

BIDDING DOCUMENT



**PREQUALIFICATION OF FIRMS FOR SUPPLY OF MEDICINES, SURGICAL
DISPOSABLE & MEDICAL DEVICES THROUGH LOCAL PURCHASE OF DAY TO
DAY BASIS FOR THE YEAR 2020-2021
(LOCAL PURCHASE)**

**THE CHILDREN'S HOSPITAL &
THE INSTITUTE OF CHILD
HEALTH, LAHORE**

THE CHILDREN'S HOSPITAL & THE INSTITUTE OF CHILD HEALTH, LAHORE

INVITATION FOR BIDS

BID REFERENCE NO. 267/1/CH&ICH Dated 02-01-2021

**PREQUALIFICATION OF FIRMS FOR SUPPLY OF MEDICINES, SURGICAL
DISPOSABLE & MEDICAL DEVICES THROUGH LOCAL PURCHASE OF DAY TO DAY
BASIS FOR THE YEAR 2020-2021**

The Children's Hospital & The Institute of Child Health, Lahore invites sealed bids/tenders from Pharmacies holding valid Drug Sale License issued by the competent authority for the Procurement of Medicines, Surgical Disposables & Medical Devices etc. on day to day basis for the Year **2020-2021** on free delivery to The Children's Hospital & The Institute of Child Health, Lahore. Pharmacies having minimum one year experience & should be at least within 10 kilometer radius of The Children's Hospital & The Institute of Child Health, Lahore.

1. Interested bidders may get the bidding documents from The Children's Hospital & The Institute of Child Health, Lahore on the submission of written application along with payment of non-refundable fee of **Rs.1000/-** (one thousand only). Bidding documents shall be issued during office hours till the date of submission of the bid.
2. **Contract of Local Purchase of National / Multinational / Imported Items (on day to day basis) only technical bids are invited** for prequalification in order to be eligible to supply Medicines, Surgical Disposables & Medical Devices etc. **at least 6% discount on MRP** (Maximum Retail Price) or Market Price (where applicable) to The Children's Hospital & The Institute of Child Health, Lahore as L.P Contractor for the year **2020-2021**.
3. Sealed bids are required to be dropped in tender box by the interested bidders in the office of the undersigned by **25-01-2021 till 11:00 am**. The bids will be opened on the same day at **11:30 a.m.** in the presence of the interested bidders who choose to be there or their authorized representatives.
4. The detail terms and conditions may be seen in the Bidding Document.

Note: All assessments and procuring procedures i.e. receiving, opening and awarding etc. shall be governed by the Punjab Procurement Rules, 2014 (Amended, 2016).

Prof. Dr. Muhammad Saleem
(FCPS, MMIE-HPE)
Professor of Paediatric Surgery
Medical Director

NOTE:

Interested eligible bidders may get the Signed bidding documents from the Purchase Cell, The Children's Hospital & The Institute of Child Health, Lahore on submission of written application along with a copy of the payment of non-refundable fee of Rs.1000/- (one thousand only) during office hours.

INSTRUCTIONS TO BIDDERS

1. **Source of Funds:**

The Children's Hospital & The Institute of Child Health, Lahore allocated funds for purchase of Medicines, Surgical Disposable & Medical Devices etc. which will be utilized by the Children's Hospital & The Institute of Child Health, Lahore on day to day basis during the financial year **2020-2021**.

2. **Eligible bidders:**

This Invitation for Bids is open to all Pharmacies having valid Drug Sale License issued by the competent authority. The firms in close proximity, would be preferred. 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.

3. **Eligible Goods and Services:**

All goods and related services to be supplied under the contract shall be governed by the Drug Act 1976 and rules framed there under.

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

For Local Purchase of National / Multinational / Imported Medicines, Surgical Disposables & Medical Devices etc. only technical bids are invited for prequalification in order to be eligible to supply National / Multinational / Imported Medicines , Surgical Disposable & Medical Devices etc. to The Children's Hospital & The Institute of Child Health, Lahore as L.P Contractor for the year 2020-2021.

- i. The bid shall comprise a single sealed package containing Technical Proposal.
- ii. The envelopes shall be sealed & marked "**TECHNICAL PROPOSAL**" in bold and legible letters.
- iii. "**TECHNICAL PROPOSAL**" shall be opened.
- iv. The Procuring Agency shall evaluate the Technical Proposal and reject any proposal which do not conform to the specified requirements.
- v. During the technical evaluation, no amendments in the technical proposal shall be permitted.

THE BIDDING DOCUMENTS

1. **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:-
 - a. Instructions to bidders;
 - b. Terms & Conditions of Contract;
 - c. Mandatory Terms & Conditions & Bid Evaluation Criteria;
 - d. Schedule of Requirements;
 - e. Contract Form;
 - f. Manufacturer's Authorization Form;
 - g. Performance Guaranty Form;
 - h. Bid Form; and
- 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.
- iv. 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.

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 not 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 & CONDITIONS OF CONTRACT

1. **Definitions:**

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

- a. **"The Rate Contract"** is a contract for the supply of stores at specified rates during the period covered by the contract. No quantities are mentioned in the Rate Contract and the successful bidder is bound to accept any order which may be placed upon him at the rates specified within the period of the contract. The Rate 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 drug / medicines accordance with the Drug Act 1976 and rules framed there under, which the Supplier is required to supply to the Procuring Agency as per supply orders issued from time to time under the Contract .
- d. **"The Services"** means those services ancillary to the supply of goods, such as special instructions on the label transportation of goods up to the desired destinations and other such obligations of the Supplier covered under the Contract.
- e. **"The Procuring Agency"** means The Children's Hospital & The Institute of Child Health, Lahore under the administrative control of Medical Director.
- 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. **Standards:**

The goods supplied under this Contract shall conform to the Drug Act 1976 and rules framed there under (where applicable).

4. **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, records and premises relating to the performance of the Supplier.

5. **Labeling and Packing of the medicines:**

Labeling and Packing of the product would be examined in accordance with Labeling and Packing Rules 1986 of the Drugs Act 1976.

6. **Inspections**

- i. 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.
- ii. Procuring Agency or its representative shall have the right to inspect and /or to test the goods to confirm their conformity to the specifications of the contract at no extra cost to the Procuring Agency.
- iii. The inspection committee constituted by the Consignee shall inspect the premises of the supplier from time to time.
- 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 / expired. The stock found sub standard will not be returned to the supplier.
- v. Nothing in General Conditions of Contract shall in any way release the Supplier from any warranty or other obligations under this Contract.

7. **Inspection and physical examination of medicines:**

- i. After delivery The Children's Hospital & The Institute of Child Health, Lahore the goods shall be inspected /examined to physically check that the goods are in accordance with the Drug Act 1976 and rules framed there under.
- ii. The Goods supplied are found during physical examination / inspection to be against the required specifications, approved samples, etc. The Procuring Agency may reject the goods, and the Supplier shall either replace the rejected goods for rectification of observation, to meet the required specifications free of cost.

8. **Delivery 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.

- (i) Original Delivery Note showing name of destination to which delivery is made, item's description, manufacturing and quantity both in words and figures.
- (ii) Original Supplier's invoices showing warranty (if asked for), name of Procuring Agency, item's description, Batch No, quantity, per unit cost, and total amount.

9. **Delivery of goods:**

- i. The Supplier in accordance with the terms specified in the Bidding Documents shall make delivery of the goods to the procuring agency in the specified time. The procuring agency has the right to ask for the source of purchase of the supplied goods which the supplier has to provide in the form of invoice/warranty otherwise the bills of the supplier will not be entertained for payment.
- ii. There will be a logical time of supply (**i.e. 12:00 pm every day**) given to the contractor in which the contractor will be bound to complete the items demanded by the Hospital.
- iii. The bidder shall supply the demanded brands as per requirement in commercial packing.
- iv. If the contractor fails to supply the said demanded items within the logical time of supply, the Hospital will purchase the same from the open market and risk purchase of the item will be done as per LAW.

10. **Insurance:**

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

11. **Transportation:**

The Supplier shall arrange such transportation / cold chain maintenance of the goods as is required to prevent their damage or deterioration during transit to their destination.

Transportation including loading / unloading of goods shall be arranged and paid for by the Supplier.

12. **Incidental Services:**

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

13. **Bill Warranty:**

The Drugs / Medicines shall be accompanied by the necessary Bill warranty on Form 2-A in accordance with the provision of the Drugs Act, 1976 and rules framed there under. This warranty can be asked by the procuring agency as and when required.

14. **Payment:**

- A. The Payment shall be in Pak Rupees.
- B. The payment shall be made to the Supplier 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.

15. **Prices:**

Prices charged by the Supplier for goods delivered under the Contract shall not be more than minimum **6% discount** on MRP (Maximum Retail Price) fixed by the Federal Government or market price (where applicable).

16. **Quality of Medicines:**

The Pharmacy Department may provide a list of reputable national/multinational companies to the contractor to ensure that the quality medicines are supplied.

17. **Discount rates on surgical Disposables items**

Rates of disposable items should be in accordance with prevailing rates in the open market except for the registered (DTL) items.

18. **Contract Amendments:**

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

19. **Subcontracts:**

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

20. **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 i.e. **12:00 pm every day**. 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).

21. **Penalties/liquidated Damages:**

i. In case of late delivery beyond the presented i.e. **12:00 pm** period every day, the procuring agency shall be entitled to make other arrangement at the risk /expense of the Contractor / Supplier Firm. That amount will be deducted from the performance guarantee.

ii. 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. The supplies will be made from the performance guarantee amount deposited by the supplier. No supplies shall be accepted and the Performance Guarantee will be forfeited and the firm may be blacklisted minimum for a period of two years if the firm fails to supply the whole installments. Onus of proof of innocence shall be on the supplier.

22. **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 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.

23. **Force Majeure;**

Notwithstanding the provisions of general conditions of contract the Supplier shall not be fore 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 The Children's Hospital & the Institute of Child Health, Lahore, constituted for Redressal 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.

24. 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.

25. Arbitration and Resolution of Disputes:

The Procuring Agency and the Supplier shall make every effort to resolve amicably 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. Medical Director, The Children's Hospital & The Institute of Child Health, Lahore 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

26. 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.

27. Applicable Law:

This contract shall be governed by the laws of Pakistan and the courts of Pakistan shall have exclusive jurisdiction. The supplies will be governed by Drug Act 1976 and rules framed there under

28. Notices:

- 1 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.
- 2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

Supplier's address for notice purpose

**Procuring Agency's address for notice purposes
shall be the;**

**Medical Director,
The Children's Hospital & The Institute of
Child Health, Lahore**

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

MANDATORY TERMS & CONDITIONS & BID EVALUATION CRITERIA

- i. MANDATORY TERMS AND CONDITIONS
- i) Original Prequalification Fee Deposit Receipt
 - ii) Valid Drug Sale License (Displayed/Not Displayed)
 - iii) Computerized CNIC (Both qualified person & proprietor/partner)
 - iv) NTN / GST Certificate (whichever is applicable)
 - v) Location of applicant pharmacy within 10 Km from the boundary wall of Hospital
 - vi) Statement (on **Rs 100/- stamp paper**) that the firm including the director and the owners is /was not a subject of Bankruptcy proceedings, receivership, administration receivership, any other form of liquidation or black listing. If so then details to be provided.
 - vii) Documents relating to owner-ship of pharmacy
 - viii) Documents relating to rent in case of rental premises.
 - ix) Documents relating to registration of pharmacy showing the partnership/sole proprietorship.
 - x) Inspection of premises (Performa given ahead).
 - xi) Qualified Person (Present/Not Present)
 - xii) General Condition of the premises.
 - xiii) Temperature Maintenance of the Premises.
 - xiv) Record of temperature control (between 2-8 C) of Refrigerator (Available/Not Available).
 - xv) Record of sale/purchase (maintained/not maintained)
 - xvi) Any other observation

(Note) The firm must secure mandatory 65% marks out of the marks reserved for inspection of premises otherwise the offer will be rejected. 100% complete information according to the bid evaluation criteria provided by the firm will get maximum marks.

1. Marking Parameters

| Sr. No. | Parameter (s) | | Allocated Marks | Marks Granted | Evidence Required |
|---------|--|---|-----------------|---------------|--|
| 1. | Status of entry | Operational computerized inventory with online facility round the clock | 15 | | The inspection committee will allocate the marks accordingly |
| | | Operational computerized inventory without online facility round the clock | 05 | | |
| | | Manual Inventory Management | 0 | | |
| 2 | Financial status | 30 Millions or above | 20 | | Tax return documents |
| | | 15 Millions or more | 10 | | |
| 3 | Value of the inventory at the time of inspection | 10 Million or more | 20 | | Inspection committee will evaluate the worth accordingly |
| | | 7.5 Million or more | 15 | | |
| | | 05 Million or more | 10 | | |
| 4 | Past performance experience | Worked as LP day to day contractor in public sector teaching Hospitals more than 05 years | 10 | | Award letter/ contract copy experience certificate from relevant institution |
| | | Worked as LP. Day to day contractor in public sector teaching Hospital 02 years | 05 | | |
| 5 | Technical staff | Three pharmacists working in the pharmacy including one pharmacist as a qualified person | 10 | | Category A registration by the Punjab Pharmacy Council |
| 6 | Storage conditions of the applicant pharmacy | Dedicated cold chain facility with temperature recording on thrice time a day basis (2° to 8°) along with maintenance of temperature data properly. Operational Air Conditioning with complete Backup(Generator or Double Connection) Maintenance of Controlled Drug Registers and other condition as laid down in the applicable Punjab Drug Sale Rules. | 20 | | Inspection committee will access the facility / Parameter |
| 7 | Supply chain facility | Temperature Sensitive/Thermo Labile Carriers Facility to supply sensitive drugs/items from the Pharmacy to the Hospital Premises. | 05 | | Inspection committee will access the facility / Parameter |

Total Marks:-**100**

Qualifying Marks: **65%**

NOTE:-

- The committee may visit the applicant's pharmacy premises at any time (24 hours) with/without intimation.
- It is mandatory to get 65% marks.
- 100% complete information according to the evaluation criteria shall be provided by the firm.
- After signing of contract agreement, change in premises is permissible till end of contract.

