69	Bracing flux	✓	
70	Brooms	✓	
71	Cable identification labels	✓	
72	cable jointing kits	✓	
73	cable lugs	✓	
74	Cable tie-wraps	✓	
75	cables up to 3C x 4 mm ²	✓	
76	ceramic filters cartridge	✓	
77	Chemicals for water treatment	✓	
78	contact cleaner	✓	
79	contact grease (electrical)	✓	
80	Corrosion inhibitor	✓	
81	Cotton waste	✓	
82	Cutting /grinding discs	✓	
83	Distilled water for batteries	✓	
84	Drain anti-clogging Chemical	✓	
85	Electrical Insulating tape	✓	
86	fasteners	✓	
87	Filter carbon cartridges	✓	
88	flexible connections	✓	
89	floor drain covers\	✓	
90	fluorescent light starters	✓	
91	gaskets	✓	
92	grease	✓	
93	HRC fuses upto 63A	✓	
94	Indication lamps	✓	
95	Kitchen extractors upto 6" diam	✓	
96	Chemicals for chilled and condenser water system	✓	

97	masking tapes	✓	
98	miniature circuit breaker upto 32A	✓	
99	Mope	✓	
100	Nails	✓	
101	Nitrogen	✓	
102	Nuts	✓	
103	oxygen	✓	
104	Epoxy paint (with hardener) for piping & Mechanical system	✓	
105	primer coating	✓	
106	Paint brushes	✓	
107	Paints for piping & Mechanical system	✓	
108	piping and fillings upto 2"	✓	
109	Plastic inserts (fishers, screws)	✓	
110	Polyethylene thin film wrapper	✓	
111	PVC cleaners	✓	
112	PVC connectors (Terminal blocks)	✓	
113	PVC glue	✓	
114	Raceways accessories	✓	
115	Refrigerant filter	✓	
116	Refrigerant Oil (mineral & synth)	✓	
117	Sanding (Emery) paper - Coarse	✓	
118	Sanding (Emery) paper - fine	✓	
119	scouring power	✓	
120	sealants (Silicone)	✓	
121	Silver bracing rods	✓	
122	spring washers	✓	
123	super glue	✓	
124	Teflon tape	✓	
125	threaded rods	✓	
126	Tools consumables (bits, blades)	✓	
127	Utility trolleys	✓	
128	washers	✓	
129	water filter cartridges	✓	
130	WD-40	✓	
131	Welding electrodes (Rods)	✓	
132	Welding flux	✓	
133	Chemicals for swimming Pool	✓	
134	All kinds of drain pits cleaning	✓	
135	flexible hoses with hand-spray	✓	
136	flexible hoses with hand shower	✓	
137	Sloan diaphragm kits	✓	
138	WC seat covers	✓	
139	mixer taps	✓	
140	angle valves	✓	
141	Dehumidifier & Humidifier controls and elements	✓	
142	Irrigation control valves & solenoid	✓	
143	All kinds of refrigerants	✓	
144	Foam, for mechanical foam system		✓
145	Diesel fuel		✓

146	All kinds of V-belts	✓	
147	All kinds of Mini-split and DX Split units motors	✓	
148	All kinds of Mini-split and DX Split units compressors	✓	
149	12V and 24V transformers and adapters	✓	
150	safety valves	✓	
151	power sockets	✓	
152	assorted wires	✓	
153	Steam Generator - Heating coil	✓	
154	all kinds of Emergency light batteries	✓	
155	BMS Programming in-case any kind of controller is replaced	✓	
156	Back-up support for Master Clock system, from authorized dealer	✓	
157	Back-up support for BMS, from authorized dealer	✓	
158	Programming of Fire alarm smoke detectors, if replaced	✓	
159	Back-up support for fire alarm system, from authorized dealer	✓	
160	Yearly-Cleaning of Sewage pits, Grease traps pits, all kinds of waste-water pits	✓	
161	Clear all kinds of Drainage Blocks as and when required	✓	

