**服务方案**

**供应商根据本项目制定服务方案，格式自拟。**

**（注：以下格式和内容为参考格式和内容，供应商可根据竞争性磋商文件要求和磋商办法自行拟定格式及内容。供应商提供的资料应真实可靠，否则由此引发的责任风险将由供应商自行承担。）**

**（一）服务方案**

**（格式自行编制）**

**（二）维保管理**

**（格式自行编制）**

**（三）电梯故障应急处置**

**（格式自行编制）**

**（四）培训方案**

**（格式自行编制）**

**（五）项目经理**

**（以下为参考格式，格式可自拟）**

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| **序号** | **姓名** | **年龄** | **学历** | **专业** | **职称证书** | **拟任职务** | **备注** |
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**注：根据磋商文件及磋商办法要求提供相关证明资料复印件或扫描件。**

**（六）人员配备方案**

**（以下为参考格式，格式可自拟）**

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| **序号** | **姓名** | **年龄** | **学历** | **专业** | **职称证书** | **拟任职务** | **备注** |
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**注：根据磋商文件及磋商办法要求提供相关证明资料复印件或扫描件。**

**（七）拟投入设备**

**（格式自行编制）**

**（八）管理制度**

**（格式自行编制）**

**（九）零备件**

**（格式自行编制）**

**（十）业绩**

**（以下为参考格式，格式可自拟）**

|  |  |
| --- | --- |
| 项目名称 |  |
| 采购人名称 |  |
| 采购人联系人  及电话 |  |
| 合同金额 |  |
| 服务期 |  |
| 项目概况及供应商履约情况 |  |
| 备注 |  |

**注：根据磋商文件及磋商办法要求提供相关证明资料复印件或扫描件，每张表格只填写一个项目**

**（十一）供应商认为有必要说明的其它内容或资料**

**（格式自行编制）**