PREPARATION OF BIDS

1. 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. Documents Comprising the Bid: The bid shall comprise the following components:

- (a) 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;
- (b) 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
- (c) Bid Security, if any furnished in accordance with instruction to bidders.

3. 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 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 eligible as defined under instruction to the bidders
- iii. 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:
 - (a) 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.
 - (b) 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.
 - (c) The bidder should have working experience with Hospitals preferably with Teaching Hospital.
 - (d) Minimum stock level must be of 5 million or more than.

4. Bid Security

- i. Bid security an amount of **Rs.1,200,000/-** (estimated 1% of total estimated budget) has to deposit as an Irrevocable Bank Guarantee / CDR in the name of Medical Director The Children's Hospital & The Institute of Child Health, Lahore.
- ii. Successful bidders shall deposit 2.5% Performance guarantee of the total allocated budget in form of an Irrevocable Bank Guarantee / CDR/ in the name of Medical Director, The Children's Hospital & the Institute of Child Health, Lahore or as per policy of the Government.

5. **Bid Validity**

- i. Bids shall remain valid for the period of **Six (06) Months** 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.
- 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.

6. **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**

- i. The envelopes shall be marked as “TECHNICAL PROPOSAL” in bold and legible 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.
- ii. 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”.

If the outer as well as inner envelopes are not sealed and marked as required by 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. **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. Tenders should be addressed to the Medical Director, The Children’s Hospital & The Institute of Child Health, Lahore.

- x. No over writing, cutting, crossing etc, appearing in the offer is acceptable. Moreover all pages of the tender document must also be individually signed.
 - xi. All documents should be authenticated/ certified (sealed and signed) by the quoting firm.
3. **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.
4. **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
5. **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

1. **Opening of Bids**
- i. The Procuring Agency shall open 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.
 - ii. The Procuring Agency shall prepare minutes of the bids opening (technical).
2. **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
3. **Preliminary Examination**
- i. 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.
 - ii. 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.
 - iii. 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 shall be deemed to be a material deviation for technical proposals.

- iv. 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.
 - v. 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.
4. **Evaluation & Comparison of Bids**
- i. The Procuring Agency shall evaluate and compare the bids, which have been determined to be substantially responsive.
 - ii. The Procuring Agency's evaluation of technical proposal / bid shall be on the basis of previous performances, inspection of premises (if found necessary), previous experience, financial soundness and such other details as the Procuring Agency, at its discretion, may consider appropriate.
 - iii. All bids shall be evaluated in accordance with the evaluation criteria and other terms & conditions set forth in these bidding documents.
 - iv. 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. **Evaluation Criteria:**
- i. For the purposes of evaluation the facts such as previous performances, inspection of premises, previous experience, financial soundness and such other details as the Procuring Agency, at its discretion, may consider appropriate shall be taken into consideration. The following merit point system for weighing evaluation factors/ criteria can be applied for the **TECHNICAL PROPOSALS**. The number of points allocated to each factor shall be specified in the Evaluation Report.
- THE INFORMATION PROVIDED BY THE FIRM SHOULD BE RELEVANT, CONCISE AND TO THE POINT AS PER BID EVALUATION CRITERIA, UN NECESSARY DOCUMENTATION WILL HAVE A NEGATIVE IMPACT.**
- ii. After technical evaluation is completed, the Procuring Agency shall inform the bidders who have submitted bids the technical scores obtained by their technical bid, and shall notify those bidders whose bids did not meet the minimum qualifying mark or were considered non-responsive.
6. **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.
7. **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.
8. **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.

9. **Re-Bidding:**

If the Procuring Agency rejected 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.

10. **Announcement of Evaluation Report:**

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

ACCEPTANCE LETTER AGAINST PREQUALIFICATION

1. **Acceptance of Bid and Award criteria**

Medicines/items will be purchased as per policy of the Provincial Government, within the original or extended period of bid validity.

2. Procuring Agency's right to vary quantities at time of award. The Procuring Agency reserves the right at the time of Rate / Running Contract's award to issue supply order of the quantity required for use in the Hospital which the firm will be bound to supply as per terms and conditions mentioned in the supply order.

3. **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.

a. 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;

b. 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.

4. **Procurement Procedure:**

More than one firm will be prequalified on the basis of Technical Evaluation as per directions of Health Department, Government of the Punjab. On daily basis the demand will be uploaded on the software/ website and the firms will have to quote the rates against the demanded brands and accordingly the purchase orders will be issued to the lowest.

If the successful bidder fails to comply with the supply order/ demand, the firm may be black listed and the bid security be forfeited.

5. **Termination of the contract**

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.

6. **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:

- I. **“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
 - II. **“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;
- b. 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;
 - c. 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.

AUTHORIZATION FORM

To: *[name of Purchaser]*

WHEREAS *[name of the Supplier]* who are established and reputable supplier of medicines and having the business premises at *[address of premises]* do hereby authorize *[name and address of Supplier/ Agent]* to submit a bid, and subsequently negotiate for the goods manufactured by us. We hereby extend our full guarantee and warranty as per Clause 15 of the General Conditions of Contract for the goods offered for supply by the above firm against this Invitation for Bids.

[Signature for and on behalf of Supplier]

Note: This letter of authority should be on the letterhead of the supplier and should be signed by a person competent and having the power of attorney to bind the supplier. It should be included by the bidder in its bid.

CERTIFICATE

1. We hereby confirm to have read carefully all the terms and condition of the tender enquiry no. ----- dated ----- due for opening on ----- at ----- a.m.
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 as per terms & condition of tender enquiry.
7. Certified that the prices to be charged against current tender of The Children's Hospital, Lahore will be not more than the prices charged from any other purchasing agency in the period of the contract. In case of any discrepancy, the tenderer hereby undertakes to refund the prices charged in excess as and when asked to do so.

NAME OF THE TENDERER

SIGNATURE

POSTAL ADDRESS

TELEPHONE NO.

NIC NUMBER

N.T.NUMBER

SALES TAX NO.

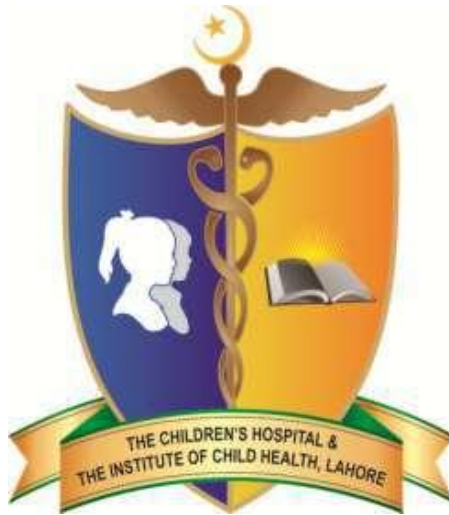
Please attach the following:-

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

BIDDING DOCUMENT

FRAMEWORK CONTRACT FOR PURCHASE OF DENTAL MATERIAL / CHEMICAL ITEMS FOR THE YEAR 2020-2021

a) ORTHODONTICS MATERIAL / CHEMICALS ITEMS



| | |
|-----------------------------------|--|
| Name of Procuring Agency:- | The Children's Hospital & The Institute of Child Health, Lahore |
| Corresponding Address:- | Ferozepure Road, Lahore |
| Phone No:- | 042-99230901-23 |
| Fax No:- | 042-99231560 |
| Website:- | www.chich.edu.pk |



The Children's Hospital & The Institute of Child Health
Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560



INVITATION FOR BIDS

BID REFERENCE NO. 267/2/A/CH&ICH Dated 02-01-2021

**FRAMEWORK CONTRACT FOR PURCHASE OF DENTAL MATERIAL / CHEMICAL ITEMS FOR
THE CHILDREN'S HOSPITAL & THE INSTITUTE OF CHILD HEALTH, LAHORE
FOR THE YEAR 2020-2021**

a) ORTHODONTICS MATERIAL / CHEMICALS ITEMS

1. The Children's Hospital & the Institute of Child Health, invites sealed bids from manufacturers / sole agents of the foreign principals /authorized distributors for the procurement of **Dental Material / Chemical Items** for the year **2020-2021** on free delivery to Consignee's end basis. Detailed specifications along with bill of quantities of Items are given in the bidding documents. The Government of Punjab has allocated funds in the specific head of account for the purpose of the purchase of Items.
2. Interested bidders may get the bidding documents & detailed specifications from the office of **Purchase Department** on submission of written application on their letter head along with payment of non-refundable fee of **Rs. 1000/- (One thousand only)** for each set of bidding documents & detailed specifications.
3. Bidding documents including detailed specifications, terms & conditions shall be issued up to **Last Date as mentioned in the advertisement during office hours**. However, a copy of the bidding documents is also available for information only on the websites of PPRA (www.ppra.punjab.gov.pk) &The Children's Hospital &The Institute of Child Health, Lahore (www.chich.edu.pk) until the closing date for the submission of bids.
4. Bidding shall be conducted through **Single Stage – Two Envelopes** bidding procedure, as per Rule 38(2)(a) of Punjab Procurement Rules, 2014 (**amended, 2016**). The envelopes shall be marked as **"FINANCIAL PROPOSAL"** & **"TECHNICAL PROPOSAL"** in bold and legible letters. Financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.
5. Sealed bids are required to be submitted by the interested bidders on **25-01-2021** till **11:00 a.m.** positively in the **Conference Room (Admin Block)**. The bids received till the stipulated date & time shall be opened on the same day at **11:30 a.m.** in the presence of the bidders or their authorized representatives (who choose to attend) by the purchase committee. All bids should be submitted in tape or ring binding. Otherwise bid will be rejected.
6. In case the date of opening or last date of sale is declared as a 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.
7. The bidders are requested to give their lowest and best prices with their bids as no negotiations on the prices are allowed.

Note: The procurement shall be governed by the Punjab Procurement Rules, 2014 (amended, 2016).

Prof. Dr. Muhammad Saleem
(FCPS, MME-HPE)
Professor of Paediatric Surgery
Medical Director

1. **Compulsory Parameters (Annexure “A”)**

- i) Original Bid Receipt.
- ii) Copy of Bidders Computerized National Identity Card.
- iii) Indicate the number date & name of issuing authority of irrevocable Bank Guarantee preferably / CDR Call Deposit attached with the technical bid.
- iv) Sole Agency certification from foreign principal or Authorization letter from manufacturer / sole agent in Pakistan.
- v) National tax number (attached attested copy).
- vi) General sales tax number (attached attested copy).
- vii) Professional Tax (attached attested copy).
- viii) Previous Experience in the relevant field (less than one year will not be considered the bidder shall attached verifiable documentary evidences with the bid.
- ix) Undertaking regarding the firm never black listed of items on the legal stamp paper of Rs. **100/-**
- x) Undertaking regarding the firm uninterrupted supply of items on the legal stamp paper of Rs. **100/-**
- xi) Undertaking Regarding that the prices quoted against each items mentioned at bid are not more than any other Government Institution in Punjab on the legal stamp paper of Rs. **100/- (Price Reasonability Certificate).**
- xii) Sample of the quoted packs of each items (Product that comply 100% with the advertised specifications) for evaluation must be submitted to the concerned store at the time of bid opening. After bid opening no samples will be entertained.
- xiii) **All bids should be submitted in tape binding.** All documents should contain proper page marking, attached in sequence as indicated for evaluation in the bidding documents and signatures of authorized person. Moreover, signing and stamping of each page of bidding documents / form is mandatory.

2. **Bid Validity**

Bids shall remain valid for the period of **120 days** after of opening of Technical Bid. A bid valid for a shorter period shall be rejected as Non-Responsive. 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.

3. **Bidding Procedure**

The bidding procedure shall be Governed by the Punjab Procurement Rules (PPR) 2014, amended 2016. Single stage two envelope bidding procedure shall be employed as per Rule 38(2)(a) of Punjab Procurement Rules, 2014 (amended,2016). The envelopes shall be marked as “**FINANCIAL PROPOSAL**” & “**TECHNICAL PROPOSAL**” in bold and legible letters. Financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.

4. **Bid Evaluation Criteria**

All bids shall be evaluated in accordance with the evaluation criteria and other terms and conditions set forth in these bidding documents.

Hospital authorities reserve the right to ignore the lower prices on the basis of quality and standard. The information provided by the firm should be relevant, concise & to the point as per bid evaluation criteria, unnecessary documentation will have a negative impact. During the Technical evaluation, no amendments in the technical proposal shall be permitted.

5. **Acceptance of Bid and Award Criteria.**

The Bidder, whose bid is found to be most closely conforming to the Evaluation Criteria prescribed in bidding documents and having the lowest evaluated bid, if not in conflict with any other law, rules, regulations or policy of the Punjab Government, shall be awarded the Contract. **The bid must be for the whole quantity of an item as required and advertised.** The validity of the contract is one year from the date of issuance of contract till the completion of next contract for the year **2021-2022** whichever is earlier.

The procuring agency shall announce the results of the bid evaluation in form of a report, not inconsistent with the Punjab Procurement Rules, 2011 (amended, 2016) giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract.

6. **Grievance Petition Period**

Prior to the opening of financial bid, all technically qualified bidders may be given a **margin of one day** after the announcement of technical evaluation report where after the financial bid may be opened. After lapse of given time between the declaration of technical evaluation report and opening of the financial no grievance petition would be entertained concerning the technical qualification of successful bidders. The objection after the opening of the financial bid remain restricted to the financial bid only.

7. **Procuring Agency's Right to vary quantities at the time of Award.**

The Procuring Agency reserves the right at the time of award of contract to increase or decrease, the quantity of goods originally specified in the technical specifications without any change in unit price and other terms & conditions.

