BID PAPERS (CHECK LIST) TECHNICAL PROPOSAL

- 1. Index & Page marking Certificate by the bidder.
- 2. Invitation of Bid
- 3. Terms & conditions singed & stamped by bidder
- 4. Original purchased receipt of bid documents
- 5. Attested copy of C.N.I.C.
- 6. Technical proposal / offer of quoted items(on letter head of the firm)
- 7. Income Tax registration certificate (attested copy)
- 8. Sales Tax registration certificate (attested copy)
- **9.** Attested copy of valid manufacturing /selling or any other license imposed by Govt. (if applicable)
- 10. Attested copy of international certification (if any)
- 11. Fresh samples of quoted items
- **12.**Documentary evidence of product experience in market Attested copy of relevant documents.

BID PAPERS (CHECK LIST) FINANCIAL PROPOSAL

1. Financial Proposal (Price Schedule, on letter head of the firm)

Yes	No	
Yes	No	_

2. Bid Security (CDR) 2% of estimated cost

DIRECTOR PURCHSE FMU/Allied/DHQ/ G.G.H. G.M. ABAD, Faisalabad. Ora

Yes	No
Yes	No

Yes	No	
Yes	No	
Yes	No	_

TERMS & CONDITIONS OF CONTRACT FOR THE PURCHASE OF SURGICAL / DISPOSABLE ITEMS TO MEET EMERGENCY NEEDS OF PANDEMIC SITUATION CREATED DUE TO THE COVID-19.

Price of purchase of tender documents Rs. 1000/- (Non-refundable).

Tenders are invited from the manufacturers/importers /suppliers /firms/contractor/distributors, duly registered with the Income Tax & Sales Tax Department of the Government.

Submission of Bids:-Bids will be submitted in sealed package (Single stage- two envelopes method) the 1. sealed package will contain two sealed envelopes. One envelope will bear "TECHNICAL PROPOSAL" and the 2nd bear "FINANCIAL PROPOSAL" Bids must be submitted in double cover. The outer envelope will bear name of the Purchaser, tender number and date of opening but not the name of the firm, which must appear on the inner envelope only. All envelopes must be sealed properly. All Technical Proposals will be opened by the Tender Opening Committee on the scheduled time, place & date. The Financial Proposals will be opened by Tender Opening Committee of responsive / technically successful bidders later on scheduled time, place & date. Nonresponsive /technically rejected financial proposals will not be announced and will be returned back

2.

Validity Period: The tender will be valid for the Financial Year 2019-2020 from the date of opening of the tender till the expiry of total tender period. (30.06.2020), however it is extendable for three months requirements of the hospital for financial year 2019-2020.

KNOCK OUT CLAUSES (COMPULSORY PARAMETERS)

Note: Any offer not received as per following terms & conditions of the tender is liable to be ignored.

- I. Drug manufacturing license issued by DRAP. II. Valid drug sales license for importers / i. distributors / suppliers. (Where applicable). ii.
- Samples submission for each quoted item is mandatory. All participating firms are bound to
- provide **06** samples for Technical Evaluation of quoted items on the day of submission of bid. iii.
- Tender Form not purchased from the Vice Chancellor, Faisalabad Medical University, Faisalabad. iv.
- Received without bid security being a part of Financial Proposal. Received after the date and time fixed for tender. ٧.
- vi.
- The tender is unsigned & is not in two sealed envelops marked as:-TECHNICAL PROPOSAL & FINANCIAL PROPOSAL
- The offer is ambiguous / tempered vii.
- viii. The offer is conditional. ix.
 - Offer is from a firm which is black listed, suspended, remained guilty of misconduct or involved in unnecessary litigation with any Government Department / autonomous institutions &
- The offer is received by telegram/fax/e-mail. х. xi.
- Income Tax & Sales Tax registration certificate (Attested copy). xii.
- Every participating firm will be allowed to quote only a single brand for each advertised tender item to ensure healthy competition among the bidders. Incase a firm quotes more than a single brand against any advertised tender item, the firm will be automatically disqualified / knocked out for that particular quoted tender item. xiii.
- All bids should be submitted in tape or ring binding. Bids with loose papers shall be rejected straightaway. All documents should contain accurate page marking, attached in sequence as indicated for evaluation in the bidding document and signatures of authorized person. Moreover, signing and stamping of each page of bidding document/form is mandatory otherwise bid shall
- Original documents have to be produced at the time of tender opening. 3.
- In case the contractor fails to execute the contract agreement mentioned in the bidding documents within 4. stipulated period, the earnest money, deposited by the firm will be forfeited and the bid will be rejected. The competent authority may consider the bid of next tenderer for acceptance in respect of that stores
- In case of late delivery of goods beyond the periods specified in the supply order, penalty @ 2% per 5. month (0.067% per day) of the cost of late delivered supply shall be imposed upon the supplier and deducted from the bills / invoices. However the Vice Chancellor, Faisalabad Medical University, Faisalabad have the right to cancel contract agreement and allow further negotiations with the next lowest bidder (2nd) for the purchase of store and the purchaser may purchase from local market on risk and cost basis of 1^{st} bidder and the difference of price will be recovered from the bid security or from the pending claims /

