

SHEIKH ZAYED MEDICAL COLLEGE / HOSPITAL RAHIM YAR KHAN.

Ph # 068-9230164-165-166 (Ext.274 & 117)

Procurement Section (Medicine) 068-9230127 & 068-5870395

Website www.szmc.edu.pk info@szmc.edu.pk. E-Mail- directortechncalszhryk@gmail.com



INVITATION FOR BIDS

Tender No. _____

BIDDING DOCUMENTS FOR THE FRAMEWORK CONTRACT FOR THE BULK PURCHASE OF: -

- 1. MEDICINES** (Inhalations / Injections / Infusions & IV Fluids)
- 2. MEDICINES** (Oral Dosage Forms / Misc. dosage forms)

FINANCIAL YEAR 2024-25.

THIS DOCUMENT CONTAINS FOLLOWING PARTS	
Section-1	Advertisement (Letter of Invitation)
Section-II	Bidding Documents for Medicines
Section-III	Evaluation Criteria & Bid Forms
Section-IV	Schedule of Requirements and Technical Specifications

SECTION-I

Advertisement (Letter of Invitation)

SHEIKH ZAYED MEDICAL COLLEGE/HOSPITAL, RAHIM YAR KHAN

INVITATION FOR BIDS (FINANCIAL YEAR 2024-25)

ADVERTISEMENT NOTICE OF THE TENDERS FOR THE BULK PURCHASE (FRAMEWORK CONTRACT) OF MEDICINES (INHALATIONS / INJECTIONS / INFUSIONS & IV FLUIDS), MEDICINES (ORAL DOSAGE FORMS / MISC. DOSAGE FORMS), SURGICAL DISPOSABLE MEDICAL DEVICES (DRUG & NON-DRUG ETC) SURGICAL DISPOSABLE MEDICAL DEVICES (SYRINGES & IV CATHETERS, IV TRANSFUSION SETS ETC.) MEDICAL GASES (LIQUID OXYGEN MEDICAL GAS AND CYLINDER BASED MEDICAL GASES), LABORATORY KITS, CHEMICALS & REAGENTS, BLOOD GAS ANALYZER, DIALYSIS ITEMS, GENERAL X-RAY FILMS, C.T. SCAN FILMS, MRI FILMS, DIGITAL X-RAY FILMS, FLUOROSCOPY FILMS (WITH ENVELOPES), DENTAL X-RAY FILMS, ANGIOGRAPHY / ANGIOPLASTY ITEMS, CARDIAC SURGERY ITEMS, DENTAL MATERIAL, PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LIMITED / PETTY PURCHASE THROUGH QUOTATION OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC (LPQ), PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC. ON DAY TO DAY BASIS (LPDD), LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE ITEMS (ZAKAT FUND), FINANCIAL YEAR 2024-25.

Management of Sheikh Zayed Medical College/ Hospital Rahim Yar Khan, invites sealed bids / tenders from the eligible bidders i.e. manufacturers / their authorized distributors and in case of imported goods, their authorized sole agents / importers / distributors in Pakistan who are registered with income tax and sales tax authorities / Licensed with Drug Regulatory Authority of Pakistan, for the bulk (framework contract) procurement of Medicines (inhalations / injections / infusions & iv fluids), Medicines (oral dosage forms / misc. Dosage forms), Surgical Disposable Medical Devices (drug & non-drug etc.) Surgical Disposable Medical Devices (syringes & iv catheters, iv transfusion sets etc.) Medical Gases (liquid oxygen medical gas and cylinder based medical gases), Laboratory Kits, Chemicals & Reagents, Blood Gas Analyzer, Dialysis Items, General X-Ray Films, C.T. Scan Films, MRI Films, Digital X-Ray Films, Fluoroscopy Films (with envelopes), Dental X-Ray Films, Angiography / Angioplasty Items, Cardiac Surgery Items, Dental Material, Pre-qualification / registration of vendors for the limited / petty purchase through quotation of medicines / surgical disposable medical devices etc. (LPQ), Pre-qualification / registration of vendors for the local purchase of medicines / surgical disposable medical devices etc. on day-to-day basis (LPDD), local purchase of medicines / surgical disposable items (zakat fund), financial year 2024-25.

Detail of sale and receipt of tenders are shown against each item head.

1. Interested bidders may get the bidding documents from Procurement section of this institution on submission of written application along with payment of non-refundable fee of Rs. 2000/- (Two thousand only), as per schedule given below during working hours only, immediately after the publication of this advertisement. A copy of the bidding documents/ requirements is also available for information on institutional website / PPRA website. www.szmc.edu.pk info@szmc.edu.pk / www.ppra.gov.pk
2. The bidder shall furnish a bid security of 2% of estimated cost in the form of call deposit in the name of the Principal, Sheikh Zayed Medical College/Hospital, Rahim Yar Khan (Refundable) in Pak Rupees, without which the offer shall be ignored. Sealed bids are required to be brought in person by the authorized representative of the interested bidders on proposed dates up-to 10:30 am and will be opened on the same day at 11:00 am in the committee room of this institute in the presence of the bidders or their authorized representatives. Bids received after due time will not be entertained.
3. PPRA Rules 2014 along-with all amendments will be followed.
4. Rates should be on FOR basis as free delivery to the consignee's end in Pak Rupees, however bidder can also quote the rates in foreign currency as L.C. and C&F basis.
5. For detailed terms and conditions / method for the preparation and submission of bids, please consult the bidding documents.
6. Samples of each item from fresh batch must be provided at the time of submission of bid in the quantity / specification as mentioned in bidding documents.
7. In case the date of opening or last date of sale is declared as the public holiday by the Government or non-working day due to any reason, the next official working day shall be deemed to be the

date of sale and submission and opening of tenders accordingly, the time and venue shall remain the same.

8. Single stage- two envelop procedure, as per Rule 38 (2) (A) of PPRA Rules 2014, shall be applied.
9. Bid validity period shall be 180 days.

Note: All assessments and procuring procedures i.e. receiving, opening and awarding etc. shall be governed by the Punjab Procurement Rules 2014.

Sr. No.	Description/ Tender Name	Issuance Date of Tender Documents	Date of Receipt /opening of bids 10:30am / 11:00am	Call Deposit
01	Bulk Purchase of General X-ray films, C.T. Scan films, MRI Films, Digital X-Ray Films, Fluoroscopy Films, Dental x-ray Films (with Envelopes)	Immediately after publication of advertisement	06-04-2024	2% of the estimated cost of quoted items
02	Bulk purchase of Angiography / Angioplasty items		06-04-2024	2% of the estimated cost of quoted items
03	Bulk purchase of Cardiac Surgery Items,		06-04-2024	2% of the estimated cost of quoted items
04	Bulk purchase of Medical Gases (liquid oxygen medical gas and cylinder based medical gases)		06-04-2024	2% of the estimated cost of quoted items
05	Local purchase of medicines / surgical disposable items (zakat fund)		06-04-2024	Rs. 100000/-
06	Bulk Purchase of Laboratory Kits, Chemicals & Reagents.		06-04-2024	2% of the estimated cost of quoted items
07	Bulk purchase of Medicines (inhalations / injections / infusions & iv fluids),		08-04-2024	2% of the estimated cost of quoted items
08	Bulk purchase of Medicines (oral dosage forms / misc. dosage forms),		08-04-2024	2% of the estimated cost of quoted items
09	Local purchase of medicines / surgical disposable items (chit system pre-qualification / registration of multiple vendors on Day to Day Basis (LPDD)		08-04-2024	Rs. 50000/-
10	Pre-qualification / Registration of Vendors for the Limited / Petty Purchase Through Quotation of Medicines / Surgical Disposable Items etc. (LPQ)		08-04-2024	Rs. 20000/-
11	Bulk purchase of surgical disposable medical devices (Drug & Non-Drug and PPE, s Items etc.),		09-04-2024	2% of the estimated cost of quoted items
12	Bulk purchase of surgical disposable medical devices (syringes & iv catheters, iv transfusion sets etc.)		09-04-2024	2% of the estimated cost of quoted items
13	Bulk Purchase of Dialysis items		09-04-2024	2% of the estimated cost of quoted items
14	Bulk Purchase of Blood Gas Analyzer		09-04-2024	2% of the estimated cost of quoted items
15	Bulk purchase of Dental Material		09-04-2024	2% of the estimated cost of quoted items

BID DATA SHEET

Description	Detail
Commencement of Sale of Bidding Documents	From the date of advertisement on all working days during office timing.
Last date of sale of Bidding Documents	08-04-2024
Last date and time for the receipt of bids	08-04-2024 up to 10:30am
Date, time and venue of opening of technical bids	08-04-2024 up to 11:00 am Committee room of Sheikh Zayed Hospital, RYK.
Bid Currency	PKR on free delivery to the consignee's end basis including all ex-work, transportation, storage charges till the destination
Language of bid	Urdu / English
Amount of bid security	2% bid security of the estimated prices of the quoted items in the shape of CDR in the name of Principal, SZMC/SZH, R.Y.Khan.
Performance Guarantee	5% Performance Guarantee of the contract value in the shape of CDR in the name of Principal, SZMC/SZH, R.Y.Khan.
Bid validity period	180 Days
Bid Evaluation Criteria	As mentioned in Section-III of bidding documents
Bidding procedure	Single Stage – Two Envelop Procedure Bulk Purchase (Framework contract)
Address for communication: - OFFICE OF THE DIRECTOR TECHNICAL / DRUGS CONTROLLER PROCUREMENT SECTION (MEDICINE) SHEIKH ZAYED HOSPITAL RAHIM YAR KHAN. Ph # 068-5870395 Ph # 068-9230164-117, Fax # 068-9230162	

SECTION-II

Instruction to Bidders

**BIDDING DOCUMENTS FOR THE FRAMEWORK CONTRACT FOR THE
BULK PURCHASE OF MEDICINES, Financial Year 2024-25.**

SUBJECT: - BIDDING DOCUMENTS FOR THE FRAMEWORK CONTRACT FOR THE BULK PURCHASE OF MEDICINES, (FINANCIAL YEAR 2024-25)

INTRODUCTION

Medical Superintendent Sheikh Zayed Hospital, Rahim Yar Khan invites sealed bids from eligible bidders for the purchase of Medicines as described in the schedule of requirement.

INSTRUCTIONS TO BIDDERS

1. General Instructions:

The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect shall be at the Bidder's risk and may result in the rejection of its bid. The "invitation for bids" does not form part of the bidding documents and is included as a reference only. In case of discrepancies between the invitation for bids and the bidding documents, bidding documents shall take precedence.

2. Source of Funds.

The Government of Punjab has allocated funds to the institutions / hospitals for purchase of Medicines under the relevant head of Account during the financial year 2024-25 (herein referred to as the "Procuring Agency").

3. Eligible Bidders.

- 3.1. This invitation for bids is open to all Manufacturers / their authorized sole agents / suppliers / Sole Distributors / Authorized Distributors / wholesaler and in case of imported goods, the authorized Sole Agents of Foreign Principals / importers and suppliers in Pakistan can participate.
- 3.2. The bidder must possess valid authorization from the Foreign Principal / Manufacturer and in case of Manufacturer; they should have a documentary proof to the effect that they are the original Manufacturer of the required goods.
- 3.3. The Bidders should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government (Federal, Provincial), a local body or a public sector organization.

4. Cost of Bidding.

- 4.1. The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 4.2. In case of any doubt as to the meaning of any portion of the specification of other terms and conditions, bidder may seek clarification of the same in writing but not later than one week prior to dead line for submission of bid prescribed by the Medical Superintendent.
- 4.3. Bidders are required to submit their bid that will bear words "CONFIDENTIAL" and Tender No. _____ For the purchase of Medicines.
- 4.4. Bidder may quote the rates in PKR.
- 4.5. Rates should be on FOR basis as free delivery to the consignee's end in Pak Rupees.

5. Bid Security

- 5.1. The bidder shall furnish separately against each quoted item/ tender enquiry, as part of its financial bid, a Bid Security of 2% of the estimated cost of quoted items (denominated in Pak Rupees) in the shape of CDR in the name of the Principal. Failure to furnish the prescribed Bid Security shall result in the rejection of bid.

6. Bid Validity

- 6.1. Bids shall remain valid for the period identified in the Bid Data Sheet after the date of opening of technical bid prescribed by the Procuring Agency. A bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive.
- 6.2. Offer will remain valid for the financial year 2024-25 from the date of opening of the tender till the expiry of total tender period / total contract period.
- 6.3. The firm will not be allowed to withdraw its offer during the validity period or after submission / finalization of the tender which ever is earlier.
- 6.4. The Procuring Agency shall ordinarily be under an obligation to process and evaluate the bid within the stipulated bid validity period. However, under exceptional circumstances and for reason to be recorded in writing, if an extension is considered necessary, all those who have submitted their bids shall be asked to extend their respective bid validity period. Such extension shall be for not more than the period equal to the period of the original bid validity.
- 6.5. **Bidders Who: -**
 - I. Agree to the Procuring Agency's request for extension of bid validity period shall not be permitted to change the substance of their bids; and
 - II. Do not agree to an extension of the bid validity period shall be allowed to withdraw their bids without forfeiture of their bid securities.

7. Qualification and Disqualification of Bidders.

- 7.1. The Procuring Agency shall determine whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the Contract satisfactorily, in accordance with the criteria listed in ITB evaluation criteria.
- 7.2. The determination shall take into account the Bidder's financial, technical, and production capabilities (in case of manufacturer) infrastructure of the firm, past performance in similar contracts and technical staff and their capabilities. It shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB evaluation criteria, as well as such other information as the Procuring Agency deems necessary and appropriate.
- 7.3. The Procuring Agency, at any stage of the procurement proceedings, having credible reasons for or prima facie evidence of any defect in Supplier's capacities may require the Suppliers to provide information concerning their professional, technical, financial, legal or managerial competence/premises visit as the procuring Agency deems necessary and appropriate.
- 7.4. The Procuring Agency shall disqualify a Bidder if it finds, at any time, that the information submitted by him concerning his qualification as Supplier was false and materially inaccurate or incomplete.
- 7.5. Bidders that are found to consistently fail to provide satisfactory performances or are found to be indulging in corrupt or fraudulent practices shall be black listed.

8. Corrupt or Fraudulent Practices.

- 8.1. The Procuring Agency requires that all Bidders/ Suppliers/ Contractors observe the highest standard of ethics during the procurement and execution of such Contracts. The bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices, declared by any Government (Federal/Provincial/District), a local body or a Public Sector Organization. Any affirmative determination will be pre-requisite for award of the purchase order of the bidder. A negative determination will be result in rejection of the bidders bid. The bidder should provide an affidavit on legal stamp paper of (Rs. 100/-) for this purpose. The bidder should be debarred from bid on account of submission of false statement. Procuring Agency can reject a proposal for award if it

determines that the bidders recommended for award has engaged in corrupt and fraudulent practices in competing for the contract in question; shall declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing a contract.

- 8.2. The Procuring Agency defines Corrupt and Fraudulent Practices as “the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the contractor in the procurement process or in contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following practices:
 - I. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
 - II. collusive practice by arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;
 - III. corrupt practice by offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
 - IV. fraudulent practice by any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
 - V. obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights.
- 9.1 Indulgence in corruption and fraudulent practices is liable to result in rejection of Bids, cancellation of contracts, debarring and blacklisting of the Bidder, for a stated or indefinite period of time.
- 9.2 The following are the events which would lead to initiate under the PPRA Rules 2014 Blacklisting / Debarment process;
 - 9.2.1 Submission of false fabricated / forged documents for procurement in tender.
 - 9.2.2 Not attaining required quality of work.
 - 9.2.3 Inordinate tardiness in accomplishment of assigned/agreed responsibilities / contractual obligations resulting loss to procuring agency / Government.
 - 9.2.4 Non execution of work as per terms & condition of contract.
 - 9.2.5 Any unethical or unlawful professional or business behavior detrimental to good conduct and integrity of the public procurement process.
 - 9.2.6 Involvement in any sort of tender fixing.
 - 9.2.7 Persistent and intentional violation of important conditions of contract
 - 9.2.8 Non-adherence to quality specification despite being importunately pointed out.
 - 9.2.9 Security consideration of the State i.e., any action that jeopardizes the security of the State or good repute of the procuring agency.

9. Bidding for Selective Items.

- 9.1. A Bidder, if he so chooses, can bid for selective items from the list of goods provided in the Section IV i.e. schedule of requirements & technical specifications. A bidder is also at a liberty to bid for all the goods mentioned in the Section IV i.e. schedule of requirements & technical specifications.

However, Bidders cannot bid for partial quantities of an item mentioned in Section IV, i.e. schedule of requirement & technical specifications. THE BID MUST BE FOR THE WHOLE QUANTITY OF AN ITEM REQUIRED IN THE SECTION IV I.E., SCHEDULE OF REQUIREMENTS & TECHNICAL SPECIFICATIONS.

- 9.2 **BIDDERS ARE DIRECTED TO PREPARE & SUBMIT ONE BID (FIRM WISE) ENLISTING ALL THE ITEMS /PRODUCTS INTENDED TO BE QUOTED AND ATTACHING ALL RELEVANT REQUIRED DOCUMENTS PERTAINING TO EACH QUOTED ITEM / PRODUCT.**
- 9.3 **ONE PERSON SHALL SUBMIT ONE BID AGAINST ONE ITEM AND IF ONE PERSON SUBMITS MORE THAN ONE BID, THE PROCURING AGENCY SHALL REJECT ALL SUCH BIDS.**

10. The Bidding Procedure

10.1. The Governing Rules

The Bidding procedure shall be governed by the Punjab Procurement Rules, 2014 (Amended) of the Government of Punjab.

10.2 Applicable Bidding Procedure.

The bidding procedure is governed by Rule 38 “procedures for section of contractor’s sub-rule 2(a) “Single stage –Two Envelop bidding procedure”. Bidders are advised also to refer to the Bid Data Sheet above to confirm the Bidding procedure applicable in the present bidding process.

- I. The bidding procedure prescribed in the Bid Data Sheet above is explained below.
- II. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- III. The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;
- IV. Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;
- V. The envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of Procuring Agency without being opened;
- VI. The Procuring Agency shall evaluate the technical proposal, without reference to the price and reject any proposal which do not conform to the specified requirements;
- VII. During the technical evaluation no amendments in the technical proposal shall be permitted;
- VIII. The financial proposals of bids shall be opened publicly at a time, date and venue to be announced and communicated to the Bidders in advance.
- IX. After the evaluation and approval of the technical proposal the Procuring Agency shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective Bidders; and
- X. The bid found to be the lowest evaluated bid shall be accepted.

PREPARATION OF BIDS

11. Language of Bid

The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency shall be written in English. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Bid, the translation shall govern.

12. Documents comprising the bids.

12.1 The bid shall comprise of the Bid Forms of this bidding document and all those ancillary documentation that are prescribed for the eligibility of the bidders and goods and ancillary services that are found necessary and highlighted in the Bid Forms.

12.2 The bidder shall complete the Bid Forms and an appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their general and specific characteristics, ancillary services that the bidder is willing or required to provide along with the proposed price.

13. Bid Prices

13.1 The bidder shall indicate on the appropriate form prescribed in this bidding documents the unit prices and total bid price of the goods, it proposes to supply under the Contract. It proposes to supply on free delivery to the consignee end.

13.2 Form for Price Schedule is to be filled in very carefully, and should be typed / computerized. Hand written price list should not be considered. Any alteration/ correction must be initialed. Every page is to be signed and stamped at the bottom. Serial number/ bid number of the quoted item may be marked or highlighted with red/yellow marker.

13.3 The Bidder should quote the prices of goods according to the technical specifications. The specifications of goods, different from the demand of enquiry, shall straightway be rejected.

13.4 The Bidder is required to offer competitive price. All prices must include relevant taxes and duties, where applicable. If there is no mention of taxes, the offered/ quoted price shall be considered as inclusive of all prevailing taxes/duties. The benefit of exemption from or reduction in the GST or other taxes shall be passed on to the Procuring Agency.

13.5 Prices offered should be for the entire quantity demanded; partial quantity offers shall straightaway be rejected. Conditional offer shall also be considered as non-responsive Bidder.

13.6 Price offered should be for complete package / tender with accessories; detail of which is already mentioned in technical specifications. Conditional offer shall be considered as non responsive bid.

13.7 While tendering your quotation, the present trend/ inflation in the rate of goods and services in the market should be kept in mind. No request for increase in price due to market fluctuation in the cost of goods and services shall be entertained after the bid has been submitted.

13.8 In case of monopoly items, monopoly certificate must be provided by the firm regarding sole manufacturer / distributor of foreign principal in Pakistan.

14. Bid Currencies.

Prices shall be quoted in Pak Rupees (PKR) on free delivery to Consignee's end basis including all ex-work, Transportation, Storage charges till the destination (DDP basis)

15. Documents Establishing Bidder's Eligibility and Qualification

- a. The Bidder shall furnish, as part of its technical bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the Contract if its bid is accepted.
- b. The documentary evidence of the Bidder's eligibility to bid shall establish to the Procuring Agency's satisfaction that the Bidder, at the time of submission of its bid, is an eligible as defined under tender form.
- c. The documentary evidence to be submitted in the Technical Proposal for the purposes of qualification and technical evaluation shall include:
 - i. The Supplier/ agent shall have to produce letter of authorization from Manufacturer and in case of Manufacturer / sole agency certificate for manufacturer documentary proof to the effect that they are the original Manufacturer of the required goods shall be provided strictly as per specimen form attached.
 - ii. National Tax Number (NTN) and General Sales Tax Number (if applicable) with documentary proof shall have to be provided by each Bidder in the tender.
 - iii. **The Bidder should have minimum one-year experience in the market / institutions. Similarly, it is mandatory that the item to be quoted by the Bidder should have already been used in different public/ private Institution/ hospitals. Documentary proof shall have to be provided in this regard.**
 - iv. The Bidder is required to provide with the technical proposal the name of item(s), tender number and serial number in the exact manner as quoted in the financial proposals.
 - v. The Bidder must indicate the country of origin of the goods, capacity of production of the firm (in case of manufacturer), its financial status, necessary assurance of quality production, Certificate(s) for conformity with International standards of Quality (original or attested certification) and list of qualified (attested degrees or certification) technical persons along with qualification and trainings (including details of CNIC), payroll details of staff, list of main service, testing and calibration tools and supervisory staff working in the production and quality control departments in the manufacturing plants.
 - vi. The Bidder (in case of manufacturer) shall provide a list of plant, major machinery and equipment installed in the factory. All necessary equipment must be calibrated and validation certificate to be included in the technical bid.
 - vii. In case of non-local manufacturers the list of Countries in which the specific product is available and is in use. Information to be duly certified by the appropriate Punjab Chapter of the Chamber of Commerce.
 - viii. The Bidder shall provide firm's balance sheet, latest tax paid, audit inspection report (if undertaken) and at least one year bank statement.

SUBMISSION OF BIDS**16. Format and Signing of Bids.**

- a. The bid shall be typed and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. The person or persons signing the bid shall initial all pages of the bid.
- b. Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

- c. All bidding documents to be duly attested (signed and stamped) by the authorized person of company.

17. Sealing and Marking of Bids

- a. The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion. The envelopes shall then be sealed in an outer envelope.
- b. The inner and outer envelopes shall:-
 - 1) be addressed to the Procuring Agency at the address given in the Invitation for Bids; and
 - ii) bear the Institution/Hospital name and number indicated in the Invitation for Bids, and shall be inscribed by the following sentence: “DO NOT OPEN BEFORE,” to be completed with the time and the date specified in the invitation for Bid.
- c. The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared as non-responsive or late.
- d. If the outer as well as inner envelope is not sealed and marked properly, the Procuring Agency shall assume no responsibility for the bid’s misplacement or premature opening.

18. Deadline for Submission of Bids

Bids must be submitted by the Bidder and received by the Procuring Agency at the address specified under invitation for bids not later than the time and date specified in the Invitation for Bids / according to advertisement schedule. **Bids received later than the time and date specified in the Advertisement / Bid Data Sheet will stand summarily rejected.**

19. Late Bid

Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring Agency shall be rejected and returned unopened to the Bidder. The last date for the submission of samples will be same as last date of receipt of bids.

20. Withdrawal of Bids.

- a. The bidder may withdraw its bid after the bid’s submission and prior to the deadline prescribed for submission of bids.
- b. No bid may be withdrawn in the period between deadline for submission of bids and the expiration of the period of bid validity specified in Bid Data Sheet. Withdrawal of a bid during this period may result in initiation of legal action against the firm.

OPENING AND EVALUATION OF BIDS

21. Opening of Bids by the Procuring Agency.

- a. The Procuring Agency shall initially open only the envelopes marked “TECHNICAL PROPOSAL” in the presence of Bidders’ representatives who choose to attend, at the time, on the date, and at the place specified in the Invitation for Bids. The Bidders’ representatives who are present shall sign the Attendance Sheet as evidence of their attendance. However, the envelope marked as “FINANCIAL PROPOSAL” shall remain unopened and shall be retained in safe custody of the Procuring Agency till completion of the evaluation process.
- b. The Bidders’ names, item(s) for which they quoted their rate and such other details as the Procuring Agency, at its discretion, may consider appropriate, shall

be announced at the opening of technical proposal. No bid shall be rejected at technical proposal/ bid opening, except for late bids, which shall be returned unopened to the Bidder. However, at the opening financial proposals (the date, time and venue would be announced later on), the bid prices, discounts (if any), and the presence or absence of requisite bid Security and such other details as the Procuring Agency, at its discretion, may consider appropriate, shall be announced.

- c. The Procuring Agency shall prepare minutes of both the technical proposal as well as the financial proposal bid opening.

22. CLARIFICATION OF BIDS

During evaluation of the bids, the Procuring Agency may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

23. Amendment of Bidding Documents.

- a. At any time prior to the deadline for submission of bids, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the bidding documents by amendment.
- b. All prospective Bidders that have received the Bidding Documents shall be notified of the amendment(s). 12.3 In order to allow prospective Bidders reasonable time for taking the amendment(s) into account in preparing their bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of bids.

24. Preliminary Examination.

- a. The Procuring Agency shall examine the bids to determine whether they are complete, whether any computational errors have been made (at the time of opening the financial proposal), whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- b. In the financial bids (at the time of opening the financial proposal) the arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Bidders/Suppliers do not accept the correction of the errors, its bid shall be rejected. If there is a discrepancy between words and figures, the amount in words shall prevail.

25. Evaluation and Comparison of Bids.

- a. The Procuring Agency shall evaluate and compare the bids, which have been determined to be substantially responsive, pursuant to ITB evaluation criteria.
- b. The Procuring Agency's evaluation of technical proposal/ bid shall be on the basis of previous performance, test reports, inspection of plant/ factory/ premises, previous experience, financial soundness and such other details as already highlighted. However, the evaluation of financial proposal shall be on the basis of price inclusive of prevailing taxes and duties.
- c. All bids shall be evaluated in accordance with the evaluation criteria and other terms and conditions set forth in these bidding documents.
- d. **Submission of Samples:** The samples shall be submitted as per sample Proforma at the last date of receipt of technical bid, samples (free of cost) of quoted products (s) according to the strength and packing of demand of enquiry. No

technical proposal / bid shall be considered without samples in required quantity described in schedule of requirement against each item.

- e. The representative samples must be from the most recent stocks, supported by valid warranty as per Drugs Act 1976. Detail of samples provided with brand / manufacturer name and quantity must be attached in writing.
- f. The bidder shall provide samples of quoted items along-with the bid at his own cost and in a quantity prescribed by the procuring agency in section IV.
- g. The bidder should have minimum one year experience in the market. Similarly, it is mandatory that the item to be quoted by the bidder / manufacturer should have availability in the market minimum for the last one year. Documentary proof shall have to be provided in this regard.
- h. Latest price lists of items with quoted firms must be provided. (if applicable)

26. Contacting the Procuring Agency.

- a. No Bidder shall contact the Procuring Agency on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded.
- b. Any effort by a Bidder to influence the Procuring Agency in its decisions on bid evaluation, bid comparison, or Contract Award will result in the rejection of the Bidder's bid and subsequent black listing. Canvassing by any Bidder at any stage of the Tender evaluation is strictly prohibited.

27. Rejection of Bids.

The Procuring Agency may reject any or all bids at any time prior to the acceptance of a bid. The Procuring Agency shall upon request communicate to any Bidder who submitted a bid, the grounds for its rejection of any or all bids, but is not required to justify those grounds.

28. Announcement of Evaluation Report.

The Procuring Agency shall announce the results of the bid evaluation in form of a report, not inconsistent with Rule 35 of the PPRA-2014 for acceptance or rejection of bids at least ten days prior to the award of procurement contract.

AWARD OF CONTRACT

29. Acceptance of Bid and Award criteria

The Bidder with technically approved / qualified lowest financial bid, if not in conflict with any other law, rules, regulations or policy of the Government, shall be awarded the Contract within the original or extended period of bid validity.

30. Procuring Agency's right to vary quantities at time of Award.

The Procuring Agency reserves the right at the time of Contract award to increase or decrease, the quantity of goods originally specified in the Price Schedule and Schedule of Requirements without any change in unit price or other terms and conditions keeping in view the availability of budget / urgency of item.

31. Limitations on Negotiations.

- a. Save as otherwise provided there shall be no negotiations with the bidder having submitted the lowest evaluated bid or with any other bidder: provided that the extent of the negotiation permissible shall be subject to the regulations issued by the PPRA.
- b. The contractors are requested to give their best and final prices since, as far as possible; there will be no negotiation on the prices, however, if necessary, the negotiation will be done by the Purchase Committee of this institute with the

lowest evaluated firm. The Purchase Committee reserves the rights to accept or reject any or all quotations / offers without assigning any reason.

- c. Where response to a tender inquiry will be poor or a single offer will be received or rate received will otherwise consider to be on the higher side the following certificate shall be demanded from the bidder to ensure the reasonableness of the quoted price

“Certified that the prices quoted to this institute against the items mentioned at sr. No. _____ are not more than the prices charged from any Purchase Organization in the country and in case discrepancy the bidder hereby undertakes to refund the price charged in excess”.

32. Notification of Award.

- a. Prior to the expiration of the period of bid validity, the financial proposal shall be opened positively, furthermore the Procuring Agency shall notify the successful Bidder in writing by registered letter that its bid has been accepted.

- b. **Performance Guarantee**

Institution require the successful bidder to furnish a performance guarantee which will be 5% of total bid value in the shape of CDR in the name of Principal within ten days before issuance of supply order, after which bid security shall be released to the bidder.

Failure to provide a Performance Guarantee by the Bidder is a sufficient ground for annulment of the award and forfeiture of Bid Security. In such event the Procuring Agency may award the Contract to the next lowest evaluated bidder or call for new bid.

33. Schedule of Requirement.

- a. The supplies shall be delivered within 30 days w.e.f. the next date after the date of issue of Purchase Order. 15 days relaxation period may be granted to the firm on request submitted within stipulated time period justifying the genuine grounds.
- b. In case of late delivery of goods beyond the periods specified in the schedule of requirements, the penalty @ 2% per month, 0.067% per day of the cost of purchase order or a part thereof, if supply is made late upon the supplier. **Maximum limit of Late Delivery Charges is 10% (5 months) after which contract will be cancelled with all legal and codal formalities.**
- c. The institute may frame the whole awarded quantity in multiple schedules at once or next schedule according to awarded quantity may be added / deleted as and when required by the institute and as per budget availability on need base assessment.

Following documents should be attached with the bill.

- Invoice/Bill with warranty of concerned batches.
- Sale Tax invoice. (If applicable)
- Delivery Challan in triplicate copies
- Supplier Supply order copy.
- National Tax Number.
- Any other specific documents concerned to that drug/items.
- In case of imported products, the bill of lading should be submitted with the bill / invoice.
- In case of imported item bidder will bound to undertaking that at-least sufficient quantity (i.e. 50%) of advertised quantity available in his godown to meet the emergent need of institution.

34. Force Majeure

- a. Notwithstanding the provisions of GCC clause 20 & 21 the Supplier shall not be for forfeiture of its Performance Guaranty' or termination/ blacklisting for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For the

purposes of this clause Force Majeure means an act of God or an event beyond the control of the Supplier and not involving the Supplier's fault or negligence directly or indirectly purporting to mismanagement, mismanagement and/or lack of foresight to handle the situation, Such events may include but are not restricted to acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, earthquakes, strikes, epidemics, quarantine restrictions and freight embargoes.

- b. If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Agency in writing with sufficient and valid evidence of such condition and the cause thereof. The Committee of Sheikh Zayed Medical College/Hospital, Rahim Yar Khan constituted for Redressing of grievances, shall examine the merits of the case and all reasonable alternative means for completion of purchase order under the Contract and shall submit its recommendations to the competent authority.
 - c. However, purchaser inform the supplier in writing of its agreement on the application of force majeure, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek reasonable alternative means for performance not prevented by the Force Majeure event
35. **Inspections and Tests.**
The Procuring Agency or its representative shall have the right to inspect and/or to test the goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Agency
36. **Physical Examination/ Inspection of Goods.**
The goods shall be acceptable subject to physical inspection, tests and/ or in accordance with the approved sample as decided by the Procuring Agency.
37. **Delivery and Documents.**
The Supplier in accordance with the terms specified in the Schedule of Requirements shall make delivery of the goods along-with the details of documents to be furnished by the Supplier.

38. **SHELF LIFE.**

The supplier shall pay a penalty equal to 1% of the total value of the item per percentage point of the shortfall in the prescribed shelf life **which is 85% for the locally manufactured 75% for the imported items.** No drug / item shall be accepted having expiry date of original shelf life less than 80% of locally manufactured and 70% of imported medicines / item. Provided the shelf life upto 70% shall be accepted without penalty and 60% with penalty in case of vaccines and other bio-technical products. The bidders are required for strict compliance of prescribed shelf life and in case of non-compliance institute reserve the rights to impose penalties as decided by purchase committee keeping in view urgency / need base assessment from case to case.

39. **REPLACEMENT OF UNCONSUMED / EXPIRED / SUBSTANDARD / BANNED / ADULTERATED / SPURIOUS DRUGS / PRICE REASONABILITY CERTIFICATION.**

- a. The Bidder shall submit an affidavit on legal stamp paper of Rs. 100/- with the following wording: (i) Their firm has not been blacklisted in the past on any ground by any Government (Federal, Provincial), a local body or a public sector organization (ii) Replacement of unconsumed / expired / sub-standard- spurious drugs / stocks free of cost (iii) The quoted prices are not higher than the prices quoted in any institution of Pakistan.

On account of submission of false statement the bidder shall be disqualified forth with and subsequently black listed.

- b. *The supplier shall certify on judicial stamp paper that the prices quoted to this institution against the items mentioned at Tender Enquiry No. _____. Are not more than the Trade Prices as per MRP (maximum Retail Price) fixed by the Federal Government under Drugs Act, 1976/DRAP Act, 2012.*
- c. All supplies will comply with the provision of Drugs Act, 1976/DRAP Act, 2012 and rules framed there under.
- d. If drug testing is failed due to misbranding, 25% penalty of contract amount will be deducted and action will be taken against the firm.
- e. Risk purchase of the item declared as misbranded will be implemented.