8. **Performances Guarantee**

The Performance Guarantee will be 5% of the total value of contract amount. The performance Guarantee shall be deposited in the shape of **Deposit at Call (CDR) / irrevocable Bank Guarantee** from any scheduled bank. In case of the breach of the contract, the security will be forfeited. **The Performance guarantee will be retained till the completion of contract period.** The successful bidder is bound to provide the defined performance guarantee within 07 days.

However case of failure the procuring agency on valid reasons may extend period for a specified period of time. Failure to provide a performance guarantee by the bidder will be sufficient ground for annulment of the award and initiation of legal action / debarring of firm by the procuring agency.

In such event the procuring agency may award contract to the next lowest evaluated bidder or call for new bid. In case of the breach of the contract the performance guarantee / security will be forfeited.

9. **Rejection of Bids (as prescribed in Rule 35 of Punjab Procurement Rules-2014 (amended in 2016)).**

- i). The Procuring Agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal.
- ii). The Procuring Agency shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds.
- iii). The Procuring Agency shall incur no liability, solely by virtue of its invoking sub-rule (1) towards the bidders.
- iv). The bidders shall be promptly informed about the rejection of the bids, if any.
- v). A procuring agency may, for reasons to be recorded in writing, restart bidding process from any prior stage if it is possible without violating any principle of procurement contained in rule 4 and shall immediately communicate the decision to the bidders.

10. **Transportation / Delivery Requirements**

- i). The Supplier shall arrange such transportation of the Items 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 the Schedule of Requirement.
- ii). All costs associated with the transportation including loading/unloading of Items and road taxes shall be borne by the Supplier.

11. **Penalties / Liquidated Damages**

- i). Wherein the Supplier fails to make deliveries as per signed contract & purchase order and within the stipulated time frame specified in the Schedule of Requirement, the Contract to the extent of non-delivered portion of supplies shall stand cancelled.
- ii). After the cancellation of the Contract no supplies shall be accepted and the amount of Performance Guaranty/Security to the extent of non-delivered portion of supplies shall be forfeited.
- iii). If the Supplier fails to supply the whole consignment and not able to deliver to consignee's end, the entire amount of Performance Guaranty/Security shall be forfeited to the Government account and the firm shall be blacklisted minimum for two years for future participation.
- iv). The exact time frame for making supplies without penalty for local item is **30 days and 45 days** for imported items shall be indicated in subsequent purchase orders.
- v). In case of late delivery of goods beyond the periods specified in the Schedule of Requirements and subsequent purchase order, **a penalty @ 0.067% per day of the cost of late delivered supply shall be imposed upon the Supplier.**
- vi). The procuring Agency shall disqualify a bidder if it finds, at any time, that the information submitted by him concerning his qualification as bidder was false and materially inaccurate or incomplete.
- vii). If the lowest bid is rejected due to non-compliance of terms and conditions laid down in the bidding documents and contract, the Procuring Agency may proceed (if feasible) on the same tender with next lowest bid.

12. **The following terms & conditions are required to be fulfilled by bidders.**

- i). If the Bid is accepted, bidder will have to deliver the goods to The Children's Hospital within stipulated time period mentioned in the supply order during the working hours.
 - ii). Partial supply will not be acceptable.
 - iii). If stores rejected by the inspection committee, it will be replaced by the bidder within a week, otherwise, the rejected items will be forfeited in favor of the hospital and bill of the remaining items, if present in the purchase order, will not be forwarded.
 - iv). The bidder will submit three copies of bill against supplies at the time of delivery to the office of the Dean / Medical Director, duly supported by three photocopies of purchase order, invoice, advance acceptance, award letter and delivery challan.
13. Tax deduction will be according to Government Rules. All taxation, whether International, Federal, Provincial or Local, shall be borne by the Supplier.
14. Any conditional or ambiguous bid will not be accepted.
15. Any erasing / cutting / crossing etc. appearing in the offer will not be accepted.
16. List of products with detail specification is hereby attached as Annexure "C".
17. All prices shall be quoted in Pak rupees on the prescribed Performa of Financial Proposal as Annexure "B".

Prof. Dr. Muhammad Saleem
(FCPS, MMIE-HPE)
Professor of Paediatric Surgery
Medical Director

The terms and conditions read and agreed.

1. Bidder's Name. _____
2. Bidder's Signature. _____
3. Name of Firm. _____
4. Mailing Address. _____
5. Land Line No. _____
6. Mobile No. _____
7. Seal Stamp. _____

Evaluation Criteria (Check List)

Compulsory Parameters

| Sr. No. | Parameters | Relevant Page Number in the Bid (to be filled by the bidder) | Compliance Status (Yes / No) |
|---------|---|--|------------------------------|
| 1. | Original Bid Receipt | | |
| 2. | Copy of Bidders Computerized National Identity Card. | | |
| 3. | Indicate the number date & name of issuing authority of irrevocable Bank Guarantee preferably / CDR Call Deposit attached with the technical bid. | | |
| 4. | Sole Agency certification from foreign principal or Authorization letter from manufacturer / sole agent in Pakistan. | | |
| 5. | National tax number.(attached attested copy) | | |
| 6. | General sales tax number (attached attested copy) | | |
| 7. | Professional Tax (attached attested copy). | | |
| 8. | Previous Experience in the relevant field (less than one year will not be considered the bidder shall attached verifiable documentary evidences with the bid. | | |
| 9. | Undertaking regarding the firm never black listed of items on the legal stamp paper of Rs. 100/- | | |
| 10. | Undertaking regarding the firm uninterrupted supply of items on the legal stamp paper of Rs. 100/- | | |
| 11. | Undertaking Regarding that the prices quoted against each items mentioned at bid are not more than any other Government Institution in Punjab on the legal stamp paper of Rs. 100/-(Price Reasonability Certificate). | | |
| 12. | Sample of the quoted packs of each items (Product that comply 100% with the advertised specifications) for evaluation must be submitted to the concerned store at the time of bid opening. After bid opening no samples will be entertained. | | |
| 13. | All bids should be submitted in tape binding. All documents should contain proper page marking, attached in sequence as indicated for evaluation in the bidding documents and signatures of authorized person. Moreover, signing and stamping of each page of bidding documents/form is mandatory. | N/A | |

Note:- The provision of check list is essential prerequisites alongwith submission of bid.

Prof. Dr. Muhammad Saleem

(FCPS, MME-HPE)

Professor of Paediatric Surgery
Medical Director

1. Bidder's Name. _____
2. Bidder's Signature. _____
3. Mailing Address. _____
4. Land Line No. _____ Mobile No. _____
5. Seal Stamp. _____



The Children's Hospital & The Institute of Child Health
Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560



Annexure "B"

Financial Proposal

Name of Firm. _____

Bid Reference No. 267/2/C/CH&ICH Dated 02-01-2021

| Sr. No | Name of Items | Specification | Brand Name | Pack Size | Unit Price (Rs.) | Anticipated Demand | Total Amount (Rs.) |
|--------|---------------|---------------|------------|-----------|------------------|--------------------|--------------------|
| | | | | | | | |

Note:

- The Firms will quote the only one brand against each item if firm quote the more than one brand against the item, such brand will not consider in the technical evaluation.

Prof. Dr. Muhammad Saleem
(FCPS, MME-HPE)
Professor of Paediatric Surgery
Medical Director

- Bidder's Name _____
- Bidder's Signature. _____
- Mailing Address. _____
- Land Line No. _____ Mobile No. _____
- Seal Stamp. _____



The Children's Hospital & The Institute of Child Health
Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560

Annexure "A"



**LIST OF FRAMEWORK CONTRACT FOR PURCHASE OF ORTHODONTICS MATERIAL / CHEMICALS ITEMS
FOR THE YEAR 2020-2021**

| Sr. No. | Items Name | Specification | Anticipated Demand 2020-2021 | | Estimated Cost (Rs.) | Total cost (Rs.) | 2% of the Estimated total cost (required for bid security) |
|---------|---|--|------------------------------|--------|----------------------|------------------|--|
| | ORTHODONTICS MATERIAL / CHEMICALS ITEMS | | | | | - | |
| 1 | Ultrasonic Cleaner (Liquid) | | 10 | Liters | 3,500 | 35,000 | 700.00 |
| 2 | Pre-Programmed (MBT) Prescription with set of 8 wires | 0.022/0.028 Slot | 400 | Nos. | 3,600 | 1,440,000 | 28,800.00 |
| 3 | Band Premolars (Right & Left) Upper & Lower | | 250 | Nos. | 250 | 62,500 | 1,250.00 |
| 4 | Molar bands triple tube right and left upper | 0.022/0.28 slot | 600 | Nos. | 275 | 165,000 | 3,300.00 |
| 5 | Bands double tube Right and left Lower | 0.22/0.28 Slot | 600 | Nos. | 300 | 180,000 | 3,600.00 |
| 6 | Bracket Edgewise Roth prescription upper and lower full set | 0.022 / .028 Slot A set of 20 | 400 | Nos. | 2,000 | 800,000 | 16,000.00 |
| 7 | e) Coaxial Wire (upper and Lower Arch) | 0.0175 | 100 | Nos. | 200 | 20,000 | 400.00 |
| 8 | a) Stainless Steel Round Wires upper and Lower Arch (Natural) | 0.012,0.014,0 | 600 | Nos. | 50 | 30,000 | 600.00 |
| | b) Stainless Steel Round (Lower Arch and upper arch (Natural) | 0.016,0.018, 0.020 | 1000 | Nos. | 50 | 50,000 | 1,000.00 |
| | c) Rectangular S/S upper and (Lower Arch (Natutal) | 0.016x0.022, | 1000 | Nos. | 60 | 60,000 | 1,200.00 |
| | d) Rectangular S/S upper and (Lower Arch (Natutal) | 0.017x0.022, 0.018x0.025, 0.019x0.0.25 ,0.021x0.25 | 1500 | Nos. | 135 | 202,500 | 4,050.00 |
| 9 | a) NiTi Round Wires (Lower Arch and upper arch) Natural | 0.012,0.014,0 | 600 | Nos. | 50 | 30,000 | 600.00 |
| | b) NiTi Round Wires (lower Arch and Upper Arch) (Natural) | 0.016, 0.018, 0.020 | 1500 | Nos. | 50 | 75,000 | 1,500.00 |
| | c) Rectangular NiTi Wires (Upper Arch and Lower Arch Natutal) | 0.016x0.022, | 1000 | Nos. | 60 | 60,000 | 1,200.00 |
| | d) Rectangular NiTi (Upper Arch and Lower Arch) | , 0.017x0.022, 0.018x0.025, 0.019x0.0.25 ,0.021x0.25 | 2000 | Nos. | 60 | 120,000 | 2,400.00 |
| 10 | TMA Wire | 0.017x0.025, 0.018x0.025 | 100 | Nos. | 400 | 40,000 | 800.00 |
| 11 | Ligature wire | 0.012, 0.010 | 2000 | No | 5 | 10,000 | 200.00 |
| 12 | Hard Orthodontic Stainless Steel Wire for TPA | 0.5mm, 0.7mm, 0.9mm, 1mm, 1.25mm | 20 | Nos. | 2,200 | 44,000 | 880.00 |
| 13 | Steel Ligatures (Preformed) | | 2000 | Nos. | 12 | 24,000 | 480.00 |
| 14 | Orthodontic Bonding light cure XT | 2.5 g | 10 | Nos. | 15,000 | 150,000 | 3,000.00 |
| 15 | Reverse Pull Head Gear | Petit with extraoral elastics | 10 | Nos. | 5,500 | 55,000 | 1,100.00 |
| 16 | High Pull Head gear | head cap,face bow,Module | 50 | Nos. | 3,500 | 175,000 | 3,500.00 |
| 17 | Chin Cup with Cervical Strap | Medium,High.Low | 10 | Nos. | 6,000 | 60,000 | 1,200.00 |