BID SECURITY:

6. i. The bidders are required to furnish bid security of 2% of estimated cost, which should be enclosed in sealed envelop of "Financial Proposal". Bid security will be calculated from given estimated price. Estimated price is only for calculation of bid security.

ii. The bid security / earnest money shall be in Pakistan rupees in the form of deposit -at-call receipt (CDR) in favour of Vice Chancellor, Faisalabad Medical University, Faisalabad from a scheduled bank.

iii. Bid security of the un-successful bidders will be returned as prompt as possible after completing necessary formalities.

iv. The bid security will liable to be forfeited in the following circumstances.

a. Bidder withdraws its bid during the bid validity period as specified in the bidding document.

b. A successful bidder, to whom acceptance of bid conveyed, fails to sign the contract, or does not furnish the requisite performance guarantee.

b(i). The competent authority may consider the bid of next tenderer for acceptance in respect of that stores after negotiation (if necessary).

(ii). The successful bidders have to deposit 5% performance guarantee of total cost of the awarded item in the account of Vice Chancellor, FMU.

- The tender should be submitted with the original receipt of tender purchased from office of the Vice 7. Chancellor Faisalabad Medical University, Faisalabad.
- Tenders should be addressed to the Vice Chancellor, Faisalabad Medical University, Faisalabad. 8.
- First lowest bidder shall not be allowed to withdraw his offer and bid security will not be refunded before 9. the conclusion of the contract.
- All terms & conditions of tender enquiry should be duly signed, stamped and attached with the offer. 10.
- The Performance Guarantee of successful bidder will be released on completion of contract period and 11. production of satisfactory report from the Vice Chancellor, Faisalabad Medical University, Faisalabad, after completing all codal formalities.
- In case of equal rates, contract can be awarded to all, holding equivalent prices simultaneously. 12.
- The contractor will provide the copy of computerized National Tax Number (NTN) / Sales Tax 13. Registration Certificate. All tax deductions will be made according to Government instructions. N.T.N. will also be mentioned on front page of the bid / tender form. He is also required to submit professional tax certificate along with bills.

PAYMENT SCHEDULE:

14. The payments will be made to the suppliers/contractors in Pak rupees against their invoices within 30 days from the date of completion of supplies of the respective stores subject to verification / inspection, regarding the quality & quantity of the concerned store.

- In case of any dispute between Hospital Administration and the supplier/ contractor, the decision of Vice 15. Chancellor, Faisalabad Medical University, Faisalabad. final and not challengeable in any court of law.
- Only 1stlowest bidders will be called wherever negotiation is considered necessary. 16.
- Attested photocopies of CNIC of tenderer / representative and other necessary documents related to 17. tender must be attached with the tender.
- All offered products will be considered individually and contract will be issued after evaluation & 18. standardization on the recommendations of TAC and end-user.
- The firm will supply the stores on free delivery (Allied Hospital Faisalabad) within the stipulated period at 19. the consignee end.
- PPRA rules 2014 and its further amendments are relaxed as per Notification No. E & A (Health) 1-20. 489/2020 (Corona) dated 21-03-2020.
- The bidders must submit their bids of best and final prices to avoid un-necessary negotiation. No bidder 21. shall be allowed to alter or modify his bid after the bids have been opened. However the procuring agency may seek and accept clarifications to the bid that do not change the substance of the bid.
- All prices quoted by the bidders shall be considered inclusive of all prevailing Government taxes / duties 22. etc. However, the supplier are bound to pay Government Taxes (Income Tax, Stamp duty etc.) as imposed by the Government time to time. As per instructions issued by Health Department, Government of the Punjab vide letter No. IAW/HD/8-21/77(PG) dated 01.01.2014 all successful bidders / contractors will pay the stamp duty 25paisa for every one hundred rupees or part thereof of amount of the contract on the procurement of stores and materials. The stamp duty will be collected by the Medical Superintendents of the concerned hospitals as per quantity purchased.