Expired / banned / adulterated supply of drugs / medicines will be governed by to drug act 1976, suppliers / manufacturers will also furnish warranty certificate on form 2A at the time of delivery. That the firms will replace un-consumed /expired / substandard/banned/adulterated drugs/medicines without any further charges. The replacement will be made as per following instructions.

- a) Expired medicines / drugs should be destroyed by the inspection team constituted by the Medical Superintendent Rahim Yar Khan in the presence of representative of the firm concerned.
- b) Replacement of expired / substandard / adulterated / unconsumed medicines items would be made either with the same medicines of drugs in its quantity or if the same medicines / drugs are not needed the other medicines from PVMS list/formulary would be accepted at the same amount of that medicine / drug.
- c) Regarding the price to be charged for such replacement, if the firm has concluded the contract with this hospital for the said drug, it would replace such medicines on the same price on which rate contract has been finalized. In case the replacement is to be made by the firm with non-tender items, price should be determined on the basis of MRP minis 15% (as discount) or the its price fixed by the firm whichever is less.
- d) In case drugs/medicines required to be replaced are no longer being acceptable medicine, the firm would refund the amount due.

40. LABELING AND PACKING.

- a. The bidder shall supply drugs/medicines as far as possible as per tender requirement in special green colour packing with Logo of the Government of the Punjab. (exempted for imported items)
- b. The locally manufactured and locally packed drugs /medicines would be supplied strictly in accordance with the colour & packing to be prescribed by this institution and following words should be printed in bold letters in English / Urdu in indelible preferably with **red colour ink** on the label of each ampoule/vial /bottle/strip/blister/foil/sachets/tubes etc. addition of the outer packing.
(**"Punjab Govt. Property" Sheikh Zayed Hospital, R.Y.K. Property Not For Sale**)
In case of items supplied by the foreign manufacturers the condition of colour pack is relaxed but the above-mentioned stamp is mandatory.
- c. There should be proper reference no. & date of hospital supply order on the invoice/bill and the copy of supply order should be attached with the invoice.
- d. The Hospital Purchase Committee may modify the terms and conditions if necessary / required at any time during the financial year.

41. TESTING FOR QUALITY AT DRUG TESTING LABORATORIES.

- a. After delivery of drugs and medicines at the purchaser's premises, the consignee shall send the samples from all batches of each consignment of the supplied store to the concerned area of drug testing laboratory. The inspection committee constituted by the purchaser shall inspect the quantity, specifications of goods and random sampling of each batch after receipt of standard quality report of each batch of supplied store issued by

DTL concerned under drugs act 1976/DRAP Act 2012/ Punjab Drugs (Amendments) Act 2017 & rules framed thereunder. The cost of the lab tests shall be borne by the supplier. The firm shall be bound to provide primary reference standard (s) / traceable secondary standard (s) to the concerned drugs testing laboratories of Punjab as and when demanded. In case of secondary reference standard, the certificate of analysis and proof of traceability shall also be provided by the contractor.

- b. In case of adverse / failure report of any batch, the supplier has the right to go for appellate laboratory. If it is again declared substandard, the supplier will be intimated and they will be bound to re-supply the entire fresh stock of that batch free of cost within the reasonable time period to be intimated by the purchaser but not later than 21 days (three weeks) from the date of intimation, which will be subject to completion of all testing and verification formalities. At the parallel, the case will also be forwarded to the Drugs Regulatory Authority for legal action as per Drugs Act 1976/ DRAP Act 2012/ Punjab drugs (Amendments) Act 2017 and disposal of substandard stocks.
- c. The inspection committee will carry out detailed physical examination of stocks and can reject, even if it is declared of standard quality by DTL, if found not according to the approved sample and other technical specifications like packaging, labeling, printing and quantity etc. Moreover, the supplier will also be responsible to replace the unconsumed expired stores without any further charges.
- d. If the facility for the test / analysis is not available with laboratories, the batch release certificate and test analysis report of quality control / quality assurance department of the manufacturer shall be relied upon.
- e. The payment would be made subject to the clearance report from the concerned drug testing laboratory.
- f. DTL samples according to batch Nos. should be supplied by the bidder at the time of provision of stock (free of cost)

42. EXORBITANT RATES.

- a. The bidders will certify that the price quoted against the tender are not more than the price charged from any other purchase organization in the country and in case of any discrepancy the tenderer will be bound to refund the price charge in excess.
- b. The rates quoted by the bidder should be special discount rates for Govt. Institution which is less than trade price.

43. RISK PURCHASE.

If the first lowest contractor failed to supply the product in prescribed time of delivery, risk purchase from the 2nd lowest / local purchase from the market will be made and the extra amount will be deducted from C.D.R./Bills of the 1st lowest bidder.

44. WARRANTY.

- a. The supplier shall warranty that goods supplied under purchase order shall have no defect arising from materials of workmanship or from any act of omission of the supplier that may develop under normal use of the supplied goods under the condition prevailing at final destination. The Medicine warranty should be under the rules of Drug Act 1976 & DRAP Act 2012.
- b. The Medical Superintendent, Sheik Zayed Hospital, Rahim Yar Khan shall notify the supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the supplier shall replace the defective, near to expiry medicines without cost.

45. Drug Act/ DRAP Compliance.

All supplies will comply with the provision of Drugs Act, 1976/DRAP Act, 2012/Punjab drugs (Amendments) Act 2017 and rules framed there under.

46. Mode of Payment.

Payment mechanism will be as per rule 43 of PPRA, 2014, however, 100% payment may be made on production of Inspection Certificate / DTL Ok report and receipt certificate from consignee after recovery of government dues including professional taxes, part supply and part payment may be allowed.

47. Transportation / Delivery Requirements

1. Supplier shall arrange such transportation of drugs and medicines as is required to prevent their damage or deterioration during transit to their final destination and in accordance with the terms and manner prescribed in schedule of requirement. The goods shall be delivered through reputable courier service having following feature to ensure quality, quantity, safety and efficacy of supplied medicines and surgical disposable items.
 - a. Traceable online dispatch and delivery record.
 - b. Dispatch facilities as per labeled requirements of medicines like maintenance of temperature, humidity etc. of supply.
2. All costs associated with the transportation including loading / unloading of drugs and medicines and road taxes shall be borne by the supplier.
3. All cold chain (perishable) items must be delivered in a safe and proper manner, prescribed for such type of items.

48. Conflict of Interest: -

The bidders are required to provide an affidavit for declaration of no conflict of interest regarding professional, objective, and impartial advice, at all times holding the Procuring Agency's interests paramount, strictly avoiding conflicts with other assignments or its own corporate interests, and acting without any consideration for future work.

SECTION-III

Evaluation Criteria & Bid Forms

FORM-1**BID COVER SHEET**

Bid Ref. No. -----

Date-----

Name of the Supplier/Firm Contractor: -----

Address: -----

E-mail: _____

Phone: _____

Facsimile: _____

Bid For Selected Items from the Schedule of Requirements.

Bid Enquiry No.	Name of the Tendered Item/ Generic	Brand Name	Manufacturer / Importer (With Name and Country of Origin)	Drug Registration No. (attach certificate)	Specifications of the quoted brands (100% incompliance with schedule of requirement)	Name of API Manufacturer & Country of Origin

Signed:**Dated:****Official Stamp:**

FORM-02**COMPULSORY PARAMETERS FOR ELIGIBILITY FOR BIDDERS / FIRMS FOR THE BULK PURCHASE OF MEDICINES.**

Every bidder must have to fill this form carefully and attach the relevant documents just along-with this form in the same sequence as prescribed in the bid form. This criteria will described the eligibility of bidder. Failure to comply with any compulsory parameter will result in “non-responsiveness of the bidder for quoted item.” Bidders complying with compulsory parameters will be evaluated further for Marking Criteria.

Name of the Firm ----- Name of Tender -----

Date of Opening of Bid -----

Sr. #	Detail	Yes/No	Page #
01	Original tender purchase receipt obtained by depositing Rs. 2000/- (Non-Refundable) issued from Cashier Account Branch, SZH, R.Y.Khan.		
02	Acceptance of terms and condition, tender documents duly signed and stamped.		
03	Valid Manufacturer's Authorization		
04	An affidavit on stamp paper of Rs.100/- submitting following clauses: i) replacement of unconsumed / expired / substandard spurious drugs / stocks free of cost, ii) that the firm is never blacklisted on any grounds whatsoever. Iii) Price Reasonable certificate. (iv) Certificate that prices are not more than trade price.		
05	An affidavit on stamp paper submitting that the price quoted to this institute against the quoted items mentioned in the bid are not more than the prices charged from any Purchase Organization in the country and in case of discrepancy the bidder hereby undertakes to refund the price charged in excess”.		
06	Call Deposit Receipt in the name of Principal (2% of estimated price of each quoted item) Attach unhidden photocopy with technical proposal and original with financial proposal.		
07	National tax number and General Sale Tax number certificate		
08	Professional Tax		
09	Valid Drug Sales License (in case of importer / authorized distributor)		
10	Valid Drug Manufacturing License (in case of firm itself) issued by DRAP		
11	Sample provided as per Proforma attached for evaluation by technical committee (sample must be of commercial pack)		
12	The Original price List of the firm indicating the inclusion of the item / product of quoted item (Latest)		
13	The bidder is required to provide Financial Proposal with the name of items, tender number and serial number in the exact manner as quoted in the Technical Proposal		
14	Price should not be mentioned on technical bid.		
15	Valid Import License issued by DRAP (in case of importers)		
16	Sole Agency Certificate / Agreement with Foreign Principal (in case of Importer) translated in English (sole agents having less than one year market experience will not be entertained)		
17	Letter of Intention (as per specimen proforma attached)		
18	Affidavit (as per specimen proforma attached)		
19	Certificate for thermolabile drugs for which storage temperature is 2-8 degree centigrade. The firm shall be bound to produce batch wise cold chain data from the source of origin & thermolog data from factory to Consignee's end		
20	Performance Certificate of last year issued by this institute (If Applicable)		

Note: - Copies of all the documents mentioned above must be attached with this list.

FORM-03**Evaluation criteria (compulsory parameters) for the bulk purchase of medicines.**

- Failure to comply with any compulsory parameter will result in disqualification of bidder / product.

PARAMETERS	DOCUMENTS REQUIRED	COMPLIANCE STATUS (Yes/No.)
Drug Manufacturing / Sale License	<ul style="list-style-type: none"> ➤ Valid Drug Manufacturing License issued by DRAP for manufacturers. ➤ Valid Drug sale license 	
Drug Registration Certificate (DRC)	Valid Drug Registration Certificate (DRC must of quoted pack size)	
Product Experience	Products having less than one year experience shall be ineligible (experience shall be calculated from the date of registration of the product with the DRAP)	
Good Manufacturing Practices (GMP) Certificate.	Valid Good Manufacturing Practices (GMP) Certificate +issued by the Drug Regulatory Authority Pakistan (DRAP) In case of imported product, valid GMP certificate issued by the regulatory authority of manufacturer's country will be considered.	
Undertaking Regarding Non cancellation / suspension of Drug Registration of quoted product of the bidder by Drug Regulatory Authority of Pakistan within last three years.	Undertaking on Judicial Paper.	
Undertaking Regarding Non-Declaration of spurious / adulterated batch by DTLs of the Punjab / any competent Lab of quoted item within last three years.	Undertaking on Judicial Paper.	
Valid quality certification of FDA /EC/ WHO/EMA of the quoted products / any other credible certification.		
Specifications quoted in the technical offer will be verified from samples provided with the bid. Product that comply 100% with the advertised specifications and fulfill the requirement as per Labeling and Packing Rules 1986 shall be considered for evaluation.	Samples of quoted item.	
Batch Capacity of the manufacturer Quoted item / Product (where applicable)	Certificate (s) provided by the manufacturer	
Approval of samples by technical committee/end user (Heads of concerned departments) Remarks of clinician on previous clinical experience. 03 Packs of samples (free of cost) for evaluation must be provided by the bidder.		

FORM-04**Ordinary Parameters for the Bulk Purchase of Medicines**

The bid complying with compulsory parameter shall be evaluated for below mentioned parameters: -

Sr.	Parameters	Detail			Total Marks	Remarks	
1	Past Performance of the Bidder (Last Two Year) (from date of registration of NTN / FBR)	Major institutions (Govt./Semi-Govt.) served			10	The Clime requires documentation (purchase orders, receipt certificates and delivery challans etc) of the institution (s)	
		i	1	2			
		ii	2 to 3	4			
		iii	4 to 5	6			
		iv	6 to 7	8			
		V	8 and above	10			
2	Market Experience of quoted products	I	Market availability of quoted items in leading chain stores & pharmacies	10	20	For Parameter (i) market availability in leading chain stores & Pharmacies of quoted item will be calculated from the date of commercial invoice. For Parameter (ii) market availability of quoted item relates to availability in open market other than pharmacies & leading chain stores. The firm will attach purchase order of quoted item of any Govt. / Semi-Govt. institution / private institution registered with income tax department. The data of commercial market experience must be co-relate and verify by the IMS / IQVIA data.	
		II	Market availability of quoted items in public sector and teaching institutes	10			
		A	1-2 years	3			
		B	3-4 years	7			
		C	Above 5 years	10			
3	Credibility & Certification of Manufacturer	I	Valid ISO Certificate 14001/40001	2	10	Valid copies of certificate / letters required.	
		II	Valid ISO Certificate 45001	2			
		III	Valid ISO Certificate 9001	2			
		IV	Any other international reputed certification	2			
		V	Pre-qualification with Govt./Semi-Govt. & Autonomous Institutions	2			
4	Financial status of bidders	I	Last year Audited Balance Sheet	3	05	Acknowledgement of Tax Returns must be attached.	
		II	Tax Returns (Last 3 Years)	2			
5	Manufacturer Technical Staff.	i	Plant Manager	B. Pharm /Pharm-D	2	10	The bidder is required to attach attested copy of the relevant degree and appointment letter of concerned incumbent technical staff
				PhD/M.Phil			
		II	Production Manager	B. Pharm /Pharm-D	2		
				PhD/M.Phil			
		III	Quality Control Manger +Analyst	B. Pharm / Pharm-D /MSc Chemistry	2		
		IV	In process quality assurance Inspector	B. Pharm / Pharm-D /PhD/M.Phil	2		
		V	Quality Assurance Manager	B. Pharm / Pharm-D /Msc Chemistry	2		
Note:- Total No. of Pharmacist (minimum no. of employed Pharmacist must be 10)							
6	Active Pharmaceutical ingredients (API) source (where applicable)	I	Original source / research molecule	10	10	The firm will provide regular import trail of API along-with supporting documents including GMP of concerned regulatory authority, status of source (manufacturer / importer) for last one year.	
		II	Source licensed by original or accredited by FDA / WHO/ EMA	07			
		III	Other source	05			
7	Export of quoted product (foreign principal / manufacturer)	I	Developed Countries 2-4 countries	06	10		
		II	Other countries	04			
8	Batch History for last three years. (Where applicable)	I	No batch failed during last three year of the quoted item from any statutory lab.	5	5	The firm will provide undertaking in the regard. The purchaser reserves the right to verify the claim.	
		II	No batch failed during last two years of the quoted item from any statutory lab.	3			
Experience of the Quoted Product since last 05 years							
9	Supply of the quoted product equivalent or higher than the advertised quantity in private and public sector renowned / registered institute.			20	20		
	Supply of the quoted product at least 70% to below total of advertised quantity in private and public sector renowned / registered institute.			13			
	Supply of the quoted product at least 50% to below 70% of advertised quantity in private and public sector renowned / registered institute.			06			
	Supply of the quoted product at least 25% to below 50% of advertised quantity in private and public sector renowned / registered institute.			03			
The bidder shall provide (Attach) summary of purchase orders of institutional sale. (This summary should be on letter head / stamp paper of Rs. 100/- duly legalized / notarized along with purchase orders. The purchase orders may be verified and any false claim shall lead to disqualification / blacklisting of firm.							

Total Marks: 100 Qualifying marks 60% (60) and above.

The financial bids of technically accepted bidders will be opened publicly at a time to be announced by the Procuring Agency and the financial bids found technically non-responsive shall be returned un-opened to the respective Bidders.

Grievances Redressal Committee

In case of any grievances bidders shall approach within ten days in writing after opening of technical bids for redressed. Late received application will not be entertained.

FORM-05

LETTER OF INTENTION
(To be attached with eligibility Criteria of Bidder)

Bid Ref No.**Date of the Opening of Bids****Name of the Contract****To:****Dear Sir/Madam**

Having examined the bidding documents, including Nos. -----, the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the Goods under the about-named contract in full conformity with the said bidding documents and at the rates/unit prices described in the price schedule or such other sums as may be determined in accordance with the price schedule or such other sums as may be determined in accordance with the terms and conditions of the contract. The above amounts are in accordance with the price schedules attached herewith and are made part of this bid.

We undertake, if our bid is accepted, to deliver the Goods in accordance with the delivery schedule specified in the schedule of requirements.

If our bid is accepted, we undertake to provide a performance security/guaranty (if required) in the form, in the amounts and within the times specified in the bidding documents.

We agree to abide by this bid, for the Bid Validity Period specified in the Bid Data Sheet and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Until the formal final contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in Pakistan.

Date -----

Signed -----

(In the capacity of {insert: title or position})

Duly authorized to sign this bid for and on behalf of

{insert: name of Bidder}

FORM-06**(BID FORM-IV)****AFFIDAVIT**

I/ We, the undersigned solemnly state that:

- 1) I/ We have read the contents of the Bidding Documents and have fully understood it.
- 2) The Bid being submitted by the undersigned complies with the requirements enunciated in the bidding documents.
- 3) The undersigned are solvent and competent to undertake the subject contract under the Laws of Pakistan.
- 4) The undersigned have not paid nor have agreed to pay, any Commissions or Gratuities to any official or agent related to this bid or award or contract.
- 5) The undersigned are not blacklisted or facing debarment from any Government, or its organization or project.
- 6) That the prices offered are not more than trade price.
- 7) I/We, further undertake that I/We will ready to pay all the charges of samples (one or more depending upon the ordered quantity amounting to Rs. 10 million or more) tested by any international WHO accredited Laboratory, collected by Department's Inspection committee which will accept the results.
- 8) I/We, Further undertake that I/We will ready to pay the standard of testing samples by DTL Punjab.
- 9) I/We, Further undertake to provide the Batch Release Laboratory Test Reports of each batch of the product on its delivery.

I/We affirm that the contents of this affidavit are correct to the best of our knowledge and belief.

Signed:

In the capacity of [insert: title or position]

Duly authorized to sign this bid for and on behalf of [insert: name of Bidder]

FORM-07**MANUFACTURER'S AUTHORIZATION FORM**

To (Name of Procuring Agency)

WHEREAS *[name of the Manufacturer]* who are established and reputable Manufacturers of *[name and/or description of the goods]* having factories at *[address of factory]* do hereby authorize *[name and address of Supplier/ Agent]* to submit a bid, and subsequently negotiate and sign the Contract with you against *[reference of the Invitation to Bid]* for the goods manufactured by us. We hereby extend our full guarantee and warranty as per tender terms and conditions for the goods offered for supply by the above firm against this Invitation for Bids for a period of -----.

Signature -----

Designation -----

-

Official Stamp -----

Note: This letter of authority should be on the letter head of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidder in its bid in the bid form of eligibility criteria of bidder.

FORM-08

AFFIDAVIT

I/ We, the undersigned solemnly state that:

- 1) We will be responsible for Replacement of unconsumed / expired / substandard spurious drugs stocks free of cost,
- 2) The firm is never blacklisted on any grounds whatsoever.
- 3) Price Reasonable certificate that the price quoted to this institute against the quoted items mentioned in the bid are not more than the prices charged from any other Govt. Institute in the Punjab during current financial year and in case of discrepancy, we will be responsible to refund the price charged in excess.”
- 4) We further do hereby undertake that the quoted prices are not more than trade price.

FORM-09**SPECIMEN SAMPLES PERFORMA**

Following items quoted for financial year 2024-25 with required specification are provided in mentioned quantities.

Sr.	Tender Sr.	Brand Name	Mfg. Name	Size/Specification	Qty.

1. The bidder shall provide 3 packs of samples (latest / fresh batches) of each quoted item along with its bid. Without samples bid will be considered incomplete & technically rejected. Moreover, not be challengeable at any court of law.
2. For thermo labile drugs for which storage temperature is 2-8 degree centigrade. The firm shall be bound to provide the samples in cold chain to Consignee's end.
3. Any further information can be obtained from the office of Director Technical/ Drugs controller, Sheikh Zayed Medical/ Hospital, Rahim Yar Khan

Sign & Stamp of Bidder -----

Date -----

FORM-10**PRICE SCHEDULE**

User Note:- *This form is to be filled by the Bidder for each individual item and shall submit with Financial Proposal.*

Name of the Firm:

Bid. Ref. No.

Date of opening of Bid.

Sr. #	Name of the Item	Unit Price (Inclusive all applicable taxes)	Discounts (if any)	Final Price (Inclusive of all taxes)
TOTAL				

Note:- Valid price lists of quoted items indicated M.R.P. and T.P. must be attached with financial proposal.

Signature: -----

Designation -----

Date -----

Official Stamp -----

Note: - Rates of all technically qualified bidders will be equally effective / applicable for Patient Welfare Model Pharmacy, Sheikh Zayed Hospital Rahim Yar Khan as well, being established under Govt guidelines issued vide letter No. SO7-4/2011, Government of Punjab, Health Department dated 09-07-2015

FORM-11

Drugs Specification Performa
List Must Be Signed and Attached with T.E.

1. Tender Enquiry No. _____
2. Item No. in T.E. _____
3. Generic Name in T.E. _____
4. Brand Name of Offered Item _____
5. Manufactured By _____
6. Address of the Manufactures / Sole Agents with T.E. No. _____
7. Manufacturing License No. _____ Validity _____
8. Drug Registration No. _____ Validity _____
9. Detailed Specification _____
10. Packing Offered _____
11. Shelf Life _____
12. Price offered _____
13. M.R.P. fixed by F.G. _____
14. T.P. of the Drugs _____

Signature:- _____

Designation :- _____

Stamp:- _____

SECTION-IV

SCHEDULE OF REQUIREMENTS AND TECHNICAL SPECIFICATIONS

The supplies shall be delivered in accordance with the purchase orders as per following schedule of requirements: -

Respective Consignee's end _____

Free delivery to consignee's end basis.

Mode of Penalty	Delivery of 100% Quantity as per Purchase Order
Without Recovery of late delivery charges	30 days
Without recovery relaxation on	15 days relaxation on request of bidder with proper justification within stipulated time period. Note: - 15 days further extension may be granted in case of Health Emergency / force majeure with due justification and fulfilling all codal formalities
With recovery of late delivery charges 0.067% per day	After 45 days decided by the concerned consignee on the formal request of the supplier with proper justification
Maximum Rate of Late Delivery Charges	Maximum limit of Late Delivery Charges is 10% after which contract will be cancelled with all legal and codal formalities.
Risk Purchase	After expiry of prescribed delivery period the procuring agency may proceed for risk purchase (at the risk & cost of defaulter) to ensure the un-interrupted healthcare services to the patients.

MEDICAL SUPERINTENDENT
Sheikh Zayed Hospital
Rahim Yar Khan.

Bidder's Signature and Stamp

Name: - _____ Designation: - _____

CNIC No. _____ Address: - _____

Phone Office _____ Mobile No. _____

Email Address _____

SHEIKH ZAYED MEDICAL COLLEGE / HOSPITAL RAHIM YAR KHAN.

Ph # 068-9230164-165-166 (Ext.274 & 117)

Procurement Section (Medicine / Surgical Disposable Items) 068-9230127 & 068-5870395

Website www.szmc.edu.pk info@szmc.edu.pk. E-Mail- directortechncalszhryk@gmail.com



INVITATION FOR BIDS

Tender No. _____

- 1. BULK PURCHASE OF SURGICAL DISPOSABLE MEDICAL DEVICES** (Drug & Non-Drug Items etc.)
- 2. BULK PURCHASE OF SURGICAL DISPOSABLE MEDICAL DEVICES** (syringes & IV Catheters, IV Infusion Sets etc.)
- 3. BULK PURCHASE OF DIALYSIS ITEMS**
- 4. BULK PURCHASE OF GENERAL X-RAY FILMS, C.T. SCAN FILMS, MRI FILMS, DIGITAL X-RAY FILMS, FLUOROSCOPY FILMS, DENTAL X-RAY FILMS (WITH ENVELOPES)**

FINANCIAL YEAR 2024-25.

THIS DOCUMENT CONTAINS FOLLOWING PARTS	
Section-1	Advertisement (Letter of Invitation)
Section-II	<ol style="list-style-type: none"> 1. Bidding Documents for BULK PURCHASE OF SURGICAL DISPOSABLE MEDICAL DEVICES, (DRUG & NON-DRUG ITEMS ETC.) 2. BULK PURCHASE OF SURGICAL DISPOSABLE MEDICAL DEVICES (syringes & IV Catheters, IV Infusion Sets etc.) 3. BULK PURCHASE OF DIALYSIS ITEMS 4. BULK PURCHASE OF GENERAL X-RAY FILMS, C.T. SCAN FILMS, MRI FILMS, DIGITAL X-RAY FILMS, FLUOROSCOPY FILMS, DENTAL X-RAY FILMS (WITH ENVELOPES)
Section-III	Evaluation Criteria & Bid Forms
Section-IV	Schedule of Requirements and Technical Specifications

SECTION-I

Advertisement (Letter of Invitation)

SHEIKH ZAYED MEDICAL COLLEGE/HOSPITAL, RAHIM YAR KHAN

INVITATION FOR BIDS (FINANCIAL YEAR 2024-25)

ADVERTISEMENT NOTICE OF THE TENDERS FOR THE BULK PURCHASE (FRAMEWORK CONTRACT) OF MEDICINES (INHALATIONS / INJECTIONS / INFUSIONS & IV FLUIDS), MEDICINES (ORAL DOSAGE FORMS / MISC. DOSAGE FORMS), SURGICAL DISPOSABLE MEDICAL DEVICES (DRUG & NON-DRUG ETC) SURGICAL DISPOSABLE MEDICAL DEVICES (SYRINGES & IV CATHETERS, IV TRANSFUSION SETS ETC.) MEDICAL GASES (LIQUID OXYGEN MEDICAL GAS AND CYLINDER BASED MEDICAL GASES), LABORATORY KITS, CHEMICALS & REAGENTS, BLOOD GAS ANALYZER, DIALYSIS ITEMS, GENERAL X-RAY FILMS, C.T. SCAN FILMS, MRI FILMS, DIGITAL X-RAY FILMS, FLUOROSCOPY FILMS (WITH ENVELOPES), DENTAL X-RAY FILMS, ANGIOGRAPHY / ANGIOPLASTY ITEMS, CARDIAC SURGERY ITEMS, DENTAL MATERIAL, PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LIMITED / PETTY PURCHASE THROUGH QUOTATION OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC (LPQ), PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC. ON DAY TO DAY BASIS (LPDD), LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE ITEMS (ZAKAT FUND), FINANCIAL YEAR 2024-25.

Management of Sheikh Zayed Medical College/ Hospital Rahim Yar Khan, invites sealed bids / tenders from the eligible bidders i.e. manufacturers / their authorized distributors and in case of imported goods, their authorized sole agents / importers / distributors in Pakistan who are registered with income tax and sales tax authorities / Licensed with Drug Regulatory Authority of Pakistan, for the bulk (framework contract) procurement of Medicines (inhalations / injections / infusions & iv fluids), Medicines (oral dosage forms / misc. Dosage forms), Surgical Disposable Medical Devices (drug & non-drug etc.) Surgical Disposable Medical Devices (syringes & iv catheters, iv transfusion sets etc.) Medical Gases (liquid oxygen medical gas and cylinder based medical gases), Laboratory Kits, Chemicals & Reagents, Blood Gas Analyzer, Dialysis Items, General X-Ray Films, C.T. Scan Films, MRI Films, Digital X-Ray Films, Fluoroscopy Films (with envelopes), Dental X-Ray Films, Angiography / Angioplasty Items, Cardiac Surgery Items, Dental Material, Pre-qualification / registration of vendors for the limited / petty purchase through quotation of medicines / surgical disposable medical devices etc. (LPQ), Pre-qualification / registration of vendors for the local purchase of medicines / surgical disposable medical devices etc. on day-to-day basis (LPDD), local purchase of medicines / surgical disposable items (zakat fund), financial year 2024-25.

Detail of sale and receipt of tenders are shown against each item head.

1. Interested bidders may get the bidding documents from Procurement section of this institution on submission of written application along with payment of non-refundable fee of Rs. 2000/- (Two thousand only), as per schedule given below during working hours only, immediately after the publication of this advertisement. A copy of the bidding documents/ requirements is also available for information on institutional website / PPRA website. www.szmc.edu.pk info@szmc.edu.pk. / www.ppra.gov.pk
2. The bidder shall furnish a bid security of 2% of estimated cost in the form of call deposit in the name of the Principal, Sheikh Zayed Medical College/Hospital, Rahim Yar Khan (Refundable) in Pak Rupees, without which the offer shall be ignored. Sealed bids are required to be brought in person by the authorized representative of the interested bidders on proposed dates up-to 10:30 am and will be opened on the same day at 11:00 am in the committee room of this institute in the presence of the bidders or their authorized representatives. Bids received after due time will not be entertained.
3. PPRA Rules 2014 along-with all amendments will be followed.
4. Rates should be on FOR basis as free delivery to the consignee's end in Pak Rupees, however bidder can also quote the rates in foreign currency as L.C. and C&F basis.
5. For detailed terms and conditions / method for the preparation and submission of bids, please consult the bidding documents.
6. Samples of each item from fresh batch must be provided at the time of submission of bid in the quantity / specification as mentioned in bidding documents.
7. In case the date of opening or last date of sale is declared as the public holiday by the Government or non-working day due to any reason, the next official working day shall be deemed to be the date of sale and submission and opening of tenders accordingly, the time and venue shall remain the same.

8. Single stage- two envelop procedure, as per Rule 38 (2) (A) of PPRA Rules 2014, shall be applied.
9. Bid validity period shall be 180 days.

Note: All assessments and procuring procedures i.e. receiving, opening and awarding etc. shall be governed by the Punjab Procurement Rules 2014.

Sr. No.	Description/ Tender Name	Issuance Date of Tender Documents	Date of Receipt /opening of bids 10:30am / 11:00am	Call Deposit
01	Bulk Purchase of General X-ray films, C.T. Scan films, MRI Films, Digital X-Ray Films, Fluoroscopy Films, Dental x-ray Films (with Envelopes)	Immediately after publication of advertisement	06-04-2024	2% of the estimated cost of quoted items
02	Bulk purchase of Angiography / Angioplasty items		06-04-2024	2% of the estimated cost of quoted items
03	Bulk purchase of Cardiac Surgery Items,		06-04-2024	2% of the estimated cost of quoted items
04	Bulk purchase of Medical Gases (liquid oxygen medical gas and cylinder based medical gases)		06-04-2024	2% of the estimated cost of quoted items
05	Local purchase of medicines / surgical disposable items (zakat fund)		06-04-2024	Rs. 100000/-
06	Bulk Purchase of Laboratory Kits, Chemicals & Reagents.		06-04-2024	2% of the estimated cost of quoted items
07	Bulk purchase of Medicines (inhalations / injections / infusions & iv fluids),		08-04-2024	2% of the estimated cost of quoted items
08	Bulk purchase of Medicines (oral dosage forms / misc. dosage forms),		08-04-2024	2% of the estimated cost of quoted items
09	Local purchase of medicines / surgical disposable items (chit system pre-qualification / registration of multiple vendors on Day to Day Basis (LPDD)		08-04-2024	Rs. 50000/-
10	Pre-qualification / Registration of Vendors for the Limited / Petty Purchase Through Quotation of Medicines / Surgical Disposable Items etc. (LPQ)		08-04-2024	Rs. 20000/-
11	Bulk purchase of surgical disposable medical devices (Drug & Non-Drug Items etc.),		09-04-2024	2% of the estimated cost of quoted items
12	Bulk purchase of surgical disposable medical devices (syringes & iv catheters, iv transfusion sets etc.)		09-04-2024	2% of the estimated cost of quoted items
13	Bulk Purchase of Dialysis items		09-04-2024	2% of the estimated cost of quoted items
14	Bulk Purchase of Blood Gas Analyzer		09-04-2024	2% of the estimated cost of quoted items
15	Bulk purchase of Dental Material		09-04-2024	2% of the estimated cost of quoted items

BID DATA SHEET

Description	Detail
Commencement of Sale of Bidding Documents	From the date of advertisement on all working days during office timing.
Last date of sale of Bidding Documents	(1) 06-04-2024 (X-Ray Films) (2) 09-04-2024 (Surgical Disposable Medical Devices, IV Catheters and Dialysis Items)
Last date and time for the receipt of bids	(1) 06-04-2024 (X-Ray Films) up to 10:30am (2) 09-04-2024 (Surgical Disposable Medical Devices, IV Catheters and Dialysis Items) up to 10:30am
Date, time and venue of opening of technical bids	(1) 06-04-2024 (X-Ray Films) up to 11:00am in Committee room of this hospital. (2) 09-04-2024 (Surgical Disposable Medical Devices, IV Catheters and Dialysis Items) up to 11:00am in Committee room of this hospital.
Bid Currency	1. PKR on free delivery to the consignee's end basis including all ex-work, transportation, storage charges till the destination. 2. In case of foreign currency as L.C. on C& F basis.
Language of bid	Urdu / English
Amount of bid security	2% bid security of the estimated prices of the quoted items in the shape of CDR in the name of Principal, SZMC/SZH, R.Y.Khan.
Performance Guarantee	5% Performance Guarantee of the contract value in the shape of CDR in the name of Principal, SZMC/SZH, R.Y.Khan.
Bid validity period	180 Days
Bid Evaluation Criteria	As mentioned in Section-III of bidding documents
Bidding procedure	Single Stage – Two Envelop Procedure Bulk Purchase (Framework contract)
<p>Address for communication: -</p> <p>OFFICE OF THE DIRECTOR TECHNICAL / DRUGS CONTROLLER PROCUREMENT SECTION (MEDICINE) SHEIKH ZAYED HOSPITAL RAHIM YAR KHAN. Ph # 068-5870395 Ph # 068-9230164-117, Fax # 068-9230162</p>	

SECTION-II

Instruction to Bidders

- 1. BIDDING DOCUMENTS FOR THE FRAMEWORK CONTRACT FOR THE BULK PURCHASE OF BULK PURCHASE OF SURGICAL DISPOSABLE MEDICAL DEVICES, (Drug & Non-Drug Items etc.),**
- 2. BULK PURCHASE OF SURGICAL DISPOSABLE MEDICAL DEVICES (syringes & IV Catheters, IV Infusion Sets etc.)**
- 3. BULK PURCHASE OF DIALYSIS ITEMS**
- 4. BULK PURCHASE OF GENERAL X-RAY FILMS, C.T. SCAN FILMS, MRI FILMS, DIGITAL X-RAY FILMS, FLUOROSCOPY FILMS, DENTAL X-RAY FILMS (WITH ENVELOPES)**

Financial Year 2024-25.