| Sr. No. | Items Name | Specification | Anticipated Demand 2020-2021 | | Estimated Cost (Rs.) | Total cost (Rs.) | 2% of the Estimated total cost (required for bid security) |
|---------|-------------------------------------|---------------------------------------|------------------------------|--------|----------------------|------------------|--|
| 18 | Cleat Lingual | | 50 | Nos. | 50 | 2,500 | 50.00 |
| 19 | Elastic Latex | Extra-oral with Heavy pull 450g | 50 | Pkts | 400 | 20,000 | 400.00 |
| 20 | Elastic Latex | intra-oral (1/4,5/16,3/4) | 90 | Pkts | 100 | 9,000 | 180.00 |
| 21 | Elastic tooth separators | Dental Elastics for Molars | 100 | Roll | 150 | 15,000 | 300.00 |
| 22 | Elastics Chian | Elasto-Force(Heavy) | 15 | Nos. | 1,000 | 15,000 | 300.00 |
| 23 | Elastics Chian | Elasto-Force(Medium) | 15 | Nos. | 1,000 | 15,000 | 300.00 |
| 24 | Expansion Screw | | 20 | Nos. | 500 | 10,000 | 200.00 |
| 25 | Hyrex Expansion Screw | Rapid Expansion Screw (Assorted Size) | 50 | Nos. | 1,850 | 92,500 | 1,850.00 |
| 26 | Crimable hooks | Round Base | 400 | Nos. | 160 | 64,000 | 1,280.00 |
| 27 | Lingual Button | | 200 | Nos. | 100 | 20,000 | 400.00 |
| 28 | Face Bow | metal frame | 50 | Nos. | 1,100 | 55,000 | 1,100.00 |
| 29 | Face Bow | head cap with Module | 50 | Nos. | 2,500 | 125,000 | 2,500.00 |
| 30 | Molar Tubes Full Length | 0.022x0.028,Slot | 200 | Nos. | 700 | 140,000 | 2,800.00 |
| 31 | Lingual Bracket Set (prefabricated) | 0.022x0.028,Slot 20 Pcs | 20 | Sets | 8,500 | 170,000 | 3,400.00 |
| 32 | indirect bonding kit (sondhi) | | 2 | Nos. | 8,100 | 16,200 | 324.00 |
| 33 | Lingual Tubes | Palatal Hinge Cap Attachment | 150 | Nos. | 275 | 41,250 | 825.00 |
| 34 | Lingual Sheath | Lingual Sheath | 100 | Nos. | 135 | 13,500 | 270.00 |
| 35 | Ni Ti Open Coil | Narrow Lumen | 20 | Coils | 2,700 | 54,000 | 1,080.00 |
| 36 | Ni Ti Open Coil | Wide Lumen(0.14 * 0.036) | 20 | Coils | 2,700 | 54,000 | 1,080.00 |
| 37 | Ni Ti Closing coil With Eyelets | 9 mm | 30 | Coils | 500 | 15,000 | 300.00 |
| 38 | Ni Ti Closing coil With Eyelets | 6 mm | 30 | Coils | 500 | 15,000 | 300.00 |
| 39 | Ni Ti Closing coil With Eyelets | 3 mm | 30 | Coils | 500 | 15,000 | 300.00 |
| 40 | Jasper Jumper | | 30 | Nos. | 1,500 | 45,000 | 900.00 |
| 41 | Bondable retainer | | 30 | Nos. | 1,350 | 40,500 | 810.00 |
| 42 | Orthodontic Bonding Kit Selfcure | | 10 | Kits | 6,000 | 60,000 | 1,200.00 |
| 43 | Abrasive Strips | Flat Biomolar (Double Ended) | 200 | Pkts | 1,650 | 330,000 | 6,600.00 |
| 44 | Kobayashi Tie Hooks | | 2000 | No | 35 | 70,000 | 1,400.00 |
| 45 | Ni Ti Seprator | | 20 | Pkts | 3,500 | 70,000 | 1,400.00 |
| 46 | Elastic Ligature Ties | | 15 | Pkts | 1,100 | 16,500 | 330.00 |
| 47 | Impression Trays | Disposable | 50 | Sets | 350 | 17,500 | 350.00 |
| 48 | Photographic Mirror | intraoral ,buccal full set | 5 | Sets | 10,000 | 50,000 | 1,000.00 |
| 49 | Posted Wires | Upper | 5 | Nos. | 900 | 4,500 | 90.00 |
| 50 | Posted Wires | Lower | 5 | Nos. | 900 | 4,500 | 90.00 |
| 51 | Rubber Dams | | 5 | Sheets | 3,300 | 16,500 | 330.00 |
| 52 | Orthodontic Implants | 8,10,12 mm | 150 | No | 2,000 | 300,000 | 6,000.00 |
| 53 | Herbst Appliance | | 15 | Nos. | 7,000 | 105,000 | 2,100.00 |
| 54 | RCS Wires | (0.18, .016 * .022) | 100 | Nos. | 450 | 45,000 | 900.00 |
| 55 | Die Stone | | 50 | Nos. | 300 | 15,000 | 300.00 |
| 56 | Hard Platser | | 50 | Nos. | 300 | 15,000 | 300.00 |
| 57 | Mirror Tops and Handles | | 100 | Nos. | 1,500 | 150,000 | 3,000.00 |
| 58 | Putty Materials | | 20 | Nos. | 6,500 | 130,000 | 2,600.00 |
| 59 | Soft Liner | | 20 | Nos. | 10,000 | 200,000 | 4,000.00 |
| 60 | composite Polishing Kit | | 2 | Nos. | 2,300 | 4,600 | 92.00 |

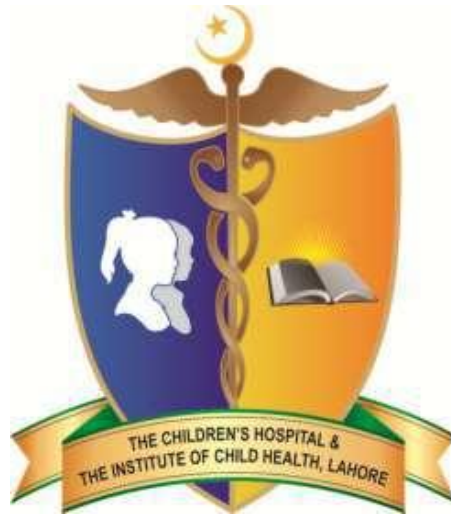
| Sr. No. | Items Name | Specification | Anticipated Demand 2020-2021 | | Estimated Cost (Rs.) | Total cost (Rs.) | 2% of the Estimated total cost (required for bid security) |
|---------|---------------------------------|--|------------------------------|------|----------------------|------------------|--|
| 61 | Glass Ionomer Luting Class I | | 15 | Nos. | 3,900 | 58,500 | 1,170.00 |
| 62 | Impression material (Aliginate) | | 50 | Pkt | 750 | 37,500 | 750.00 |
| 63 | Force Measuring Guage | (Range 50-500 gms) (Range 100-1000 gms) | 2 | Nos. | 5,500 | 11,000 | 220.00 |
| 64 | Burs acrylic slow speed | Round cylindrical vulcanite | 20 | | 550 | 11,000 | 220.00 |
| 65 | Scaler | | 3 | | 15,000 | 45,000 | 900.00 |
| 66 | High speed hand piece | | 3 | | 27,500 | 82,500 | 1,650.00 |
| 67 | Micro motor | | 2 | | 95,000 | 190,000 | 3,800.00 |
| 68 | Rotary Endodontics Hand piece | Handpiece 16:1 Reverse Revolution | 2 | Nos. | 30,000 | 60,000 | 1,200.00 |

Prof. Dr. Muhammad Saleem
 (FCPS, MME-HPE)
 Professor of Paediatric Surgery
 Medical Director

BIDDING DOCUMENT

FRAMEWORK CONTRACT FOR PURCHASE OF DENTAL MATERIAL / CHEMICAL ITEMS FOR THE YEAR 2020-2021

b) GENERAL DENTISTRY ITEMS



| | |
|-----------------------------------|--|
| Name of Procuring Agency:- | The Children's Hospital & The Institute of Child Health, Lahore |
| Corresponding Address:- | Ferozepure Road, Lahore |
| Phone No:- | 042-99230901-23 |
| Fax No:- | 042-99231560 |
| Website:- | www.chich.edu.pk |



The Children's Hospital & The Institute of Child Health
Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560



INVITATION FOR BIDS

BID REFERENCE NO. 267/2/B/CH&ICH Dated 02-01-2021

FRAMEWORK CONTRACT FOR PURCHASE OF DENTAL MATERIAL / CHEMICAL ITEMS FOR THE CHILDREN'S HOSPITAL & THE INSTITUTE OF CHILD HEALTH, LAHORE FOR THE YEAR 2020-2021

b) GENERAL DENTISTRY ITEMS

1. The Children's Hospital & the Institute of Child Health, invites sealed bids from manufacturers / sole agents of the foreign principals /authorized distributors for the procurement of **Dental Material / Chemical Items** for the year **2020-2021** on free delivery to Consignee's end basis. Detailed specifications along with bill of quantities of Items are given in the bidding documents. The Government of Punjab has allocated funds in the specific head of account for the purpose of the purchase of Items.
2. Interested bidders may get the bidding documents & detailed specifications from the office of **Purchase Department** on submission of written application on their letter head along with payment of non-refundable fee of **Rs. 1000/- (One thousand only)** for each set of bidding documents & detailed specifications.
3. Bidding documents including detailed specifications, terms & conditions shall be issued up to **Last Date as mentioned in the advertisement during office hours**. However, a copy of the bidding documents is also available for information only on the websites of PPRA (www.ppra.punjab.gov.pk) &The Children's Hospital &The Institute of Child Health, Lahore (www.chich.edu.pk) until the closing date for the submission of bids.
4. Bidding shall be conducted through **Single Stage – Two Envelopes** bidding procedure, as per Rule 38(2)(a) of Punjab Procurement Rules, 2014 (**amended, 2016**). The envelopes shall be marked as **"FINANCIAL PROPOSAL"** & **"TECHNICAL PROPOSAL"** in bold and legible letters. Financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.
5. Sealed bids are required to be submitted by the interested bidders on **25-01-2021** till **11:00 a.m.** positively in the **Conference Room (Admin Block)**. The bids received till the stipulated date & time shall be opened on the same day at **11:30 a.m.** in the presence of the bidders or their authorized representatives (who choose to attend) by the purchase committee. All bids should be submitted in tape or ring binding. Otherwise bid will be rejected.
6. In case the date of opening or last date of sale is declared as a 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.
7. The bidders are requested to give their lowest and best prices with their bids as no negotiations on the prices are allowed.

Note: The procurement shall be governed by the Punjab Procurement Rules, 2014 (amended, 2016).

Prof. Dr. Muhammad Saleem
(FCPS, MME-HPE)
Professor of Paediatric Surgery
Medical Director

1. **Compulsory Parameters (Annexure “A”)**

- i) Original Bid Receipt.
- ii) Copy of Bidders Computerized National Identity Card.
- iii) Indicate the number date & name of issuing authority of irrevocable Bank Guarantee preferably / CDR Call Deposit attached with the technical bid.
- iv) Sole Agency certification from foreign principal or Authorization letter from manufacturer / sole agent in Pakistan.
- v) National tax number (attached attested copy).
- vi) General sales tax number (attached attested copy).
- vii) Professional Tax (attached attested copy).
- viii) Previous Experience in the relevant field (less than one year will not be considered the bidder shall attached verifiable documentary evidences with the bid.
- ix) Undertaking regarding the firm never black listed of items on the legal stamp paper of Rs. **100/-**
- x) Undertaking regarding the firm uninterrupted supply of items on the legal stamp paper of Rs. **100/-**
- xi) Undertaking Regarding that the prices quoted against each items mentioned at bid are not more than any other Government Institution in Punjab on the legal stamp paper of Rs. **100/- (Price Reasonability Certificate).**
- xii) Sample of the quoted packs of each items (Product that comply 100% with the advertised specifications) for evaluation must be submitted to the concerned store at the time of bid opening. After bid opening no samples will be entertained.
- xiii) **All bids should be submitted in tape binding.** All documents should contain proper page marking, attached in sequence as indicated for evaluation in the bidding documents and signatures of authorized person. Moreover, signing and stamping of each page of bidding documents / form is mandatory.

2. **Bid Validity**

Bids shall remain valid for the period of **120 days** after of opening of Technical Bid. A bid valid for a shorter period shall be rejected as Non-Responsive. 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.

3. **Bidding Procedure**

The bidding procedure shall be Governed by the Punjab Procurement Rules (PPR) 2014, amended 2016. Single stage two envelope bidding procedure shall be employed as per Rule 38(2)(a) of Punjab Procurement Rules, 2014 (amended,2016). The envelopes shall be marked as “**FINANCIAL PROPOSAL**” & “**TECHNICAL PROPOSAL**” in bold and legible letters. Financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.

4. **Bid Evaluation Criteria**

All bids shall be evaluated in accordance with the evaluation criteria and other terms and conditions set forth in these bidding documents.

Hospital authorities reserve the right to ignore the lower prices on the basis of quality and standard. The information provided by the firm should be relevant, concise & to the point as per bid evaluation criteria, unnecessary documentation will have a negative impact. During the Technical evaluation, no amendments in the technical proposal shall be permitted.

5. **Acceptance of Bid and Award Criteria.**

The Bidder, whose bid is found to be most closely conforming to the Evaluation Criteria prescribed in bidding documents and having the lowest evaluated bid, if not in conflict with any other law, rules, regulations or policy of the Punjab Government, shall be awarded the Contract. **The bid must be for the whole quantity of an item as required and advertised.** The validity of the contract is one year from the date of issuance of contract till the completion of next contract for the year **2021-2022** whichever is earlier.

The procuring agency shall announce the results of the bid evaluation in form of a report, not inconsistent with the Punjab Procurement Rules, 2011 (amended, 2016) giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract.

6. **Grievance Petition Period**

Prior to the opening of financial bid, all technically qualified bidders may be given a **margin of one day** after the announcement of technical evaluation report where after the financial bid may be opened. After lapse of given time between the declaration of technical evaluation report and opening of the financial no grievance petition would be entertained concerning the technical qualification of successful bidders. The objection after the opening of the financial bid remain restricted to the financial bid only.

7. **Procuring Agency's Right to vary quantities at the time of Award.**

The Procuring Agency reserves the right at the time of award of contract to increase or decrease, the quantity of goods originally specified in the technical specifications without any change in unit price and other terms & conditions.

8. **Performances Guarantee**

The Performance Guarantee will be 5% of the total value of contract amount. The performance Guarantee shall be deposited in the shape of **Deposit at Call (CDR) / irrevocable Bank Guarantee** from any scheduled bank. In case of the breach of the contract, the security will be forfeited. **The Performance guarantee will be retained till the completion of contract period.** The successful bidder is bound to provide the defined performance guarantee within 07 days.

However case of failure the procuring agency on valid reasons may extend period for a specified period of time. Failure to provide a performance guarantee by the bidder will be sufficient ground for annulment of the award and initiation of legal action / debarring of firm by the procuring agency.

In such event the procuring agency may award contract to the next lowest evaluated bidder or call for new bid. In case of the breach of the contract the performance guarantee / security will be forfeited.

9. **Rejection of Bids (as prescribed in Rule 35 of Punjab Procurement Rules-2014 (amended in 2016)).**

- i). The Procuring Agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal.
- ii). The Procuring Agency shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds.
- iii). The Procuring Agency shall incur no liability, solely by virtue of its invoking sub-rule (1) towards the bidders.
- iv). The bidders shall be promptly informed about the rejection of the bids, if any.
- v). A procuring agency may, for reasons to be recorded in writing, restart bidding process from any prior stage if it is possible without violating any principle of procurement contained in rule 4 and shall immediately communicate the decision to the bidders.

10. **Transportation / Delivery Requirements**

- i). The Supplier shall arrange such transportation of the Items 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 the Schedule of Requirement.
- ii). All costs associated with the transportation including loading/unloading of Items and road taxes shall be borne by the Supplier.

