

**MINUTES OF GRIEVANCE COMMITTEE MEETING  
FAISALABAD INSTITUTE OF CARDIOLOGY, FAISALABAD**

A meeting of Grievance Committee for Outsource of Janitorial Services was held on 28.11.2019 at 11:00AM in the Office of the Medical Superintendent, Faisalabad Institute of Cardiology, Faisalabad.

**2. M/S Imran & Company.**

Item #	Item Name	TAC Observations	GC Observation	Remarks
1.	Technical Rejection	i) Previous performance of firm unsatisfactory. ii) Failure to provide 19 cleanliness items as per contract agreement 2018-19. iii) Shortage of workers. iv) No improvement in performance while many times penalty had imposed.	i) Performance Certificate of Children Hospital Faisalabad & Faisalabad Institute of Cardiology, Faisalabad. ii) Methodology / Management Plan submit. iii) List of workers in Children Hospital, Faisalabad submit. iv) Bank Statement submit. v) Mission Statement, Health & Safety Policy Statement, Employment Training Program Policy, Environmental Policy Statement, Recycle Policy, Infection Control & COSHH Policy, Deployment Plan & Services (Daily, Weekly & Monthly Cleaning), Performance Monitoring of Janitors Performa submit.	Refer to TAC for re evaluation of marking criteria as per provided document and previous performance within week.

*6/12/19*  
Mrs. Ayesha Nasrullah  
Pharmacist  
FIC, Faisalabad

Mr. Zaman Iftikhar  
BME Engineer  
FIC, Faisalabad

Dr. Shahbaz Ahmed  
Associate Prof. of Cardiac Surgery  
FIC, Faisalabad

Dr. Shahid Abbas  
Associate Prof. of Cardiology  
FIC, Faisalabad

Dr. Zafar Abbas Khan  
Medical Superintendent  
FIC, Faisalabad