SUBJECT: - BIDDING DOCUMENTS FOR THE FRAMEWORK CONTRACT FOR THE BULK PURCHASE OF:-

1. **BULK PURCHASE OF SURGICAL DISPOSABLE MEDICAL DEVICES, (Drug & Non-Drug Items etc.),**
2. **BULK PURCHASE OF SURGICAL DISPOSABLE MEDICAL DEVICES (syringes & IV Catheters, IV Infusion Sets etc.)**
3. **BULK PURCHASE OF DIALYSIS ITEMS**
4. **BULK PURCHASE OF GENERAL X-RAY FILMS, C.T. SCAN FILMS, MRI FILMS, DIGITAL X-RAY FILMS, FLUOROSCOPY FILMS, DENTAL X-RAY FILMS (WITH ENVELOPES)**

INTRODUCTION

Medical Superintendent Sheikh Zayed Hospital, Rahim Yar Khan invites sealed bids from eligible bidders for the purchase of Surgical Disposable Medical Devices, Dialysis Items & X-Ray Films as described in the schedule of requirement.

INSTRUCTIONS TO BIDDERS

1. General Instructions:

The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect shall be at the Bidder's risk and may result in the rejection of its bid. The "invitation for bids" does not form part of the bidding documents and is included as a reference only. In case of discrepancies between the invitation for bids and the bidding documents, bidding documents shall take precedence.

2. Source of Funds.

The Government of Punjab has allocated funds to the institutions / hospitals for purchase of Surgical Disposable Medical Devices, Dialysis Items & X-Ray Films under the relevant head of Account during the financial year 2024-25 (herein referred to as the "Procuring Agency").

3. Eligible Bidders.

- 3.1. This invitation for bids is open to all Manufacturers / their authorized sole agents / suppliers / Sole Distributors / Authorized Distributors / wholesaler and in case of imported goods, the authorized Sole Agents of Foreign Principals / importers and suppliers in Pakistan can participate.
- 3.2. The bidder must possess valid authorization from the Foreign Principal / Manufacturer and in case of Manufacturer; they should have a documentary proof to the effect that they are the original Manufacturer of the required goods.
- 3.3. The Bidders should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government (Federal, Provincial), a local body or a public sector organization.

4. Cost of Bidding.

- 4.1. The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 4.2. In case of any doubt as to the meaning of any portion of the specification of other terms and conditions, bidder may be seen clarification of the same in writing but not later than one week prior to dead line for submission of bid prescribed by the Medical Superintendent.
- 4.3. Bidders are required to submit their bid that will bear words "CONFIDENTIAL" and Tender No. _____ For the purchase of Surgical Disposable Medical Devices (Drug & Non-Drug Items and PPE,s items, (syringes, iv catheters, iv transfusions sets etc.) Dialysis Items & X-Ray Films,
- 4.4. Bidder may quote the rates both in PKR & Foreign currency in case of L.C. on free delivery to the consignees end basis.
- 4.5. Rates should be on FOR basis as free delivery to the consignee's end in Pak Rupees, however bidder can also quote the rates in foreign currency as L.C. and C&F basis.

5. Bid Security

- 5.1. The bidder shall furnish separately against each quoted item/ tender enquiry, as part of its financial bid, a Bid Security of 2% of the estimated cost of quoted items (denominated in Pak Rupees) in the shape of CDR in the name of the Principal. Failure to furnish the prescribed Bid Security shall result in the rejection of bid.

6. **Bid Validity**

- 6.1. Bids shall remain valid for the period identified in the Bid Data Sheet after the date of opening of technical bid prescribed by the Procuring Agency. A bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive.
- 6.2. Offer will remain valid for the financial year 2024-25 from the date of opening of the tender till the expiry of total tender period / total contract period.
- 6.3. The firm will not be allowed to withdraw its offer during the validity period or after submission / finalization of the tender which ever is earlier.
- 6.4. The Procuring Agency shall ordinarily be under an obligation to process and evaluate the bid within the stipulated bid validity period. However, under exceptional circumstances and for reason to be recorded in writing, if an extension is considered necessary, all those who have submitted their bids shall be asked to extend their respective bid validity period. Such extension shall be for not more than the period equal to the period of the original bid validity.
- 6.5. **Bidders Who: -**
 - I. Agree to the Procuring Agency's request for extension of bid validity period shall not be permitted to change the substance of their bids; and
 - II. Do not agree to an extension of the bid validity period shall be allowed to withdraw their bids without forfeiture of their bid securities.

7. **Qualification and Disqualification of Bidders.**

- 7.1. The Procuring Agency shall determine whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the Contract satisfactorily, in accordance with the criteria listed in ITB evaluation criteria.
- 7.2. The determination shall take into account the Bidder's financial, technical, and production capabilities (in case of manufacturer) infrastructure of the firm, past performance in similar contracts and technical staff and their capabilities. It shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB evaluation criteria, as well as such other information as the Procuring Agency deems necessary and appropriate.
- 7.3. The Procuring Agency, at any stage of the procurement proceedings, having credible reasons for or prima facie evidence of any defect in Supplier's capacities may require the Suppliers to provide information concerning their professional, technical, financial, legal or managerial competence/premises visit as the procuring Agency deems necessary and appropriate.
- 7.4. The Procuring Agency shall disqualify a Bidder if it finds, at any time, that the information submitted by him concerning his qualification as Supplier was false and materially inaccurate or incomplete.
- 7.5. Bidders that are found to consistently fail to provide satisfactory performances or are found to be indulging in corrupt or fraudulent practices shall be black listed.

8. **Corrupt or Fraudulent Practices.**

- 8.1. The Procuring Agency requires that all Bidders/ Suppliers/ Contractors observe the highest standard of ethics during the procurement and execution of such Contracts. The bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices, declared by any Government (Federal/Provincial/District), a local body or a Public Sector Organization. Any affirmative determination will be pre-requisite for award of the purchase order of the bidder. A negative determination will be result in rejection of the bidders bid. The bidder should provide an affidavit on legal stamp paper of (Rs. 100/-) for this purpose. The bidder should be debarred from bid on account of submission of false statement. Procuring Agency can reject a proposal for award if it determines that the bidders recommended for award has engaged in corrupt and fraudulent practices in competing for the contract in question; shall declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing a contract.
- 8.2. The Procuring Agency defines Corrupt and Fraudulent Practices as "the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the contractor in the procurement process or in contract execution to the detriment of the procuring

agency; or misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following practices:

- I. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- II. collusive practice by arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;
- III. corrupt practice by offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- IV. fraudulent practice by any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- V. obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights.

9.1 Indulgence in corruption and fraudulent practices is liable to result in rejection of Bids, cancellation of contracts, debarring and blacklisting of the Bidder, for a stated or indefinite period of time.

9.2 The following are the events which would lead to initiate under the PPRA Rules 2014 Blacklisting / Debarment process;

- 9.2.1 Submission of false fabricated / forged documents for procurement in tender.
- 9.2.2 Not attaining required quality of work.
- 9.2.3 Inordinate tardiness in accomplishment of assigned/agreed responsibilities / contractual obligations resulting loss to procuring agency / Government.
- 9.2.4 Non execution of work as per terms & condition of contract.
- 9.2.5 Any unethical or unlawful professional or business behavior detrimental to good conduct and integrity of the public procurement process.
- 9.2.6 Involvement in any sort of tender fixing.
- 9.2.7 Persistent and intentional violation of important conditions of contract
- 9.2.8 Non-adherence to quality specification despite being importunately pointed out.
- 9.2.9 Security consideration of the State i.e., any action that jeopardizes the security of the State or good repute of the procuring agency.

9. Bidding for Selective Items.

9.1. A Bidder, if he so chooses, can bid for selective items from the list of goods provided in the Section IV i.e. schedule of requirements & technical specifications. A bidder is also at a liberty to bid for all the goods mentioned in the Section IV i.e. schedule of requirements & technical specifications.

However, Bidders cannot bid for partial quantities of an item mentioned in Section IV, i.e. schedule of requirement & technical specifications. THE BID MUST BE FOR THE WHOLE QUANTITY OF AN ITEM REQUIRED IN THE SECTION IV I.E., SCHEDULE OF REQUIREMENTS & TECHNICAL SPECIFICATIONS.

9.2 **BIDDERS ARE DIRECTED TO PREPARE & SUBMIT ONE BID (FIRM WISE) ENLISTING ALL THE ITEMS /PRODUCTS INTENDED TO BE QUOTED AND ATTACHING ALL RELEVANT REQUIRED DOCUMENTS PERTAINING TO EACH QUOTED ITEM / PRODUCT.**

9.3 **ONE PERSON SHALL SUBMIT ONE BID AGAINST ONE ITEM AND IF ONE PERSON SUBMITS MORE THAN ONE BID, THE PROCURING AGENCY SHALL REJECT ALL SUCH BIDS.**

10. The Bidding Procedure

10.1. The Governing Rules

The Bidding procedure shall be governed by the Punjab Procurement Rules, 2014 (Amended) of the Government of Punjab.

10.2 Applicable Bidding Procedure.

The bidding procedure is governed by Rule 38 “procedures for section of contractor’s sub-rule 2(a) “Single stage –Two Envelop bidding procedure”. Bidders are advised also to refer to the Bid Data Sheet above to confirm the Bidding procedure applicable in the present bidding process.

- I. The bidding procedure prescribed in the Bid Data Sheet above is explained below.
- II. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- III. The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;
- IV. Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;
- V. The envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of Procuring Agency without being opened;
- VI. The Procuring Agency shall evaluate the technical proposal, without reference to the price and reject any proposal which do not conform to the specified requirements;
- VII. During the technical evaluation no amendments in the technical proposal shall be permitted;
- VIII. The financial proposals of bids shall be opened publicly at a time, date and venue to be announced and communicated to the Bidders in advance.
- IX. After the evaluation and approval of the technical proposal the Procuring Agency shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective Bidders; and
- X. The bid found to be the lowest evaluated bid shall be accepted.

PREPARATION OF BIDS

11. Language of Bid

The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency shall be written in English. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Bid, the translation shall govern.

12. Documents comprising the bids.

12.1 The bid shall comprise of the Bid Forms of this bidding document and all those ancillary documentation that are prescribed for the eligibility of the bidders and goods and ancillary services that are found necessary and highlighted in the Bid Forms.

12.2 The bidder shall complete the Bid Forms and an appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their general and specific characteristics, ancillary services that the bidder is willing or required to provide along with the proposed price.

13. Bid Prices

13.1 The bidder shall indicate on the appropriate form prescribed in this bidding documents the unit prices and total bid price of the goods, it proposes to supply under the Contract. It proposes to supply on free delivery to the consignee end.

13.2 Form for Price Schedule is to be filled in very carefully, and should be typed / computerized. Hand written price list should not be considered. Any alteration/ correction must be initialed. Every page is to be signed and stamped at the bottom. Serial number/ bid number of the quoted item may be marked or highlighted with red/yellow marker.

13.3 The Bidder should quote the prices of goods according to the technical specifications. The specifications of goods, different from the demand of enquiry, shall straightway be rejected.

- 13.4 The Bidder is required to offer competitive price. All prices must include relevant taxes and duties, where applicable. If there is no mention of taxes, the offered/ quoted price shall be considered as inclusive of all prevailing taxes/duties. The benefit of exemption from or reduction in the GST or other taxes shall be passed on to the Procuring Agency.
- 13.5 Prices offered should be for the entire quantity demanded; partial quantity offers shall straightaway be rejected. Conditional offer shall also be considered as non-responsive Bidder.
- 13.6 Price offered should be for complete package / tender with accessories; detail of which is already mentioned in technical specifications. Conditional offer shall be considered as non responsive bid.
- 13.7 While tendering your quotation, the present trend/ inflation in the rate of goods and services in the market should be kept in mind. No request for increase in price due to market fluctuation in the cost of goods and services shall be entertained after the bid has been submitted.
- 13.8 In case of monopoly items, monopoly certificate must be provided by the firm regarding sole manufacturer / distributor of foreign principal in Pakistan.

14. Bid Currencies.

Prices shall be quoted in Pak Rupees (PKR) basis on free delivery to Consignee's end basis including all ex-work, Transportation, Storage charges till the destination (DDP basis)

15. Documents Establishing Bidder's Eligibility and Qualification

- a. The Bidder shall furnish, as part of its technical bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the Contract if its bid is accepted.
- b. The documentary evidence of the Bidder's eligibility to bid shall establish to the Procuring Agency's satisfaction that the Bidder, at the time of submission of its bid, is an eligible as defined under tender form.
- c. The documentary evidence to be submitted in the Technical Proposal for the purposes of qualification and technical evaluation shall include:
 - i. The Supplier/ agent shall have to produce letter of authorization from Manufacturer and in case of Manufacturer / sole agency certificate for manufacturer documentary proof to the effect that they are the original Manufacturer of the required goods shall be provided strictly as per specimen form attached.
 - ii. National Tax Number (NTN) and General Sales Tax Number (if applicable) with documentary proof shall have to be provided by each Bidder in the tender.
 - iii. **The Bidder should have minimum one-year experience in the market / institutions. Similarly, it is mandatory that the item to be quoted by the Bidder should have already been used in different public/ private Institution/ hospitals. Documentary proof shall have to be provided in this regard.**
 - iv. The Bidder is required to provide with the technical proposal the name of item(s), tender number and serial number in the exact manner as quoted in the financial proposals.
 - v. The Bidder must indicate the country of origin of the goods, capacity of production of the firm (in case of manufacturer), its financial status, necessary assurance of quality production, Certificate(s) for conformity with International standards of Quality (original or attested certification) and list of qualified (attested degrees or certification) technical persons along with qualification and trainings (including details of CNIC), payroll details of staff, list of main service, testing and calibration tools and supervisory staff working in the production and quality control departments in the manufacturing plants.
 - vi. The Bidder (in case of manufacturer) shall provide a list of plant, major machinery and equipment installed in the factory. All necessary equipment must be calibrated and validation certificate to be included in the technical bid.
 - vii. In case of non-local manufacturers the list of Countries in which the specific product is available and is in use. Information to be duly certified by the appropriate Punjab Chapter of the Chamber of Commerce.
 - viii. The Bidder shall provide firm's balance sheet, latest tax paid, audit inspection report (if undertaken) and at least one year bank statement.

SUBMISSION OF BIDS

16. Format and Signing of Bids.

- a. The bid shall be typed and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. The person or persons signing the bid shall initial all pages of the bid.
- b. Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.
- c. All bidding documents to be duly attested (signed and stamped) by the authorized person of company.

17. Sealing and Marking of Bids

- a. The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion. The envelopes shall then be sealed in an outer envelope.
- b. The inner and outer envelopes shall:-
 - i) be addressed to the Procuring Agency at the address given in the Invitation for Bids; and
 - ii) bear the Institution/Hospital name and number indicated in the Invitation for Bids, and shall be inscribed by the following sentence: “DO NOT OPEN BEFORE,” to be completed with the time and the date specified in the invitation for Bid.
- c. The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared as non-responsive or late.
- d. If the outer as well as inner envelope is not sealed and marked properly, the Procuring Agency shall assume no responsibility for the bid’s misplacement or premature opening.

18. Deadline for Submission of Bids

Bids must be submitted by the Bidder and received by the Procuring Agency at the address specified under invitation for bids not later than the time and date specified in the Invitation for Bids / according to advertisement schedule. **Bids received later than the time and date specified in the Advertisement / Bid Data Sheet will stand summarily rejected.**

19. Late Bid

Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring Agency shall be rejected and returned unopened to the Bidder. The last date for the submission of samples will be same as last date of receipt of bids.

20. Withdrawal of Bids.

- a. The bidder may withdraw its bid after the bid’s submission and prior to the deadline prescribed for submission of bids.
- b. No bid may be withdrawn in the period between deadline for submission of bids and the expiration of the period of bid validity specified in Bid Data Sheet. Withdrawal of a bid during this period may result in initiation of legal action against the firm.

OPENING AND EVALUATION OF BIDS

21. Opening of Bids by the Procuring Agency.

- a. The Procuring Agency shall initially open only the envelopes marked “TECHNICAL PROPOSAL” in the presence of Bidders’ representatives who choose to attend, at the time, on the date, and at the place specified in the Invitation for Bids. The Bidders’ representatives who are present shall sign the Attendance Sheet as evidence of their attendance. However, the envelope marked as “FINANCIAL PROPOSAL” shall remain unopened and shall be retained in safe custody of the Procuring Agency till completion of the evaluation process.
- b. The Bidders’ names, item(s) for which they quoted their rate and such other details as the Procuring Agency, at its discretion, may consider appropriate, shall be announced at the opening of technical proposal. No bid shall be rejected at technical proposal/ bid opening, except for late bids, which shall be returned unopened to the Bidder. However, at the opening financial proposals (the date, time and venue would be announced later on), the bid prices, discounts (if any), and the presence or absence of requisite bid Security and

such other details as the Procuring Agency, at its discretion, may consider appropriate, shall be announced.

- c. The Procuring Agency shall prepare minutes of both the technical proposal as well as the financial proposal bid opening.

22. CLARIFICATION OF BIDS

During evaluation of the bids, the Procuring Agency may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

23. Amendment of Bidding Documents.

- a. At any time prior to the deadline for submission of bids, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the bidding documents by amendment.
- b. All prospective Bidders that have received the Bidding Documents shall be notified of the amendment(s). 12.3 In order to allow prospective Bidders reasonable time for taking the amendment(s) into account in preparing their bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of bids.

24. Preliminary Examination.

- a. The Procuring Agency shall examine the bids to determine whether they are complete, whether any computational errors have been made (at the time of opening the financial proposal), whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- b. In the financial bids (at the time of opening the financial proposal) the arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Bidders/Suppliers do not accept the correction of the errors, its bid shall be rejected. If there is a discrepancy between words and figures, the amount in words shall prevail.

25. Evaluation and Comparison of Bids.

- a. The Procuring Agency shall evaluate and compare the bids, which have been determined to be substantially responsive, pursuant to ITB evaluation criteria.
- b. The Procuring Agency's evaluation of technical proposal/ bid shall be on the basis of previous performance, test reports, inspection of plant/ factory/ premises, previous experience, financial soundness and such other details as already highlighted. However, the evaluation of financial proposal shall be on the basis of price inclusive of prevailing taxes and duties.
- c. All bids shall be evaluated in accordance with the evaluation criteria and other terms and conditions set forth in these bidding documents.
- d. **Submission of Samples:** The samples shall be submitted as per sample Proforma at the last date of receipt of technical bid, samples (free of cost) of quoted products (s) according to the strength and packing of demand of enquiry. No technical proposal / bid shall be considered without samples in required quantity described in schedule of requirement against each item.
- e. The representative samples must be from the most recent stocks, supported by valid warranty as per Drugs Act 1976. Detail of samples provided with brand / manufacturer name and quantity must be attached in writing.
- f. The bidder shall provide samples of quoted items along-with the bid at his own cost and in a quantity prescribed by the procuring agency in section IV.
- g. The bidder should have minimum one year experience in the market. Similarly, it is mandatory that the item to be quoted by the bidder / manufacturer should have availability in the market minimum for the last one year. Documentary proof shall have to be provided in this regard.
- h. Latest price lists of items with quoted firms must be provided. (if applicable)
- i. The rates of surgical disposable items which have been registered by the Ministry of Health, as drugs should be strictly in accordance with provision of registration certificate of item with brand / samples of registered items with required labeling / certificate of market availability.

26. Contacting the Procuring Agency.

- a. No Bidder shall contact the Procuring Agency on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded.
- b. Any effort by a Bidder to influence the Procuring Agency in its decisions on bid evaluation, bid comparison, or Contract Award will result in the rejection of the Bidder's bid and subsequent black listing. Canvassing by any Bidder at any stage of the Tender evaluation is strictly prohibited.

27. Rejection of Bids.

The Procuring Agency may reject any or all bids at any time prior to the acceptance of a bid. The Procuring Agency shall upon request communicate to any Bidder who submitted a bid, the grounds for its rejection of any or all bids, but is not required to justify those grounds.

28. Announcement of Evaluation Report.

The Procuring Agency shall announce the results of the bid evaluation in form of a report, not inconsistent with Rule 35 of the PPRA-2014 for acceptance or rejection of bids at least ten days prior to the award of procurement contract.

AWARD OF CONTRACT

29. Acceptance of Bid and Award criteria

The Bidder with technically approved / qualified lowest financial bid, if not in conflict with any other law, rules, regulations or policy of the Government, shall be awarded the Contract within the original or extended period of bid validity.

30. Procuring Agency's right to vary quantities at time of Award.

The Procuring Agency reserves the right at the time of Contract award to increase or decrease, the quantity of goods originally specified in the Price Schedule and Schedule of Requirements without any change in unit price or other terms and conditions keeping in view the availability of budget / urgency of item.

31. Limitations on Negotiations.

- a. Save as otherwise provided there shall be no negotiations with the bidder having submitted the lowest evaluated bid or with any other bidder: provided that the extent of the negotiation permissible shall be subject to the regulations issued by the PPRA.
- b. The contractors are requested to give their best and final prices since, as far as possible; there will be no negotiation on the prices, however, if necessary, the negotiation will be done by the Purchase Committee of this institute with the lowest evaluated firm. The Purchase Committee reserves the rights to accept or reject any or all quotations / offers without assigning any reason.
- c. Where response to a tender inquiry will be poor or a single offer will be received or rate received will otherwise consider to be on the higher side the following certificate shall be demanded from the bidder to ensure the reasonableness of the quoted price

“Certified that the prices quoted to this institute against the items mentioned at sr. No. _____ are not more than the prices charged from any Purchase Organization in the country and in case discrepancy the bidder hereby undertakes to refund the price charged in excess”.

32. Notification of Award.

- a. Prior to the expiration of the period of bid validity the financial proposal shall be opened positively, furthermore the Procuring Agency shall notify the successful Bidder in writing by registered letter that its bid has been accepted.
- b. **Performance Guarantee**
Institution require the successful bidder to furnish a performance guarantee which will be 5% of total bid value in the shape of CDR within ten days before issuance of supply order, after which bid security shall be released to the bidder.

Failure to provide a Performance Guarantee by the Bidder is a sufficient ground for annulment of the award and forfeiture of Bid Security. In such event the Procuring Agency may award the Contract to the next lowest evaluated bidder or call for new bid

33. Schedule of Requirement.

- a. The supplies shall be delivered within 30 days w.e.f. the next date after the date of issue of Purchase Order. 15 days relaxation period may be granted to the firm on request submitted within stipulated time period justifying the genuine grounds.
- b. In case of late delivery of goods beyond the periods specified in the schedule of requirements, the penalty @ 2% per month, 0.067% per day of the cost of purchase order or a part thereof, if supply is made late upon the supplier. **Maximum limit of Late Delivery Charges is 10% (5 months) after which contract will be cancelled with all legal and codal formalities.**
- c. The institute may frame the whole awarded quantity in multiple schedules at once or next schedule according to awarded quantity may be added / deleted as and when required by the institute and as per budget availability on need base assessment.

Following documents should be attached with the bill.

- Invoice/Bill with warranty of concerned batches.

- Sale Tax invoice. (If applicable)
- Delivery Challan in triplicate copies
- Supplier Supply order copy.
- National Tax Number.
- Any other specific documents concerned to that drug/items.
- In case of imported products, the bill of lading should be submitted with the bill / invoice.
- In case of imported item bidder will bound to undertaking that at-least sufficient quantity (i.e. 50%) of advertised quantity available in his godown to meet the emergent need of institution.

34. Force Majeure

- a. Notwithstanding the provisions of GCC clause 20 & 21 the Supplier shall not be for forfeiture of its Performance Guaranty' or termination/ blacklisting for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For the purposes of this clause Force Majeure means an act of God or an event beyond the control of the Supplier and not involving the Supplier's fault or negligence directly or indirectly purporting to mismanagement, mismanagement and/or lack of foresight to handle the situation, Such events may include but are not restricted to acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, earthquakes, strikes, epidemics, quarantine restrictions and freight embargoes.
- b. If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Agency in writing with sufficient and valid evidence of such condition and the cause thereof. The Committee of Sheikh Zayed Medical College/Hospital, Rahim Yar Khan constituted for Redressing of grievances, shall examine the merits of the case and all reasonable alternative means for completion of purchase order under the Contract and shall submit its recommendations to the competent authority.
- c. However, purchaser inform the supplier in writing of its agreement on the application of force majeure, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek reasonable alternative means for performance not prevented by the Force Majeure event

35. Inspections and Tests.

The Procuring Agency or its representative shall have the right to inspect and/or to test the goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Agency

36. Physical Examination/ Inspection of Goods.

The goods shall be acceptable subject to physical inspection, tests and/ or in accordance with the approved sample as decided by the Procuring Agency.

37. Delivery and Documents.

The Supplier in accordance with the terms specified in the Schedule of Requirements shall make delivery of the goods along-with the details of documents to be furnished by the Supplier.

38. SHELF LIFE.

The supplier shall pay a penalty equal to 1% of the total value of the item per percentage point of the shortfall in the prescribed shelf life **which is 85% for the locally manufactured 75% for the imported items**. No drug / item shall be accepted having expiry date of original shelf life less than 80% of locally manufactured and 70% of imported item. Provided the shelf life upto 70% shall be accepted without penalty and 60% with penalty in case of vaccines and other bio-technical products. The bidders are required for strict compliance of prescribed shelf life and in case of non-compliance institute reserve the rights to impose penalties as decided by purchase committee keeping in view urgency / need base assessment from case to case.

39. REPLACEMENT OF UNCONSUMED / EXPIRED / SUBSTANDARD / BANNED / ADULTERATED / SPURIOUS DRUGS / PRICE REASONABILITY CERTIFICATION.

- a. The Bidder shall submit an affidavit on legal stamp paper of Rs. 100/- with the following wording: (i) Their firm has not been blacklisted in the past on any ground by any Government (Federal, Provincial), a local body or a public sector organization (ii) Replacement of unconsumed / expired / sub-standard- spurious drugs / stocks free of cost (iii) The quoted prices are not higher than the prices quoted in any institution of Pakistan. On account of submission of false statement the bidder shall be disqualified forth with and subsequently black listed.

- b. *The supplier shall certify on judicial stamp paper that the prices quoted to this institution against the items mentioned at Tender Enquiry No. _____. Are not more than the Trade Prices as per MRP (maximum Retail Price) fixed by the Federal Government under Drugs Act, 1976/DRAP Act, 2012.*
 - c. All supplies will comply with the provision of Drugs Act, 1976/DRAP Act, 2012 and rules framed there under.
 - d. If drug testing is failed due to misbranding, 25% penalty of contract amount will be deducted and action will be taken against the firm.
 - e. Risk purchase of the item declared as misbranded will be implemented.
- Expired / banned / adulterated supply of drugs / medicines will be governed by to drug act 1976, suppliers / manufacturers will also furnish warranty certificate on form 2A at the time of delivery. That the firms will replace un-consumed /expired / substandard/banned/adulterated drugs/medicines without any further charges. The replacement will be made as per following instructions.
- a) Expired medicines / drugs should be destroyed by the inspection team constituted by the Medical Superintendent Rahim Yar Khan in the presence of representative of the firm concerned.
 - b) Replacement of expired / substandard / adulterated / unconsumed medicines and surgical disposable items would be made either with the same medicines of drugs in its quantity or if the same medicines / drugs are not needed the other medicines from PVMS list/formulary would be accepted at the same amount of that medicine / drug.
 - c) Regarding the price to be charged for such replacement, if the firm has concluded the contract with this hospital for the said drug, it would replace such medicines on the same price on which rate contract has been finalized. In case the replacement is to be made by the firm with non-tender items, price should be determined on the basis of MRP minus 15% (as discount) or the its price fixed by the firm whichever is less.
 - d) In case drugs/medicines required to be replaced are no longer being acceptable medicine, the firm would refund the amount due.

40. LABELING AND PACKING.

- a. The bidder shall supply drugs/medicines as far as possible as per tender requirement in special green colour packing with Logo of the Government of the Punjab, Health Department. (Exempted for imported items)
- b. The locally manufactured and locally packed drugs /medicines would be supplied strictly in accordance with the colour & packing to be prescribed by this institution and following words should be printed in bold letters in English / Urdu in indelible preferably with **Red Colour ink** on the label of each ampoule/vial /bottle/strip/blister/foil/sachets/tubes etc. addition of the outer packing.
“Punjab Govt. Property” Sheikh Zayed Hospital, R.Y.K. Property Not For Sale
 In case of items supplied by the foreign manufacturers the condition of colour pack is relaxed but the above-mentioned stamp is mandatory.
- c. There should be proper reference no. & date of hospital supply order on the invoice/bill and the copy of supply order should be attached with the invoice.
- d. The Hospital Purchase Committee may modify the terms and conditions if necessary / required at any time during the financial year.

41. TESTING FOR QUALITY AT DRUG TESTING LABORATORIES.

- a. After delivery of drugs and medicines at the purchaser's premises, the consignee shall send the samples from all batches of each consignment of the supplied store to the concerned area drug testing laboratory. The inspection committee constituted by the purchaser shall inspect the quantity, specifications of goods and random sampling of each batch after receipt of standard quality report of each batch of supplied store issued by DTL concerned under drugs act 1976/DRAP Act 2012/ Punjab Drugs (Amendments) Act 2017 & rules framed thereunder. The cost of the lab tests shall be borne by the supplier. The firm shall be bound to provide primary reference standard (s) / traceable secondary standard (s) to the concerned drugs testing laboratories of Punjab as and when demanded. In case of secondary reference standard, the certificate of analysis and proof of traceability shall also be provided by the contractor.
- b. In case of adverse / failure report of any batch, the supplier has the right to go for appellate laboratory. If it is again declared substandard, the supplier will be intimated and they will be bound to re-supply the entire fresh stock of that batch free of cost within the reasonable time period to be intimated by the purchaser but not later than 21 days (three weeks) from the date of intimation, which will be subject to completion of all testing and verification formalities. At the parallel, the case will also be forwarded to the Drugs Regulatory Authority for legal action as per Drugs Act 1976/DRAP Act 2012/ Punjab drugs (Amendments) Act 2017 and disposal of substandard stocks.

- c. The inspection committee will carry out detailed physical examination of stocks and can reject, even if it is declared of standard quality by DTL, if found not according to the approved sample and other technical specifications like packaging, labeling, printing and quantity etc. Moreover, the supplier will also be responsible to replace the unconsumed expired stores without any further charges.
 - d. If the facility for the test / analysis is not available with laboratories, the batch release certificate and test analysis report of quality control / quality assurance department of the manufacturer shall be relied upon.
 - e. The payment would be made subject to the clearance report from the concerned drug testing laboratory.
 - f. DTL samples according to batch Nos. should be supplied by the bidder at the time of provision of stock (free of cost)
42. **EXORBITANT RATES.**
- a. The bidders will certify that the price quoted against the tender are not more than the price charged from any other purchase organization in the country and in case of any discrepancy the tenderer will be bound to refund the price charge in excess.
 - b. The rates quoted by the bidder should be special discount rates for Govt. Institution which is less than trade price.
43. **RISK PURCHASE.**
- If the first lowest contractor failed to supply the product in prescribed time of delivery, risk purchase from the 2nd lowest / local purchase from the market will be made and the extra amount will be deducted from C.D.R./Bills of the 1st lowest bidder.
44. **WARRANTY.**
- a. The supplier shall warranty that goods supplied under purchase order shall have no defect arising from materials of workmanship or from any act of omission of the supplier that may develop under normal use of the supplied goods under the condition prevailing at final destination. The surgical item warranty should be under the rules of Drug Act 1976 & DRAP Act 2012.
 - b. The Medical Superintendent, Sheik Zayed Hospital, Rahim Yar Khan shall notify the supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the supplier shall replace the defective, near to expiry items without cost.
45. **Drug Act/ DRAP Compliance.**
- All supplies will comply with the provision of Drugs Act, 1976/DRAP Act, 2012/Punjab drugs (Amendments) Act 2017 and rules framed there under.
46. **Mode of Payment.**
- Payment mechanism will be as per rule 43 of PPRA, 2014, however, 100% payment may be made on production of Inspection Certificate / DTL Ok report and receipt certificate from consignee after recovery of government dues including professional taxes, part supply and part payment may be allowed.
47. **Transportation / Delivery Requirements**
- 1. Supplier shall arrange such transportation of drugs and medicines as is required to prevent their damage or deterioration during transit to their final destination and in accordance with the terms and manner prescribed in schedule of requirement. The goods shall be delivered through reputable courier service having following feature to ensure quality, quantity, safety and efficacy of supplied medicines and surgical disposable items.
 - a. Traceable online dispatch and delivery record.
 - b. Dispatch facilities as per labeled requirements of medicines like maintenance of temperature, humidity etc. of supply.
 - 2. All costs associated with the transportation including loading / unloading of drugs and medicines and road taxes shall be borne by the supplier.
 - 3. All cold chain (perishable) items must be delivered in a safe and proper manner, prescribed for such type of items.
48. **Conflict of Interest: -**
- The bidders are required to provide an affidavit for declaration of no conflict of interest regarding professional, objective, and impartial advice, at all times holding the Procuring Agency's interests paramount, strictly avoiding conflicts with other assignments or its own corporate interests, and acting without any consideration for future work.

SECTION-III

Evaluation Criteria & Bid Forms

FORM-1**BID COVER SHEET**

Bid Ref. No. -----

Date-----

Name of the Supplier/Firm Contractor: -----

Address: -----

E-mail:-----

Phone: -----

Facsimile: -----

Bid For Selected Items from the Schedule of Requirements.

Bid Enquiry No.	Name of the Tendered Item/ Generic	Brand Name	Manufacturer / Importer (With Name and Country of Origin)	Drug Registration No. (attach certificate)	Specifications of the quoted brands (100% incompliance with schedule of requirement)	Name of API Manufacturer & Country of Origin

Signed:**Dated:****Official Stamp:**

FORM-02**COMPULSORY PARAMETERS FOR ELIGIBILITY FOR BIDDERS / FIRMS FOR THE BULK PURCHASE OF Surgical Disposable Medical Devices (Drug & Non-Drug, Syringes IV Catheters/ IV Transfusion Sets) Dialysis Items & X-Ray Films.**

Every bidder must have to fill this form carefully and attach the relevant documents just along-with this form in the same sequence as prescribed in the bid form. This criteria will described the eligibility of bidder. Failure to comply with any compulsory parameter will result in “non-responsiveness of the bidder for quoted item.” Bidders complying with compulsory parameters will be evaluated further for Marking Criteria.