11. **Penalties / Liquidated Damages**

- i). Wherein the Supplier fails to make deliveries as per signed contract & purchase order and within the stipulated time frame specified in the Schedule of Requirement, the Contract to the extent of non-delivered portion of supplies shall stand cancelled.
- ii). After the cancellation of the Contract no supplies shall be accepted and the amount of Performance Guaranty/Security to the extent of non-delivered portion of supplies shall be forfeited.
- iii). If the Supplier fails to supply the whole consignment and not able to deliver to consignee's end, the entire amount of Performance Guaranty/Security shall be forfeited to the Government account and the firm shall be blacklisted minimum for two years for future participation.
- iv). The exact time frame for making supplies without penalty for local item is **30 days and 45 days** for imported items shall be indicated in subsequent purchase orders.
- v). In case of late delivery of goods beyond the periods specified in the Schedule of Requirements and subsequent purchase order, **a penalty @ 0.067% per day of the cost of late delivered supply shall be imposed upon the Supplier.**
- vi). The procuring Agency shall disqualify a bidder if it finds, at any time, that the information submitted by him concerning his qualification as bidder was false and materially inaccurate or incomplete.
- vii). If the lowest bid is rejected due to non-compliance of terms and conditions laid down in the bidding documents and contract, the Procuring Agency may proceed (if feasible) on the same tender with next lowest bid.

12. **The following terms & conditions are required to be fulfilled by bidders.**

- i). If the Bid is accepted, bidder will have to deliver the goods to The Children's Hospital within stipulated time period mentioned in the supply order during the working hours.
 - ii). Partial supply will not be acceptable.
 - iii). If stores rejected by the inspection committee, it will be replaced by the bidder within a week, otherwise, the rejected items will be forfeited in favor of the hospital and bill of the remaining items, if present in the purchase order, will not be forwarded.
 - iv). The bidder will submit three copies of bill against supplies at the time of delivery to the office of the Dean / Medical Director, duly supported by three photocopies of purchase order, invoice, advance acceptance, award letter and delivery challan.
13. Tax deduction will be according to Government Rules. All taxation, whether International, Federal, Provincial or Local, shall be borne by the Supplier.
14. Any conditional or ambiguous bid will not be accepted.
15. Any erasing / cutting / crossing etc. appearing in the offer will not be accepted.
16. List of products with detail specification is hereby attached as Annexure "C".
17. All prices shall be quoted in Pak rupees on the prescribed Performa of Financial Proposal as Annexure "B".

Prof. Dr. Muhammad Saleem
(FCPS, MMIE-HPE)
Professor of Paediatric Surgery
Medical Director

The terms and conditions read and agreed.

1. Bidder's Name. _____
2. Bidder's Signature. _____
3. Name of Firm. _____
4. Mailing Address. _____
5. Land Line No. _____
6. Mobile No. _____
7. Seal Stamp. _____

Evaluation Criteria (Check List)

Compulsory Parameters

| Sr. No. | Parameters | Relevant Page Number in the Bid (to be filled by the bidder) | Compliance Status (Yes / No) |
|---------|---|--|------------------------------|
| 1. | Original Bid Receipt | | |
| 2. | Copy of Bidders Computerized National Identity Card. | | |
| 3. | Indicate the number date & name of issuing authority of irrevocable Bank Guarantee preferably / CDR Call Deposit attached with the technical bid. | | |
| 4. | Sole Agency certification from foreign principal or Authorization letter from manufacturer / sole agent in Pakistan. | | |
| 5. | National tax number.(attached attested copy) | | |
| 6. | General sales tax number (attached attested copy) | | |
| 7. | Professional Tax (attached attested copy). | | |
| 8. | Previous Experience in the relevant field (less than one year will not be considered the bidder shall attached verifiable documentary evidences with the bid. | | |
| 9. | Undertaking regarding the firm never black listed of items on the legal stamp paper of Rs. 100/- | | |
| 10. | Undertaking regarding the firm uninterrupted supply of items on the legal stamp paper of Rs. 100/- | | |
| 11. | Undertaking Regarding that the prices quoted against each items mentioned at bid are not more than any other Government Institution in Punjab on the legal stamp paper of Rs. 100/-(Price Reasonability Certificate). | | |
| 12. | Sample of the quoted packs of each items (Product that comply 100% with the advertised specifications) for evaluation must be submitted to the concerned store at the time of bid opening. After bid opening no samples will be entertained. | | |
| 13. | All bids should be submitted in tape binding. All documents should contain proper page marking, attached in sequence as indicated for evaluation in the bidding documents and signatures of authorized person. Moreover, signing and stamping of each page of bidding documents/form is mandatory. | N/A | |

Note:- The provision of check list is essential prerequisites alongwith submission of bid.

Prof. Dr. Muhammad Saleem

(FCPS, MME-HPE)

Professor of Paediatric Surgery
Medical Director

- Bidder's Name. _____
- Bidder's Signature. _____
- Mailing Address. _____
- Land Line No. _____ Mobile No. _____
- Seal Stamp. _____



The Children's Hospital & The Institute of Child Health
Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560



Annexure "B"

Financial Proposal

Name of Firm. _____

Bid Reference No. 267/2/C/CH&ICH Dated 02-01-2021

| Sr. No | Name of Items | Specification | Brand Name | Pack Size | Unit Price (Rs.) | Anticipated Demand | Total Amount (Rs.) |
|--------|---------------|---------------|------------|-----------|------------------|--------------------|--------------------|
| | | | | | | | |

Note:

- The Firms will quote the only one brand against each item if firm quote the more than one brand against the item, such brand will not consider in the technical evaluation.

- Bidder's Name _____
- Bidder's Signature. _____
- Mailing Address. _____
- Land Line No. _____ Mobile No. _____
- Seal Stamp. _____

Prof. Dr. Muhammad Saleem
(FCPS, MNIE-HPE)
Professor of Paediatric Surgery
Medical Director



The Children's Hospital & The Institute of Child Health
 Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560

Annexure "B"



**LIST OF FRAMEWORK CONTRACT FOR PURCHASE OF GENERAL DENTISTRY ITEMS
 FOR THE YEAR 2020-2021**

| Sr. No. | Items Name | Specification | Anticipated Demand 2020-2021 | | Estimated Cost (Rs.) | Total cost (Rs.) | 2% of the Estimated total cost (required for bid security) |
|---------|----------------------------------|--------------------------------|------------------------------|--------|----------------------|------------------|--|
| | General Dentistry Items | | | | | | |
| 1 | Inverted cone Burs | Diamond, high speed | 300 | Nos. | 185 | 55,500 | 1,110.00 |
| 2 | Round Burs | Diamond, high speed | 300 | Nos. | 185 | 55,500 | 1,110.00 |
| 3 | Cylindrical Burs | Diamond, high speed | 300 | Nos. | 185 | 55,500 | 1,110.00 |
| 4 | Tapering fissure Burs | Diamond, high speed | 300 | Nos. | 185 | 55,500 | 1,110.00 |
| 5 | Calcium Hydroxide Paste | Self-handering single | 12 | Nos. | 5,500 | 66,000 | 1,320.00 |
| 6 | Calcium Hydroxide Paste | Double constituents | 5 | Nos. | 2,500 | 12,500 | 250.00 |
| 7 | Calcium Hydroxide Paste | Non setting | 12 | Nos. | 3,900 | 46,800 | 936.00 |
| 8 | Cement Zinc Oxide Eugenol | powder and liquid | 24 | Nos. | 4,200 | 100,800 | 2,016.00 |
| 9 | Cement glass ionomer | Type II (powder and liquid) | 50 | Nos. | 3,300 | 165,000 | 3,300.00 |
| 10 | Chlorhexidine gel | For periodontal surgery | 6 | Tubes | 300 | 1,800 | 36.00 |
| 11 | Composite filling materials | complete kit | 2 | Kits | 20,000 | 40,000 | 800.00 |
| 12 | Cresophene | Root canal dressing | 5 | Nos. | 5,600 | 28,000 | 560.00 |
| 13 | Diamond composite finishing burs | complete kit | 6 | Kits | 8,000 | 48,000 | 960.00 |
| 14 | Disposable glasses | Plastic/ paper | 20,000 | Nos. | 3 | 60,000 | 1,200.00 |
| 15 | Endo post | Complete kit with drills | 1 | Kits | 21,000 | 21,000 | 420.00 |
| 16 | Etchant gel | 5ml | 5 | Nos. | 900 | 4,500 | 90.00 |
| 17 | Local anaesthetic spray | 4% | 40 | No. | 3,000 | 120,000 | 2,400.00 |
| 18 | Lignocain cartidge 2 % | With Adrenative | 150 | PKT | 2,000 | 300,000 | 6,000.00 |
| 19 | Lignocain cartidge 2 % | Without Adrenative | 5 | PKT | 2,000 | 10,000 | 200.00 |
| 20 | Mirrors tops | Plane glass | 500 | Nos. | 30 | 15,000 | 300.00 |
| 21 | Mirrors tops | Plane Front Surface (metallic) | 50 | Nos. | 150 | 7,500 | 150.00 |
| 22 | Needle for local anaesthesia | Disposable (Long/Short) | 40 | Boxes | 800 | 32,000 | 640.00 |
| 23 | Oil spray | For hand piece | 6 | Nos. | 3,300 | 19,800 | 396.00 |
| 24 | Root Canal Antiseptic dressing | PULPYRL | 10 | Nos. | 4,050 | 40,500 | 810.00 |
| 25 | Root Canal Barbed Broaches | pack of six | 20 | pkts | 1,300 | 26,000 | 520.00 |
| 26 | Root Canal Files (K-Files) | No. 15,20,25,30,35,40 | 40 | 2 Each | 460 | 18,400 | 368.00 |
| 27 | Root Canal Sealants | Powder and liquid | 6 | pkts | 5,000 | 30,000 | 600.00 |
| 28 | Root Canal Spreader | No. 15-40 & 45-80 | 15 | Pkts | 765 | 11,475 | 229.50 |
| 29 | Sealant Fissure With Fluoride | Kit | 10 | Kits | 3,125 | 31,250 | 625.00 |
| 30 | Alveogyl | pack for day Sachet | 6 | Pkts | 6,625 | 39,750 | 795.00 |
| 31 | Cotton Rolls | For Isolation of Teeth | 20 | Pkts | 2,200 | 44,000 | 880.00 |
| 32 | Sterilisation Pouches | 89 x 25 mm (S) | 100 | Nos. | 560 | 56,000 | 1,120.00 |
| | | 140 x 254 mm (M) | 100 | Nos. | 890 | 89,000 | 1,780.00 |
| | | 51/4 x 10 mm (L) | 50 | Nos. | 1,800 | 90,000 | 1,800.00 |

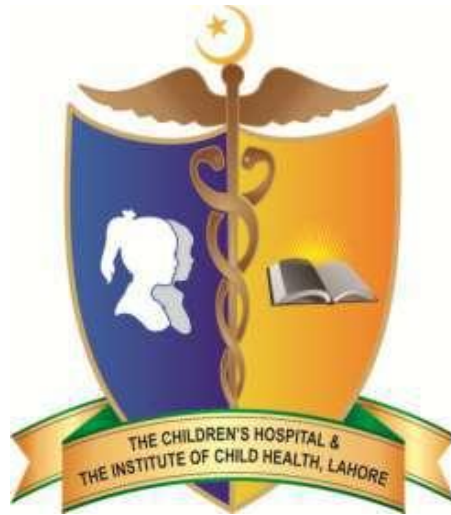
| Sr. No. | Items Name | Specification | Anticipated Demand 2020-2021 | | Estimated Cost (Rs.) | Total cost (Rs.) | 2% of the Estimated total cost (required for bid security) |
|---------|---------------------------|-------------------|------------------------------|--------|----------------------|------------------|--|
| 33 | Disinfection Wipes | | 10 | Sheets | 1,400 | 14,000 | 280.00 |
| 34 | Glass Beads | for sterilization | 10 | Pkts | 1,700 | 17,000 | 340.00 |
| 35 | Root Canal Softener | | 6 | Pkts | 995 | 5,970 | 119.40 |
| 36 | Napkin Holder | | 25 | No. | 160 | 4,000 | 80.00 |
| 37 | Protective Eye Glass | | 20 | Nos. | 450 | 9,000 | 180.00 |
| 38 | Paediatric Metal Crowns | Box | 1 | Boxes | 1,200 | 1,200 | 24.00 |
| 39 | Rubber Dam Sheets | | 5 | Packs | 1,200 | 6,000 | 120.00 |
| 40 | Mummifying Paste | | 1 | Pack | 4,000 | 4,000 | 80.00 |
| 41 | Endodrills | | 2 | Packs | 5,000 | 10,000 | 200.00 |
| 42 | Portable Scaler with kits | | 2 | Kit | 8,000 | 16,000 | 320.00 |
| 43 | Air Turbine hand piece | | 10 | No. | 10,000 | 100,000 | 2,000.00 |
| 44 | pariapical x-ray film | | 1000 | film | 35 | 35,000 | 700.00 |
| 45 | Devolper & Fixer prepared | | 20 | pack | 500 | 10,000 | 200.00 |
| 46 | Files Ni Ti 15-40 | | 10 | Pack | 900 | 9,000 | 180.00 |

Prof. Dr. Muhammad Saleem
 (FCPS, MME-HPE)
 Professor of Paediatric Surgery
 Medical Director

BIDDING DOCUMENT

FRAMEWORK CONTRACT FOR PURCHASE OF DENTAL MATERIAL / CHEMICAL ITEMS FOR THE YEAR 2020-2021

c) ORAL & MAXIOLLO FACIAL SURGERY



| | |
|-----------------------------------|--|
| Name of Procuring Agency:- | The Children's Hospital & The Institute of Child Health, Lahore |
| Corresponding Address:- | Ferozepure Road, Lahore |
| Phone No:- | 042-99230901-23 |
| Fax No:- | 042-99231560 |
| Website:- | www.chich.edu.pk |



The Children's Hospital & The Institute of Child Health
Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560