- 23. The bidder shall submit a certificate on letter Head pad that the firm is not black listed 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 document if pointed out at any stage.
- 24. All the participating bidders / tenderers are bound to provide page marking / index certificate alongwith the bidding documents, moreover the bidding documents must being proper binding. Incase of non-compliance of above mentioned direction the responsibility of misplacing of any document from the bidding documents will lie on the participating bidder / tenderer. The competent authority will not accept any excuse in this regard.
- 25. The participating bidders / tenderers must ensure they are submitting their bidding documents complete in all respects. The competent authority will not receive / accept any supporting document after the opening of the technical proposals.
- **26.** The participating bidders / tenderers will be disqualified if he provides false, fabricated or materially incorrect information& will be treated according to PPRA Rules.
- 27. If a contractor acts in a manner detrimental to the public interest or good practices or has consistently failed to perform his obligation under the contract or his performance has not been up to mark or he is found indulging in corrupt or fraudulent practice, the Institution may, after affording him an opportunity of hearing and through a notification, debar him from participating in any public procurement process of the procuring agency for such period as the procuring agency may determine in the light of the circumstances of the case.
- **28.** Technical bids will be checked against specification mentioned for each items. Item complies with 100% specification will be considered responsive.
- **29.** Financial bids of only responsive / successful bidders will be opened. The firm offering the lowest rate will be awarded the rate contract.
- **30.** Non responsive firms will be conveyed through electronic mail. Non responsive firm may submit their grievances within 2 days after intimation through electronic mail.
- **31.** The payment of bills of hand sanitizer will be made after standard quality report from PCSIR Labs Lahore. The quality of PPE kit will be verified from the National Textile University Lab Faisalabad prior to its payment.
- **32.** The Vice Chancellor, Faisalabad Medical University, Faisalabad has full rights to cancel all the tenders or single tender / or wave off any term & condition without assigning any reason and it cannot be challenged in any court of law.

EVALUATION CRITERIA BIDS EVALUATION CRITERION FOR SURGICAL / DISPOSABLE

Failure to comply with any compulsory parameter will result in "Non-responsiveness of the bidder". Only responsive

distributors / bidders will be eligible for further evaluation.

Compulsory parameters

- 1. The bidder must possess valid Drug sales License / Manufacturing License, (where applicable).
- 2. The bidder must have sales tax and income tax certificates.
- 3. Each item must comply with all specifications mentioned in the offering bidding documents. Item complies

with 100% specification will be considered responsive.

4. DRAP Enlistment Certificate of Hand Sanitizer.

BIDDER'S SIGNATURE AND SEAL

Name: _____

Designation:

CNIC No.

	LIST OF SURGICAL & DISPOSABLE ITEMS (COVID-1	OSABLE ITEMS (COVID-19) FOR ALLIED / DHQ HOSPITALS & G.G.H. G.M.ABAD FAISALABAD	H. G.M.ABAD	FAISALAB	AD	
# SR	Name of Items	Specification	Allied Quantity	DHQ Quantity	GGH Quantity	
-	Surgical Mask (Non Woven)	Surgical Face Mask, 3-Ply with strap. Rate/No.	50000	30000	20000	
5	N-95 Mask	N-95/or higher respirator as per standard NIOSH-USA Or FFP2 respirator as per EN-149 standard. The respirator should be duckbill or cup shaped. Rate/No.	4000	4000	10000	
m	PPE Kit	Full body coverage including cap & shoe cover. Water resistant and non woven. The cloth quality must be minimum 60gram per square meter. The color should be white/light blue / dark blue. Rate/No.	20000	20000	10000	
4	Alcohol Based Hand Sanitizer 1 Liter	Alocohol (ethanol) (80%, volume / volume (v/v)) in an aqueous solution denatured; Or Isopropyl Alcohol (75%, v/v) in an aqueous solutions. Glycerol (1.45% v/v). Hydrogen peroxide (0.125% v/v) Bottle of 1 Liter. Rate/Bottle	2500 Liter	5000	15000	
5	Examination Gloves (Box of 100)	Rate/No.	0	20000	0	T
9	Long Shoes Rubber	Rate/No.	0	200	0	T
2	Long Arms Rubber Gloves	Rate/No.	0	2000	10000	- T
ω	Goggle Disposbale	Rate/No.	0	4000	10000	
6	Face Shield (Disposable)	Rate/No.	0	20000	10000	- 1
10	Face Shield (Non Disposable)	Rate/No.	0	20000	0	
11	Disposable Body Bag	Rate/No.	0	20000	500	- 1
12	Chlorine Liquid	Commercial grade, 500ml Bottle Rate/Bottle	0	5000	2000	

DIRECTOR PURCHASE FMU/ALLIED/DHQ/GGH, GMABAD FAISALABAD

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