Name of the Firm ----- Name of Tender -----

Date of Opening of Bid -----

Sr. #	Detail	Yes/No	Page #
01	Original tender purchase receipt obtained by depositing Rs. 2000/-. (Non-Refundable) issued from Cashier Account Branch, SZH, R.Y.Khan.		
02	Acceptance of terms and condition, tender documents duly signed and stamped.		
03	Valid Manufacturer's Authorization		
04	An affidavit on stamp paper of Rs.100/- submitting following clauses: i) replacement of unconsumed / expired / substandard spurious drugs / stocks free of cost, ii) that the firm is never blacklisted on any grounds whatsoever. Iii) Price Reasonable certificate. (iv) Certificate that prices are not more than trade price.		
05	An affidavit on stamp paper submitting that the price quoted to this institute against the quoted items mentioned in the bid are not more than the prices charged from any Purchase Organization in the country and in case of discrepancy the bidder hereby undertakes to refund the price charged in excess”.		
06	Call Deposit Receipt (2% of estimated price of each quoted item) Attach unhidden photocopy with technical proposal and original with financial proposal.		
07	National tax number and General Sale Tax number certificate		
08	Professional Tax		
09	Valid Drug Sales License (in case of importer / authorized distributor)		
10	Valid Drug Manufacturing License (in case of firm itself) issued by DRAP		
11	Sample provided as per Proforma attached for evaluation by technical committee (sample must be of commercial pack)		
12	The bidder is required to provide Financial Proposal with the name of items, tender number and serial number in the exact manner as quoted in the Technical Proposal		
13	Price should not be mentioned on technical bid.		
14	Valid Import License issued by DRAP (in case of importers)		
15	Sole Agency Certificate / Agreement with Foreign Principal (in case of Importer) translated in English (sole agents having less than one year market experience will not be entertained)		
16	Letter of Intention (as per specimen proforma attached)		
17	Affidavit (as per specimen proforma attached)		
18	Performance Certificate of last year issued by this institute (If Applicable)		

Note: - Copies of all the documents mentioned above must be attached with this list.

FORM-03**EVALUATION CRITERIA (Compulsory Parameters) For the Bulk Purchase of Surgical Disposable Medical Devices (Drug & Non-Drug, Syringes IV Catheters/ IV Transfusion Sets) Dialysis Items & X-Ray Films.**

- Failure to comply with any compulsory parameter will result in disqualification of bidder / product.

PARAMETERS	DOCUMENTS REQUIRED	COMPLIANCE STATUS (Yes/No.)
Drug Manufacturing / Sale License	<ul style="list-style-type: none"> ➤ Valid Drug Manufacturing License issued by DRAP for manufacturers. ➤ Valid Drug sale license 	
Drug Registration Certificate (DRC) / Provisional enlistment certificate for medical devices / establishment license either as importer / local manufacturer	Valid Drug Registration Certificate (DRC must of quoted pack size) / Provisional enlistment certificate, issued by DRAP	
Product Experience	Products having less than one year experience shall be ineligible (experience shall be calculated from the date of registration of the product with the DRAP)	
Good Manufacturing Practices (GMP) Certificate.	Valid Good Manufacturing Practices (GMP) Certificate issued by the Drug Regulatory Authority Pakistan (DRAP) In case of imported product, valid GMP certificate issued by the regulatory authority of manufacturer's country will be considered.	
Undertaking Regarding Non cancellation / suspension of Drug Registration of quoted product of the bidder by Drug Regulatory Authority of Pakistan within last three years.	Undertaking on Judicial Paper.	
Undertaking Regarding Non-Declaration of spurious / adulterated batch by DTLs of the Punjab / any competent Lab of quoted item within last three years.	Undertaking on Judicial Paper.	
Valid quality certification of FDA /JpMHLW/WHO/MDD/EMA/CE of the quoted products / any other credible certification.		
Specifications quoted in the technical offer will be verified from samples provided with the bid. Product that comply 100% with the advertised specifications and fulfill the requirement as per Labeling and Packing Rules 1986 shall be considered for evaluation.	Samples of quoted item.	
Pakistan Embassy attested valid free sale certificate for Medical Devices of the quoted brand from the country of manufacturer	Valid free sale certificate indicating that the quoted product is freely available in the country of manufacturer for at-least three years. This certificate must be issued by relevant authority of country of origin duly legalized / notarized and Pakistan Embassy attested bearing the brand name of the product in country of manufacturer	
Affidavit from the sole agent (s) that their products (s) are freely available with same brand name in the country of manufacture and is safe for human consumption.		
Valid ISO 13485 certification of medical devices		
Approval of sample by technical committee/end user (Head of concerned department) Remarks of clinician on previous clinical experience. 03 Packs of samples (free of cost) for evaluation must be provided by the bidder.		

FORM-04**ORDINARY PARAMETERS FOR THE BULK PURCHASE OF SURGICAL DISPOSABLE MEDICAL DEVICES (DRUG & NON-DRUG, SYRINGES IV CATHETERS/ IV TRANSFUSION SETS) DIALYSIS ITEMS & X-RAY FILMS.**

The bid complying with compulsory parameter shall be evaluated for below mentioned parameters: -

The bid complying with compulsory parameter shall be evaluated for below mentioned parameters:-							
Sr.	Parameters	Detail			Total Marks	Remarks	
1	Past Performance of the Bidder (Last Two Year) (from date of registration of NTN / FBR)	Major institutions (Govt./Semi-Govt.) served			10	The Clime requires documentation (purchase orders, receipt certificates and delivery challans etc) of the institution (s)	
		i	1	2			
		ii	2 to 3	4			
		iii	4 to 5	6			
		iv	6 to 7	8			
		V	8 and above	10			
2	Market Experience of quoted products	I	Market availability of quoted items in leading chain stores & pharmacies	10	20	For Parameter (i) market availability in leading chain stores & Pharmacies of quoted item will be calculated from the date of commercial invoice. For Parameter (ii) market availability of quoted item relates to availability in open market other than pharmacies & leading chain stores. The firm will attach purchase order of quoted item of any Govt. / Semi-Govt. institution / private institution registered with income tax department. The data of commercial market experience must be co-relate and verify by the IMS / IQVIA data.	
		II	Market availability of quoted items in public sector and teaching institutes	10			
		A	1-2 years	3			
		B	3-4 years	7			
		C	Above 5 years	10			
3	Credibility & Certification of Manufacturer	I	Valid ISO certification	5	10	Valid copies of certificate / letters required.	
		ii	Any other international reputed certification	3			
		iii	Pre-qualification with Govt./Semi-Govt. & Autonomous Institutions	2			
4	Financial status of bidders	I	Last year Audited Balance Sheet	3	05	Acknowledgement of Tax Returns must be attached.	
		li	Tax Returns (Last 3 Years)	2			
5	Export of quoted product (foreign principal / manufacturer)	I	Developed Countries 2-4 countries	06	10		
		li	Other countries	04			
6	Bidder & Manufacturer Relationship regarding import experience	Sole Agent Certification / Authorization from manufacturer			10		
		I	Less than one year will not be considered				
		li	1 to 2 years				5
		lii	Above 2 to 5 years				7
		Iv	Above 5 years				10
7	Local Market Business	How many years the quoted product is being marketed in Pakistan?			15		
		I	Less than one year will not be considered				
		li	1 to 2 years				5
		lii	Above 2 to 5 years				10
		Iv	Above 5 years				15
8	Experience of the Quoted Product since last 05 years			20	20		
	Supply of the quoted product equivalent or higher than the advertised quantity in private and public sector renowned / registered institute.						20
	Supply of the quoted product at least 70% to below total of advertised quantity in private and public sector renowned / registered institute.						13
	Supply of the quoted product at least 50% to below 70% of advertised quantity in private and public sector renowned / registered institute.						06
	Supply of the quoted product at least 25% to below 50% of advertised quantity in private and public sector renowned / registered institute.						03
The bidder shall provide (Attach) summary of purchase orders of institutional sale. (This summary should be on letter head / stamp paper of Rs. 100/- duly legalized / notarized along with purchase orders. The purchase orders may be verified and any false claim shall lead to disqualification / blacklisting of firm.							

Total Marks: 100 Qualifying marks 60% (60) and above.

The financial bids of technically accepted bidders will be opened publicly at a time to be announced by the Procuring Agency and the financial bids found technically non-responsive shall be returned un-opened to the respective Bidders.

Grievances Redressal Committee

In case of any grievances bidders shall approach within ten days in writing after opening of technical bids for redressed. Late received application will not be entertained.

FORM-05

LETTER OF INTENTION
(To be attached with eligibility Criteria of Bidder)

Bid Ref No.**Date of the Opening of Bids****Name of the Contract****To:****Dear Sir/Madam**

Having examined the bidding documents, including Nos. -----, the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the Goods under the about-named contract in full conformity with the said bidding documents and at the rates/unit prices described in the price schedule or such other sums as may be determined in accordance with the price schedule or such other sums as may be determined in accordance with the terms and conditions of the contract. The above amounts are in accordance with the price schedules attached herewith and are made part of this bid.

We undertake, if our bid is accepted, to deliver the Goods in accordance with the delivery schedule specified in the schedule of requirements.

If our bid is accepted, we undertake to provide a performance security/guaranty (if required) in the form, in the amounts and within the times specified in the bidding documents.

We agree to abide by this bid, for the Bid Validity Period specified in the Bid Data Sheet and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Until the formal final contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in Pakistan.

Date -----

Signed -----

(In the capacity of {insert: title or position})

Duly authorized to sign this bid for and on behalf of

{insert: name of Bidder}

FORM-06**(BID FORM-IV)****AFFIDAVIT**

I/ We, the undersigned solemnly state that:

- 1) I/ We have read the contents of the Bidding Documents and have fully understood it.
- 2) The Bid being submitted by the undersigned complies with the requirements enunciated in the bidding documents.
- 3) The undersigned are solvent and competent to undertake the subject contract under the Laws of Pakistan.
- 4) The undersigned have not paid nor have agreed to pay, any Commissions or Gratuities to any official or agent related to this bid or award or contract.
- 5) The undersigned are not blacklisted or facing debarment from any Government, or its organization or project.
- 6) That the prices offered are not more than trade price.
- 7) I/We, further undertake that I/We will ready to pay all the charges of samples (one or more depending upon the ordered quantity amounting to Rs. 10 million or more) tested by any international WHO accredited Laboratory, collected by Department's Inspection committee which will accept the results.
- 8) I/We, Further undertake that I/We will ready to pay the standard of testing samples by DTL Punjab.
- 9) I/We, Further undertake to provide the Batch Release Laboratory Test Reports of each batch of the product on its delivery.

I/We affirm that the contents of this affidavit are correct to the best of our knowledge and belief.

Signed:

In the capacity of [insert: title or position]

Duly authorized to sign this bid for and on behalf of [insert: name of Bidder]

FORM-07**MANUFACTURER'S AUTHORIZATION FORM**

To (Name of Procuring Agency)

WHEREAS *[name of the Manufacturer]* who are established and reputable Manufacturers of *[name and/or description of the goods]* having factories at *[address of factory]* do hereby authorize *[name and address of Supplier/ Agent]* to submit a bid, and subsequently negotiate and sign the Contract with you against *[reference of the Invitation to Bid]* for the goods manufactured by us. We hereby extend our full guarantee and warranty as per tender terms and conditions for the goods offered for supply by the above firm against this Invitation for Bids for a period of -----.

Signature -----

Designation -----

-

Official Stamp -----

Note: This letter of authority should be on the letter head of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidder in its bid in the bid form of eligibility criteria of bidder.

FORM-08

AFFIDAVIT

I/ We, the undersigned solemnly state that:

- 1) We will be responsible for Replacement of unconsumed / expired / substandard spurious drugs stocks free of cost,
- 2) The firm is never blacklisted on any grounds whatsoever.
- 3) Price Reasonable certificate that the price quoted to this institute against the quoted items mentioned in the bid are not more than the prices charged from any other Govt. Institute in the Punjab during current financial year and in case of discrepancy, we will be responsible to refund the price charged in excess.”
- 4) We further do hereby undertake that the quoted prices are not more than trade price.

FORM-09**SPECIMEN SAMPLES PERFORMA**

Following items quoted for financial year 2024-25 with required specification are provided in mentioned quantities.

Sr.	Tender Sr.	Brand Name	Mfg. Name	Size/Specification	Qty.

1. The bidder shall provide 3 packs of samples (latest / fresh batches) of each quoted item along with its bid. Without samples bid will be considered incomplete & technically rejected. Moreover, not be challengeable at any court of law.
2. For thermo labile drugs for which storage temperature is 2-8 degree centigrade. The firm shall be bound to provide the samples in cold chain to Consignee's end.
3. Any further information can be obtained from the office of Director Technical/ Drugs controller, Sheikh Zayed Medical/ Hospital, Rahim Yar Khan

Sign & Stamp of Bidder -----

Date -----

FORM-10**PRICE SCHEDULE**

User Note:- *This form is to be filled by the Bidder for each individual item and shall submit with Financial Proposal.*

Name of the Firm:

Bid. Ref. No.

Date of opening of Bid.

Sr. #	Name of the Item	Unit Price (Inclusive all applicable taxes)	Discounts (if any)	Final Price (Inclusive of all taxes)
TOTAL				

Note:- Valid price lists of quoted items indicated M.R.P. and T.P. must be attached with financial proposal.

Signature: -----

Designation -----

Date -----

Official Stamp -----

Note:- Rates of all technically qualified bidders will be equally effective / applicable for Patient Welfare Model Pharmacy, Sheikh Zayed Hospital Rahim Yar Khan as well, being established under Govt guidelines issued vide letter No. SO7-4/2011, Government of Punjab, Health Department dated 09-07-2015

FORM-11

Drugs Specification Performa
List Must Be Signed and Attached with T.E.

1. Tender Enquiry No. _____
2. Item No. in T.E. _____
3. Generic Name in T.E. _____
4. Brand Name of Offered Item _____
5. Manufactured By _____
6. Address of the Manufactures / Sole Agents with T.E. No. _____
7. Manufacturing License No. _____ Validity _____
8. Drug Registration No. _____ Validity _____
9. Detailed Specification _____
10. Packing Offered _____
11. Shelf Life _____
12. Price offered _____
13. M.R.P. fixed by F.G. _____
14. T.P. of the Drugs _____

Signature: - _____

Designation: - _____

Stamp: - _____

SECTION-IV

SCHEDULE OF REQUIREMENTS AND TECHNICAL SPECIFICATIONS

The supplies shall be delivered in accordance with the purchase orders as per following schedule of requirements: -

Respective Consignee's end _____

Free delivery to consignee's end basis.

Mode of Penalty	Delivery of 100% Quantity as per Purchase Order
Without Recovery of late delivery charges	30 days
Without recovery relaxation on .	15 days relaxation on request of bidder with proper justification within stipulated time period. Note: - 15 days further extension may be granted in case of Health Emergency / force majeure with due justification and fulfilling all codal formalities
With recovery of late delivery charges 0.067% per day	After 45 days decided by the concerned consignee on the formal request of the supplier with proper justification
Maximum Rate of Late Delivery Charges	Maximum limit of Late Delivery Charges is 10% after which contract will be cancelled with all legal and codal formalities.
Risk Purchase	After expiry of prescribed delivery period the procuring agency may proceed for risk purchase (at the risk & cost of defaulter) to ensure the un-interrupted healthcare services to the patients.

MEDICAL SUPERINTENDENT
Sheikh Zayed Hospital
Rahim Yar Khan.

Bidder's Signature and Stamp

Name: - _____ Designation: - _____

CNIC No. _____ Address: - _____

Phone Office _____ Mobile No. _____

Email Address _____

SHEIKH ZAYED MEDICAL COLLEGE / HOSPITAL RAHIM YAR KHAN.

Ph # 068-9230164-165-166 (Ext.274 & 117)

Procurement Section (Medicine / Surgical Disposable Items) 068-9230127 & 068-5870395

Website www.szmc.edu.pk info@szmc.edu.pk E-Mail- directortechncalszhryk@gmail.com



INVITATION FOR BIDS

Tender No. _____

- 1. BULK PURCHASE OF ANGIOGRAPHY / ANGIOPLASTY ITEMS**
- 2. BULK PURCHASE OF CARDIAC SURGERY ITEMS.**

FINANCIAL YEAR 2024-25.

THIS DOCUMENT CONTAINS FOLLOWING PARTS	
Section-1	Advertisement (Letter of Invitation)
Section-II	1. Bidding Documents for BULK PURCHASE OF ANGIOGRAPHY & ANGIOPLASTY ITEMS 2. BULK PURCHASE OF CARDIAC SURGERY ITEMS
Section-III	Evaluation Criteria & Bid Forms
Section-IV	Schedule of Requirements and Technical Specifications

SECTION-I

Advertisement (Letter of Invitation)

SHEIKH ZAYED MEDICAL COLLEGE/HOSPITAL, RAHIM YAR KHAN

INVITATION FOR BIDS (FINANCIAL YEAR 2024-25)

ADVERTISEMENT NOTICE OF THE TENDERS FOR THE BULK PURCHASE (FRAMEWORK CONTRACT) OF MEDICINES (INHALATIONS / INJECTIONS / INFUSIONS & IV FLUIDS), MEDICINES (ORAL DOSAGE FORMS / MISC. DOSAGE FORMS), SURGICAL DISPOSABLE MEDICAL DEVICES (DRUG & NON-DRUG ETC) SURGICAL DISPOSABLE MEDICAL DEVICES (SYRINGES & IV CATHETERS, IV TRANSFUSION SETS ETC.) MEDICAL GASES (LIQUID OXYGEN MEDICAL GAS AND CYLINDER BASED MEDICAL GASES), LABORATORY KITS, CHEMICALS & REAGENTS, BLOOD GAS ANALYZER, DIALYSIS ITEMS, GENERAL X-RAY FILMS, C.T. SCAN FILMS, MRI FILMS, DIGITAL X-RAY FILMS, FLUOROSCOPY FILMS (WITH ENVELOPES), DENTAL X-RAY FILMS, ANGIOGRAPHY / ANGIOPLASTY ITEMS, CARDIAC SURGERY ITEMS, DENTAL MATERIAL, PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LIMITED / PETTY PURCHASE THROUGH QUOTATION OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC (LPQ), PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC. ON DAY TO DAY BASIS (LPDD), LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE ITEMS (ZAKAT FUND), FINANCIAL YEAR 2024-25.

Management of Sheikh Zayed Medical College/ Hospital Rahim Yar Khan, invites sealed bids / tenders from the eligible bidders i.e. manufacturers / their authorized distributors and in case of imported goods, their authorized sole agents / importers / distributors in Pakistan who are registered with income tax and sales tax authorities / Licensed with Drug Regulatory Authority of Pakistan, for the bulk (framework contract) procurement of Medicines (inhalations / injections / infusions & iv fluids), Medicines (oral dosage forms / misc. Dosage forms), Surgical Disposable Medical Devices (drug & non-drug etc.) Surgical Disposable Medical Devices (syringes & iv catheters, iv transfusion sets etc.) Medical Gases (liquid oxygen medical gas and cylinder based medical gases), Laboratory Kits, Chemicals & Reagents, Blood Gas Analyzer, Dialysis Items, General X-Ray Films, C.T. Scan Films, MRI Films, Digital X-Ray Films, Fluoroscopy Films (with envelopes), Dental X-Ray Films, Angiography / Angioplasty Items, Cardiac Surgery Items, Dental Material, Pre-qualification / registration of vendors for the limited / petty purchase through quotation of medicines / surgical disposable medical devices etc. (LPQ), Pre-qualification / registration of vendors for the local purchase of medicines / surgical disposable medical devices etc. on day-to-day basis (LPDD), local purchase of medicines / surgical disposable items (zakat fund), financial year 2024-25.

Detail of sale and receipt of tenders are shown against each item head.

1. Interested bidders may get the bidding documents from Procurement section of this institution on submission of written application along with payment of non-refundable fee of Rs. 2000/- (Two thousand only), as per schedule given below during working hours only, immediately after the publication of this advertisement. A copy of the bidding documents/ requirements is also available for information on institutional website / PPRA website. www.szmc.edu.pk info@szmc.edu.pk / www.ppra.gov.pk
2. The bidder shall furnish a bid security of 2% of estimated cost in the form of call deposit in the name of the Principal, Sheikh Zayed Medical College/Hospital, Rahim Yar Khan (Refundable) in Pak Rupees, without which the offer shall be ignored. Sealed bids are required to be brought in person by the authorized representative of the interested bidders on proposed dates up-to 10:30 am and will be opened on the same day at 11:00 am in the committee room of this institute in the presence of the bidders or their authorized representatives. Bids received after due time will not be entertained.
3. PPRA Rules 2014 along-with all amendments will be followed.
4. Rates should be on FOR basis as free delivery to the consignee's end in Pak Rupees, however bidder can also quote the rates in foreign currency as L.C. and C&F basis.
5. For detailed terms and conditions / method for the preparation and submission of bids, please consult the bidding documents.
6. Samples of each item from fresh batch must be provided at the time of submission of bid in the quantity / specification as mentioned in bidding documents.
7. In case the date of opening or last date of sale is declared as the public holiday by the Government or non-working day due to any reason, the next official working day shall be deemed to be the date of sale and submission and opening of tenders accordingly, the time and venue shall remain the same.

8. Single stage- two envelop procedure, as per Rule 38 (2) (A) of PPRA Rules 2014, shall be applied.
9. Bid validity period shall be 180 days.

Note: All assessments and procuring procedures i.e. receiving, opening and awarding etc. shall be governed by the Punjab Procurement Rules 2014.

Sr. No.	Description/ Tender Name	Issuance Date of Tender Documents	Date of Receipt /opening of bids 10:30am / 11:00am	Call Deposit
01	Bulk Purchase of General X-ray films, C.T. Scan films, MRI Films, Digital X-Ray Films, Fluoroscopy Films, Dental x-ray Films (with Envelopes)	Immediately after publication of advertisement	06-04-2024	2% of the estimated cost of quoted items
02	Bulk purchase of Angiography / Angioplasty items		06-04-2024	2% of the estimated cost of quoted items
03	Bulk purchase of Cardiac Surgery Items,		06-04-2024	2% of the estimated cost of quoted items
04	Bulk purchase of Medical Gases (liquid oxygen medical gas and cylinder based medical gases)		06-04-2024	2% of the estimated cost of quoted items
05	Local purchase of medicines / surgical disposable items (zakat fund)		06-04-2024	Rs. 100000/-
06	Bulk Purchase of Laboratory Kits, Chemicals & Reagents.		06-04-2024	2% of the estimated cost of quoted items
07	Bulk purchase of Medicines (inhalations / injections / infusions & iv fluids),		08-04-2024	2% of the estimated cost of quoted items
08	Bulk purchase of Medicines (oral dosage forms / misc. dosage forms),		08-04-2024	2% of the estimated cost of quoted items
09	Local purchase of medicines / surgical disposable items (chit system pre-qualification / registration of multiple vendors on Day to Day Basis (LPDD)		08-04-2024	Rs. 50000/-
10	Pre-qualification / Registration of Vendors for the Limited / Petty Purchase Through Quotation of Medicines / Surgical Disposable Items etc. (LPQ)		08-04-2024	Rs. 20000/-
11	Bulk purchase of surgical disposable medical devices (Drug & Non-Drug and PPE, s Items etc.),		09-04-2024	2% of the estimated cost of quoted items
12	Bulk purchase of surgical disposable medical devices (syringes & iv catheters, iv transfusion sets etc.)		09-04-2024	2% of the estimated cost of quoted items
13	Bulk Purchase of Dialysis items		09-04-2024	2% of the estimated cost of quoted items
14	Bulk Purchase of Blood Gas Analyzer		09-04-2024	2% of the estimated cost of quoted items
15	Bulk purchase of Dental Material		09-04-2024	2% of the estimated cost of quoted items

BID DATA SHEET

Description	Detail
Commencement of Sale of Bidding Documents	From the date of advertisement on all working days during office timing.
Last date of sale of Bidding Documents	06-04-2024
Last date and time for the receipt of bids	06-04-2024 up to 10:30am
Date, time and venue of opening of technical bids	06-04-2024 up to 11:00 am Committee room of Sheikh Zayed Hospital, RYK.
Bid Currency	PKR on free delivery to the consignee's end basis including all ex-work, transportation, storage charges till the destination
Language of bid	Urdu / English
Amount of bid security	2% bid security of the estimated prices of the quoted items in the shape of CDR in the name of Principal, SZMC/SZH, R.Y.Khan.
Performance Guarantee	5% Performance Guarantee of the contract value in the shape of CDR in the name of Principal, SZMC/SZH, R.Y.Khan.
Bid validity period	180 Days
Bid Evaluation Criteria	As mentioned in Section-III of bidding documents
Bidding procedure	Single Stage – Two Envelop Procedure Bulk Purchase (Framework contract)
Address for communication: - OFFICE OF THE DIRECTOR TECHNICAL / DRUGS CONTROLLER PROCUREMENT SECTION (MEDICINE) SHEIKH ZAYED HOSPITAL RAHIM YAR KHAN. Ph # 068-5870395 Ph # 068-9230164-117, Fax # 068-9230162	

SECTION-II

Instruction to Bidders

- 1. BIDDING DOCUMENTS FOR THE FRAMEWORK CONTRACT FOR THE BULK PURCHASE OF BULK PURCHASE OF ANGIOGRAPHY & ANGIOPLASTY ITEMS**
- 2. BULK PURCHASE OF CARDIAC SURGERY ITEMS**

Financial Year 2024-25.

SUBJECT: - BIDDING DOCUMENTS FOR THE FRAMEWORK CONTRACT FOR THE BULK PURCHASE OF:-

- 1. BULK PURCHASE OF ANGIOGRAPHY / ANGIOPLASTY ITEMS**
- 2. BULK PURCHASE OF CARDIAC SURGERY ITEMS**

INTRODUCTION

Medical Superintendent Sheikh Zayed Hospital, Rahim Yar Khan invites sealed bids from eligible bidders for the purchase of Angiography / Angioplasty Items and Cardiac Surgery Items as described in the schedule of requirement.

INSTRUCTIONS TO BIDDERS

1. General Instructions:

The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect shall be at the Bidder's risk and may result in the rejection of its bid. The "invitation for bids" does not form part of the bidding documents and is included as a reference only. In case of discrepancies between the invitation for bids and the bidding documents, bidding documents shall take precedence.

2. Source of Funds.

The Government of Punjab has allocated funds to the institutions / hospitals for purchase of Angiography / Angioplasty Items and Cardiac Surgery Items under the relevant head of Account during the financial year 2024-25 (herein referred to as the "Procuring Agency").

3. Eligible Bidders.

- 3.1. This invitation for bids is open to all Manufacturers / their authorized sole agents / suppliers / Sole Distributors / Authorized Distributors / wholesaler and in case of imported goods, the authorized Sole Agents of Foreign Principals / importers and suppliers in Pakistan can participate.
- 3.2. The bidder must possess valid authorization from the Foreign Principal / Manufacturer and in case of Manufacturer; they should have a documentary proof to the effect that they are the original Manufacturer of the required goods.
- 3.3. The Bidders should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government (Federal, Provincial), a local body or a public sector organization.

4. Cost of Bidding.

- 4.1. The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- 4.2. In case of any doubt as to the meaning of any portion of the specification of other terms and conditions, bidder may seek clarification of the same in writing but not later than one week prior to dead line for submission of bid prescribed by the Medical Superintendent.
- 4.3. Bidders are required to submit their bid that will bear words "CONFIDENTIAL" and Tender No. _____ For the purchase of Angiography / Angioplasty Items and Cardiac Surgery Items
- 4.4. Bidder may quote the rates both in PKR & Foreign currency in case of L.C. on free delivery to the consignee's end basis.
- 4.5. Rates should be on FOR basis as free delivery to the consignee's end in Pak Rupees, however bidder can quote rates in foreign currency as L.C. and C&F basis.

5. Bid Security

- 5.1. The bidder shall furnish separately against each quoted item/ tender enquiry, as part of its financial bid, a Bid Security of 2% of the estimated cost of quoted items (denominated in Pak Rupees) in the

shape of CDR in the name of the Principal. Failure to furnish the prescribed Bid Security shall result in the rejection of bid.

6. **Bid Validity**

- 6.1. Bids shall remain valid for the period identified in the Bid Data Sheet after the date of opening of technical bid prescribed by the Procuring Agency. A bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive.
- 6.2. Offer will remain valid for the financial year 2024-25 from the date of opening of the tender till the expiry of total tender period / total contract period.
- 6.3. The firm will not be allowed to withdraw its offer during the validity period or after submission / finalization of the tender which ever is earlier.
- 6.4. The Procuring Agency shall ordinarily be under an obligation to process and evaluate the bid within the stipulated bid validity period. However, under exceptional circumstances and for reason to be recorded in writing, if an extension is considered necessary, all those who have submitted their bids shall be asked to extend their respective bid validity period. Such extension shall be for not more than the period equal to the period of the original bid validity.

6.5. **Bidders Who: -**

- I. Agree to the Procuring Agency's request for extension of bid validity period shall not be permitted to change the substance of their bids; and
- II. Do not agree to an extension of the bid validity period shall be allowed to withdraw their bids without forfeiture of their bid securities.

7. **Qualification and Disqualification of Bidders.**

- 7.1. The Procuring Agency shall determine whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the Contract satisfactorily, in accordance with the criteria listed in ITB evaluation criteria.
- 7.2. The determination shall take into account the Bidder's financial, technical, and production capabilities (in case of manufacturer) infrastructure of the firm, past performance in similar contracts and technical staff and their capabilities. It shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB evaluation criteria, as well as such other information as the Procuring Agency deems necessary and appropriate.
- 7.3. The Procuring Agency, at any stage of the procurement proceedings, having credible reasons for or prima facie evidence of any defect in Supplier's capacities may require the Suppliers to provide information concerning their professional, technical, financial, legal or managerial competence/premises visit as the procuring Agency deems necessary and appropriate.
- 7.4. The Procuring Agency shall disqualify a Bidder if it finds, at any time, that the information submitted by him concerning his qualification as Supplier was false and materially inaccurate or incomplete.
- 7.5. Bidders that are found to consistently fail to provide satisfactory performances or are found to be indulging in corrupt or fraudulent practices shall be black listed.

8. **Corrupt or Fraudulent Practices.**

- 8.1. The Procuring Agency requires that all Bidders/ Suppliers/ Contractors observe the highest standard of ethics during the procurement and execution of such Contracts. The bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices, declared by any Government (Federal/Provincial/District), a local body or a Public Sector Organization. Any affirmative determination will be pre-requisite for award of the purchase order of the bidder. A negative determination will be result in rejection of the bidders bid. The bidder should provide an affidavit on legal stamp paper of (Rs. 100/-) for this purpose. The bidder should be debarred from bid on account of submission of false statement. Procuring Agency can reject a proposal for award if it determines that the bidders recommended for award has engaged in corrupt and fraudulent practices in competing for the contract in question; shall declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time

determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing a contract.

- 8.2. The Procuring Agency defines Corrupt and Fraudulent Practices as “the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the contractor in the procurement process or in contract execution to the detriment of the procuring agency; or misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agency of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty; it may include any of the following practices:

- I. coercive practice by impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence the actions of a party to achieve a wrongful gain or to cause a wrongful loss to another party;
- II. collusive practice by arrangement between two or more parties to the procurement process or contract execution, designed to achieve with or without the knowledge of the procuring agency to establish prices at artificial, noncompetitive levels for any wrongful gain;
- III. corrupt practice by offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence the acts of another party for wrongful gain;
- IV. fraudulent practice by any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
- V. obstructive practice by harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process, or affect the execution of a contract or deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements before investigators in order to materially impede an investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or acts intended to materially impede the exercise of inspection and audit rights.

- 9.1 Indulgence in corruption and fraudulent practices is liable to result in rejection of Bids, cancellation of contracts, debarring and blacklisting of the Bidder, for a stated or indefinite period of time.

- 9.2 The following are the events which would lead to initiate under the PPRA Rules 2014 Blacklisting / Debarment process;

- 9.2.1 Submission of false fabricated / forged documents for procurement in tender.
- 9.2.2 Not attaining required quality of work.
- 9.2.3 Inordinate tardiness in accomplishment of assigned/agreed responsibilities / contractual obligations resulting loss to procuring agency / Government.
- 9.2.4 Non execution of work as per terms & condition of contract.
- 9.2.5 Any unethical or unlawful professional or business behavior detrimental to good conduct and integrity of the public procurement process.
- 9.2.6 Involvement in any sort of tender fixing.
- 9.2.7 Persistent and intentional violation of important conditions of contract
- 9.2.8 Non-adherence to quality specification despite being importunately pointed out.
- 9.2.9 Security consideration of the State i.e., any action that jeopardizes the security of the State or good repute of the procuring agency.

9. Bidding for Selective Items.

- 9.1. A Bidder, if he so chooses, can bid for selective items from the list of goods provided in the Section IV i.e. schedule of requirements & technical specifications. A bidder is also at a liberty to bid for all the goods mentioned in the Section IV i.e. schedule of requirements & technical specifications. **However, Bidders cannot bid for partial quantities of an item mentioned in Section IV, i.e. schedule of requirement & technical specifications. THE BID MUST BE FOR THE WHOLE QUANTITY OF AN ITEM REQUIRED IN THE SECTION IV I.E., SCHEDULE OF REQUIREMENTS & TECHNICAL SPECIFICATIONS.**

9.2 **BIDDERS ARE DIRECTED TO PREPARE & SUBMIT ONE BID (FIRM WISE) ENLISTING ALL THE ITEMS /PRODUCTS INTENDED TO BE QUOTED AND ATTACHING ALL RELEVANT REQUIRED DOCUMENTS PERTAINING TO EACH QUOTED ITEM / PRODUCT.**

9.3 **ONE PERSON SHALL SUBMIT ONE BID AGAINST ONE ITEM AND IF ONE PERSON SUBMITS MORE THAN ONE BID, THE PROCURING AGENCY SHALL REJECT ALL SUCH BIDS.**

10. The Bidding Procedure

10.1. The Governing Rules

The Bidding procedure shall be governed by the Punjab Procurement Rules, 2014 (Amended) of the Government of Punjab.

10.2 Applicable Bidding Procedure.

The bidding procedure is governed by Rule 38 “procedures for section of contractor’s sub-rule 2(a) “Single stage –Two Envelop bidding procedure”. Bidders are advised also to refer to the Bid Data Sheet above to confirm the Bidding procedure applicable in the present bidding process.

- I. The bidding procedure prescribed in the Bid Data Sheet above is explained below.
- II. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- III. The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;
- IV. Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;
- V. The envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of Procuring Agency without being opened;
- VI. The Procuring Agency shall evaluate the technical proposal, without reference to the price and reject any proposal which do not conform to the specified requirements;
- VII. During the technical evaluation no amendments in the technical proposal shall be permitted;
- VIII. The financial proposals of bids shall be opened publicly at a time, date and venue to be announced and communicated to the Bidders in advance.
- IX. After the evaluation and approval of the technical proposal the Procuring Agency shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective Bidders; and
- X. The bid found to be the lowest evaluated bid shall be accepted.