INVITATION FOR BIDS

BID REFERENCE NO. 267/2/C/CH&ICH Dated 02-01-2021

**FRAMEWORK CONTRACT FOR PURCHASE OF DENTAL MATERIAL / CHEMICAL ITEMS FOR
THE CHILDREN'S HOSPITAL & THE INSTITUTE OF CHILD HEALTH, LAHORE
FOR THE YEAR 2020-2021**

c) ORAL & MAXIOLLO FACIAL SURGERY

1. The Children's Hospital & the Institute of Child Health, invites sealed bids from manufacturers / sole agents of the foreign principals /authorized distributors for the procurement of **Dental Material / Chemical Items** for the year **2020-2021** on free delivery to Consignee's end basis. Detailed specifications along with bill of quantities of Items are given in the bidding documents. The Government of Punjab has allocated funds in the specific head of account for the purpose of the purchase of Items.
2. Interested bidders may get the bidding documents & detailed specifications from the office of **Purchase Department** on submission of written application on their letter head along with payment of non-refundable fee of **Rs. 1000/- (One thousand only)** for each set of bidding documents & detailed specifications.
3. Bidding documents including detailed specifications, terms & conditions shall be issued up to **Last Date as mentioned in the advertisement during office hours**. However, a copy of the bidding documents is also available for information only on the websites of PPRA (www.ppra.punjab.gov.pk) &The Children's Hospital &The Institute of Child Health, Lahore (www.chich.edu.pk) until the closing date for the submission of bids.
4. Bidding shall be conducted through **Single Stage – Two Envelopes** bidding procedure, as per Rule 38(2)(a) of Punjab Procurement Rules, 2014 (**amended, 2016**). The envelopes shall be marked as **“FINANCIAL PROPOSAL”** & **“TECHNICAL PROPOSAL”** in bold and legible letters. Financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.
5. Sealed bids are required to be submitted by the interested bidders on **25-01-2021** till **11:00 a.m.** positively in the **Conference Room (Admin Block)**. The bids received till the stipulated date & time shall be opened on the same day at **11:30 a.m.** in the presence of the bidders or their authorized representatives (who choose to attend) by the purchase committee. All bids should be submitted in tape or ring binding. Otherwise bid will be rejected.
6. In case the date of opening or last date of sale is declared as a 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.
7. The bidders are requested to give their lowest and best prices with their bids as no negotiations on the prices are allowed.

Note: The procurement shall be governed by the Punjab Procurement Rules, 2014 (amended, 2016).

Prof. Dr. Muhammad Saleem
(FCPS, MME-HPE)
Professor of Paediatric Surgery
Medical Director

1. **Compulsory Parameters (Annexure “A”)**

- i) Original Bid Receipt.
- ii) Copy of Bidders Computerized National Identity Card.
- iii) Indicate the number date & name of issuing authority of irrevocable Bank Guarantee preferably / CDR Call Deposit attached with the technical bid.
- iv) Sole Agency certification from foreign principal or Authorization letter from manufacturer / sole agent in Pakistan.
- v) National tax number (attached attested copy).
- vi) General sales tax number (attached attested copy).
- vii) Professional Tax (attached attested copy).
- viii) Previous Experience in the relevant field (less than one year will not be considered the bidder shall attached verifiable documentary evidences with the bid.
- ix) Undertaking regarding the firm never black listed of items on the legal stamp paper of Rs. **100/-**
- x) Undertaking regarding the firm uninterrupted supply of items on the legal stamp paper of Rs. **100/-**
- xi) Undertaking Regarding that the prices quoted against each items mentioned at bid are not more than any other Government Institution in Punjab on the legal stamp paper of Rs. **100/- (Price Reasonability Certificate).**
- xii) Sample of the quoted packs of each items (Product that comply 100% with the advertised specifications) for evaluation must be submitted to the concerned store at the time of bid opening. After bid opening no samples will be entertained.
- xiii) **All bids should be submitted in tape binding.** All documents should contain proper page marking, attached in sequence as indicated for evaluation in the bidding documents and signatures of authorized person. Moreover, signing and stamping of each page of bidding documents / form is mandatory.

2. **Bid Validity**

Bids shall remain valid for the period of **120 days** after of opening of Technical Bid. A bid valid for a shorter period shall be rejected as Non-Responsive. 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.

3. **Bidding Procedure**

The bidding procedure shall be Governed by the Punjab Procurement Rules (PPR) 2014, amended 2016. Single stage two envelope bidding procedure shall be employed as per Rule 38(2)(a) of Punjab Procurement Rules, 2014 (amended,2016). The envelopes shall be marked as “**FINANCIAL PROPOSAL**” & “**TECHNICAL PROPOSAL**” in bold and legible letters. Financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.

4. **Bid Evaluation Criteria**

All bids shall be evaluated in accordance with the evaluation criteria and other terms and conditions set forth in these bidding documents.

Hospital authorities reserve the right to ignore the lower prices on the basis of quality and standard. The information provided by the firm should be relevant, concise & to the point as per bid evaluation criteria, unnecessary documentation will have a negative impact. During the Technical evaluation, no amendments in the technical proposal shall be permitted.

5. **Acceptance of Bid and Award Criteria.**

The Bidder, whose bid is found to be most closely conforming to the Evaluation Criteria prescribed in bidding documents and having the lowest evaluated bid, if not in conflict with any other law, rules, regulations or policy of the Punjab Government, shall be awarded the Contract. **The bid must be for the whole quantity of an item as required and advertised.** The validity of the contract is one year from the date of issuance of contract till the completion of next contract for the year **2021-2022** whichever is earlier.

The procuring agency shall announce the results of the bid evaluation in form of a report, not inconsistent with the Punjab Procurement Rules, 2011 (amended, 2016) giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract.

6. **Grievance Petition Period**

Prior to the opening of financial bid, all technically qualified bidders may be given a **margin of one day** after the announcement of technical evaluation report where after the financial bid may be opened. After lapse of given time between the declaration of technical evaluation report and opening of the financial no grievance petition would be entertained concerning the technical qualification of successful bidders. The objection after the opening of the financial bid remain restricted to the financial bid only.

7. **Procuring Agency's Right to vary quantities at the time of Award.**

The Procuring Agency reserves the right at the time of award of contract to increase or decrease, the quantity of goods originally specified in the technical specifications without any change in unit price and other terms & conditions.

8. **Performances Guarantee**

The Performance Guarantee will be 5% of the total value of contract amount. The performance Guarantee shall be deposited in the shape of **Deposit at Call (CDR) / irrevocable Bank Guarantee** from any scheduled bank. In case of the breach of the contract, the security will be forfeited. **The Performance guarantee will be retained till the completion of contract period.** The successful bidder is bound to provide the defined performance guarantee within 07 days.

However case of failure the procuring agency on valid reasons may extend period for a specified period of time. Failure to provide a performance guarantee by the bidder will be sufficient ground for annulment of the award and initiation of legal action / debarring of firm by the procuring agency.

In such event the procuring agency may award contract to the next lowest evaluated bidder or call for new bid. In case of the breach of the contract the performance guarantee / security will be forfeited.

9. **Rejection of Bids (as prescribed in Rule 35 of Punjab Procurement Rules-2014 (amended in 2016)).**

- i). The Procuring Agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal.
- ii). The Procuring Agency shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds.
- iii). The Procuring Agency shall incur no liability, solely by virtue of its invoking sub-rule (1) towards the bidders.
- iv). The bidders shall be promptly informed about the rejection of the bids, if any.
- v). A procuring agency may, for reasons to be recorded in writing, restart bidding process from any prior stage if it is possible without violating any principle of procurement contained in rule 4 and shall immediately communicate the decision to the bidders.

10. **Transportation / Delivery Requirements**

- i). The Supplier shall arrange such transportation of the Items 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 the Schedule of Requirement.
- ii). All costs associated with the transportation including loading/unloading of Items and road taxes shall be borne by the Supplier.

11. **Penalties / Liquidated Damages**

- i). Wherein the Supplier fails to make deliveries as per signed contract & purchase order and within the stipulated time frame specified in the Schedule of Requirement, the Contract to the extent of non-delivered portion of supplies shall stand cancelled.
- ii). After the cancellation of the Contract no supplies shall be accepted and the amount of Performance Guaranty/Security to the extent of non-delivered portion of supplies shall be forfeited.
- iii). If the Supplier fails to supply the whole consignment and not able to deliver to consignee's end, the entire amount of Performance Guaranty/Security shall be forfeited to the Government account and the firm shall be blacklisted minimum for two years for future participation.
- iv). The exact time frame for making supplies without penalty for local item is **30 days and 45 days** for imported items shall be indicated in subsequent purchase orders.
- v). In case of late delivery of goods beyond the periods specified in the Schedule of Requirements and subsequent purchase order, **a penalty @ 0.067% per day of the cost of late delivered supply shall be imposed upon the Supplier.**
- vi). The procuring Agency shall disqualify a bidder if it finds, at any time, that the information submitted by him concerning his qualification as bidder was false and materially inaccurate or incomplete.
- vii). If the lowest bid is rejected due to non-compliance of terms and conditions laid down in the bidding documents and contract, the Procuring Agency may proceed (if feasible) on the same tender with next lowest bid.

12. **The following terms & conditions are required to be fulfilled by bidders.**

- i). If the Bid is accepted, bidder will have to deliver the goods to The Children's Hospital within stipulated time period mentioned in the supply order during the working hours.
 - ii). Partial supply will not be acceptable.
 - iii). If stores rejected by the inspection committee, it will be replaced by the bidder within a week, otherwise, the rejected items will be forfeited in favor of the hospital and bill of the remaining items, if present in the purchase order, will not be forwarded.
 - iv). The bidder will submit three copies of bill against supplies at the time of delivery to the office of the Dean / Medical Director, duly supported by three photocopies of purchase order, invoice, advance acceptance, award letter and delivery challan.
13. Tax deduction will be according to Government Rules. All taxation, whether International, Federal, Provincial or Local, shall be borne by the Supplier.
14. Any conditional or ambiguous bid will not be accepted.
15. Any erasing / cutting / crossing etc. appearing in the offer will not be accepted.
16. List of products with detail specification is hereby attached as Annexure "C".
17. All prices shall be quoted in Pak rupees on the prescribed Performa of Financial Proposal as Annexure "B".

Prof. Dr. Muhammad Saleem
(FCPS, MMIE-HPE)
Professor of Paediatric Surgery
Medical Director

The terms and conditions read and agreed.

1. Bidder's Name. _____
2. Bidder's Signature. _____
3. Name of Firm. _____
4. Mailing Address. _____
5. Land Line No. _____
6. Mobile No. _____
7. Seal Stamp. _____

Evaluation Criteria (Check List)

Compulsory Parameters

| Sr. No. | Parameters | Relevant Page Number in the Bid (to be filled by the bidder) | Compliance Status (Yes / No) |
|---------|---|--|------------------------------|
| 1. | Original Bid Receipt | | |
| 2. | Copy of Bidders Computerized National Identity Card. | | |
| 3. | Indicate the number date & name of issuing authority of irrevocable Bank Guarantee preferably / CDR Call Deposit attached with the technical bid. | | |
| 4. | Sole Agency certification from foreign principal or Authorization letter from manufacturer / sole agent in Pakistan. | | |
| 5. | National tax number.(attached attested copy) | | |
| 6. | General sales tax number (attached attested copy) | | |
| 7. | Professional Tax (attached attested copy). | | |
| 8. | Previous Experience in the relevant field (less than one year will not be considered the bidder shall attached verifiable documentary evidences with the bid. | | |
| 9. | Undertaking regarding the firm never black listed of items on the legal stamp paper of Rs. 100/- | | |
| 10. | Undertaking regarding the firm uninterrupted supply of items on the legal stamp paper of Rs. 100/- | | |
| 11. | Undertaking Regarding that the prices quoted against each items mentioned at bid are not more than any other Government Institution in Punjab on the legal stamp paper of Rs. 100/-(Price Reasonability Certificate). | | |
| 12. | Sample of the quoted packs of each items (Product that comply 100% with the advertised specifications) for evaluation must be submitted to the concerned store at the time of bid opening. After bid opening no samples will be entertained. | | |
| 13. | All bids should be submitted in tape binding. All documents should contain proper page marking, attached in sequence as indicated for evaluation in the bidding documents and signatures of authorized person. Moreover, signing and stamping of each page of bidding documents/form is mandatory. | N/A | |

Note:- The provision of check list is essential prerequisites alongwith submission of bid.

Prof. Dr. Muhammad Saleem

(FCPS, MME-HPE)

Professor of Paediatric Surgery
Medical Director

- Bidder's Name. _____
- Bidder's Signature. _____
- Mailing Address. _____
- Land Line No. _____ Mobile No. _____
- Seal Stamp. _____



The Children's Hospital & The Institute of Child Health
Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560



Annexure "B"

Financial Proposal

Name of Firm. _____

Bid Reference No. 267/2/C/CH&ICH Dated 02-01-2021

| Sr. No | Name of Items | Specification | Brand Name | Pack Size | Unit Price (Rs.) | Anticipated Demand | Total Amount (Rs.) |
|--------|---------------|---------------|------------|-----------|------------------|--------------------|--------------------|
| | | | | | | | |

Note:

- The Firms will quote the only one brand against each item if firm quote the more than one brand against the item, such brand will not consider in the technical evaluation.