EQUIPMENTS NAME & QUANTITY

Sr	Equipment	Qty
1	Trane Centrifugal Chiller (405 TR)	4
2	Air Cooled Chiller (Carrier)	1
3	Chilled Water Pump	6
4	Condenser Water Pump	4
5	Marley Cooling tower	4
6	BMS system (Johnson Control)	1
7	Air Handling Units (AHU)	38
8	Fan Coil Unit (FCU)	45
9	Fresh Air Units (FAU)	8
10	Exhaust Air Units (EAU)	7
11	Variable Air Volume (VAV)	72
12	Constant Air Volume CAV	1
13	Cassette type Split Unit	8
14	Floor Standing type split AC	4
15	Mini Split Unit (including compressor)	22
16	DX Split Unit	27
17	Water Cooler (BEC)	17
18	Computer Room AC	4
19	Heat recovery Pump (HRP)	14
20	Expansion Tank	9
21	Air Separator	8
22	Chilled Water Chemical Dosing Pump	2
23	Condenser Water Chemical Dosing Pump	5
24	Swimming pool Chemical Dosing system	1
25	Chiller Pump Down Unit	1
26	Pump Down Unit Gas Recovery Tank	1
27	Supply Air Fan	11
28	Exhaust Air Fan	18
29	Smoke Supply Air Fan	9
30	Smoke Exhaust Air Fan	8
31	Fume Exhaust air Fan	7
32	Stair Pressurization air Fan	5
33	Lift Well Pressurization Fan	5
34	Kitchen Exhaust Fan	2
35	Closed Circuit Monitor (CCTV)	12
36	Closed Circuit Television (DVR)	10
37	Closed Circuit Television (NVR)	1
38	CCTV Camera	169
39	Public Addressing System	1
40	Public Addressing System (Speaker)	164
41	Auto Fiber Optical Lamp System	1
42	Fiber Optical Lamp Generator	16
43	Master Clock System (Bodet)	1

44	Digital Master Clock (Bodet Style -7)	82
45	Smoke Detector	553
46	Heat Detector	10
47	Sounder	99
48	Manual Calling Point	79
49	Fire alarm Panel Gent Honey Well Main Panel (Node 1,2, 3)	3
50	Fire alarm Panel Gent Mimic Panel	1
51	Fire alarm IFM	10
52	Foam System (Mechanical Type)	1
53	Fire Dampers	5
54	Fire Dampers Control Panel	1
55	FM 200 Cylinder	2
56	FM 200 Control Panel	1
57	Jockey Pumps (1 Pump)	1
58	Main Fire Pumps (2 Pumps)	2
59	Fire Fighting Pressure Relief Valve (PRV)	1
60	Fire Fighting Hose Reel Cabinet	55
61	Carbon Dioxide Type extinguisher (Co2)	131
62	Water Type extinguisher Cylinder	58
63	ABC Powder Type Extinguisher 6 Kgs	42
64	ABC Powder Type Extinguisher 9 Kgs	1
65	ABC Powder Type Extinguisher 12 Kgs	2
66	ABC Powder Type Extinguisher 2 Kgs	3
67	ABC Powder Type Extinguisher 50 Kgs	3
68	Hydraulic Forklift	1
69	Domestic Water Booster Pumps	8
70	Transfer Pump	4
71	Cooling Tower Booster Pumps	4
72	Irrigation pumps	4
73	Hot water Circulating Pump	4
74	Waste-Water Sump Pump	5
75	Sewage Water Sump Pump	2
76	Electrical Boiler Heating elements	4
77	Irrigation Screen Filter with back washing system	1
78	Domestic Water line - Auto Back washing Filter	1
79	Brackish Water line - Auto Back washing Filter	1
80	Domestic Water line - Candle Filter (AP110 - 48 Nos.)	2
81	Domestic Water Pressure Reducing Valve (PRV)	3
82	Fountain Filtration Pump	3
83	Fountain Filtration system	2
84	Fountain Pumps (Submersible Pump)	23
85	Fountain Pumps	7
86	Irrigation Station Control Panel	3

87	Irrigation Remote Control Valve (RCV)	22
88	Therapy pool Circulating Pump (1 Pump)	1
89	Therapy Pool Filtration System	1
90	Therapy pool Water heater 3 stage	1
91	Therapy pool Ozone System	1
92	Diesel Generator	1
93	Diesel Tank	2
94	MLTB	3
95	EMLTB	1
96	ATS	1
97	MSB	25
98	EMSB	12
99	ESMSB	5
100	MCC	1
101	EMCC	4
102	DB	47
103	EDB	42
104	Steam Generator	1