PREPARATION OF BIDS

11. Language of Bid

The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency shall be written in English. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Bid, the translation shall govern.

12. Documents comprising the bids.

12.1 The bid shall comprise of the Bid Forms of this bidding document and all those ancillary documentation that are prescribed for the eligibility of the bidders and goods and ancillary services that are found necessary and highlighted in the Bid Forms.

12.2 The bidder shall complete the Bid Forms and an appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their general and specific characteristics, ancillary services that the bidder is willing or required to provide along with the proposed price.

13. Bid Prices

13.1 The bidder shall indicate on the appropriate form prescribed in this bidding documents the unit prices and total bid price of the goods, it proposes to supply under the Contract. It proposes to supply on free delivery to the consignee end.

- 13.2 Form for Price Schedule is to be filled in very carefully, and should be typed / computerized. Hand written price list should not be considered. Any alteration/ correction must be initialed. Every page is to be signed and stamped at the bottom. Serial number/ bid number of the quoted item may be marked or highlighted with red/yellow marker.
- 13.3 The Bidder should quote the prices of goods according to the technical specifications. The specifications of goods, different from the demand of enquiry, shall straightway be rejected.
- 13.4 The Bidder is required to offer competitive price. All prices must include relevant taxes and duties, where applicable. If there is no mention of taxes, the offered/ quoted price shall be considered as inclusive of all prevailing taxes/duties. The benefit of exemption from or reduction in the GST or other taxes shall be passed on to the Procuring Agency.
- 13.5 Prices offered should be for the entire quantity demanded; partial quantity offers shall straightaway be rejected. Conditional offer shall also be considered as non-responsive Bidder.
- 13.6 Price offered should be for complete package / tender with accessories; detail of which is already mentioned in technical specifications. Conditional offer shall be considered as non responsive bid.
- 13.7 While tendering your quotation, the present trend/ inflation in the rate of goods and services in the market should be kept in mind. No request for increase in price due to market fluctuation in the cost of goods and services shall be entertained after the bid has been submitted.
- 13.8 In case of monopoly items, monopoly certificate must be provided by the firm regarding sole manufacturer / distributor of foreign principal in Pakistan.

14. **Bid Currencies.**

Prices shall be quoted in Pak Rupees (PKR) basis on free delivery to Consignee's end basis including all ex-work, Transportation, Storage charges till the destination (DDP basis)

15. **Documents Establishing Bidder's Eligibility and Qualification**

- a. The Bidder shall furnish, as part of its technical bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the Contract if its bid is accepted.
- b. The documentary evidence of the Bidder's eligibility to bid shall establish to the Procuring Agency's satisfaction that the Bidder, at the time of submission of its bid, is an eligible as defined under tender form.
- c. The documentary evidence to be submitted in the Technical Proposal for the purposes of qualification and technical evaluation shall include:
 - i. The Supplier/ agent shall have to produce letter of authorization from Manufacturer and in case of Manufacturer / sole agency certificate for manufacturer documentary proof to the effect that they are the original Manufacturer of the required goods shall be provided strictly as per specimen form attached.
 - ii. National Tax Number (NTN) and General Sales Tax Number (if applicable) with documentary proof shall have to be provided by each Bidder in the tender.
 - iii. **The Bidder should have minimum one-year experience in the market / institutions. Similarly, it is mandatory that the item to be quoted by the Bidder should have already been used in different public/ private Institution/ hospitals. Documentary proof shall have to be provided in this regard.**
 - iv. The Bidder is required to provide with the technical proposal the name of item(s), tender number and serial number in the exact manner as quoted in the financial proposals.
 - v. The Bidder must indicate the country of origin of the goods, capacity of production of the firm (in case of manufacturer), its financial status, necessary assurance of quality production, Certificate(s) for conformity with International standards of Quality (original or attested certification) and list of qualified (attested degrees or certification) technical persons along with qualification and trainings (including details of CNIC), payroll details of staff, list of main service, testing and calibration tools and supervisory staff working in the production and quality control departments in the manufacturing plants.

- vi. The Bidder (in case of manufacturer) shall provide a list of plant, major machinery and equipment installed in the factory. All necessary equipment must be calibrated and validation certificate to be included in the technical bid.
- vii. In case of non-local manufacturers the list of Countries in which the specific product is available and is in use. Information to be duly certified by the appropriate Punjab Chapter of the Chamber of Commerce.
- viii. The Bidder shall provide firm's balance sheet, latest tax paid, audit inspection report (if undertaken) and at least one year bank statement.

SUBMISSION OF BIDS

16. Format and Signing of Bids.

- a. The bid shall be typed and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. The person or persons signing the bid shall initial all pages of the bid.
- b. Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.
- c. All bidding documents to be duly attested (signed and stamped) by the authorized person of company.

17. Sealing and Marking of Bids

- a. The envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion. The envelopes shall then be sealed in an outer envelope.
- b. The inner and outer envelopes shall:-
 - 1) be addressed to the Procuring Agency at the address given in the Invitation for Bids; and
 - ii) bear the Institution/Hospital name and number indicated in the Invitation for Bids, and shall be inscribed by the following sentence: "DO NOT OPEN BEFORE," to be completed with the time and the date specified in the invitation for Bid.
- c. The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared as non-responsive or late.
- d. If the outer as well as inner envelope is not sealed and marked properly, the Procuring Agency shall assume no responsibility for the bid's misplacement or premature opening.

18. Deadline for Submission of Bids

Bids must be submitted by the Bidder and received by the Procuring Agency at the address specified under invitation for bids not later than the time and date specified in the Invitation for Bids / according to advertisement schedule. **Bids received later than the time and date specified in the Advertisement / Bid Data Sheet will stand summarily rejected.**

19. Late Bid

Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring Agency shall be rejected and returned unopened to the Bidder. The last date for the submission of samples will be same as last date of receipt of bids.

20. Withdrawal of Bids.

- a. The bidder may withdraw its bid after the bid's submission and prior to the deadline prescribed for submission of bids.
- b. No bid may be withdrawn in the period between deadline for submission of bids and the expiration of the period of bid validity specified in Bid Data Sheet. Withdrawal of a bid during this period may result in initiation of legal action against the firm.

OPENING AND EVALUATION OF BIDS

21. Opening of Bids by the Procuring Agency.

- a. The Procuring Agency shall initially open only the envelopes marked "TECHNICAL PROPOSAL" in the presence of Bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Invitation for Bids. The Bidders' representatives who are present shall sign the Attendance Sheet as evidence of their

attendance. However, the envelope marked as “FINANCIAL PROPOSAL” shall remain unopened and shall be retained in safe custody of the Procuring Agency till completion of the evaluation process.

- b. The Bidders’ names, item(s) for which they quoted their rate and such other details as the Procuring Agency, at its discretion, may consider appropriate, shall be announced at the opening of technical proposal. No bid shall be rejected at technical proposal/ bid opening, except for late bids, which shall be returned unopened to the Bidder. However, at the opening financial proposals (the date, time and venue would be announced later on), the bid prices, discounts (if any), and the presence or absence of requisite bid Security and such other details as the Procuring Agency, at its discretion, may consider appropriate, shall be announced.
- c. The Procuring Agency shall prepare minutes of both the technical proposal as well as the financial proposal bid opening.

22. CLARIFICATION OF BIDS

During evaluation of the bids, the Procuring Agency may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.

23. Amendment of Bidding Documents.

- a. At any time prior to the deadline for submission of bids, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the bidding documents by amendment.
- b. All prospective Bidders that have received the Bidding Documents shall be notified of the amendment(s). 12.3 In order to allow prospective Bidders reasonable time for taking the amendment(s) into account in preparing their bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of bids.

24. Preliminary Examination.

- a. The Procuring Agency shall examine the bids to determine whether they are complete, whether any computational errors have been made (at the time of opening the financial proposal), whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- b. In the financial bids (at the time of opening the financial proposal) the arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Bidders/Suppliers do not accept the correction of the errors, its bid shall be rejected. If there is a discrepancy between words and figures, the amount in words shall prevail.

25. Evaluation and Comparison of Bids.

- a. The Procuring Agency shall evaluate and compare the bids, which have been determined to be substantially responsive, pursuant to ITB evaluation criteria.
- b. The Procuring Agency’s evaluation of technical proposal/ bid shall be on the basis of previous performance, test reports, inspection of plant/ factory/ premises, previous experience, financial soundness and such other details as already highlighted. However, the evaluation of financial proposal shall be on the basis of price inclusive of prevailing taxes and duties.
- c. All bids shall be evaluated in accordance with the evaluation criteria and other terms and conditions set forth in these bidding documents.
- d. **Submission of Samples:** The samples shall be submitted as per sample Proforma at the last date of receipt of technical bid, samples (free of cost) of quoted products (s) according to the strength and packing of demand of enquiry. No technical proposal / bid shall be considered without samples in required quantity described in schedule of requirement against each item.
- e. The representative samples must be from the most recent stocks, supported by valid warranty as per Drugs Act 1976. Detail of samples provided with brand / manufacturer name and quantity must be attached in writing.

- f. The bidder shall provide samples of quoted items along-with the bid at his own cost and in a quantity prescribed by the procuring agency in section IV.
 - g. The bidder should have minimum one year experience in the market. Similarly, it is mandatory that the item to be quoted by the bidder / manufacturer should have availability in the market minimum for the last one year. Documentary proof shall have to be provided in this regard.
 - h. Latest price lists of items with quoted firms must be provided. (if applicable)
 - i. The rates of surgical disposable items which have been registered by the Ministry of Health, as drugs should be strictly in accordance with provision of registration certificate of item with brand / samples of registered items with required labeling / certificate of market availability.
- 26. Contacting the Procuring Agency.**
- a. No Bidder shall contact the Procuring Agency on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded.
 - b. Any effort by a Bidder to influence the Procuring Agency in its decisions on bid evaluation, bid comparison, or Contract Award will result in the rejection of the Bidder's bid and subsequent black listing. Canvassing by any Bidder at any stage of the Tender evaluation is strictly prohibited.
- 27. Rejection of Bids.**
- The Procuring Agency may reject any or all bids at any time prior to the acceptance of a bid. The Procuring Agency shall upon request communicate to any Bidder who submitted a bid, the grounds for its rejection of any or all bids, but is not required to justify those grounds.
- 28. Announcement of Evaluation Report.**
- The Procuring Agency shall announce the results of the bid evaluation in form of a report, not inconsistent with Rule 35 of the PPRA-2014 for acceptance or rejection of bids at least ten days prior to the award of procurement contract.

AWARD OF CONTRACT

- 29. Acceptance of Bid and Award criteria**
- The Bidder with technically approved / qualified lowest financial bid, if not in conflict with any other law, rules, regulations or policy of the Government, shall be awarded the Contract within the original or extended period of bid validity.
- 30. Procuring Agency's right to vary quantities at time of Award.**
- The Procuring Agency reserves the right at the time of Contract award to increase or decrease, the quantity of goods originally specified in the Price Schedule and Schedule of Requirements without any change in unit price or other terms and conditions keeping in view the availability of budget / urgency of item.
- 31. Limitations on Negotiations.**
- a. Save as otherwise provided there shall be no negotiations with the bidder having submitted the lowest evaluated bid or with any other bidder: provided that the extent of the negotiation permissible shall be subject to the regulations issued by the PPRA.
 - b. The contractors are requested to give their best and final prices since, as far as possible; there will be no negotiation on the prices, however, if necessary, the negotiation will be done by the Purchase Committee of this institute with the lowest evaluated firm. The Purchase Committee reserves the rights to accept or reject any or all quotations / offers without assigning any reason.
 - c. Where response to a tender inquiry will be poor or a single offer will be received or rate received will otherwise consider to be on the higher side the following certificate shall be demanded from the bidder to ensure the reasonableness of the quoted price
- “Certified that the prices quoted to this institute against the items mentioned at sr. No. _____ are not more than the prices charged from any Purchase Organization in the country and in case discrepancy the bidder hereby undertakes to refund the price charged in excess”.**

32. **Notification of Award.**

- a. Prior to the expiration of the period of bid validity the financial proposal shall be opened positively, furthermore the Procuring Agency shall notify the successful Bidder in writing by registered letter that its bid has been accepted.
- b. **Performance Guarantee**
Institution require the successful bidder to furnish a performance guarantee which will be 5% of total bid value in the shape of CDR within ten days before issuance of supply order, after which bid security shall be released to the bidder.

Failure to provide a Performance Guarantee by the Bidder is a sufficient ground for annulment of the award and forfeiture of Bid Security. In such event the Procuring Agency may award the Contract to the next lowest evaluated bidder or call for new bid

33. **Schedule of Requirement.**

- a. The supplies shall be delivered within 30 days w.e.f. the next date after the date of issue of Purchase Order. 15 days relaxation period may be granted to the firm on request submitted within stipulated time period justifying the genuine grounds.
- b. In case of late delivery of goods beyond the periods specified in the schedule of requirements, the penalty @ 2% per month, 0.067% per day of the cost of purchase order or a part thereof, if supply is made late upon the supplier. **Maximum limit of Late Delivery Charges is 10% (5 months) after which contract will be cancelled with all legal and codal formalities.**
- c. The institute may frame the whole awarded quantity in multiple schedules at once or next schedule according to awarded quantity may be added / deleted as and when required by the institute and as per budget availability on need base assessment.

Following documents should be attached with the bill.

- Invoice/Bill with warranty of concerned batches.
- Sale Tax invoice. (If applicable)
- Delivery Challan in triplicate copies
- Supplier Supply order copy.
- National Tax Number.
- Any other specific documents concerned to that drug/items.
- In case of imported products, the bill of lading should be submitted with the bill / invoice.
- In case of imported item bidder will bound to undertaking that at-least sufficient quantity (i.e. 50%) of advertised quantity available in his godown to meet the emergent need of institution.

34. **Force Majeure**

- a. Notwithstanding the provisions of GCC clause 20 & 21 the Supplier shall not be for forfeiture of its Performance Guaranty' or termination/ blacklisting for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For the purposes of this clause Force Majeure means an act of God or an event beyond the control of the Supplier and not involving the Supplier's fault or negligence directly or indirectly purporting to mismanagement, mismanagement and/or lack of foresight to handle the situation, Such events may include but are not restricted to acts of the purchaser in its sovereign capacity, wars or revolutions, fires, floods, earthquakes, strikes, epidemics, quarantine restrictions and freight embargoes.
- b. If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Agency in writing with sufficient and valid evidence of such condition and the cause thereof. The Committee of Sheikh Zayed Medical College/Hospital, Rahim Yar Khan constituted for Redressing of grievances, shall examine the merits of the case and all reasonable alternative means for completion of purchase order under the Contract and shall submit its recommendations to the competent authority.
- c. However, purchaser inform the supplier in writing of its agreement on the application of force majeure, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek reasonable alternative means for performance not prevented by the Force Majeure event

35. **Inspections and Tests.**

The Procuring Agency or its representative shall have the right to inspect and/or to test the goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Agency

36. Physical Examination/ Inspection of Goods.

The goods shall be acceptable subject to physical inspection, tests and/ or in accordance with the approved sample as decided by the Procuring Agency.

37. Delivery and Documents.

The Supplier in accordance with the terms specified in the Schedule of Requirements shall make delivery of the goods along-with the details of documents to be furnished by the Supplier.

38. SHELF LIFE.

The supplier shall pay a penalty equal to 1% of the total value of the item per percentage point of the shortfall in the prescribed shelf life **which is 85% for the locally manufactured 75% for the imported items**. No drug / item shall be accepted having expiry date of original shelf life less than 80% of locally manufactured and 70% of imported item. Provided the shelf life upto 70% shall be accepted without penalty and 60% with penalty in case of vaccines and other bio-technical products The bidders are required for strict compliance of prescribed shelf life and in case of non-compliance institute reserve the rights to impose penalties as decided by purchase committee keeping in view urgency / need base assessment from case to case.

39. REPLACEMENT OF UNCONSUMED / EXPIRED / SUBSTANDARD / BANNED / ADULTERATED / SPURIOUS DRUGS / PRICE REASONABILITY CERTIFICATION.

- a. The Bidder shall submit an affidavit on legal stamp paper of Rs. 100/- with the following wording: (i) Their firm has not been blacklisted in the past on any ground by any Government (Federal, Provincial), a local body or a public sector organization (ii) Replacement of unconsumed / expired / sub-standard- spurious drugs / stocks free of cost (iii) The quoted prices are not higher than the prices quoted in any institution of Pakistan. On account of submission of false statement the bidder shall be disqualified forth with and subsequently black listed.
- b. *The supplier shall certify on judicial stamp paper that the prices quoted to this institution against the items mentioned at Tender Enquiry No. _____. Are not more than the Trade Prices as per MRP (maximum Retail Price) fixed by the Federal Government under Drugs Act, 1976/DRAP Act, 2012.*
- c. All supplies will comply with the provision of Drugs Act, 1976/DRAP Act, 2012 and rules framed there under.
- d. If drug testing is failed due to misbranding, 25% penalty of contract amount will be deducted and action will be taken against the firm.
- e. Risk purchase of the item declared as misbranded will be implemented.

Expired / banned / adulterated supply of drugs / medicines will be governed by to drug act 1976, suppliers / manufacturers will also furnish warranty certificate on form 2A at the time of delivery. That the firms will replace un-consumed /expired / substandard/banned/adulterated drugs/medicines without any further charges. The replacement will be made as per following instructions.

- a) Expired medicines / drugs should be destroyed by the inspection team constituted by the Medical Superintendent Rahim Yar Khan in the presence of representative of the firm concerned.
- b) Replacement of expired / substandard / adulterated / unconsumed medicines and surgical disposable items would be made either with the same medicines of drugs in its quantity or if the same medicines / drugs are not needed the other medicines from PVMS list/formulary would be accepted at the same amount of that medicine / drug.
- c) Regarding the price to be charged for such replacement, if the firm has concluded the contract with this hospital for the said drug, it would replace such medicines on the same price on which rate contract has been finalized. In case the replacement is to be made by the firm with non-tender items, price should be determined on the basis of MRP minus 15% (as discount) or the its price fixed by the firm whichever is less.
- d) In case drugs/medicines required to be replaced are no longer being acceptable medicine, the firm would refund the amount due.

40. LABELING AND PACKING.

- a. The bidder shall supply drugs/medicines as far as possible as per tender requirement in special green colour packing with Logo of the Government of the Punjab, Health Department. (Exempted for imported items)
- b. The locally manufactured and locally packed drugs /medicines would be supplied strictly in accordance with the colour & packing to be prescribed by this institution and following words should be printed in bold letters in English / Urdu in indelible preferably with **Red Colour ink** on

the label of each ampoule/vial /bottle/strip/blister/foil/sachets/tubes etc. addition of the outer packing.

“Punjab Govt. Property” Sheikh Zayed Hospital, R.Y.K. Property Not For Sale

In case of items supplied by the foreign manufacturers the condition of colour pack is relaxed but the above-mentioned stamp is mandatory.

- c. There should be proper reference no. & date of hospital supply order on the invoice/bill and the copy of supply order should be attached with the invoice.
- d. The Hospital Purchase Committee may modify the terms and conditions if necessary / required at any time during the financial year.

41. TESTING FOR QUALITY AT DRUG TESTING LABORATORIES.

- a. After delivery of drugs and medicines at the purchaser’s premises, the consignee shall send the samples from all batches of each consignment of the supplied store to the concerned area drug testing laboratory. The inspection committee constituted by the purchaser shall inspect the quantity, specifications of goods and random sampling of each batch after receipt of standard quality report of each batch of supplied store issued by DTL concerned under drugs act 1976/DRAP Act 2012/ Punjab Drugs (Amendments) Act 2017 & rules framed thereunder. The cost of the lab tests shall be borne by the supplier. The firm shall be bound to provide primary reference standard (s) / traceable secondary standard (s) to the concerned drugs testing laboratories of Punjab as and when demanded. In case of secondary reference standard, the certificate of analysis and proof of traceability shall also be provided by the contractor.
- b. In case of adverse / failure report of any batch, the supplier has the right to go for appellate laboratory. If it is again declared substandard, the supplier will be intimated and they will be bound to re-supply the entire fresh stock of that batch free of cost within the reasonable time period to be intimated by the purchaser but not later than 21 days (three weeks) from the date of intimation, which will be subject to completion of all testing and verification formalities. At the parallel, the case will also be forwarded to the Drugs Regulatory Authority for legal action as per Drugs Act 1976/DRAP Act 2012/ Punjab drugs (Amendments) Act 2017 and disposal of substandard stocks.
- c. The inspection committee will carry out detailed physical examination of stocks and can reject, even if it is declared of standard quality by DTL, if found not according to the approved sample and other technical specifications like packaging, labeling, printing and quantity etc. Moreover, the supplier will also be responsible to replace the unconsumed expired stores without any further charges.
- d. If the facility for the test / analysis is not available with laboratories, the batch release certificate and test analysis report of quality control / quality assurance department of the manufacturer shall be relied upon.
- e. The payment would be made subject to the clearance report from the concerned drug testing laboratory.
- f. DTL samples according to batch Nos. should be supplied by the bidder at the time of provision of stock (free of cost)

42. EXORBITANT RATES.

- a. The bidders will certify that the price quoted against the tender are not more than the price charged from any other purchase organization in the country and in case of any discrepancy the tenderer will be bound to refund the price charge in excess.
- b. The rates quoted by the bidder should be special discount rates for Govt. Institution which is less than trade price.

43. RISK PURCHASE.

If the first lowest contractor failed to supply the product in prescribed time of delivery, risk purchase from the 2nd lowest / local purchase from the market will be made and the extra amount will be deducted from C.D.R./Bills of the 1st lowest bidder.

44. WARRANTY.

- a. The supplier shall warranty that goods supplied under purchase order shall have no defect arising from materials of workmanship or from any act of omission of the supplier that may develop under normal use of the supplied goods under the condition prevailing at final destination. The surgical item warranty should be under the rules of Drug Act 1976 & DRAP Act 2012.

- b. The Medical Superintendent, Sheik Zayed Hospital, Rahim Yar Khan shall notify the supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the supplier shall replace the defective, near to expiry items without cost.

45. Drug Act/ DRAP Compliance.

All supplies will comply with the provision of Drugs Act, 1976/DRAP Act, 2012/Punjab drugs (Amendments) Act 2017 and rules framed there under.

46. Mode of Payment.

Payment mechanism will be as per rule 43 of PPRA, 2014, however, 100% payment may be made on production of Inspection Certificate / DTL Ok report and receipt certificate from consignee after recovery of government dues including professional taxes, part supply and part payment may be allowed.

47. Transportation / Delivery Requirements

1. Supplier shall arrange such transportation of drugs and medicines as is required to prevent their damage or deterioration during transit to their final destination and in accordance with the terms and manner prescribed in schedule of requirement. The goods shall be delivered through reputable courier service having following feature to ensure quality, quantity, safety and efficacy of supplied medicines and surgical disposable items.
 - a. Traceable online dispatch and delivery record.
 - b. Dispatch facilities as per labeled requirements of medicines like maintenance of temperature, humidity etc. of supply.
2. All costs associated with the transportation including loading / unloading of drugs and medicines and road taxes shall be borne by the supplier.
3. All cold chain (perishable) items must be delivered in a safe and proper manner, prescribed for such type of items.

48. Conflict of Interest: -

The bidders are required to provide an affidavit for declaration of no conflict of interest regarding professional, objective, and impartial advice, at all times holding the Procuring Agency's interests paramount, strictly avoiding conflicts with other assignments or its own corporate interests, and acting without any consideration for future work.

SECTION-III

Evaluation Criteria & Bid Forms

FORM-1**BID COVER SHEET**

Bid Ref. No. -----

Date-----

Name of the Supplier/Firm Contractor: -----

Address: -----

E-mail:-----

Phone: -----

Facsimile: -----

Bid For Selected Items from the Schedule of Requirements.

Bid Enquiry No.	Name of the Tendered Item/ Generic	Brand Name	Manufacturer / Importer (With Name and Country of Origin)	Drug Registration No. (attach certificate)	Specifications of the quoted brands (100% in compliance with schedule of requirement)	Name of API Manufacturer & Country of Origin

Signed:**Dated:****Official Stamp:**

FORM-02**COMPULSORY PARAMETERS FOR ELIGIBILITY FOR BIDDERS / FIRMS FOR THE BULK PURCHASE OF Angiography / Angioplasty Items and Cardiac Surgery Items**

Every bidder must have to fill this form carefully and attach the relevant documents just along-with this form in the same sequence as prescribed in the bid form. These criteria will described the eligibility of bidder. Failure to comply with any compulsory parameter will result in “non-responsiveness of the bidder for quoted item.” Bidders complying with compulsory parameters will be evaluated further for Marking Criteria.

Name of the Firm ----- Name of Tender -----

Date of Opening of Bid -----

Sr. #	Detail	Yes/No	Page #
01	Original tender purchase receipt obtained by depositing Rs. 2000/-. (Non-Refundable) issued from Cashier Account Branch, SZH, R.Y.Khan.		
02	Acceptance of terms and condition, tender documents duly signed and stamped.		
03	Valid Manufacturer's Authorization		
04	An affidavit on stamp paper of Rs.100/- submitting following clauses: i) replacement of unconsumed / expired / substandard spurious drugs / stocks free of cost, ii) that the firm is never blacklisted on any grounds whatsoever. Iii) Price Reasonable certificate. (iv) Certificate that prices are not more than trade price.		
05	An affidavit on stamp paper submitting that the price quoted to this institute against the quoted items mentioned in the bid are not more than the prices charged from any Purchase Organization in the country and in case of discrepancy the bidder hereby undertakes to refund the price charged in excess”.		
06	Call Deposit Receipt (2% of estimated price of each quoted item) Attach unhidden photocopy with technical proposal and original with financial proposal.		
07	National tax number and General Sale Tax number certificate		
08	Professional Tax		
09	Valid Drug Sales License (in case of importer / authorized distributor)		
10	Valid Drug Manufacturing License (in case of firm itself) issued by DRAP		
11	Sample provided as per Proforma attached for evaluation by technical committee (sample must be of commercial pack)		
12	The bidder is required to provide Financial Proposal with the name of items, tender number and serial number in the exact manner as quoted in the Technical Proposal		
13	Price should not be mentioned on technical bid.		
14	Valid Import License issued by DRAP (in case of importers)		
15	Sole Agency Certificate / Agreement with Foreign Principal (in case of Importer) translated in English (sole agents having less than one year market experience will not be entertained)		
16	Letter of Intention (as per specimen proforma attached)		
17	Affidavit (as per specimen proforma attached)		
18	Performance Certificate of last year issued by this institute (If Applicable)		

Note: - Copies of all the documents mentioned above must be attached with this list.

FORM-03**EVALUATION CRITERIA (Compulsory Parameters) For the Bulk Purchase of Angiography / Angioplasty Items and Cardiac Surgery Items**

Failure to comply with any compulsory parameter will result in disqualification of bidder / product.

PARAMETERS	DOCUMENTS REQUIRED	COMPLIANCE STATUS (Yes/No.)
Drug Manufacturing / Sale License	<ul style="list-style-type: none"> ➤ Valid Drug Manufacturing License issued by DRAP for manufacturers. ➤ Valid Drug sale license 	
Drug Registration Certificate (DRC) / Provisional enlistment certificate for medical devices / establishment license either as importer / local manufacturer	Valid Drug Registration Certificate (DRC must of quoted pack size) / Provisional enlistment certificate, issued by DRAP	
Product Experience	Products having less than one year experience shall be ineligible (experience shall be calculated from the date of registration of the product with the DRAP)	
Good Manufacturing Practices (GMP) Certificate.	Valid Good Manufacturing Practices (GMP) Certificate issued by the Drug Regulatory Authority Pakistan (DRAP) In case of imported product, valid GMP certificate issued by the regulatory authority of manufacturer's country will be considered.	
Undertaking Regarding Non cancellation / suspension of Drug Registration of quoted product of the bidder by Drug Regulatory Authority of Pakistan within last three years.	Undertaking on Judicial Paper.	
Undertaking Regarding Non-Declaration of spurious / adulterated batch by DTLs of the Punjab / any competent Lab of quoted item within last three years.	Undertaking on Judicial Paper.	
Valid quality certification of FDA / JpMHLW/WHO/MDD/EMA/CE of the quoted products / any other credible certification.		
Specifications quoted in the technical offer will be verified from samples provided with the bid. Product that comply 100% with the advertised specifications and fulfill the requirement as per Labeling and Packing Rules 1986 shall be considered for evaluation.	Samples of quoted item.	
Pakistan Embassy attested valid free sale certificate for Medical Devices of the quoted brand from the country of manufacturer	Valid free sale certificate indicating that the quoted product is freely available in the country of manufacturer for at-least three years. This certificate must be issued by relevant authority of country of origin duly legalized / notarized and Pakistan Embassy attested bearing the brand name of the product in country of manufacturer	
Affidavit from the sole agent (s) that their products (s) are freely available with same brand name in the country of manufacture and is safe for human consumption.		
Valid ISO 13485 certification of medical devices		
Approval of sample by technical committee/end user (Head of concerned department) Remarks of clinician on previous clinical experience. 03 Packs of samples (free of cost) for evaluation must be provided by the bidder.		

FORM-04**ORDINARY PARAMETERS FOR THE BULK PURCHASE OF ANGIOGRAPHY / ANGIOPLASTY ITEMS AND CARDIAC SURGERY ITEMS**

The bid complying with compulsory parameter shall be evaluated for below mentioned parameters: -

Sr.	Parameters	Detail			Total Marks	Remarks
1	Past Performance of the Bidder (Last Two Year) (from date of registration of NTN / FBR)	Major institutions (Govt./Semi-Govt.) served			10	The Clime requires documentation (purchase orders, receipt certificates and delivery challans etc) of the institution (s)
		i	1	2		
		ii	2 to 3	4		
		iii	4 to 5	6		
		iv	6 to 7	8		
		V	8 and above	10		
2	Market Experience of quoted products	I	Market availability of quoted items in leading chain stores & pharmacies	10	20	For Parameter (i) market availability in leading chain stores & Pharmacies of quoted item will be calculated from the date of commercial invoice. For Parameter (ii) market availability of quoted item relates to availability in open market other than pharmacies & leading chain stores. The firm will attach purchase order of quoted item of any Govt. / Semi-Govt. institution / private institution registered with income tax department. The data of commercial market experience must be co-relate and verify by the IMS / IQVIA data.
		II	Market availability of quoted items in public sector and teaching institutes	10		
		A	1-2 years	3		
		B	3-4 years	7		
		C	Above 5 years	10		
3	Credibility & Certification of Manufacturer	I	Valid ISO certification	5	10	Valid copies of certificate / letters required.
		ii	Any other international reputed certification	3		
		iii	Pre-qualification with Govt./Semi-Govt. & Autonomous Institutions	2		
4	Financial status of bidders	I	Last year Audited Balance Sheet	3	05	Acknowledgement of Tax Returns must be attached.
		Ii	Tax Returns (Last 3 Years)	2		
5	Export of quoted product (foreign principal / manufacturer)	I	Developed Countries 2-4 countries	06	10	
		Ii	Other countries	04		
6	Bidder & Manufacturer Relationship regarding import experience	Sole Agent Certification / Authorization from manufacturer			10	
		I	Less than one year will not be considered			
		Ii	1 to 2 years	5		
		Iii	Above 2 to 5 years	7		
		Iv	Above 5 years	10		
7	Experience of the Quoted Product since last 05 years				20	
	Supply of the quoted product equivalent or higher than the advertised quantity in private and public sector renowned / registered institute.			20		
	Supply of the quoted product at least 70% to below total of advertised quantity in private and public sector renowned / registered institute.			13		
	Supply of the quoted product at least 50% to below 70% of advertised quantity in private and public sector renowned / registered institute.			06		
	Supply of the quoted product at least 25% to below 50% of advertised quantity in private and public sector renowned / registered institute.			03		
The bidder shall provide (Attach) summary of purchase orders of institutional sale. (This summary should be on letter head / stamp paper of Rs. 100/- duly legalized / notarized along with purchase orders. The purchase orders may be verified and any false claim shall lead to disqualification / blacklisting of firm.						

Total Marks: 85 Qualifying marks 60% (51) and above.

The financial bids of technically accepted bidders will be opened publicly at a time to be announced by the Procuring Agency and the financial bids found technically non-responsive shall be returned un-opened to the respective Bidders.

Grievances Redreassal Committee

In case of any grievances bidders shall approach within ten days in writing after opening of technical bids for redressed. Late received application will not be entertained.

FORM-05

LETTER OF INTENTION
(To be attached with eligibility Criteria of Bidder)

Bid Ref No.**Date of the Opening of Bids****Name of the Contract****To:****Dear Sir/Madam**

Having examined the bidding documents, including Nos. -----, the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the Goods under the about-named contract in full conformity with the said bidding documents and at the rates/unit prices described in the price schedule or such other sums as may be determined in accordance with the price schedule or such other sums as may be determined in accordance with the terms and conditions of the contract. The above amounts are in accordance with the price schedules attached herewith and are made part of this bid.

We undertake, if our bid is accepted, to deliver the Goods in accordance with the delivery schedule specified in the schedule of requirements.

If our bid is accepted, we undertake to provide a performance security/guaranty (if required) in the form, in the amounts and within the times specified in the bidding documents.

We agree to abide by this bid, for the Bid Validity Period specified in the Bid Data Sheet and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Until the formal final contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in Pakistan.

Date -----

Signed -----

(In the capacity of {insert: title or position})

Duly authorized to sign this bid for and on behalf of

{insert: name of Bidder}

FORM-06**(BID FORM-IV)****AFFIDAVIT**

I/ We, the undersigned solemnly state that:

- 1) I/ We have read the contents of the Bidding Documents and have fully understood it.
- 2) The Bid being submitted by the undersigned complies with the requirements enunciated in the bidding documents.
- 3) The undersigned are solvent and competent to undertake the subject contract under the Laws of Pakistan.
- 4) The undersigned have not paid nor have agreed to pay, any Commissions or Gratuities to any official or agent related to this bid or award or contract.
- 5) The undersigned are not blacklisted or facing debarment from any Government, or its organization or project.
- 6) That the prices offered are not more than trade price.
- 7) I/We, further undertake that I/We will ready to pay all the charges of samples (one or more depending upon the ordered quantity amounting to Rs. 10 million or more) tested by any international WHO accredited Laboratory, collected by Department's Inspection committee which will accept the results.
- 8) I/We, Further undertake that I/We will ready to pay the standard of testing samples by DTL Punjab.
- 9) I/We, Further undertake to provide the Batch Release Laboratory Test Reports of each batch of the product on its delivery.

I/We affirm that the contents of this affidavit are correct to the best of our knowledge and belief.