- Bidder's Name _____
- Bidder's Signature. _____
- Mailing Address. _____
- Land Line No. _____ Mobile No. _____
- Seal Stamp. _____

Prof. Dr. Muhammad Saleem
(FCPS, MNIE-HPE)
Professor of Paediatric Surgery
Medical Director



The Children's Hospital & The Institute of Child Health
Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560

Annexure "C"



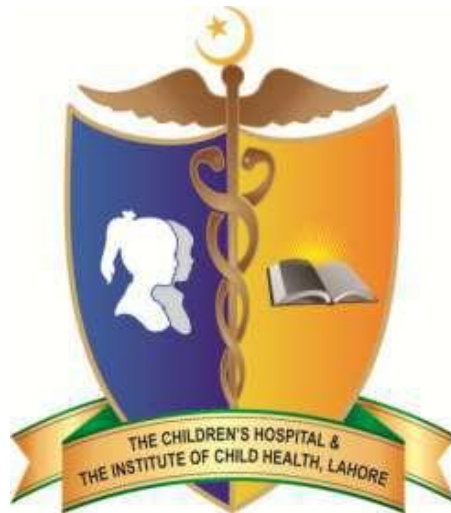
**LIST OF FRAMEWORK CONTRACT FOR PURCHASE OF ORAL & MAXILLO FACIAL SURGERY
FOR THE YEAR 2020-2021**

| Sr. No. | Items Name | Specification | Anticipated Demand 2020-2021 | | Estimated Cost (Rs.) | Total cost (Rs.) | 2% of the Estimated total cost (required for bid security) |
|---------|---|---------------|------------------------------|-------|----------------------|------------------|--|
| | Oral Maxillo Facial Surgery List | | | | | | |
| 1 | 10 hole micro plate titanium | | 100 | plate | 7,000 | 700,000 | 14,000 |
| 2 | 20 hole mini plate titanium | | 50 | plate | 7,000 | 350,000 | 7,000 |
| 3 | Mini screw titanium | | 200 | screw | 500 | 100,000 | 2,000 |
| 4 | Micro screw titanium | | 400 | screw | 550 | 220,000 | 4,400 |
| 5 | Micro drill bits | | 20 | Nos. | 7,000 | 140,000 | 2,800 |
| 6 | Mini drill bits | | 20 | Nos. | 7,000 | 140,000 | 2,800 |
| 7 | Screw Drivers Mini | | 3 | Nos. | 25,000 | 75,000 | 1,500 |
| 8 | Screw Drivers Micro | | 3 | Nos. | 25,000 | 75,000 | 1,500 |
| 9 | Plate Cutter | | 3 | Nos. | 20,000 | 60,000 | 1,200 |
| 10 | Plate Bender | | 3 | Nos. | 20,000 | 60,000 | 1,200 |
| 11 | Plate Holding Forceps | | 5 | Nos. | 5,000 | 25,000 | 500 |
| 12 | Y-Plate (Ti Tanium) | | 5 | Nos. | 7,000 | 35,000 | 700 |
| 13 | X-Plate (Ti Tanium) | | 5 | Nos. | 7,000 | 35,000 | 700 |
| 14 | L-Plate (Ti Tanium) | | 5 | Nos. | 7,000 | 35,000 | 700 |
| 15 | T-Plate (Ti Tanium) | | 5 | Nos. | 7,000 | 35,000 | 700 |

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Professor of Paediatric Surgery
Medical Director

BIDDING DOCUMENT

FRAMEWORK CONTRACT FOR PURCHASE OF HOSPITAL EMPLOYEE UNIFORM ITEMS FOR THE YEAR 2020-2021



Name of Procuring Agency:- The Children's Hospital & The Institute of Child Health, Lahore
Corresponding Address:- Ferozepure Road, Lahore
Phone No:- 042-99230901-23
Fax No:- 042-99231560
Website:- www.chich.edu.pk



The Children's Hospital & The Institute of Child Health
Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560



INVITATION FOR BIDS

BID REFERENCE NO. 267/3/CH&ICH Dated 02-01-2021

PROCUREMENT OF UNIFORM FOR THE HOSPITAL EMPLOYEES FOR THE CHILDREN'S HOSPITAL & THE INSTITUTE OF CHILD HEALTH, LAHORE FOR THE YEAR 2020-2021

1. The Children's Hospital & the Institute of Child Health, invites sealed bids from Manufacturer / authorized distributor / contractor for the procurement of Linen Items / Hospital Employee Uniform / Stationery Items / General Store Items & Maintenance Items for the year **2020-2021** on free delivery to Consignee's end basis. Detailed specifications along with quantities of Items are given in the bidding documents. The Government of the Punjab has allocated funds in the specific head of account for the purpose of the purchase of Items.
2. Interested bidders may get the bidding documents & detailed specifications from the office of **Purchase Department** on submission of written application on their letter head and a copy of CNIC along with payment of non-refundable fee of **Rs. 1000/- (One thousand only)** for each set of bidding documents & detailed specifications.
3. Bidding documents including detailed specifications, terms & conditions shall be issued up to **Last Date as mentioned in the advertisement during office hours**. However, a copy of the bidding documents is also available for information only on the websites of Punjab Procurement Regulatory Authority (www.ppra.punjab.gov.pk) & The Children's Hospital & the Institute of Child Health, Lahore (www.chich.edu.pk) until the closing date for the submission of bids. Moreover signed and stamping of each page of bidding document is mandatory otherwise bid shall be rejected straightway.
4. Bidding shall be conducted through **Single Stage – Two Envelopes** bidding procedure, as per Rule 38(2)(a) of Punjab Procurement Rules, 2014 (**amended, 2016**). The envelopes shall be marked as **“FINANCIAL PROPOSAL”** & **“TECHNICAL PROPOSAL”** in bold and legible letters. Financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.
5. Sealed bids are required to be submitted by the interested bidders on **25-01-2021** till **11:00 a.m.** positively in the **Conference Room (Admin Block)**. The bids received till the stipulated date & time shall be opened on the same day at **11:30 a.m.** in the presence of the bidders or their authorized representatives (who choose to attend) by the purchase committee. All bids should be submitted in tape or ring binding. Otherwise bid will be rejected.
6. Bid Security @ **2%** of the estimated cost of total bid value in the shape of **irrevocable Bank Guarantee** preferably / Deposit at Call (**CDR**) from any scheduled bank is required to be furnished with the **Technical Bid** otherwise bid will be rejected. Late bids shall not be entertained.
7. In case the date of opening or last date of sale is declared as a 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. The bidders are requested to give their lowest and best prices with their bids as no negotiations on the prices are allowed.
9. The bidder shall provide the required number of sample of the quoted product to concerned store for evaluation, otherwise bid will be rejected.

Note: The procurement shall be governed by the Punjab Procurement Rules, 2014. (Amended, 2016).

Prof. Dr. Muhammad Saleem
(FCPS, MME-HPE)
Professor of Paediatric Surgery
Medical Director

1. **Compulsory Parameters (Annexure “A”)**

- i) Original Bid Receipt.
- ii) Copy of Bidders Computerized National Identity Card.
- iii) Original irrevocable Bank Guarantee preferably / Call at deposit CDR attached with the technical bid.
- iv) National tax number (attached attested copy).
- v) General sales tax number (attached attested copy).
- vi) Professional Tax (attached attested copy).
- vii) Previous Experience in the relevant field (less than one year will not be considered).
- viii) Undertaking regarding the firm never black listed of Items on the legal stamp paper of Rs. **100/-**
- ix) Undertaking regarding the firm uninterrupted supply of Items on the legal stamp paper of Rs. **100/-**
- x) Undertaking regarding that the prices quoted against each items mentioned at bid are not more than any other Government Institution in Punjab on the legal stamp paper of Rs. **100/- (Price Reasonability Certificate)**
- xi) Indicate the number, date & name of issuing authority of Deposit at call from any scheduled bank in the technical proposal.
- xii) Samples of the quoted items (Product should comply 100% with the advertised specifications) must be submitted at the time of bid opening for evaluation.
- xiii) **All bids should be submitted in tape binding.** All documents should contain proper page marking, attached in sequence as indicated for evaluation in the bidding documents and signatures of authorized person. Moreover, signing and stamping of each page of bidding documents / form is mandatory

2. **Bid Validity**

Bids shall remain valid for the period of **120 days** after of opening of Technical Bid. A bid valid for a shorter period shall be rejected as Non-Responsive. 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.

3. **Bidding Procedure**

The bidding procedure shall be Governed by the Punjab Procurement Rules (PPR) 2014, **amended, 2016**. Single stage two envelope bidding procedure shall be employed as per Rule 38(2)(a) of Punjab Procurement Rules, 2014 (**amended, 2016**). The envelopes shall be marked as “**FINANCIAL PROPOSAL**” & “**TECHNICAL PROPOSAL**” in bold and legible letters. Financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.

4. **Bid Evaluation Criteria**

All bids shall be evaluated in accordance with the evaluation criteria and other terms and conditions set forth in these bidding documents. The information provided by the firm should be relevant, concise & to the point as per bid evaluation criteria, unnecessary documentation will have a negative impact. During the Technical evaluation, no amendments in the technical proposal shall be permitted.

5. **Grievance Petition Period**

Prior to the opening of Financial bid, all Technically qualified bidders may be given a margin of ten (10) days after the announcement of technical evaluation report where after the Financial bid may be opened. After lapse of given time between the declaration of Technical Evaluation report and opening of the Financial, no grievance petition would be entertained regarding the Technical qualification of successful bidders. The objection after the opening of the Financial bid remain restricted to the Financial bid only.

6. **Acceptance of Bid and Award Criteria.**

The Bidder, whose bid is found to be most closely conforming to the Evaluation Criteria prescribed in bidding documents and having the lowest evaluated bid, if not in conflict with any other law, rules, regulations or policy of the Punjab Government, shall be awarded the Contract. **The bid must be for the whole quantity of an item as required and advertised.** Validity period of contract should be one year from the date of issuance. The validity of the contract is one year from the date of issuance of contract till the completion of next contract for the year **2021-2022** whichever is earlier.

The procuring agency shall announce the results of the bid evaluation in form of a report, not inconsistent with the Punjab Procurement Rules, 2011, giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract.

7. **Procuring Agency's Right to vary quantities at the time of Award.**

The Procuring Agency reserves the right at the time of award of contract to increase or decrease, the quantity of goods originally specified in the technical specifications without any change in unit price and other terms & conditions.

8. **Rejection of Bids as prescribed in Rule 35 of Punjab Procurement Rules-2014 (amended, 2016).**

- i). The Procuring Agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal.
- ii). The Procuring Agency shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds.
- iii). The Procuring Agency shall incur no liability, solely by virtue of its invoking sub-rule (1) towards the bidders.
- iv). The bidders shall be promptly informed about the rejection of the bids, if any.
- v). A procuring agency may, for reasons to be recorded in writing, restart bidding process from any prior stage if it is possible without violating any principle of procurement contained in rule 4 and shall immediately communicate the decision to the bidders.

The goods shall be accompanied by the necessary warranty in accordance with the provision of laws framed there under.

9. **Performances Guarantee**

The Performance Guarantee will be 5% of the total value of contract amount. The performance Guarantee shall be deposited in the shape of **Deposit at Call (CDR) / irrevocable Bank Guarantee** from any scheduled bank. In case of the breach of the contract, the security will be forfeited. **The Performance guarantee will be retained till the completion of contract period.** The successful bidder is bound to provide the defined performance guarantee within 07 days.

However case of failure the procuring agency on valid reasons may extend period for a specified period of time. Failure to provide a performance guarantee by the bidder will be sufficient ground for annulment of the award and initiation of legal action / debarring of firm by the procuring agency.

In such event the procuring agency may award contract to the next lowest evaluated bidder or call for new bid. In case of the breach of the contract the performance guarantee / security will be forfeited.

10. The successful bidder is bound to provide the defined performance guarantee within 07 days.

However case of failure the procuring agency on valid reasons may extend period for a specified period of time. Failure to provide a performance guarantee by the bidder will be sufficient ground for annulment of the award and initiation of legal action / debarring of firm by the procuring agency.

In such event the procuring agency may award contract to the next lowest evaluated bidder or call for new bid. In case of the breach of the contract the performance guarantee / security will be forfeited.

11. **Transportation / Delivery Requirements**

i). The Supplier shall arrange such transportation of the Items 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 the Schedule of Requirement.

ii). All costs associated with the transportation including loading/unloading of Items and road taxes shall be borne by the Supplier.

12. **Warranty (where applicable)**

The goods shall be accompanied by the necessary warranty in accordance with the provision of laws framed there under.

13. **Penalties / Liquidated Damages**

i). Wherein the Supplier fails to make deliveries as per signed contract & purchase order and within the stipulated time frame specified in the Schedule of Requirement, the Contract to the extent of non-delivered portion of supplies shall stand cancelled.

ii). After the cancellation of the Contract no supplies shall be accepted and the amount of Performance Guaranty/Security to the extent of non-delivered portion of supplies shall be forfeited.

iii). If the Supplier fails to supply the whole consignment and not able to deliver to consignee's end, the entire amount of Performance Guaranty/Security shall be forfeited to the Government account and the firm shall be blacklisted minimum for two years for future participation.

- iv). The exact time frame for making supplies without penalty for local item is **30 days and 45 days** for imported items shall be indicated in subsequent purchase orders.
 - v). In case of late delivery of goods beyond the periods specified in the Schedule of Requirements and subsequent purchase order, **a penalty @ 0.067% per day of the cost of late delivered supply shall be imposed upon the Supplier.**
 - vi). The procuring Agency shall disqualify a bidder if it finds, at any time, that the information submitted by him concerning his qualification as bidder was false and materially inaccurate or incomplete.
 - vii). If the lowest bid is rejected due to incompliance of terms and conditions laid down in the bidding documents and contract, the Procuring Agency may proceed (if feasible) on the same tender with next lowest bid.
14. **The following terms & conditions are required to be fulfilled by bidders.**
- i). If the Bid is accepted, bidder will have to deliver the goods to The Children's Hospital within stipulated time period mentioned in the supply order during the working hours.
 - ii). Partial supply will not be acceptable.
 - iii). If stores rejected by the inspection committee, it will be replaced by the bidder within a week, otherwise, the rejected items will be forfeited in favor of the hospital and bill of the remaining items, if present in the purchase order, will not be forwarded.
 - iv). The bidder will submit three copies of bill against supplies at the time of delivery to the office of the Dean / Medical Director, duly supported by three photocopies of purchase order, invoice, advance acceptance, award letter and delivery challan.
15. All prices shall be quoted in Pak rupees on the prescribed Performa of Financial Proposal as Annexure **"B"**.
16. List of items with detail specification is hereby attached as Annexure **"C"**.
17. Any conditional or ambiguous bid will not be accepted.
18. Any erasing / cutting / crossing etc. appearing in the offer will not be accepted.
19. Signing and stamping of each page of bidding document / form is mandatory.
20. Financial bid of only technically responsive bidder will be opened as successful technically evaluation of quoted brand by the enduser is mandatory.