Signed:

In the capacity of [insert: title or position]

Duly authorized to sign this bid for and on behalf of [insert: name of Bidder]

FORM-07**MANUFACTURER'S AUTHORIZATION FORM**

To (Name of Procuring Agency)

WHEREAS *[name of the Manufacturer]* who are established and reputable Manufacturers of *[name and/or description of the goods]* having factories at *[address of factory]* do hereby authorize *[name and address of Supplier/ Agent]* to submit a bid, and subsequently negotiate and sign the Contract with you against *[reference of the Invitation to Bid]* for the goods manufactured by us. We hereby extend our full guarantee and warranty as per tender terms and conditions for the goods offered for supply by the above firm against this Invitation for Bids for a period of -----.

Signature -----

Designation -----

-

Official Stamp -----

Note: This letter of authority should be on the letter head of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidder in its bid in the bid form of eligibility criteria of bidder.

FORM-08

AFFIDAVIT

I/ We, the undersigned solemnly state that:

- 1) We will be responsible for Replacement of unconsumed / expired / substandard spurious drugs stocks free of cost,
- 2) The firm is never blacklisted on any grounds whatsoever.
- 3) Price Reasonable certificate that the price quoted to this institute against the quoted items mentioned in the bid are not more than the prices charged from any other Govt. Institute in the Punjab during current financial year and in case of discrepancy, we will be responsible to refund the price charged in excess.”
- 4) We further do hereby undertake that the quoted prices are not more than trade price.

FORM-09**SPECIMEN SAMPLES PERFORMA**

Following items quoted for financial year 2024-25 with required specification are provided in mentioned quantities.

Sr.	Tender Sr.	Brand Name	Mfg. Name	Size/Specification	Qty.

1. The bidder shall provide 3 packs of samples (latest / fresh batches) of each quoted item along with its bid. Without samples bid will be considered incomplete & technically rejected. Moreover, not be challengeable at any court of law.
2. For thermo labile drugs for which storage temperature is 2-8 degree centigrade. The firm shall be bound to provide the samples in cold chain to Consignee's end.
3. Any further information can be obtained from the office of Director Technical/ Drugs controller, Sheikh Zayed Medical/ Hospital, Rahim Yar Khan

Sign & Stamp of Bidder -----

Date -----

FORM-10**PRICE SCHEDULE**

User Note:- This form is to be filled by the Bidder for each individual item and shall submit with Financial Proposal.

Name of the Firm:

Bid. Ref. No.

Date of opening of Bid.

Sr. #	Name of the Item	Unit Price (Inclusive all applicable taxes)	Discounts (if any)	Final Price (Inclusive of all taxes)
TOTAL				

Note:- Valid price lists of quoted items indicated M.R.P. and T.P. must be attached with financial proposal.

Signature: -----

Designation -----

Date -----

Official Stamp -----

Note:- Rates of all technically qualified bidders will be equally effective / applicable for Patient Welfare Model Pharmacy, Sheikh Zayed Hospital Rahim Yar Khan as well, being established under Govt guidelines issued vide letter No. SO7-4/2011, Government of Punjab, Health Department dated 09-07-2015

FORM-11

Drugs Specification Performa
List Must Be Signed and Attached with T.E.

1. Tender Enquiry No. _____
2. Item No. in T.E. _____
3. Generic Name in T.E. _____
4. Brand Name of Offered Item _____
5. Manufactured By _____
6. Address of the Manufactures / Sole Agents with T.E. No. _____
7. Manufacturing License No. _____ Validity _____
8. Drug Registration No. _____ Validity _____
9. Detailed Specification _____
10. Packing Offered _____
11. Shelf Life _____
12. Price offered _____
13. M.R.P. fixed by F.G. _____
14. T.P. of the Drugs _____

Signature: - _____

Designation: - _____

Stamp: - _____

SECTION-IV

SCHEDULE OF REQUIREMENTS AND TECHNICAL SPECIFICATIONS

The supplies shall be delivered in accordance with the purchase orders as per following schedule of requirements: -

Respective Consignee's end _____

Free delivery to consignee's end basis.

Mode of Penalty	Delivery of 100% Quantity as per Purchase Order
Without Recovery of late delivery charges	30 days
Without recovery relaxation on .	15 days relaxation on request of bidder with proper justification within stipulated time period. Note: - 15 days further extension may be granted in case of Health Emergency / force majeure with due justification and fulfilling all codal formalities
With recovery of late delivery charges 0.067% per day	After 45 days decided by the concerned consignee on the formal request of the supplier with proper justification
Maximum Rate of Late Delivery Charges	Maximum limit of Late Delivery Charges is 10% after which contract will be cancelled with all legal and codal formalities.
Risk Purchase	After expiry of prescribed delivery period the procuring agency may proceed for risk purchase (at the risk & cost of defaulter) to ensure the un-interrupted healthcare services to the patients.

MEDICAL SUPERINTENDENT

Sheikh Zayed Hospital

Rahim Yar Khan.

Bidder's Signature and Stamp

Name: - _____ Designation: - _____

CNIC No. _____ Address: - _____

Phone Office _____ Mobile No. _____

Email Address _____

SHEIKH ZAYED MEDICAL COLLEGE / HOSPITAL RAHIM YAR KHAN.

Ph # 068-9230164-165-166 (Ext.117 & 274)

Procurement Section (Medicine) 068-9230127 & 068-5870395

Website www.szmcc.edu.pk info@szmc.edu.pk. E-Mail- directortecnicalszhryk@gmail.com



INVITATION FOR BIDS

TENDER NO. _____

***BIDDING DOCUMENTS FOR THE FRAMEWORK CONTRACT FOR
THE BULK PURCHASE OF MEDICAL GASES (ON DAILY BASIS)
FINANCIAL YEAR 2024-25.***

- A. Liquid Oxygen Medical Gas**
- B. Cylinder Based Medical Gases**

THIS DOCUMENT CONTAINS FOLLOWING PARTS	
Section-1	Advertisement (Letter of Invitation)
Section-II	Introduction to Bidders
Section-III	Bid Evaluation Criteria
Section-IV	Schedule of Requirements

SECTION-I

Advertisement (Letter of Invitation)

SHEIKH ZAYED MEDICAL COLLEGE/HOSPITAL, RAHIM YAR KHAN

INVITATION FOR BIDS (FINANCIAL YEAR 2024-25)

ADVERTISEMENT NOTICE OF THE TENDERS FOR THE BULK PURCHASE (FRAMEWORK CONTRACT) OF MEDICINES (INHALATIONS / INJECTIONS / INFUSIONS & IV FLUIDS), MEDICINES (ORAL DOSAGE FORMS / MISC. DOSAGE FORMS), SURGICAL DISPOSABLE MEDICAL DEVICES (DRUG & NON-DRUG ETC) SURGICAL DISPOSABLE MEDICAL DEVICES (SYRINGES & IV CATHETERS, IV TRANSFUSION SETS ETC.) MEDICAL GASES (LIQUID OXYGEN MEDICAL GAS AND CYLINDER BASED MEDICAL GASES), LABORATORY KITS, CHEMICALS & REAGENTS, BLOOD GAS ANALYZER, DIALYSIS ITEMS, GENERAL X-RAY FILMS, C.T. SCAN FILMS, MRI FILMS, DIGITAL X-RAY FILMS, FLUOROSCOPY FILMS (WITH ENVELOPES), DENTAL X-RAY FILMS, ANGIOGRAPHY / ANGIOPLASTY ITEMS, CARDIAC SURGERY ITEMS, DENTAL MATERIAL, PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LIMITED / PETTY PURCHASE THROUGH QUOTATION OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC (LPQ), PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC. ON DAY TO DAY BASIS (LPDD), LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE ITEMS (ZAKAT FUND), FINANCIAL YEAR 2024-25.

Management of Sheikh Zayed Medical College/ Hospital Rahim Yar Khan, invites sealed bids / tenders from the eligible bidders i.e. manufacturers / their authorized distributors and in case of imported goods, their authorized sole agents / importers / distributors in Pakistan who are registered with income tax and sales tax authorities / Licensed with Drug Regulatory Authority of Pakistan, for the bulk (framework contract) procurement of Medicines (inhalations / injections / infusions & iv fluids), Medicines (oral dosage forms / misc. Dosage forms), Surgical Disposable Medical Devices (drug & non-drug etc.) Surgical Disposable Medical Devices (syringes & iv catheters, iv transfusion sets etc.) Medical Gases (liquid oxygen medical gas and cylinder based medical gases), Laboratory Kits, Chemicals & Reagents, Blood Gas Analyzer, Dialysis Items, General X-Ray Films, C.T. Scan Films, MRI Films, Digital X-Ray Films, Fluoroscopy Films (with envelopes), Dental X-Ray Films, Angiography / Angioplasty Items, Cardiac Surgery Items, Dental Material, Pre-qualification / registration of vendors for the limited / petty purchase through quotation of medicines / surgical disposable medical devices etc. (LPQ), Pre-qualification / registration of vendors for the local purchase of medicines / surgical disposable medical devices etc. on day-to-day basis (LPDD), local purchase of medicines / surgical disposable items (zakat fund), financial year 2024-25.

Detail of sale and receipt of tenders are shown against each item head.

1. Interested bidders may get the bidding documents from Procurement section of this institution on submission of written application along with payment of non-refundable fee of Rs. 2000/- (Two thousand only), as per schedule given below during working hours only, immediately after the publication of this advertisement. A copy of the bidding documents/ requirements is also available for information on institutional website / PPRA website. www.szmcc.edu.pk info@szmcc.edu.pk / www.ppra.gov.pk
2. The bidder shall furnish a bid security of 2% of estimated cost in the form of call deposit in the name of the Principal, Sheikh Zayed Medical College/Hospital, Rahim Yar Khan (Refundable) in Pak Rupees, without which the offer shall be ignored. Sealed bids are required to be brought in person by the authorized representative of the interested bidders on proposed dates up-to 10:30 am and will be opened on the same day at 11:00 am in the committee room of this institute in the presence of the bidders or their authorized representatives. Bids received after due time will not be entertained.
3. PPRA Rules 2014 along-with all amendments will be followed.
4. Rates should be on FOR basis as free delivery to the consignee's end in Pak Rupees, however bidder can also quote the rates in foreign currency as L.C. and C&F basis.
5. For detailed terms and conditions / method for the preparation and submission of bids, please consult the bidding documents.
6. Samples of each item from fresh batch must be provided at the time of submission of bid in the quantity / specification as mentioned in bidding documents.
7. In case the date of opening or last date of sale is declared as the public holiday by the Government or non-working day due to any reason, the next official working day shall be deemed to be the date of sale and submission and opening of tenders accordingly, the time and venue shall remain the same.
8. Single stage- two envelop procedure, as per Rule 38 (2) (A) of PPRA Rules 2014, shall be applied.

9. Bid validity period shall be 180 days.

Note: All assessments and procuring procedures i.e. receiving, opening and awarding etc. shall be governed by the Punjab Procurement Rules 2014.

Sr. No.	Description/ Tender Name	Issuance Date of Tender Documents	Date of Receipt /opening of bids 10:30am / 11:00am	Call Deposit
01	Bulk Purchase of General X-ray films, C.T. Scan films, MRI Films, Digital X-Ray Films, Fluoroscopy Films, Dental x-ray Films (with Envelopes)	Immediately after publication of advertisement	06-04-2024	2% of the estimated cost of quoted items
02	Bulk purchase of Angiography / Angioplasty items		06-04-2024	2% of the estimated cost of quoted items
03	Bulk purchase of Cardiac Surgery Items,		06-04-2024	2% of the estimated cost of quoted items
04	Bulk purchase of Medical Gases (liquid oxygen medical gas and cylinder based medical gases)		06-04-2024	2% of the estimated cost of quoted items
05	Local purchase of medicines / surgical disposable items (zakat fund)		06-04-2024	Rs. 100000/-
06	Bulk Purchase of Laboratory Kits, Chemicals & Reagents.		06-04-2024	2% of the estimated cost of quoted items
07	Bulk purchase of Medicines (inhalations / injections / infusions & iv fluids),		08-04-2024	2% of the estimated cost of quoted items
08	Bulk purchase of Medicines (oral dosage forms / misc. dosage forms),		08-04-2024	2% of the estimated cost of quoted items
09	Local purchase of medicines / surgical disposable items (chit system pre- qualification / registration of multiple vendors on Day to Day Basis (LPDD)		08-04-2024	Rs. 50000/-
10	Pre-qualification / Registration of Vendors for the Limited / Petty Purchase Through Quotation of Medicines / Surgical Disposable Items etc. (LPQ)		08-04-2024	Rs. 20000/-
11	Bulk purchase of surgical disposable medical devices (Drug & Non-Drug Items etc.),		09-04-2024	2% of the estimated cost of quoted items
12	Bulk purchase of surgical disposable medical devices (syringes & iv catheters, iv transfusion sets etc.)		09-04-2024	2% of the estimated cost of quoted items
13	Bulk Purchase of Dialysis items		09-04-2024	2% of the estimated cost of quoted items
14	Bulk Purchase of Blood Gas Analyzer		09-04-2024	2% of the estimated cost of quoted items
15	Bulk purchase of Dental Material		09-04-2024	2% of the estimated cost of quoted items

BID DATA SHEET

Description	Detail
Commencement of Sale of Bidding Documents	From the date of advertisement on all working days during office timing.
Last date of sale of Bidding Documents	06-04-2024
Last date and time for the receipt of bids	06-04-2024 up to 10:30am
Date, time and venue of opening of technical bids	06-04-2024 up to 11:00 am Committee room of Sheikh Zayed Hospital, RYK.
Bid Currency	PKR on free delivery to the consignee's end basis including all ex-work, transportation, storage charges till the destination.
Language of bid	Urdu / English
Amount of bid security	2% bid security of the estimated prices of the quoted items in the shape of CDR in the name of Principal, SZMC/SZH, R.Y.Khan.
Performance Guarantee	5% Performance Guarantee of the contract value in the shape of CDR in the name of Principal, SZMC/SZH, R.Y.Khan.
Bid validity period	180 Days
Bid Evaluation Criteria	As mentioned in Section-III of bidding documents
Bidding procedure	Single Stage – Two Envelop Procedure Bulk Purchase (Framework contract)
Address for communication: - OFFICE OF THE DIRECTOR TECHNICAL / DRUGS CONTROLLER PROCUREMENT SECTION (MEDICINE) SHEIKH ZAYED HOSPITAL RAHIM YAR KHAN. Ph # 068-5870395 Ph # 068-9230164-117, Fax # 068-9230162	

SECTION-II

Instruction to Bidders

Bidding Documents for the Framework Contract for the Bulk Purchase of Medical Gases (Liquid Medical Oxygen Gas & Cylinder Based Medical Gases)

FRAMEWORK CONTRACT OF MEDICAL GASES

Content of Bidding Documents

- i. The goods required, bidding procedures, and Contract terms are prescribed in the bidding documents. In addition to the Invitation for Bids, the bidding documents shall include: -
 1. Instructions to bidders
 2. Bidding procedure
 3. TOR, s
 4. General Conditions of Contract
 5. Special Conditions of Contract
 6. Preparation & submission of bid
 7. Opening & evaluation of bid
 8. Award of Contract / Notification of Award
 9. Bid Evaluation Criteria
 10. Schedule of Requirements

ii, **The “Invitation for Bids”** does not form part of the Bidding Documents and is included as a reference only. In case of discrepancies between the Invitation for Bid and the Bidding Documents listed above, the said Bidding Documents shall take precedence.

iii. The bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents.

Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect shall be at the bidder’s risk and may result in the rejection of its bid.

INSTRUCTIONS TO BIDDERS

1. Source of Funds

The Sheikh Zayed Medical College/Hospital, Rahim Yar Khan allocated funds for purchase of medical gases on day-to-day basis including Sundays, will be utilized by the Sheikh Zayed Medical College/Hospital, Rahim Yar Khan in the financial year 2024-25. Sheikh Zayed Medical College/Hospital, Rahim Yar Khan intends to fix the price / conclude the Contract for purchase / supply of Medical Gases and scope of work as mentioned in the Annexure “A”.

2. Eligible bidders

Only manufacturers of medical gases having strong technical, financial & managerial capabilities are eligible for supply of medical gases on daily basis to Sheikh Zayed Medical College/Hospital, Rahim Yar Khan

3. Eligible Goods and Services

All goods and related services to be supplied under the contract shall have their origin in eligible source and all expenditures made under the contract shall be limited to such goods and services. For this purpose, the term “Goods” includes any Goods that are the subject of this Invitation for Bids and the term “Services” shall includes related services such as

transportation, insurance etc. The “origin” means the place where the goods are produced, or the place from which the related services are supplied.

4. Cost of Bidding:

The bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the manner or outcome of the bidding process.

THE BIDDING PROCEDURE

1. Single Stage — Two Envelopes Bidding Procedure as per rule 38 (2) (a) of PPRA Rules 2014 shall be applied:

- i. The bid shall comprise a single sealed package containing two separate sealed envelopes. Each envelope shall contain separately the Financial Proposal and the Technical Proposal.
- ii. The envelopes shall be sealed & marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL?” in bold and legible letters to avoid confusion;
- iii. Initially, only the envelope marked “TECHNICAL PROPOSAL!” shall be opened;
- iv. The envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of Procuring Agency without being opened;
- v. The Procuring Agency shall evaluate the Technical Proposal, without reference to the price and reject any proposal which do not conform to the specified requirements.
- vi. During the technical evaluation no amendments in the technical proposal shall be permitted;
- vii. The Financial Proposals of bids shall be opened publicly at a time, date and venue to be announced and communicated to the bidders in advance;
- viii. After the evaluation and approval of the technical proposal, the Procuring Agency shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only.
- ix. The financial proposal of bids found technically non-responsive or non-compliant shall be returned un-opened to the respective bidders.
- x. The bid found to be the lowest financially evaluated bid shall be accepted.

2. Clarification of Bidding Documents

A prospective bidder requiring any clarification of the bidding documents may notify the Procuring Agency, in writing at the Procuring Agency’s address, indicated in the Invitation for Bids. The Procuring Agency shall respond in writing to any request for clarification of the bidding documents, which it receives no later than seven (07) days prior to the deadline for the submission of bids prescribed in the Invitation for Bids. Written copies of the Procuring Agency’s response (including an explanation of the query but without identifying the source of inquiry) shall be sent to all prospective bidders that have received the bidding documents.

3. Amendment of Bidding Documents

At any time prior to the deadline for submission of bids, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, may modify the bidding documents by amendment. All prospective bidders that have received the bidding documents shall be notified of the amendment in

writing or by phone, and shall be binding on them. In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of bids.

TERMS OF REFERENCES (TORs)

Medical Gases:-

1. Liquid Medical Oxygen to be filled in VIE
2. Compress Medical Oxygen in Cylinders of different sizes
3. Nitrous Oxide in Cylinders of different sizes
4. Compressed Nitrogen Gas in Cylinders
5. Carbon Dioxide Gas in cylinders

Note:- Firm shall quote for the product of his own manufacturing, third party/trading of product will not be allowed.

Product Specification

Firm shall supply medical gases as per Eu Pharmacopeia standard; following documents are required for respective gases.

1. Medical Oxygen: Certificate of Conformity
2. Nitrous Oxide: Certificate of Analysis
3. Nitrogen: Certificate of Conformity

Hardware to Install

For Liquid Medical Oxygen gas, the successful firm will have to install Liquid oxygen storage tank (VIE) with following parameters/specifications.

- a. Two VIE Tanks of preferably size 10000 cubic meters for two sites as per HTM, with thumb rules to have minimum 3rd day supply. The further number of VIEs for hospital will be decided mutually between supplying firm and Hospital management. For any incremental VIE requirement during supply contract period within hospital, Firm shall be bound to provide.
- b. Ambient vaporizer sized respected to VIE.
- c. The successful bidder will be required to install the tanks at two sites within 30 days of issuance of award letter, a grace period of 15 days may be given on request after which bidder will be declared as defaulter and tender may be awarded to the 2nd lowest and bid security of defaulter bidder may be forfeited.
- d. The VIE control equipment to control the pressure and flow of gas to the pipeline must be regulated by installing medical grade Duplex Pressure regulation unit. This unit must be capable of regulating low pressure and high flow of 4000 lit/min to avoid any pressure drops in the farthest area of the hospital.

- e. The VIE and vaporizer system must be equipped with independent, audible vessel content level and pressure alarms to capture & alerts low level and low/high pressure at all times.
- f. Fully digital computerized system for monitoring of the Liquid oxygen contents in the tanks with data transmission capability to the firms computerized data base Surveillance system for Scheduling purposes and arranging emergency supplies in case of emergency.
- g. The supplying firm will be bound to complete all the required tasks including VIF installation, fencing.
- h. The supplier should have more than two manufacturing sites to cater emergencies during powered break-down, prevailing law and order situations and plant maintenance.
- i. The supplier should provide and complete all the above-mentioned tasks itself and should not out source any task to a 3rd Party.
- j. Digital Content Meter to be installed at each VIE tanks site to co-relate it with analog content gauge of the VIE Tank.
- k. Supplying Firm will be bound to certify VIE system installation by a qualified authorized person (Medical Gas Pipeline System) as per HTM standard. Certification documents to be provided together with tender documents.
- l. Supplying firm must have storage facility of at least 7 days of Sheikh Zayed Rahim Yar Khan Hospital demand within South Punjab dedicated to catering emergency that may arise due to blockage of roads or any other reason. Compression station storage and storage installed at third party distributor shall not be considered.
- m. All Suppliers who can supply above mentioned medical gases and provide services & maintenance (with all parts) of related equipment of Air compressor & Vacuum Supply System of the Hospital, along with maintenance of copper pipeline system. Details of the equipment to be provided with tender documents
- n. Company shall provide onsite technicians (trained and experienced, CV to be attached with bidding documents) for 2 shifts and on-call availability for rest 8 hours.
- o. Company must have experience of 3 years for similar nature of service to public institution.**
- p. Only manufacturers of all required medical gases in this bid/tender having strong technical, financial, and managerial capabilities are eligible for supply of medical gases on daily basis to Sheikh Zayed Hospital, Rahim Yar Khan.

For Gases in Cylinders

1. The successful firm must have its own compression station for gases compliant to International standard.
2. The successful firm will be responsible to coordinate with Hospital and arrange supply through their own vehicle.
3. The Supplying firm will make sure that all the cylinders go through a hydraulic testing before the required gas is filled.
4. The supplying firm will make assure that the quality and quantity of the gas supplied in cylinder is according to the required medical standards ie. EU pharmacopeia.

5. The Firm, supplying gases in cylinders, will issue certification/labeling for each supplied cylinder.

Delivery & Product Measurement Mechanism

Delivered product will be measured as per below two methods

1. Weight Bridge. Weight of truck before supply and after supply will be taken and difference of both weighs will be calculated for delivered product quantity.
2. Delivery through content gauge, VIE's digital content gauge will be used for product delivery quantity incase weigh bridge is not available.

The supplier shall arrange transportation for all products and cylinders to hospital and will be responsible for safe transportation to ensure product quality.

Training

The firm will provide training of safe handling and VIE operations to the operator.

Emergency Response Mechanism

Firm shall also determine the emergency supply mechanism to cater any emergency that may arise during course of supply period.

1. The bidding firms will need to submit the supply mechanism with flowcharts and contact information together with bidding documents.
2. A central contact center will be available to cater emergency help line.

24 Hours Oxygen Backup

Supplying firm shall assist hospital to develop medical gases policy and ensuring 24 hours

Emergency backup arrangement may be in shape of PCC or Cylinders to cater emergency.

Preventive Maintenance

Supply firm where applicable shall be responsible for preventive maintenance of the installed equipment and company shall also provide the schedule and record of same to hospital's staff.

Note: - The management of Sheikh Zayed Medical College/Hospital, Rahim Yar Khan will have the rights to cancel the contract of the firm with non-compliant to any of the above-mentioned TOR,s

Time of Contract

The contract shall be for a period of one year from the date of issuance of award and extendable for 03 months further or earlier till the completion of next year contract.

GENERAL CONDITIONS OF CONTRACT

1. Definitions

In this the following terms shall be interpreted as indicated against each;

- a. **"The Contract"** is a contract for the supply of stores at specified rates during the period covered by the contract. The Contract may be concluded with one or more contractors.

- b. **“The Price”** means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
- c. **“The Goods”** means medical gases, and maintenance of the cylinders as mentioned in inspection criteria which the Supplier is required to supply to the Procuring Agency under the Contract.
- d. **“The Services”** means those services ancillary to the supply of goods, and other such obligations of the Supplier covered under the Contract.
- e. **“The Procuring Agency”** means The Sheikh Zayed Medical College/Hospital, Rahim Yar Khan.
- f. **“The Supplier”** means the individual or firm supplying the goods under this Contract.

2. Application

These General Conditions shall apply to the extent that they are not inconsistent / superseded by provisions of other parts of the Contract

3. Country of Origin

All goods and related services to be supplied under the contract shall have their origin in eligible source countries and all expenditures made under the contract shall be limited to such goods and services. For the purposes of this clause, “origin” means the place where the goods are produced through manufacturing or processing, or the place from which the related services are supplied

4. Standards

The goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications (i.e. BP specifications / STP as per prevailing law).

5: Use of Contract Documents and Information

- i) The Supplier shall not disclose the Contract, or any provision thereof, or any specification, or information furnished by or on behalf of the Procuring Agency in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract.
- ii) The Supplier shall not, without the Procuring Agency’s prior written consent, make use of any document or information enumerated in condition of contract except for purposes of performing the Contract.
- iii) Any document, other than the Contract itself, enumerated in condition of contract shall remain the property of the Procuring Agency and shall be returned if so required by the Procuring Agency.
- iv) The Supplier shall permit the Procuring Agency to inspect the Supplier’s accounts and records relating to the performance of the Supplier.

6. Patent Rights

The Supplier shall indemnify the Procuring Agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the country.

7. Inspections and Test / Analysis

- i. The Procuring Agency or its representative shall have the right to inspect and/or to test the goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring Agency.
- ii. The cost of such lab tests shall be borne by the Manufacturer/ Supplier.
- iii. The Procuring Agency's reserves the right to inspect, test and, where necessary, reject the goods and the same shall in no way be limited or waived by reason of the goods having previously been inspected, tested, and passed by the Procuring Agency or its representative.
- iv. The supplier will be responsible for free replacement of stocks if the same is not found to be of the same specifications as required in the Invitation of Bids.
- v. Nothing in General Conditions of Contract shall in any way release the Supplier from any warranty or other obligations under this Contract.

8. Chemical and physical examination of goods

- i. All the Goods shall be acceptable subject to physical examination. The Inspection Committee constituted by the Consignee shall carry out the physical examination after receipt of supplies.
- ii. If the Goods supplied are found during physical examination / inspection to be against the required specifications, approved samples, etc, even if it is of standard quality, the Procuring Agency may reject the goods, and the Supplier shall either replace the rejected goods or arrange alterations necessary for rectification of observation, to meet the required specifications free of cost. In case after replacement or alteration, the Inspection Committee again declare the item as of against the required specifications, the supply would completely be rejected and the goods will be destroyed by the procuring agency. The firm may be blacklisted minimum for two years; onus of proof of innocence shall be on the supplier.

9. Delivery and Documents

The Supplier in accordance with the terms specified in the Bidding Documents shall make delivery of the goods. The details of documents to be furnished by the Supplier are specified in Special Conditions of the Contract.

10. Insurance

The goods supplied under the Contract shall be delivered duty paid.

11. Incidental Services

The Supplier shall be required to provide the incidental services as specified in Special Conditions of the Contract.

12. Bill Warranty

The supplier will provide bill warranty for each invoice for the payment that the Medical Gases supplied are fit for human consumption.

13. Payment

The method and conditions of payment to be made to the Supplier under this Contract shall be specified in Special Conditions of the Contract. The currency of payment is Pak. Rupees.

14. Prices

Prices charged by the Supplier for goods delivered under the Contract shall not vary from the prices quoted by the Supplier in its bid and shall remain the same till expiry of the original bid validity period provided the Procuring Agency's request for bid validity extension. Further the supplier will give a certificate that the prices charged are not more than the prices quoted/charged in any other institution. If there is any discrepancy and found that excess prices have been charged the same will be refunded by the supplier or will be deducted from the pending bills or security whichever is available.

15. Contract Amendments

No variation in or modification of the terms of the Contract shall be made except by written amendment.

16. Subcontracts

The Supplier shall not be allowed to sublet the job and award subcontracts under this Contract.

17: Delays in the Supplier's Performance

Delivery of the goods shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Agency. If at any time during performance of the Contract, the Supplier should encounter conditions impeding timely delivery of the goods, the Supplier shall promptly notify the Procuring Agency in writing of the fact of the delay, its likely duration and its cause(s). The Procuring Agency may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the Procuring Agency by amendment of its supply order. A delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages. unless an extension of time is agreed upon without the application of liquidated damages.

18. Penalties / Liquidated Damages

In case of supply of substandard product the destruction cost will be borne by the firm. If the firms provide substandard item and fail to provide the item as per specification laid down in the Technical Specification Form / Tender Enquiry, the procuring agency shall be entitled to make other arrangement at the risk / expense of the Contractor / Supplier Firm, the price difference shall be paid by the Firm.

19. Termination for Default

The Procuring Agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate the Contract in whole or in part, if the Supplier fails to deliver any or all installments of the goods within the period (s) specified in the Contract, or within any extension thereof granted by the Procuring Agency, or if the Supplier fails to perform any other obligation(s) under the Contract and if the Supplier, in the judgment of the Procuring Agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract

20. Force Majeure

Notwithstanding the provisions of general conditions of contract the Supplier shall not be for forfeiture of its Performance Guaranty' bid Security, or termination/ blacklisting for

default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure. For the purposes of this clause Force Majeure means an act of God or an event beyond the control of the Supplier and not involving the Supplier's fault or negligence directly or indirectly purporting to mismanagement and/or lack of foresight to handle the situation.

Such events may include but are not restricted to acts of the Procuring Agency in its sovereign capacity, wars or revolutions, fires, floods, earthquakes, strikes, epidemics. If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Agency in writing with sufficient and valid evidence of such condition and the cause thereof. The Committee of Sheikh Zayed Medical College/Hospital, Rahim Yar Khan constituted for Redressing of grievances, shall examine the pros and cons of the case and all reasonable alternative means for completion of purchase order under the Contract and shall submit its recommendations to the competent authority. However, unless otherwise directed by the Procuring Agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek reasonable alternative means for performance not prevented by the Force Majeure event.

21. Termination for Insolvency

The Procuring Agency may at any time terminate the Contract by giving written notice of one month time to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination shall be without compensation to the Supplier, provided that such termination shall not prejudice or affect any right of action or remedy which has accrued or shall accrue thereafter to the Parties.

22. Arbitration and Resolution of Disputes

The Procuring Agency and the Supplier shall make every effort to resolve amicably by direct negotiation any disagreement or dispute arising between them under or in connection with the Contract. If, after thirty (30) days from the commencement of such negotiations, the Procuring Agency and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred to the Arbitrator for resolution through arbitration. In case of any dispute concerning the interpretation and/or application of this Contract shall be settled through arbitration. The Medical Director or his nominee shall act as sole arbitrator. The decisions taken and/or award made by the sole arbitrator shall be final and binding on the Parties

23. Governing Language

The Contract shall be written in English language. All correspondence and other documents pertaining to the Contract, which are exchanged by the Parties, shall be written in English.

24. Applicable Law

This contract shall be governed by the laws of Pakistan and the courts of Pakistan shall have exclusive jurisdiction.

25. Notices

- a. Any Notice given by one party to the other pursuant to this contract shall be sent to the other party in writing and confirmed to other party's address specified in Special Conditions of Contract.
- b. A notice shall be effective when delivered or on the notice's effective date, whichever is later.

SPECIAL CONDITIONS OF CONTRACT

1. Definitions

- i. **The Procuring Agency:** is Sheikh Zayed Medical College/Hospital, Rahim Yar Khan.
- ii. **The Supplier:** is the individual or firm supplying the goods under this contract.

2. **Country of Origin** All goods and related services to be supplied under the contract must be under general conditions of the contract.

3. **Bid Security @ 2%** of the estimated cost of the each item as mentioned in the schedule in the requirement in the shape of call deposit to be attached with the technical proposal.

4. Performance Guaranty/ Security:-

After the award, 5% of the total award value will be submitted by the successful bidder as performance guarantee.

5. Inspection and Tests

Inspection of the goods shall be in accordance with the conditions of contract. After delivery at Sheikh Zayed Medical College/Hospital, Rahim Yar Khan warehouse the goods shall be inspected /examined as per standard pressure & weight (1875-2000 PSI). In case of any deficiency, the Supplier shall be bound to rectify it free of cost.

6. Delivery and documents

The Supplier shall provide the following documents at the time of delivery of goods to Consignee' for verification and onward submission to quarter concerned, duly completed in all respect for payment.

- ✓ Original copies of Delivery Note / Challan showing name of destination to which delivery is to be made, item's description
- ✓ Original copies of the Supplier's invoices (in triplicate) showing warranty, name of Procuring Agency, item's description, quantity, per unit cost, and total amount after each delivery i.e. daily basis.

- ✓ Original copies of the Sales Tax Invoices (where applicable) in showing name of destination to which delivery is to be made, item's description, quantity, per unit cost (without GST), amount of GST and total amount with GST.
- ✓ All above documents must be computerized. Handmade documents shall not be accepted.

7. Insurance

The goods supplied under the Contract shall be delivered duty paid, under which the risk is transferred to the Procuring Agency after having been delivered; hence insurance coverage is Supplier's responsibility therefore, they may arrange appropriate coverage.

8. Incidental Services

The following incidental services shall be provided and the cost of which should include in the total bid price.

9. Bill Warranty

The supplier will provide bill warranty for the payment that the Medical Gases supplied are fit for human consumption. And this warranty shall be printed on daily invoices.

10. Payment

The Payment shall be in Pak Rupees. The payment shall be made to the Supplier on monthly basis on receipt of original delivery challan (s) and invoice(s) including those of GST (if applicable) in duplicate duly completed in all respect and signed & stamped by the store officer / signed and stamped by Consignee.

11. Penalties/ Liquidated Damages

In case where the deliveries as per contract are not completed within the time frame specified in the schedule of requirement, the Contract to the extent of non-delivered portion of supply may be cancelled followed by a Show Cause Notice. No supplies shall be accepted and the bid security will be forfeited and the firm shall be blacklisted minimum for a period of two years if the firm fails to supply the whole installments.

12. Gas Cylinders

The successful bidder will provide gas cylinders on loan basis (free of cost) as per requirement of the Hospital. These cylinders will be returned to the firm with the completion/termination of contract.

13. Arbitration and Resolution of Disputes

In case of any dispute, concerning the interpretation and / or application of this Contract shall be settled through arbitration. The Management of Sheikh Zayed Medical College/Hospital, Rahim Yar Khan or his nominee shall act as sole ARBITRATOR. The decisions taken and/or award made by the sole arbitrator shall be final and binding on the Parties.

14. Governing Language

The language of this Contract shall be in English.

15. Applicable Law

This Contract shall be governed by the laws of Pakistan and the courts of Pakistan shall have exclusive jurisdiction.

16. It Is Reiterated That

- The contract shall be for a period of one year from the date of issuance of award and extendable for 03 months further or earlier till the completion of next contract for the year 2024-2025.
- The supplier will ensure quality and quantity of gases and provide certificate on each delivery invoice that the supplies are according to the specification and standard temperature and pressure.
- The supplier will have to supply the gases on credit basis as and when required during the contract period.
- The contractor will have to ensure the prompt supply of gases to the Hospital as the gases are lifesaving and of emergency nature. The contractor cannot stop supply by its own and will be responsible in case of any breakdown of supply of gases.
- Repair of Cylinders and replacement of valves etc. will be required on work order by the competent authority and no bill will be entertained without it.
- The company will provide a certificate giving in detail of parts replaced and the repair carried out along with guarantee /warranty period (one year)
- The replaced part/parts will be returned to the Hospital.
- Inspection of repaired items will be conducted by inspection committee of the Hospital to the entire satisfaction of the end-user.
- Samples of valves and spindles must be approved before the finalization of acceptance of rates for the supply of medical gases for the year 2024-25.
- The Hospital authority is competent to amend/delete and add any clause of the contract as and when required in the interest of the public and institution on mutual understanding with the contractor.
- Any installation if required will be provided by the company on free of cost basis to the entire satisfaction of the indenting officer.
- The Management of Sheikh Zayed Medical College/Hospital, Rahim Yar Khan is competent to cancel the contract at any stage after serving the one-month advance notice, however in case of serious irregularity on the part of the firm which caused loss to the Hospital, the contract will be liable to be cancelled with immediate effect and security partially or fully will be forfeited as deemed suitable by the Management of Sheikh Zayed Medical College/Hospital, Rahim Yar Khan.

The medical gases will be procured as and when required by the Hospital on daily basis.

17. Provision of validated calibration charts for supply of liquid gas via vehicles.

The firm is hereby directed to provide validated calibration charts as per international standards for each vehicle to supply the liquid gas. In addition, the firm will acknowledge this provision of chart on judicial stamp paper of worth RS.100/- along with submission of bid. Moreover, if procuring agency find any discrepancy in the readings of provided charts as per international standards at any stage then the said agency have right to take action under rules.

18. REPAIR AND MAINTENANCE SERVICES

- **Regular Cleaning and Maintaining of the Central Medical Gases Supply System including compressor.**
- **Installation of at-least 04 Air Compressors to meet with increased in consumption of Air.**
- **Repair of Leakages in copper piping and gas outlets immediately.**
- **Installation of Auto Drainage System in the Air Receiver Tank.**
- **Installation of Air Conditioning for Temperature Control Environment Required in Compressed Air Room.**
- **Replacement of Air Filters of the Compressor is required every 06 months.**
- **Replacement of Oil and Oil Filters of the Compressors (when required)**
- **Replacement of Dryer's element and separators.**

PREPARATION AND SUBMISSION OF BIDS

I. Language of Bid

The bid prepared by the bidder, as well as all correspondence and documents relating to the bid exchanged by the bidder and the Procuring Agency shall be written in English. Supporting documents and printed literature furnished by the bidder may be in another language provided they are accompanied by an accurate translation in English, in which case, for purposes of interpretation of the

Bid, the translation shall govern.

2. Contents of the Bid

The bid shall comprise the following contents:

- (a) Bid Form and Price Schedule completed in accordance with instruction to bidders (to be submitted along with financial proposal);
 - (b) Documentary evidence established in accordance with instruction to bidders that the bidder is eligible to bid and is qualified to perform the Contract if its bid is accepted;
 - (c) Documentary evidence established in accordance with instruction to bidders that the goods to be supplied by the bidder are eligible goods and conform to the bidding documents; and
 - (d) Bid Security, if any furnished in accordance with instruction to bidders.
- 3 Bid Form & Price Schedule The bidder shall complete the Bid Form and an appropriate Price . Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their strength, packing, quantity, and prices.

3. Bid Prices:

- i. The bidder shall indicate on the appropriate Price Schedule the unit prices of the goods, it proposes to supply under the Contract. Ly
- ii. Form of price Schedule is to be filled in very carefully typed. Every page is to be signed and stamped at the bottom. Any erasing/cutting may lead to the cancellation of the bid.

- iii. The bidder should quote the prices of goods according to the strength / technical specifications as provided in the Form of Price Schedule and Technical Specifications. The specifications of goods, different from the demand of bid enquiry, shall straightway be rejected.
- iv. The bidder is required to offer competitive price. All prices must include the General Sales Tax (GST) and other taxes and duties, where applicable. If there is no mention of taxes, the offered / quoted price shall be considered as inclusive of all prevailing taxes/duties. The benefit of exemption from or reduction in the GST or other taxes shall be passed on to the Procuring Agency.
- v. Prices offered should be for the one year from the date of issuance of award and extendable for three months. Conditional offer shall also be considered as non-responsive.
- vi. While tendering your quotation, the present trend / inflation in the rate of goods and services in the market should be kept in mind. No request for increase in price due to market fluctuation in the cost of goods and services shall be entertained.

4. NO OFFER SHALL BE CONSIDERED IF: -

- I. Received without earnest money.
- II. Received after the last date and time of the receipt
- III. The tender is unsigned.
- IV. The tender is ambiguous.
- V. It is conditional.
- VI. It is from a firm, which is black listed or suspended by the Government of the Punjab.
- VII. It is received by telegram
- VIII. The offer for store is not conforming to specifications indicated in the tender inquiry
- IX. The firms must quote their offers on the prescribed tender form or on their letter head, according to the serial number of the tender inquiry.
- X. Tenders should be addressed to the Medical Superintendent, Sheikh Zayed Hospital, Rahim Yar Khan.
- XI. The firms should quote their rates inclusive of all prevailing taxes both in words as well as in figures.
- XII. No over writing, cutting, crossing etc, appearing in the offer is acceptable. Moreover, all pages of the tender document must also be individually signed.
- XIII. All documents should be authenticated/ certified (sealed and signed) by the quoting firm.

5. **Bid currencies:** Prices should be quoted in Pak Rupees.

6. Documents Establishing bidder's Eligibility and Qualification

- i. The bidder shall furnish, as part of its technical bid, documents establishing the bidder's eligibility to bid and its qualifications to perform the Contract if its bid is accepted.
- ii. The Procuring Agency shall ordinarily be under an obligation to process and evaluate the bid within the stipulated bid validity period. However, under exceptional circumstances and for reason to be recorded in writing, if an extension is considered necessary, all those who have submitted their bids shall be asked to extend their respective bid validity period. Such extension shall be for not more than the period equal to the period of the original bid validity.

- iii. bidders who
 - a. agree to the Procuring Agency's request for extension of bid validity period shall not be permitted to change the substance of their bids; and
 - b. Do not agree to an extension of the bid validity period shall be allowed to withdraw their bids without forfeiture of their bid securities (earnest money).

7. Format and Signing of Bid:

The bidder shall prepare and submit its bid along with original purchase receipt. The bid shall be typed or written in indelible ink and shall be signed by the bidder or a person or persons duly authorized to bind the bidder to the Contract. The person or persons signing the bid shall initial all pages of the bid, except for un-amended printed literature.

SUBMISSION OF BIDS

1. Sealing and Marking of Bids

The envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and eligible letters to avoid confusion. The inner and outer envelopes shall be sealed and:

- a) be addressed to the Procuring Agency at the address given in the Invitation for Bids and;
- b) Bear the name and number indicated in the Invitation for Bids.
- c) The inner envelopes shall also indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared as "non-responsive" or "late".
- d) If the outer as well as inner envelopes are not sealed and marked as per instruction to bidders, the Procuring Agency shall assume no responsibility for the bid's misplacement or premature opening and shall be rejected forth with.

2. Deadline for Submission of Bids

Bids must be submitted by the bidder and received by the Procuring Agency at the address specified under instruction to bidders, no later than the time and date specified in the invitation for Bids. The Procuring Agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with instruction to bidders, in which case all rights and obligations of the Procuring Agency and bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.

3. Late bid

Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring Agency shall be rejected and returned unopened to the bidder

4. Withdrawal of Bids

The bidder may withdraw its bid after the bid's submission and prior to the deadline prescribed for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified in instruction to bidders.

OPENING AND EVALUATION OF BIDS

a) Opening of Bids

- i. The Procuring Agency shall initially open only the envelope marked “TECHNICAL PROPOSAL” in the presence of bidders’ representatives who choose to attend, at the time, on the date, and at the place specified in the Invitation for Bids. The bidders’ representatives who are present shall sign the Attendance Sheet as evidence of their presence. However, the sealed envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of Procuring Agency without being opened and till completion of the technical evaluation process.
- ii. The bidders’ names, item(s) for which they quoted their rate and such other details as the Procuring Agency, at its discretion, may consider appropriate, shall be announced at the opening of technical proposal. No bid shall be rejected at technical proposal / bid opening, except for late bids, which shall be returned unopened to the bidder. However, at the opening of Financial Proposals (the date, time and venue would be announced later on), the bid prices, discounts (if any), and the presence or absence of requisite Bid Security and such other details as the Procuring Agency, at its discretion, may consider appropriate, shall be announced.
- iii. The Procuring Agency shall prepare minutes of the bids opening (technical and financial).

b) Clarification of Bids

During evaluation of the bids, the Procuring Agency may, at its discretion, ask the bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted

c) Preliminary Examination

- iv. The Procuring Agency shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- v. The Documentary evidence of the bidder's eligibility to the procuring agency satisfaction that the bidder, at the time of submission of its bid, is eligible as defined under instruction to the bidders
- vi. The documentary evidence (to be submitted along with technical proposal) of the bidder’s qualifications to perform the Contract if its bid is accepted shall establish to the Procuring Agency’s satisfaction:
 - ✓ In case of Manufacturer documentary proof including authority letter/manufacturing license / registration certificate, to the effect that they are the original manufacturer of the required specifications of goods, shall be provided.
 - ✓ National Tax Number (NTN) and General Sales Tax Number (GST) (if applicable) with documentary proof shall have to be provided by each bidder in the tender.
 - ✓ The bidder shall submit an affidavit on legal stamp paper of Rs. 100/- that their firm is not blacklisted on any ground by any Government (Federal/Provincial/District), a local body or a Public Sector Organization. The bidder shall be debarred from bid on account of submission of false statement.
 - ✓ **The bidder should have minimum one-year experience in the market for cylinder based medical gases and minimum three-year experience for liquid**

oxygen medical gases. Similarly, it is mandatory that the item to be quoted by the bidder / Manufacturer should have availability in the market minimum for the last one year / three years respectively. Documentary proof shall have to be provided in this regard.

- ✓ The bidder is required to provide with the Technical Proposal, the name of item(s) for which they have quoted their rates in the Financial Proposals.
- ✓ The bidder shall provide a list of plant, major machinery and equipment installed in the factory.

4. The Documents Establishing Goods' Eligibility and Conformity to Bidding Documents

- i. The bidder shall furnish along with Technical Proposal, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods, which the bidder proposes to supply under the Contract.
- ii. The documentary evidence of the eligibility of the goods as per standards should also be provided.

5-Bid Security

With reference to supply of medical gases a bid security of 2% of the estimated cost of total quoted bid value as a CDR in the name of Principal, Sheikh Zayed Hospital, Rahim Yar Khan.

6 Bid Validity

- ✓ Bids shall remain valid for the period of 180 days after the date of opening of Technical Bid, prescribed by the Procuring Agency. A bid valid for a shorter period shall be rejected by Procuring Agency as non-responsive.
- ✓ In the financial bids the arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the bidder does not accept the correction of the errors, its bid shall be rejected, and its bid Security may be forfeited. If there is a discrepancy between words and figures, the amount in words shall prevail.
- ✓ The Procuring Agency may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any bidder.
- ✓ Prior to the detailed evaluation, the Procuring Agency shall determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one, which conforms to all the terms and conditions of the bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, such as those concerning Applicable Law, Drugs Act, Taxes & Duties and GMP practices shall be deemed to be a material deviation for technical proposals. The Procuring Agency's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.
- ✓ If a bid is not substantially responsive, it shall be rejected by the Procuring Agency and may not subsequently be made responsive by the bidder by correction of the nonconformity.

EVALUATION OF BIDS

- 1) The Procuring Agency shall evaluate and compare the bids, which have been determined to be substantially responsive.
- 2) The Procuring Agency's evaluation of technical proposal / bid shall be on the basis of previous performances, inspection of plant/ factory / premises (if found necessary), previous experience, financial soundness and such other details as the Procuring Agency, at

its discretion, may consider appropriate, shall be considered. However, the evaluation of financial proposal shall be on the basis of price inclusive of prevailing taxes and duties in pursuant to instruction to bidders.

- 3) All bids shall be evaluated in accordance with the evaluation criteria and other terms & conditions set forth in these bidding documents.
- 4) A bid once opened in accordance with the prescribed procedure shall be subject to only those rules, regulations and policies that are in force at the time of issue of notice for invitation of bids.
- 5) Inspection Criteria of Premises visit is Mandatory, the company which will qualify this criteria on will be eligible for technical evaluation. Performa of Premises visit & technical evaluation is hereby attached.
- 6) In case of poor past performance of company with the Sheikh Zayed Medical College/Hospital, Rahim Yar Khan the company may be disqualified, based on the decision of the concerned authority.
- 7) The firm must give the specification of the items offered without the rates for technical evaluation.

THE INFORMATION PROVIDED BY THE FIRM SHOULD BE RELEVANT, CONCISE AND TO THE POINT AS PER BID EVALUATION CRITERIA, UNNECESSARY DOCUMENTATION WILL HAVE A NEGATIVE IMPACT.

- i) After technical evaluation is completed, the financial proposals will be opened. Bidders' attendance at the opening of financial proposals is optional.
- ii) Financial proposals shall be opened publicly in the presence of the bidders or their representatives who choose to attend. The name of the bidders and the technical score of the bidder shall be read aloud. The financial proposal of the bidders who met the minimum qualifying marks shall then be inspected to confirm that they have remained sealed and unopened. These financial proposals shall be then opened and the quoted price read aloud and recorded.

Contacting the Procuring Agency

No bidder shall contact the Procuring Agency on any matter relating to its bid, from the time of the bid opening to the time the Contract is awarded. If the bidder wishes to bring additional information to the notice of the Procuring Agency, it should do so in writing. Any effort by a bidder to influence the Procuring Agency in its decisions on bid evaluation, bid comparison, or Contract award may result in the rejection of the bidder's bid. Canvassing by any bidder at any stage of the Tender evaluation is strictly prohibited. Any infringement shall lead to disqualification in addition to any other penalty Procuring Agency may in its discretion impose.

Qualification & disqualification of bidders

The Procuring Agency shall disqualify a bidder if it finds, at any time, that the information submitted by firm was false and materially inaccurate or incomplete.

Rejection of Bids

The Procuring Agency may reject any or all bids at any time prior to the acceptance of a bid. The Procuring Agency shall upon request communicate to any bidder who submitted a bid, the grounds for its rejection of any or all bids, but is not required to justify those grounds. The Procuring Agency incurs no liability, solely towards bidders who have submitted bids. Notice of the rejection of any or all bids shall be given promptly to the concerned bidders that submitted bids.

Re-Bidding

if the Procuring Agency rejects all bids, it may call for a re-bidding or if deems necessary and appropriate the Procuring Agency may seek any alternative methods of procurement under Rule 59 of the Punjab Procurement Rules-2014, The Procuring Agency before invitation for re-bidding shall

assess the reasons for rejection and may revise specifications, evaluation criteria or any other condition for bidders, as it may deem necessary.

Announcement of Evaluation Report: The Procuring Agency shall declare the results of bid evaluation prior to the award of procurement contract.

AWARD OF CONTRACT / NOTIFICATION OF AWARD

i. Acceptance of Bid and Award criteria

The bidder with the lowest evaluated bid, if not in conflict with any other law, rules, regulations or policy of the Provincial Government, shall be awarded the Contract, within the original or extended period of bid validity.

ii. Procuring Agency's right to vary quantities in case of emergency

The Procuring Agency reserves the right at the time of Contract to issue supply order of the quantity as and when required for use in the Hospital which the firm will be bound to supply as per terms and conditions mentioned in the supply order on day to day basis keeping in view the storage capacity of the Hospital.

iii. Limitations on negotiations

Negotiations may not relate to the price or substance of tenders or proposals specified by the bidder in his tender, but only to minor technical, Contractual or logistical details.

As guidance only, negotiations may normally relate to the following areas:

- minor alterations to technical details, such as the terms of reference.
- minor amendments to the Special Conditions of Contract;
- finalizing the payment arrangements;
- mobilization arrangements;
- agreeing final delivery or completion schedules to accommodate any changes required by the procuring agency.
- inputs required from the procuring agency;
- clarifying details that were not apparent or could not be finalized at the time of bidding;

Negotiations shall not be used to:

- substantially change the technical quality or details of the requirement, including the tasks or responsibilities of the bidder or the performance of the goods,
- substantially alter the terms and conditions of Contract;
- reduce unit rates or reimbursable costs, provided that in case of exceptional circumstances like exorbitant rate, rates higher than prevailing market rates, negotiation may be adopted;
- Substantially alter anything which formed a crucial or deciding factor in the evaluation of the Tenders or proposals.

Notification of Award

Prior to the expiration of the period of bid validity, the Procuring Agency shall notify the successful bidder in writing by registered letter, that its bid has been accepted. The notification of award shall constitute the formation of the Contract.

Purchase Order: -

- i. Procuring Agency shall ask for supply of medical gases on day-to-day basis even on Sunday and gazetted holidays. Supply can also be asked by the Procuring Agency at any time during emergency. If the successful bidder fails to comply with the supply order then the firm shall be blacklisted minimum for two years and the bid security be forfeited. In

such situation, the Procuring Agency may make the award to the next lowest evaluated bidder or call for new bids.

- ii. Failure of the successful bidder to comply with the requirement of instructions to the bidders shall constitute sufficient grounds for the annulment/termination of the award and forfeiture of the bid Security, in which event the Procuring Agency may make the award to the next lowest evaluated bidder or call for new bids.

CORRUPT OR FRAUDULENT PRACTICES

- a. The Procuring Agency' requires that the Procuring Agency as well as bidders/ Contractors observe the highest standard of ethics during the procurement and execution of such Contracts. In pursuance of this policy, the Procuring Agency defines. for the purposes of this provision, the terms set forth below as follows:
- b. **"corrupt practice"** means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in Contract execution; and
- c. **"fraudulent practice"** means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract to the detriment of the Procuring Agency, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Procuring Agency of the benefits of free and open competition;
- d. Shall reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the Contract in question;
- e. Shall declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing a Contract; onus of proof will be on the firm.

Conflict of Interest: -

The bidders are required to provide an affidavit for declaration of no conflict of interest regarding professional, objective, and impartial advice, at all times holding the Procuring Agency's interests paramount, strictly avoiding conflicts with other assignments or its own corporate interests, and acting without any consideration for future work.

MEDICAL SUPERINTENDENT

Sheikh Zayed Hospital

Rahim Yar Khan.

Bidder's Signature and Stamp

Name: - _____ Designation: - _____

CNIC No. _____ Address: - _____

Phone Office _____ Mobile No. _____

Email Address _____

Note: All Assessments and procuring procedures i.e. receiving, opening and awarding etc. shall be governed by the Punjab Procurement Rules 2014 with all amendments notified on 13 January, 2014.

SECTION-III

Bid Evaluation Criteria

ELIGIBILITY CRITERIA OF BIDDER

Bidder must have to fill this form carefully and attach the relevant documents just along-with this form in the same sequence as prescribed in the bid form. This criterion will describe the eligibility of bidder failing which bidder will be disqualified and no document will be received later on.

Name of the Firm ----- Name of Tender -----

Date of Opening of Bid -----

A. Liquid oxygen Medical Gas

Sr. #	Detail
01	Original Cash Receipt Rs. 2000/-
02	Attested Copy of N.I.C. copy
03	Call Deposit 2% of the estimated prices (Mentioned in the Schedule of Requirement) of quoted items in the shape of CDR
04	Registration with FBR/ Copy of NTN certificate
05	Copy of Sale Tax Registration
06	Professional Tax
07	Experience Certificate / Performance certificate
08	Financial Statement / Bank Statement of the bidder (last 03 years)
09	Acceptance of terms & conditions. (Attach terms & conditions duly Stamped & Signed.)
10	An Affidavit on legal stamp paper of Rs. 100/- bearing the following wording:-The firm is never blacklisted on any grounds whatsoever & abide by all tender terms and conditions.
11	Price Reasonable Certificate
12	Plant Registration Certificate / Manufacturing Lic. (mandatory)
13	Documentary proof / undertaking in the form of affidavit regarding minimum three-year experience for liquid oxygen medical gases of the bidder related to supply of medical gases is mandatory.
14	Installation of VIE (Vacuum Insulated Evaporator) tank in case of Award of Contract within stipulated delivery period. (Firm will be bound to sustain uninterrupted supply chain of liquid gas. Capacity of tanks may be enhanced if required and firm will be bound to provide tanks accordingly and charges of installation will be beard by firm.

Note: - Copies of all the documents mentioned above must be attached with this list.

B. CYLINDER BASED MEDICAL GASES

Sr. #	Detail
01	Original Cash Receipt Rs. 2000/-
02	Attested Copy of N.I.C. copy
03	Bid Security in the shape of Call Deposit Receipt 2% of the estimated prices (Mentioned in the Schedule of Requirement) of quoted items.
04	Registration with FBR/ Copy of NTN certificate
05	Copy of Sale Tax Registration
06	Professional Tax
07	Experience Certificate / Performance certificate
08	Financial Statement / Bank Statement of the bidder (last one years)
09	Acceptance of terms & conditions. (Attach terms & conditions duly Stamped & Signed.)
10	An Affidavit on legal stamp paper of Rs. 100/- bearing the following wording:-The firm is never blacklisted on any grounds whatsoever & abide by all tender terms and conditions.
11	Price Reasonable Certificate
12	Existence as legal entity/ registered as a company
13	Hydraulic Testing of Cylinders of Compressed Medical Gases
14	Documentary proof / undertaking in the form of affidavit regarding minimum one year experience for cylinder base medical gases related to supply of medical gases is mandatory.

BID EVALUATION CRITERIA

Sr	Subject	Requirement
1	Nationality	Registered office in Pakistan
2	Existence as legal Entity/Registered as a company under partnership act 1932	Registration Certificate
3	History of Non-Performing contracts	Non-Performance of a contract did not occur within last three years, prior to the deadline for application submission based on all information on fully settled dispute or litigation. A fully settled dispute or litigation is one that has been resolved in accordance with the Dispute Resolution Mechanism under the respective contract, and where all appeal instances available to the applicant have been exhausted
4	Financial Statements	Financial Statements shall be submitted for last 3 financial years of the firm. (or since inception incase firm was established during last 3 years)
5	Financial Qualification	Annual Revenue should not be less than 100 Million PKR for last 3 years. Revenue will be validated through Audited Financial Statement
6	Experience of Providing service of similar nature	Participation as supplies of medical gases to similar nature and size in last 5 years (including both ongoing and completed projects). The similarity shall be based on physical size, complexity, methods/technology or other characteristics as described in Section V, Scope of Services. The total value of these projects should be at-least 100 Million PKR
8	Plant Production Capability	Firm Shall explain its production capability, should be matched with the selected number of Hospital requirement
9	Standards of Production / Manufacturing	Firm Shall explain the standards being followed by them for productions
10	Plant/Production Facility Evaluation	<p>1.Checking installation of online analyzers with control to plant shut off in case of low product quality.</p> <p>2.Checking Analyzer Calibration Mechanism.</p> <p>3.Checking Pharmacovigilance mechanism devised to control record and report impurities as pharmacopeia in plant storage</p>

Sr	Subject	Requirement
11	Logistics / Distribution of Product Evaluation	<p>Evaluation of product carrying Capacity, the total capacity for carrying medical gases will be evaluation with respect to total monthly requirement of Hospitals for medical gases included in prequalification.</p> <p>2.Pre and post tanker filling quality check mechanism (Certificate of conformity) to ensure delivery of quality medical gases to storage at customer end.</p> <p>3. Transport tracking facility for reliable supply scheduling and tracking</p>
12	On site Customer Sites installation of storage for medical gases evaluation	<ol style="list-style-type: none"> 1. Assessment of safety measures/ Mechanism installation of storage for Company, adhere to for ensuring safe Medical Gases Evaluation operations of equipment deployed. 2. Current Customer installation or future compliance to HTM, with minimum requirement for following: <ol style="list-style-type: none"> a. Correctly/right sized VIE. b. Vaporizer of appropriate/ respective size to VIE size. c. The VIE control equipment to control the pressure and flow of gas to the pipeline. d. Alarm System for VIE content, VIE low and high pressure, Line low and high Pressure. 3. Preventive Maintenance Mechanism for installation at customer site to ensure consistent product quality storage. 4. Availability of Online inventory mechanism (telemetry).

SECTION-IV

Schedule of Requirement

SCHEDULE OF REQUIREMENT / SUPPLIES

The supplies shall be made to the Hospital on daily basis as per requirement even on Sunday and Gazetted Holidays.

Penalty	In case the contractor / supplier firm fails to adhere the delivery schedule then, its status will be considered blacklisted until and unless, the firm provides genuine reasons for delay in the supplies which may lead to the blacklisting of the firm.
----------------	--

CERTIFICATE

1. We hereby confirm to have read carefully all the terms and condition.
2. We agree to abide by all these instructions and conditions.
3. We also hereby categorically confirm that the stores offered by us are of the particulars and specifications as laid down in your tender enquiry
4. We accept that if the required earnest money is not furnished or any offer is found lacking in any of the requirements of your tender enquiry the offer may be ignored.
5. We hereby confirm to the delivery period mentioned in the supply orders which would be the essence of the contract and which will be strictly adhered to by us.
6. In case of failure we agree unconditionally to accept the recovery of the liquated damages on belated supplies.
7. Certified that the prices charged/quoted against current tender of Sheikh Zayed Medical College/Hospital, Rahim Yar Khan are not more than the prices charged from any other purchasing agency in the period of the contract. In case of any discrepancy, the firm hereby undertakes to refund the prices charged in excess as and when asked to do so.
8. Certified that the offer is in accordance with the instruction to bidder as per PPRA 2014 given along with the tender enquiry.

MEDICAL SUPERINTENDENT

Sheikh Zayed Hospital
Rahim Yar Khan

NAME OF THE TENDERER _____ SIGNATURE _____

POSTAL ADDRESS _____

TELEPHONE NO. _____ NIC NUMBER _____

N.T.NUMBER _____ SALES TAX NO. _____

Please attached the following without which the tender offer will not be acceptable.: -

1. COMPUTERISED NATIONAL IDENTITY CARD INCOME TAX CERTIFICATE
2. SALES TAX CERTIFICATE.
3. PROFILE OF THE COMPANY

SHEIKH ZAYED MEDICAL COLLEGE / HOSPITAL, **RAHIM YAR KHAN.**

Ph # 068-9230164-165-166 (Ext.117 & 274)

Procurement Section (Medicines) 068-9230127 & 068-5870395

Website www.szmc.edu.pk info@szmc.edu.pk. E-Mail- directortechncalszhryk@gmail.com



Tender No. _____

INVITATION OF BIDS, FINANCIAL YEAR 2024-25

BIDDING DOCUMENTS FOR THE PRE-QUALIFICATION / WALK IN REGISTRATION OF VENDORS FOR THE LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC. ON DAY TO DAY BASIS ON PITB PORTAL IN SHEIKH ZAYED HOSPITAL, RAHIM YAR KHAN, FINANCIAL YEAR 2024-25.

THIS DOCUMENT CONTAINS FOLLOWING PARTS	
Section-1	Advertisement (Letter of Invitation)
Section-II	Bidding Documents for the local purchase of medicines / surgical disposable medical devices etc. On day-to-day basis on PITB portal in sheikh Zayed hospital, Rahim Yar Khan
Section-III	Evaluation Criteria & Bid Forms

SECTION-I

Advertisement (Letter of Invitation)

SHEIKH ZAYED MEDICAL COLLEGE/HOSPITAL, RAHIM YAR KHAN

INVITATION FOR BIDS (FINANCIAL YEAR 2024-25)

ADVERTISEMENT NOTICE OF THE TENDERS FOR THE BULK PURCHASE (FRAMEWORK CONTRACT) OF MEDICINES (INHALATIONS / INJECTIONS / INFUSIONS & IV FLUIDS), MEDICINES (ORAL DOSAGE FORMS / MISC. DOSAGE FORMS), SURGICAL DISPOSABLE MEDICAL DEVICES (DRUG & NON-DRUG ETC) SURGICAL DISPOSABLE MEDICAL DEVICES (SYRINGES & IV CATHETERS, IV TRANSFUSION SETS ETC.) MEDICAL GASES (LIQUID OXYGEN MEDICAL GAS AND CYLINDER BASED MEDICAL GASES), LABORATORY KITS, CHEMICALS & REAGENTS, BLOOD GAS ANALYZER, DIALYSIS ITEMS, GENERAL X-RAY FILMS, C.T. SCAN FILMS, MRI FILMS, DIGITAL X-RAY FILMS, FLUOROSCOPY FILMS (WITH ENVELOPES), DENTAL X-RAY FILMS, ANGIOGRAPHY / ANGIOPLASTY ITEMS, CARDIAC SURGERY ITEMS, DENTAL MATERIAL, PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LIMITED / PETTY PURCHASE THROUGH QUOTATION OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC (LPQ), PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC. ON DAY TO DAY BASIS (LPDD), LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE ITEMS (ZAKAT FUND), FINANCIAL YEAR 2024-25.

Management of Sheikh Zayed Medical College/ Hospital Rahim Yar Khan, invites sealed bids / tenders from the eligible bidders i.e. manufacturers / their authorized distributors and in case of imported goods, their authorized sole agents / importers / distributors in Pakistan who are registered with income tax and sales tax authorities / Licensed with Drug Regulatory Authority of Pakistan, for the bulk (framework contract) procurement of Medicines (inhalations / injections / infusions & iv fluids), Medicines (oral dosage forms / misc. Dosage forms), Surgical Disposable Medical Devices (drug & non-drug etc.) Surgical Disposable Medical Devices (syringes & iv catheters, iv transfusion sets etc.) Medical Gases (liquid oxygen medical gas and cylinder based medical gases), Laboratory Kits, Chemicals & Reagents, Blood Gas Analyzer, Dialysis Items, General X-Ray Films, C.T. Scan Films, MRI Films, Digital X-Ray Films, Fluoroscopy Films (with envelopes), Dental X-Ray Films, Angiography / Angioplasty Items, Cardiac Surgery Items, Dental Material, Pre-qualification / registration of vendors for the limited / petty purchase through quotation of medicines / surgical disposable medical devices etc. (LPQ), Pre-qualification / registration of vendors for the local purchase of medicines / surgical disposable medical devices etc. on day-to-day basis (LPDD), local purchase of medicines / surgical disposable items (zakat fund), financial year 2024-25.

Detail of sale and receipt of tenders are shown against each item head.

1. Interested bidders may get the bidding documents from Procurement section of this institution on submission of written application along with payment of non-refundable fee of Rs. 2000/- (Two thousand only), as per schedule given below during working hours only, immediately after the publication of this advertisement. A copy of the bidding documents/ requirements is also available for information on institutional website / PPRA website. www.szmc.edu.pk info@szmc.edu.pk. / www.ppra.gov.pk
2. The bidder shall furnish a bid security of 2% of estimated cost in the form of call deposit in the name of the Principal, Sheikh Zayed Medical College/Hospital, Rahim Yar Khan (Refundable) in Pak Rupees, without which the offer shall be ignored. Sealed bids are required to be brought in person by the authorized representative of the interested bidders on proposed dates up-to 10:30 am and will be opened on the same day at 11:00 am in the committee room of this institute in the presence of the bidders or their authorized representatives. Bids received after due time will not be entertained.
3. PPRA Rules 2014 along-with all amendments will be followed.
4. Rates should be on FOR basis as free delivery to the consignee's end in Pak Rupees, however bidder can also quote the rates in foreign currency as L.C. and C&F basis.
5. For detailed terms and conditions / method for the preparation and submission of bids, please consult the bidding documents.
6. Samples of each item from fresh batch must be provided at the time of submission of bid in the quantity / specification as mentioned in bidding documents.
7. In case the date of opening or last date of sale is declared as the public holiday by the Government or non-working day due to any reason, the next official working day shall be deemed to be the date of sale and submission and opening of tenders accordingly, the time and venue shall remain the same.
8. Single stage- two envelop procedure, as per Rule 38 (2) (A) of PPRA Rules 2014, shall be applied.

9. Bid validity period shall be 180 days.

Note: All assessments and procuring procedures i.e. receiving, opening and awarding etc. shall be governed by the Punjab Procurement Rules 2014.

Sr. No.	Description/Tender Name	Issuance Date of Tender Documents	Date of Receipt /opening of bids 10:30am / 11:00am	Call Deposit
01	Bulk Purchase of General X-ray films, C.T. Scan films, MRI Films, Digital X-Ray Films, Fluoroscopy Films, Dental x-ray Films (with Envelopes)	Immediately after publication of advertisement	06-04-2024	2% of the estimated cost of quoted items
02	Bulk purchase of Angiography / Angioplasty items		06-04-2024	2% of the estimated cost of quoted items
03	Bulk purchase of Cardiac Surgery Items,		06-04-2024	2% of the estimated cost of quoted items
04	Bulk purchase of Medical Gases (liquid oxygen medical gas and cylinder based medical gases)		06-04-2024	2% of the estimated cost of quoted items
05	Local purchase of medicines / surgical disposable items (zakat fund)		06-04-2024	Rs. 100000/-
06	Bulk Purchase of Laboratory Kits, Chemicals & Reagents.		06-04-2024	2% of the estimated cost of quoted items
07	Bulk purchase of Medicines (inhalations / injections / infusions & iv fluids),		08-04-2024	2% of the estimated cost of quoted items
08	Bulk purchase of Medicines (oral dosage forms / misc. dosage forms),		08-04-2024	2% of the estimated cost of quoted items
09	Local purchase of medicines / surgical disposable items (chit system pre-qualification / registration of multiple vendors on Day to Day Basis (LPDD)		08-04-2024	Rs. 50000/-
10	Pre-qualification / Registration of Vendors for the Limited / Petty Purchase Through Quotation of Medicines / Surgical Disposable Items etc. (LPQ)		08-04-2024	Rs. 20000/-
11	Bulk purchase of surgical disposable medical devices (Drug & Non-Drug and PPE, s Items etc.),		09-04-2024	2% of the estimated cost of quoted items
12	Bulk purchase of surgical disposable medical devices (syringes & iv catheters, iv transfusion sets etc.)		09-04-2024	2% of the estimated cost of quoted items
13	Bulk Purchase of Dialysis items		09-04-2024	2% of the estimated cost of quoted items
14	Bulk Purchase of Blood Gas Analyzer		09-04-2024	2% of the estimated cost of quoted items
15	Bulk purchase of Dental Material		09-04-2024	2% of the estimated cost of quoted items

BID DATA SHEET

Description	Detail
Commencement of Sale of Bidding Documents	From the date of advertisement on all working days during office timing.
Last date of sale of Bidding Documents	08-04-2024
Last date and time for the receipt of bids	08-04-2024 up to 10:30am
Date, time and venue of opening of technical bids	08-04-2024 up to 11:00 am Committee room of Sheikh Zayed Hospital, RYK.
Language of bid	Urdu / English
Bid Security	Rs. 50000/- in the shape of CDR in the name of Principal, SZMC/SZH, R.Y. Khan.
Bid Evaluation Criteria	As mentioned in Section-III of bidding documents
<p>Address for communication: -</p> <p>OFFICE OF THE DIRECTOR TECHNICAL / DRUGS CONTROLLER PROCUREMENT SECTION (MEDICINE) SHEIKH ZAYED HOSPITAL RAHIM YAR KHAN. Ph # 068-5870395 Ph # 068-9230164-117, Fax # 068-9230162</p>	

SECTION-II

Instruction to Bidders

Mode of Local Purchase of Day-to-Day Basis.

Local purchase on day-to-day basis of medicines & surgical disposable etc. through online PITB portal shall be processed by inviting at-least 5 or more registered LPDD vendors.

MINIMUM TERMS & CONDITIONS FOR THE SUPPLY OF MEDICINES & SURGICAL DISPOSABLE ETC. TO BE FOLLOWED BY THE REGISTERED (LPDD) VENDORS.

1. The vendors are invited for walk-in registration of LPDD bearing valid drug sale license. Attested photocopy of CNIC of proprietor must be attached with the tender documents.
2. The LPDD vendor shall supply all the medicines and surgical disposable item etc. as per provision of the Drug Act 1976/DRAP Act 2012 and rules framed thereunder and prevailing drug sales rules. Compliance of all relevant rules / regulations / laws for sale of medicines / surgical disposable etc. shall be the responsibility of the LPDD vendor.
3. The LPDD vendor shall supply the brands of medicines and surgical disposable etc. approved by P&TC in same strength and pack size and dosage form, without any deviation.
4. Offered / quoted discounts on each category of medicines / surgical disposable shall be based on maximum Retail Price (MRP) of the medicines / surgical disposable etc. fixed by the Drug Regulatory Authority of Pakistan (DRAP). For registered surgical disposables etc. Where MRP is not fixed by DRAP, P&TC shall finalize and notify the price considering rate of same items from different hospitals & market survey. The notified list of these surgical disposable etc. shall be forwarded to the PITB for configuration with the PITB's online LPDD Portal.
5. The registered LPDD vendor shall participate in daily online bidding of LPDD items. In case of failure to participate in online bidding consecutively for five days, the registration of the LPDD vendor shall be suspended by the hospital. Subject to payment as stated at Sr. No. (vi) below, upon written request along with an affidavit on a stamp paper worth Rs. 100/- that he shall comply with the requirement of participation in online bidding process in future, the suspension of registration shall be withdrawn by the hospital.
6. A registered LPDD vendor who has not submitted bid for 5 consecutive days on the PITB's online LPDD portal shall be penalized for 0.5% of the total cost of the 05 days local purchase value. PITB shall identify and notify those LPDD vendors who do not submit their online bid for consecutive five days and calculate the amount of penalty and shall intimate to the procuring agency / hospital for recovery.
7. In case of shortage of medicines / surgical disposable etc. in the market, the registered LPDD Vendor shall bring the matter into the notice of the hospital. The hospital through LPVC after due diligence may relax the condition of minimum discount, prescribed shelf life and any other parameter not inconsistent with the Drug Act 1976 / DRAP Act 2012 and rules framed thereunder to ensure untrapped supply of medicines / surgical disposable etc. The offered price shall not exceed the MRP fixed by DRAP. Such case shall be approved by the Head of Institution (vice Chancellor / Principal / Executive Director / Dean as the case may be) and shall be reported in monthly report of shortage of medicines and surgical disposable items etc. to Chief Drug Controller, Punjab, and SHC&ME Department.
8. A registered LPDD vendor if found indulged in corrupt, fraudulent malpractices and fails to fulfill the contractual obligations or commits any act detrimental to the public interest shall be blacklisted by the procuring agency.
9. Registration of LPDD vendor shall be valid upto 30th September irrespective of the date of application / registration, and extendable on yearly basis subject to submission of application,

fulfillment of prevailing eligibility criteria, terms & conditions for supply of medicines & surgical disposable etc. & satisfactory performance.

10. Registration of LPDD vendor, who has failed to participate in the LPDD bidding process for more than 5 consecutive days four times, shall be cancelled, such LPDD vendor shall be debarred from participation in the bidding process on PITB;s online LPDD Portal from any of the hospitals till the next coming 30th September.
11. The LPDD vendor whose registration has been cancelled shall have to submit a new application for registration after the next coming 30th September.
12. A registered LPDD vendor, if proved to be supplying expired stock / spurious drug for found selling Government owned medical supplies shall be ineligible for further participation besides initiation of legal action as per law.
13. Minimum percentage of discount on MRP fixed by DRAP), on Local Purchase on Day-to Day (LPDD) basis **inclusive of all applicable taxes** to be offered by the registered LPDD vendor shall be as follows:

Minimum Discount for Local Purchase on Day – to – Day basis on MRP fixed by DRAP			
Sr. No.	Name	National Firms	Multinational Firms
1.	Medicine (with MRP fixed by DRAP)	10%	6%
2.	Surgical Disposable etc. With MRP fixed by DRAP)	15%	
3.	Surgical Disposable etc. (without MRP) (Rates finalized by P&TC of hospital on the basis of market survey)	15%	

Note: - The hospital for the purpose of healthy competition, transparency and cost effectiveness may add (not delete) terms and conditions for registration of LPDD vendors on the PITB; s online LPDD Portal for swift and secure supply of medicines and surgical disposables to the hospital.

PROCEDURE FOR LOCAL PURCHASE OF MEDICINE AND SURGICAL DISPOSABLE ETC. ON LPDD BASIS.

- a. **Receipt of Bids, Purchase Order generation and stock receipt from the registered LPDD vendors.**
 - i. Receipt of bids / rates from the registered LPDD vendors within 180 minutes of the invitation for bids as per brands already approved by P&TC of the hospital.
 - ii. Financial comparison of the prices offered (inclusive of all applicable taxes and duties) by the registered LPDD vendors on PITB;s online LPDD portal will be prepared on the basis of quoted prices. Such quoted prices must be less than the MRP and such discount shall not be less than the percentage mentioned at clause xii of annexure-B,
 - iii. The registered LPDD vendor offering the lowest price (inclusive of all applicable taxes and duties), as per detail mentioned at Sr No. **5 (b) (ii) above**, shall be declared as the successful bidder.

- iv. Identification of successful LPDD vendor through the PITB;s online LPDD portal and immediate intimation to the hospital concerned along with financial comparative statement of the bidding process. The comparative sheet of quoted rates with names of the items shall also be shared with the competing LPDD vendors (who participate in the online bidding process) within 10 minutes of the end of the bid submission time.
- v. PITB;s online LPDD portal shall automatically generate and share the purchase order of the LPDD indent with the 1st lowest LPDD vendor within 20 minutes of the end of the bid submission time.
- vi. Receipt of LPDD indent (items) in the LP Section from the successful LPDD vendor shall be required within 300 minutes of the end of the bid submission time along with computerized LPDD indent bill properly mentioning the brand, batch & expiry date with warranty of the items (s) supplied in the LPDD indent.
- vii. The items received from the LPDD vendor under the LPDD indent shall be checked as per the bid specifications for brand, batch, expiry date and quantity.
- viii. Data entry of received items shall be done on the PITB;s online LPDD portal by the LP Section of the hospital. The items received under the LPDD indent must have sufficient shelf life (i.e. at least more than three months).
- ix. Defacing of the items received under the LPDD indent shall be done by the LP Section of the hospital.
- x. In case of late delivery of items under the LPDD indent, proper entry shall be made on the PITB,s online LPDD portal, which shall calculate the late deliveries penalty @ 1% of the quoted bid price per hour per item for a maximum of 2 hours. In case of failure to supply the items of LPDD indent by the successful LPDD vendor will be bound to pay the difference in price of 1st lowest and 2nd lowest bid to the hospital within one week failing which his registration as LPDD vendor shall be suspended for one week. If the difference in price is still not paid, even after one week, the registration of such non-compliant allowed to submit any bid on the PITB,s online LPDD portal for any other hospital and his pending liability of late delivery penalty shall be recovered from his outstanding payments.
- xi. Medicines & surgical disposable etc. purchased on LPDD basis shall be exempted from DTL testing as these will be procured from a licensed pharmacy. However, the Medical Superintendent of the hospital may send random samples for testing / analysis to the Drug Testing Laboratory on periodic basis to ensure the satisfactory quality of medicines supplied through local purchase on day-to-day basis.

b. Return of Un-consumed Stock to the LP Bank.

- i. Hospital will ensure establishment of a LP Bank to receive the unconsumed local purchase on day to day basis (LPDD) and limited purchase through quotations (LPQ) indent items. The unconsumed LPDD and LPQ indent items shall be returned by the wards to the LP Section, which shall enter the same on the PITB,s LPDD and limited purchase portals respectively, which will be displayed as available balance with the hospital and deposited in the hospital's LP Bank.
- ii. The LP Section of the hospital shall always check this "LP Bank" and the LP return stock register before placing the next order for LPDD or LPQ on the PITB, s LPDD and limited purchase online portals. In case, any medicines / surgical disposable is available in the LP Bank of the hospital, it shall be utilized first.

- iii. Staff nurse of the ward shall return the unconsumed LPDD or LPQ indent items to the LP Section of the hospital within 2 working days for depositing the same in the LP Bank.
- iv. It shall be mandatory that "LP Return Stock Register" is maintained both by the wards & the LP Section of the hospital duly signed & stamped (with name) by the concerned personnel.
- v. The items available in the LP Bank shall be consumed on first expiry first out (FEFO) basis to be ensured by the officer incharge of LP Section and the LP Bank.

SECTION-II

Evaluation Criteria

MINIMUM CRITERIA FOR REGISTRATION OF VENDORS FOR THE LOCAL PURCHASE ON DAY TO DAY (LPDD) BASIS. FINANCIAL YEAR 2024-25.

1. The interested applicant vendor shall have valid drug sales license issued on Form 9 by the licensing authority.
2. Bid Security Rs. 50000/- to be submitted by the individual interested applicant vendor, which shall be returned upon satisfactory performance after completion of registration period if not extended further. A certificate regarding satisfactory performance may be issued by the LP Section on the recommendation of LPVC under intimation to the Medical Superintendent / Chief Executive Officer of the Hospital.
3. Sales of drugs shall be under the supervision of qualified Pharmacist.
4. A copy of Professional Tax Certificate must be attached with the tender documents.
5. Discount shall be as per the L.P. guidelines of SHC&ME Department.
6. Location of the Pharmacy shall be within 10 KM radius of the hospital. In case the Head of the institution and the Medical Superintendent are of the opinion that radius of 10 KM is limiting and impactful competition, they shall jointly submit the case for relaxation of 10 KM radius to the SHC&ME Department with proper justification. SHC&ME Department shall decide the case on merit within 07 days, and the maximum upper limit of radius may then be enhanced up to the maximum 20 KM.
7. Undertaking on a stamp paper of Rs. 100/- value regarding the following:-
 - a. That proprietor / applicant vendor has read and agreed with all the terms and conditions of Local Purchase on Day-to-day basis.
 - b. That applicant vendor, upon registration, shall actively participate in the daily LPDD bidding process. In case the vendor does not participate in the bidding process for five consecutive days, his registration shall be suspended by the hospital
 - c. That the applicant vendor is not blacklisted by any department.
8. Affidavit by the proprietor / applicant vendor shall be submitted, duly attested by the Notary Public to the effect that the Pharmacy / proprietor is not involved in sale of spurious / substandard drugs / stolen / theft Government supplies.
9. Pharmacy shall have minimum one year experience of sale of medicine / surgical disposables etc.
10. Good storage condition to be verified through inspection by the Procuring Agency.
11. Financial soundness to be determined by the Procuring Agency, keeping in view the value of procurement of medicines / surgical disposables etc. on day-to-day basis.
12. Applicant vendor should be an active taxpayer.
13. The Bidder shall provide firm's balance sheet, latest tax paid, audit inspection report (if undertaken) and at least one year bank statement.

14. Applicant vendor should have the computerized inventory management software to monitor the inventory and record of sale / purchase of medicines / surgical disposable etc. and proper human resource for management and timely transportation of LP indent items.
15. Physically inspection of the Pharmacy before registration by the hospital for verification of submitted information and compliance of goof storage practice may be performed by the Procuring Agency.

MEDICAL SUPERINTENDENT

Sheikh Zayed Hospital

Rahim Yar Khan.

Bidder's Signature and Stamp

Name: - _____ Designation: - _____

CNIC No. _____ Address: - _____

Phone Office _____

Email Address _____ Mobile No. _____

SHEIKH ZAYED MEDICAL COLLEGE / HOSPITAL, **RAHIM YAR KHAN.**

Ph # 068-9230164-165-166 (Ext.117 & 274)

Procurement Section (Medicines) 068-9230127 & 068-5870395

Website www.szmc.edu.pk info@szmc.edu.pk. E-Mail- directortechncalszhryk@gmail.com



Tender No. _____

INVITATION OF BIDS, FINANCIAL YEAR 2024-25

BIDDING DOCUMENTS FOR THE PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LIMITED / PETTY PURCHASE THROUGH QUOTATION OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC. ON PITB PORTAL IN SHEIKH ZAYED HOSPITAL, RAHIM YAR KHAN, FINANCIAL YEAR 2024-25.

THIS DOCUMENT CONTAINS FOLLOWING PARTS

Section-1	Advertisement (Letter of Invitation)
Section-II	BIDDING DOCUMENTS FOR THE PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LIMITED / PETTY PURCHASE THROUGH QUOTATION OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC. ON PITB PORTAL IN SHEIKH ZAYED HOSPITAL, RAHIM YAR KHAN, FINANCIAL YEAR 2024-25
Section-III	Evaluation Criteria & Bid Forms

SECTION-I

Advertisement Letter of Invitation)

SHEIKH ZAYED MEDICAL COLLEGE/HOSPITAL, RAHIM YAR KHAN

INVITATION FOR BIDS (FINANCIAL YEAR 2024-25)

ADVERTISEMENT NOTICE OF THE TENDERS FOR THE BULK PURCHASE (FRAMEWORK CONTRACT) OF MEDICINES (INHALATIONS / INJECTIONS / INFUSIONS & IV FLUIDS), MEDICINES (ORAL DOSAGE FORMS / MISC. DOSAGE FORMS), SURGICAL DISPOSABLE MEDICAL DEVICES (DRUG & NON-DRUG ETC) SURGICAL DISPOSABLE MEDICAL DEVICES (SYRINGES & IV CATHETERS, IV TRANSFUSION SETS ETC.) MEDICAL GASES (LIQUID OXYGEN MEDICAL GAS AND CYLINDER BASED MEDICAL GASES), LABORATORY KITS, CHEMICALS & REAGENTS, BLOOD GAS ANALYZER, DIALYSIS ITEMS, GENERAL X-RAY FILMS, C.T. SCAN FILMS, MRI FILMS, DIGITAL X-RAY FILMS, FLUOROSCOPY FILMS (WITH ENVELOPES), DENTAL X-RAY FILMS, ANGIOGRAPHY / ANGIOPLASTY ITEMS, CARDIAC SURGERY ITEMS, DENTAL MATERIAL, PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LIMITED / PETTY PURCHASE THROUGH QUOTATION OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC (LPQ), PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC. ON DAY TO DAY BASIS (LPDD), LOCAL PURCHASE OF MEDICINES / SURGICAL DISPOSABLE ITEMS (ZAKAT FUND), FINANCIAL YEAR 2024-25.

Management of Sheikh Zayed Medical College/ Hospital Rahim Yar Khan, invites sealed bids / tenders from the eligible bidders i.e. manufacturers / their authorized distributors and in case of imported goods, their authorized sole agents / importers / distributors in Pakistan who are registered with income tax and sales tax authorities / Licensed with Drug Regulatory Authority of Pakistan, for the bulk (framework contract) procurement of Medicines (inhalations / injections / infusions & iv fluids), Medicines (oral dosage forms / misc. Dosage forms), Surgical Disposable Medical Devices (drug & non-drug etc.) Surgical Disposable Medical Devices (syringes & iv catheters, iv transfusion sets etc.) Medical Gases (liquid oxygen medical gas and cylinder based medical gases), Laboratory Kits, Chemicals & Reagents, Blood Gas Analyzer, Dialysis Items, General X-Ray Films, C.T. Scan Films, MRI Films, Digital X-Ray Films, Fluoroscopy Films (with envelopes), Dental X-Ray Films, Angiography / Angioplasty Items, Cardiac Surgery Items, Dental Material, Pre-qualification / registration of vendors for the limited / petty purchase through quotation of medicines / surgical disposable medical devices etc. (LPQ), Pre-qualification / registration of vendors for the local purchase of medicines / surgical disposable medical devices etc. on day-to-day basis (LPDD), local purchase of medicines / surgical disposable items (zakat fund), financial year 2024-25.

Detail of sale and receipt of tenders are shown against each item head.

1. Interested bidders may get the bidding documents from Procurement section of this institution on submission of written application along with payment of non-refundable fee of Rs. 2000/- (Two thousand only), as per schedule given below during working hours only, immediately after the publication of this advertisement. A copy of the bidding documents/ requirements is also available for information on institutional website / PPRA website. www.szmc.edu.pk info@szmc.edu.pk / www.ppra.gov.pk
2. The bidder shall furnish a bid security of 2% of estimated cost in the form of call deposit in the name of the Principal, Sheikh Zayed Medical College/Hospital, Rahim Yar Khan (Refundable) in Pak Rupees, without which the offer shall be ignored. Sealed bids are required to be brought in person by the authorized representative of the interested bidders on proposed dates up-to 10:30 am and will be opened on the same day at 11:00 am in the committee room of this institute in the presence of the bidders or their authorized representatives. Bids received after due time will not be entertained.
3. PPRA Rules 2014 along-with all amendments will be followed.
4. Rates should be on FOR basis as free delivery to the consignee's end in Pak Rupees, however bidder can also quote the rates in foreign currency as L.C. and C&F basis.
5. For detailed terms and conditions / method for the preparation and submission of bids, please consult the bidding documents.
6. Samples of each item from fresh batch must be provided at the time of submission of bid in the quantity / specification as mentioned in bidding documents.
7. In case the date of opening or last date of sale is declared as the public holiday by the Government or non-working day due to any reason, the next official working day shall be deemed to be the date of sale and submission and opening of tenders accordingly, the time and venue shall remain the same.
8. Single stage- two envelop procedure, as per Rule 38 (2) (A) of PPRA Rules 2014, shall be applied.

9. Bid validity period shall be 180 days.

Note: All assessments and procuring procedures i.e. receiving, opening and awarding etc. shall be governed by the Punjab Procurement Rules 2014.

Sr. No.	Description/ Tender Name	Issuance Date of Tender Documents	Date of Receipt /opening of bids 10:30am / 11:00am	Call Deposit
01	Bulk Purchase of General X-ray films, C.T. Scan films, MRI Films, Digital X-Ray Films, Fluoroscopy Films, Dental x-ray Films (with Envelopes)	Immediately after publication of advertisement	06-04-2024	2% of the estimated cost of quoted items
02	Bulk purchase of Angiography / Angioplasty items		06-04-2024	2% of the estimated cost of quoted items
03	Bulk purchase of Cardiac Surgery Items,		06-04-2024	2% of the estimated cost of quoted items
04	Bulk purchase of Medical Gases (liquid oxygen medical gas and cylinder based medical gases)		06-04-2024	2% of the estimated cost of quoted items
05	Local purchase of medicines / surgical disposable items (zakat fund)		06-04-2024	Rs. 100000/-
06	Bulk Purchase of Laboratory Kits, Chemicals & Reagents.		06-04-2024	2% of the estimated cost of quoted items
07	Bulk purchase of Medicines (inhalations / injections / infusions & iv fluids),		08-04-2024	2% of the estimated cost of quoted items
08	Bulk purchase of Medicines (oral dosage forms / misc. dosage forms),		08-04-2024	2% of the estimated cost of quoted items
09	Local purchase of medicines / surgical disposable items (chit system pre-qualification / registration of multiple vendors on Day to Day Basis (LPDD)		08-04-2024	Rs. 50000/-
10	Pre-qualification / Registration of Vendors for the Limited / Petty Purchase Through Quotation of Medicines / Surgical Disposable Items etc. (LPQ)		08-04-2024	Rs. 20000/-
11	Bulk purchase of surgical disposable medical devices (Drug & Non-Drug and PPE, s Items etc.),		09-04-2024	2% of the estimated cost of quoted items
12	Bulk purchase of surgical disposable medical devices (syringes & iv catheters, iv transfusion sets etc.)		09-04-2024	2% of the estimated cost of quoted items
13	Bulk Purchase of Dialysis items		09-04-2024	2% of the estimated cost of quoted items
14	Bulk Purchase of Blood Gas Analyzer		09-04-2024	2% of the estimated cost of quoted items
15	Bulk purchase of Dental Material		09-04-2024	2% of the estimated cost of quoted items

BID DATA SHEET

Description	Detail
Commencement of Sale of Bidding Documents	From the date of advertisement on all working days during office timing.
Last date of sale of Bidding Documents	08-04-2024
Last date and time for the receipt of bids	08-04-2024 up to 10:30am
Date, time and venue of opening of technical bids	08-04-2024 up to 11:00 am Committee room of Sheikh Zayed Hospital, RYK.
Language of bid	Urdu / English
Bid Security	Rs. 20000/- in the shape of CDR in the name of Principal, SZMC/SZH, R.Y. Khan.
Bid Evaluation Criteria	As mentioned in Section-III of bidding documents
<p>Address for communication: -</p> <p>OFFICE OF THE DIRECTOR TECHNICAL / DRUGS CONTROLLER PROCUREMENT SECTION (MEDICINE) SHEIKH ZAYED HOSPITAL RAHIM YAR KHAN. Ph # 068-5870395 Ph # 068-9230164-117, Fax # 068-9230162</p>	

SECTION-II

Instruction to Bidders

MINIMUM TERMS & CONDITIONS FOR THE PRE-QUALIFICATION / REGISTRATION OF VENDORS FOR THE LIMITED / PETTY PURCHASE THROUGH QUOTATION OF MEDICINES / SURGICAL DISPOSABLE MEDICAL DEVICES ETC. ON PITB PORTAL IN SHEIKH ZAYED HOSPITAL, RAHIM YAR KHAN, FINANCIAL YEAR 2024-25.

The vendors are invited for walk-in registration of LPDD bearing valid drug sale license Attested photocopy of CNIC of proprietor must be attached with the tender documents.

Mode of Limited Purchase Through Quotation (LPQ)

Limited purchase through quotation shall be processed by inviting at-least three or more quotations from the manufacturer / sole agents of foreign principals / distributors registered on PITB;s online limited purchase portal.

Procedure / TOR;s For Limited Purchase Through Quotation (LPQ)

1. The request for quotation shall be shared with all the registered LPQ bidders through their login accounts on PITB;s online limited purchase portal.
2. Invitation for quotation shall be for the monetary value prescribed for limited purchase through quotation under rule-59 (b) of the Punjab Procurement Rules (PPR) 2014.
3. The registered LPQ bidders shall submit online quotations for the required category of the goods on the PITB;s online limited purchase portal.
4. PITB;s online limited purchase portal shall reflect cases where minimum three or more quotations are received to the hospital on the online portal. In case less than three quotations are received, the hospital shall again float the request for quotation on PITB;s online limited purchase portal.
5. Receipt of quotations from registered LPQ bidders shall be within three days from the date of online request for quotation with details like brand names, manufactured, strength, dosage forms, expiry dates etc.
6. Financial comparison of the offers received on PITB;s online limited purchase portal will be prepared on the basis of prices (with discount on trade price) of the quoted goods. The registered manufacturers / sole agents of foreign principals / distributors of offering lowest price (inclusive of all applicable taxes and duties) shall be declared as successful. Identification of successful LPQ bidder, display of financial comparative statement of all other participants and intimation to the hospital will be conducted through PITB;s online limited purchase portal.
7. The successful LPQ bidder, as identified by the PITB;s online limited purchase portal, within given timeframe shall be issued supply order in a quantity, keeping in view the monetary limit as prescribed under rule 59 (b) of the PPR 2014).

8. The successful LPQ bidder shall supply the goods within 10 days of the receipt of supply order, with computerized bill mentioning brand, batch and expiry date with warranty as per the Drug Act 1976 / DRAP Act 2012 and rules framed thereunder.
9. Medicines & surgical disposable items etc. i.e. goods procured on limited purchase through quotation shall be exempted from DTL like the local purchase. However, the hospital may sent random samples for test / analysis to Drug Testing Laboratory in order to ensure the quality of goods supplied.
10. Considering the requirement of the goods, the hospital may extend the delivery period with imposition of penalty. The extension shall not exceed the original delivery period in terms of days. The supplies of goods, beyond the specified timeframe, will be received with imposition of penalty @ 0.1% per day of the cost of late delivered supply of that goods upon the supplier.
11. In case of shortage of medicines / surgical disposables etc. in the market, the registered LPQ bidders shall bring the matter in the notice of the hospital. The hospital through local purchase vigilance committee, "LPVC" after due diligence and for reasons to be recorded in writing may relax the condition of minimum discount, prescribed shelf life and any other parameter not in consistence with the Drug Act 1976/DRAP Act 2012 and rules frame thereunder to ensure the uninterrupted supply of medicines and surgical disposable times etc. The offered price, even in such cases, shall not exceed the MRP fixed by DRAP. Such cases shall be approved by the Head of the Institution and shall be reported to PITB for incorporation of any relaxation granted by LPVC. Such matters shall be reported in monthly report of shortage of medicines and surgical disposables to Chief Drug Controller, Punjab and SHC&ME Department.
12. The shelf life of the goods received shall not be less than one (1) year, whereas for vaccines / sera or any other product with total shelf life of one (1) year from the date of manufacturing, such products shall be supplied with minimum six (6) months remaining shelf life at the time of supply.
13. The goods received at the Main Medicine / Surgical Store (as per the terms and conditions) shall be entered in the Medicine Inventory Control System (MICS) immediate by the Officer Incharge of respective stores.
14. Defacing of received stock / goods shall be ensured by the officer incharge of respective stores of the hospital.
15. The LPQ bidders who fail to supply the goods even after the extended period, after being declared as the 1st lowest bidder, shall be imposed a penalty of 5% of quotation value, which shall be paid within one week. If the lowest LPQ bidder fails to submit 5% penalty to the hospital within one week, his registration as LPQ bidder for limited purchase through quotation shall be suspended. If the 5% penalty is still not cleared even after two weeks, the

penalty shall be recovered from his outstanding payments / performance guarantee. The registration shall be restored upon making payment / adjustment of the penalty.

16. Registration of a LPQ bidder shall be cancelled, if his registration is suspended for the fourth time by the hospital / in a year / during registration period. The LPQ bidder whose registration is cancelled shall have to submit a fresh application for registration after the next coming 30th September, subject to clearance of all pending dues / Liabilities to the hospital.
17. The hospital shall maintain proper record of limited purchase through quotation duly verified by the Medical Superintendent of the hospital.

SECTION-II

Evaluation Criteria

EVALUATION CRITERIA FOR REGISTRATION OF MANUFACTURERS / SOLE AGENTS OF FOREIGN PRINCIPALS / DISTRIBUTORS FOR LIMITED PURCHASE THROUGH QUOTATION.

1. The interested applicant shall have valid drug manufacturing license (DML) / Drug Sale License (DSL) on form-11 of Punjab Drug Rules 2007, issued by the concerned licensing authority.
2. Manufacturer / sales of drugs must be under the supervision of qualified pharmacist.
3. Bid Security of Rs. 20000/- to be submitted by the individual interested applicant in the shape CDR in the name of Principal, Sheikh Zayed Medical College/Hospital, Rahim Yar Khan which shall be returned upon satisfactory performance after completion of registration period.
4. A copy of Professional Tax Certificate must be attached with the tender documents.
5. Discount offer for goods will be based on the trade price of the medicines and surgical disposable items fixed by the DRAP inclusive of all applicable taxes and duties.
6. Warranty shall be provided as per the Drug Act 1976 / DRAP Act 2012 and rules framed thereunder.
7. Rate offered in quotation will be for the total quantity estimated by the hospital. Medicines / Surgical Disposable will be supplied as per issuance of supply orders by the hospital within the quotation limit.
8. Affidavit duly attested by notary public to the effect that the applicant is not involved in sale of spurious / sub-standard drugs or theft / selling of Govt. owned supplies.
9. Undertaking on stamp paper of Rs. 100/- value regarding the following: -
 - a. That the applicant for registration is not black listed.
 - b. That the applicant has read and agreed with all the terms and conditions of the policy of online purchase of goods through limited purchase through quotation (LPQ).
10. Applicants' products i.e. goods should be registered / enlisted with DRAP.
11. The hospital administration may inspect the premises to verify the submitted information and compliance of good manufacturing / storage practice (if required).
12. The applicant for registration should be an active taxpayer.
13. The Bidder shall provide firm's balance sheet, latest tax paid, audit inspection report (if undertaken) and at least one year bank statement.
14. The applicant for registration is required to have computerized inventory management / software to monitor the inventory and record of sale / purchase of medicines / surgical disposable items and proper human resources and transportation for intime service delivery.

MEDICAL SUPERINTENDENT

Sheikh Zayed Hospital
Rahim Yar Khan.

Bidder's Signature and Stamp

Name: - _____ Designation: - _____

CNIC No. _____ Address: - _____

Phone Office _____

Email Address _____ Mobile No. _____

SHEIKH ZAYED MEDICAL COLLEGE / HOSPITAL, RAHIM YAR KHAN.

Ph # 068-9230164-165-166 (Ext.115 & 290)

Procurement Section (Medicines) 068-9230127 & 068-5870395

Website www.szmc.edu.pk info@szmc.edu.pk E-Mail- directortechncalszhryk@gmail.com



INVITATION OF BIDS, FINANCIAL YEAR 2024-25

Tender No. _____

**BIDDING DOCUMENTS FOR LOCAL PURCHASE OF MEDICINES / SURGICAL
DISPOSABLE ITEMS (ZAKAT FUND), FINANCIAL YEAR 2024-25.**

BID DATA SHEET

Description	Detail
Commencement of Sale of Bidding Documents	From the date of advertisement on all working days during office timing.
Last date of sale of Bidding Documents	06-04-2024
Last date and time for the receipt of bids	06-04-2024 up to 10:30am
Date, time and venue of opening of technical bids	06-04-2024 up to 11:00 am Committee room of Sheikh Zayed Hospital, RYK.
Language of bid	Urdu / English
Bid Security	Rs. 100000/- in the shape of CDR in the name of Principal, SZMC/SZH, R.Y. Khan.
Bid Evaluation Criteria	As mentioned in bidding documents
<p>Address for communication: -</p> <p>OFFICE OF THE DIRECTOR TECHNICAL / DRUGS CONTROLLER PROCUREMENT SECTION (MEDICINE) SHEIKH ZAYED HOSPITAL RAHIM YAR KHAN. Ph # 068-5870395 Ph # 068-9230164-117, Fax # 068-9230162</p>	

ELIGIBILITY CRITERIA OF BIDDER

Every bidder must have to fill this form carefully and attach the relevant documents just along-with this form in the same sequence as prescribed in the bid form. This criteria will described the eligibility of bidder failing which bidder will be disqualified and no document will be received later on.

Name of the Firm ----- Name of Tender -----

Date of Opening of Bid -----.

Sr. #	Detail	Yes/No	Page #
01	Original Cash Receipt Rs. 2000/-		
02	Copy of N.I.C. copy		
03	Rs. 100000.00 in the shape of CDR in the name of Principal Sheikh Zayed Medical College/Hospital, Rahim Yar Khan.		
04	A copy of valid Drug Sale License		
05	Copy of NTN certificate / GST Certificate		
06	Professional Tax		
07	Experience Certificate		
08	Performance certificate		
09	Bank statement / financial statement		
10	Acceptance of terms & conditions. (Attach terms & conditions duly Stamped & Signed.)		
11	An Affidavit on legal stamp paper of Rs. 100/- bearing the following wording:-The firm is never blacklisted on any grounds whatsoever & abide by all tender terms and conditions.		
12	Existence of Retail Pharmacy setup / Medical Store at the address prescribed in the Drug Sale License (to be verified by the committee of SZH, R.Y.Khan)		
13	Location of Pharmacy setup / Medical Store within distance of 10 K.M. from Sheikh Zayed Medical College/Hospital, Rahim Yar Khan.		

LETTER OF INTENTION

(To be attached with eligibility Criteria of Bidder)

Date of the Opening of Bids _____ Name of the Contractor _____

To: _____

Dear Sir/Madam

Having examined the bidding documents, including Addenda Nos. -----, the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the Goods under the about-named contract in full conformity with the said bidding documents and at the rates/unit prices described in the price schedule or such other sums as may be determined in accordance with the price schedule or such other sums as may be determined in accordance with the terms and conditions of the contract. The above amounts are in accordance with the price schedules attached herewith and are made part of this bid.

We undertake, if our bid is accepted, to deliver the Goods in accordance with the delivery schedule specified in the schedule of requirements.

If our bid is accepted, we undertake to provide a performance security/guaranty (if required) in the form, in the amounts and within the times specified in the bidding documents.

We agree to abide by this bid, for the Bid Validity Period specified in the Bid Data Sheet and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Until the formal final contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in Pakistan.

Date -----

Signed -----

AFFIDAVIT

(To be attached with eligibility Criteria of Bidder)

I/We, the undersigned solemnly state that:

- 1) We have read the contents of the bidding document and have fully understood it.
- 2) The bid being submitted by the undersigned complies with the requirements enunciated in the bidding documents.
- 3) The items that we propose to supply under this contract are eligible items within the meaning of clause ----- of the ITB.
- 4) The undersigned are also eligible bidders within the meaning of clause ----- of the ITB.
- 5) The undersigned are solvent and competent to undertake the subject contract under the Laws of Pakistan.
- 6) The undersigned have not paid nor have agreed to pay, any Commissions or Gratuities to any official or agent related to this bid or award or contract.
- 7) The undersigned are not blacklisted or facing debarment from any Government, or its organization or project.

We affirm that the contents of this affidavit are correct to the best of our knowledge and belief.

MEDICAL SUPERINTENDENT

Sheikh Zayed Hospital
Rahim Yar Khan.

Bidder's Signature and Stamp

Name: - _____ Designation: - _____

CNIC No. _____ Address: - _____

Phone Office _____ Mobile No. _____

Email Address _____