Prof. Dr. Muhammad Saleem
(FCPS, MME-HPE)
Professor of Paediatric Surgery
Medical Director

The terms and conditions read and agreed.

- | | | |
|----|---------------------|--|
| 1. | Bidder's Name. | |
| 2. | Bidder's Signature. | |
| 3. | Name of Firm. | |
| 4. | Mailing Address. | |
| 5. | Land Line No. | |
| 6. | Mobile No. | |
| 7. | Seal Stamp. | |

Evaluation Criteria (Check List)

Compulsory Parameters

BID REFERENCE NO. 267/3/CH&ICH Dated 02-01-2021

| Sr. No. | Parameters | Relevant Page Number in the Bid (to be filled by the bidder) | Compliance Status (Yes / No) |
|---------|---|--|------------------------------|
| 1. | Original Bid Receipt | | |
| 2. | Copy of Bidders Computerized National Identity Card. | | |
| 3. | Original irrevocable Bank Guarantee preferably / call at deposit CDR attached with the technical bid. | | |
| 4. | National tax number.(attached attested copy) | | |
| 5. | General sales tax number (attached attested copy) | | |
| 6. | Professional Tax (attached attested copy). | | |
| 7. | Previous Experience in the relevant field (less than one year will not be considered). The bidder shall provide verifiable documentary evidences. | | |
| 8. | Undertaking regarding the firm never black listed, on the legal stamp paper of Rs. 100/- | | |
| 9. | Undertaking regarding the firm, uninterrupted supply of items on the legal stamp paper of Rs. 100/- | | |
| 10. | Undertaking regarding that the prices quoted against each items mentioned at bid are not more than any other Government Institution in Punjab on the legal stamp paper of Rs. 100/- (Price Reasonability Certificate) | | |
| 11. | Indicate the number, date & name of issuing authority of Deposit at call from any scheduled bank in the technical proposal. | | |
| 12. | Samples of the quoted items (Product should comply 100% with the advertised specifications) must be submitted at the time of bid opening for evaluation. | N/A | |
| 13. | All bids should be submitted in tape binding. All documents should contain proper page marking, attached in sequence as indicated for evaluation in the bidding documents and signatures of authorized person. Moreover, signing and stamping of each page of bidding documents/form is mandatory. | N/A | |

Note:- The provision of check list is essential prerequisites alongwith submission of bid.

Prof. Dr. Muhammad Saleem

(FCPS, MME-HPE)

Professor of Paediatric Surgery
Medical Director

- Bidder's Name. _____
- Bidder's Signature. _____
- Mailing Address. _____
- Land Line No. _____ Mobile No. _____
- Seal Stamp. _____



The Children's Hospital & The Institute of Child Health
Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560



Annexure "B"

Financial Proposal

Name of Firm. _____

Bid Reference No. 267/3/CH&ICH Dated 02-01-2021

| Sr. No | Name of Items | with Specification | Brand Name | Pack Size | Offered Rate / Unit Price (Rs.) | Anticipated Demand | Total Amount (Rs.) |
|--------|---------------|--------------------|------------|-----------|---------------------------------|--------------------|--------------------|
| | | | | | | | |

Note:

- The Firms will quote only one brand against each item if firm quote more than one brand against the item, such brand will not be considered in the technical evaluation.

Prof. Dr. Muhammad Saleem
(FCPS, MME-HPE)
Professor of Paediatric Surgery
Medical Director

1. Bidder's Name _____
2. Bidder's Signature. _____
3. Mailing Address. _____
4. Land Line No. _____ Mobile No. _____
5. Seal Stamp. _____



The Children's Hospital & The Institute of Child Health

Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560



Bid No. 267/3/CH&ICH

Dated: 02-01-2021

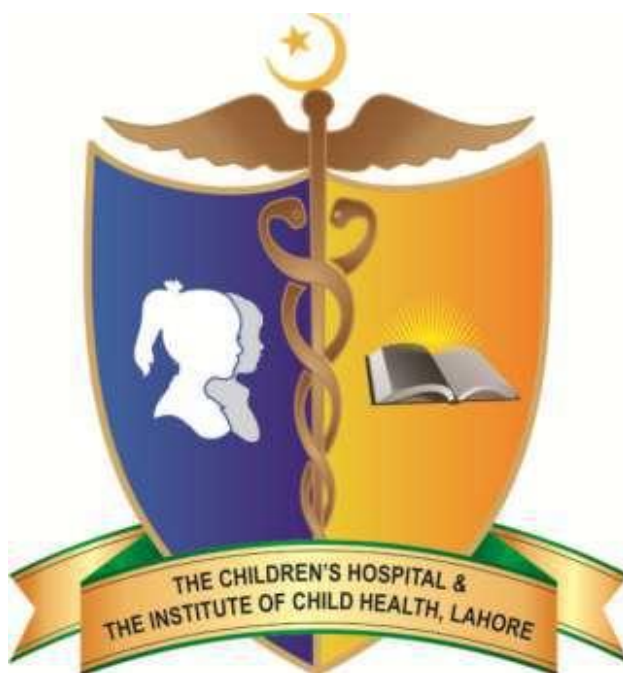
LIST OF UNIFORM FOR THE HOSPITAL EMPLOYEES FOR THE YAER 2020-2021

| Sr. No. | Employee's Designation | Specification | Anticipated Demand 2020-2021 | Estimated Cost (Rs.) | Total Amount (Rs.) | 2% of the Estimated Total Cost (Required for bid security) |
|---------------------|---|---|------------------------------|----------------------|---------------------|--|
| 1 | Ward Boy (Small, Medium, Large, Extra Large) | Color: Khaki Cloth: Twill (Superior quality). Bush Coat: Full sleeve, cuff buttons, front three pockets with monogram of the hospital. Trousers: Two side pocket, one pocket behind | 300 Nos. | 1,555 | 466,500.00 | 9,330 |
| 2 | Sweeper Male (Small, Medium, Large, Extra Large) | Color: Dark Blue Cloth: Twill (Superior quality). Bush Coat: Full sleeve, cuff buttons, front three pockets with monogram of the hospital. Trousers: Two side pocket, one pocket behind | 300 Nos. | 1,555 | 466,500.00 | 9,330 |
| 3 | Sweeper Female (Small, Medium, Large, Extra Large) | Color: Dark Blue Cloth: KT (Superior quality). Shirt: Full sleeve, Knee Length, cuff buttons, Two Side Pockets (Monogram of the hospital) & Shalwar. Scarf: 1 1/2 meter x 1 meter | 200 Nos. | 1,445 | 289,000.00 | 5,780 |
| 4 | Aya (Small, Medium, Large, Extra Large) | Color: Khaki Cloth: KT (Superior quality). Shirt: Full sleeve, Knee Length, cuff buttons, Two Side Pockets (Monogram of the hospital) & Shalwar. Scarf: 1 1/2 meter x 1 meter | 200 Nos. | 1,445 | 289,000.00 | 5,780 |
| 5 | Security Guard Male (Small, Medium, Large, Extra Large) | Color: Black Cloth: Twill (superior quality). Shirt: Full sleeve, cuff buttons, front two pockets with flap & shoulders (Monogram of the hospital). Pent: Two side pocket, one pocket behind. Cap: P-Cap black color Belt: Black color | 300 Nos. | 1,973 | 591,900.00 | 11,838 |
| 6 | Security Guard Female (Small, Medium, Large, Extra Large) | Color: Black Cloth: KT superior quality. Shirt: Full sleeve, Knee Length, cuff buttons, Two Side Pockets (Monogram of the hospital) & Shalwar. Scarf: Black color 1 1/2 meter x 1 meter Cap: P-Cap Black color, Belt: Black color. | 100 Nos. | 1,923 | 192,300.00 | 3,846 |
| 7 | Stretcher Barrier (Small, Medium, Large, Extra Large) | Color: Gray Cloth: Twill (Superior quality). Bush Coat: Full sleeve, cuff buttons, front three pockets with monogram of the hospital. Trousers: Two side pocket, one pocket behind | 100 Nos. | 1,560 | 156,000.00 | 3,120 |
| Total Amount | | | | | 2,451,200.00 | 49,024 |

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Medical Director

BIDDING DOCUMENT

FRAME WORK CONTRACT OF ACCESSORIES FOR EQUIPMENT FOR THE YEAR 2020-2021



| | |
|-----------------------------------|--|
| Name of Procuring Agency:- | The Children's Hospital & The Institute of Child Health, Lahore |
| Corresponding Address:- | Ferozepure Road, Lahore |
| Phone No:- | 042-99230901-23 |
| Fax No:- | 042-99231560 |
| Website:- | www.chich.edu.pk |



The Children's Hospital & The Institute of Child Health
Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560



INVITATION FOR BIDS

BID REFERENCE NO. 267/4/CH&ICH Dated 02-01-2021

**FRAME WORK CONTRACT OF PURCHASE OF ACCESSORIES FOR EQUIPMENT FOR THE
CHILDREN'S HOSPITAL & THE INSTITUTE OF CHILD HEALTH, LAHORE
FOR THE YEAR 2020-2021**

1. The Children's Hospital & the Institute of Child Health, invites sealed bids from the eligible bidders i.e. Manufacturers / Sole Agents / Importers of Foreign Principals / Authorized Distributors for the Frame work Contract of Accessories for Equipment for the year **2020-2021** on free delivery to Consignee's end basis. Detailed specifications along with bill of quantities of Accessories for equipment are given in the bidding documents. The Government of Punjab has allocated funds in the specific head of account for the purpose of the purchase of Accessories for equipment.
2. Interested bidders may get the bidding documents & detailed specifications from the office of **Purchase Department** on submission of written application on their letter head and a copy of CNIC along with payment of non-refundable fee of **Rs. 1000/- (One thousand only)** for each set of bidding documents & detailed specifications.
3. Bidding documents including detailed specifications, terms & conditions shall be issued up to **Last Date as mentioned in the advertisement during office hours**. However, a copy of the bidding documents is also available for information only on the websites of PPRA (www.ppra.punjab.gov.pk) & The Children's Hospital & The Child Health, Lahore (www.chich.edu.pk) until the closing date for the submission of bids.
4. Bidding shall be conducted through **Single Stage – Two Envelopes** bidding procedure, as per Rule 38(2)(a) of Punjab Procurement Rules, 2014 (**amended, 2016**). The envelopes shall be marked as **"FINANCIAL PROPOSAL"** & **"TECHNICAL PROPOSAL"** in bold and legible letters. Financial proposal of bids found Technically Non-Responsive shall be returned un-opened to the respective bidders.
5. Sealed bids are required to be submitted by the interested bidders on **25-01-2021** till **11:00 a.m.** positively in the **Conference Room (Admin Block)**. The bids received till the stipulated date & time shall be opened on the same day at **11:30 a.m.** in the presence of the bidders or their authorized representatives (who choose to attend) by the purchase committee. All bids should be submitted in tape or ring binding. Otherwise bid will be rejected.
6. In case the date of opening or last date of sale is declared as a 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.
7. The bidders are advised to give their lowest and best prices with their bids as no negotiations on the prices are allowed.

Note: The procurement shall be governed by the Punjab Procurement Rules, 2014 (amended, 2016).

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Medical Director

1. **Compulsory Parameters (Annexure “A”)**

- i) Original Bid Receipt.
- ii) Copy of Bidders Computerized National Identity Card.
- iii) Indicate the number, date & name of issuing authority of irrevocable Bank Guarantee preferably / CDR Deposit at call from any scheduled bank in the technical proposal.
- iv) National tax number (attached attested copy).
- v) General sales tax number (attached attested copy).
- vi) Professional Tax (attached attested copy).
- vii) Valid Drug manufacturing / Drug Sale license (Where applicable).
- viii) Valid Drugs Registration Certificate issued by DRAP (Where applicable).
- ix) Valid Agency Agreement (translated in English) for Sole Agents / valid authorization certification for distributor.
- x) Undertaking regarding the firm never black listed of Items on the legal stamp paper of Rs. 100/-
- xi) Undertaking regarding the firm uninterrupted supply of Items on the legal stamp paper of Rs. 100/-
- xii) Undertaking Regarding that the prices quoted against each items mentioned at bid are not more than any other Government Institution in Punjab on the legal stamp paper of Rs. 100/- **(Price Reasonability Certificate).**
- xiii) Samples of the quoted packs of each items (Product that comply 100% with the advertised specifications) for evaluation must be submitted to the concerned store at the time of bid opening. After bid opening no samples will be entertained.
- xiv) Evaluation of samples from end users for approval is mandatory.
- xv) **All bids should be submitted in tape binding.** All documents should contain proper page marking, attached in sequence as indicated for evaluation in the bidding documents and signatures of authorized person. Moreover, signing and stamping of each page of bidding documents/form is mandatory

2. **Bid Validity**

Bids shall remain valid for the period of **120 days** after of opening of Technical Bid. A bid valid for a shorter period shall be rejected as Non-Responsive. 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.

3. **Bid Evaluation Criteria (Annexure “B”)**

All bids shall be evaluated in accordance with the evaluation criteria and other terms and conditions set forth in these bidding documents (Annexure “B”). The information provided by the firm should be relevant, concise & to the point as per bid evaluation criteria, unnecessary documentation will have a negative impact. During the Technical evaluation, no amendments in the technical proposal shall be permitted.

4. **Bidding Procedure**

The bidding procedure shall be Governed by the Punjab Procurement Rules (PPR) 2014, amended 2016. Single stage two envelope bidding procedure shall be employed as per Rule 38(2)(a) of Punjab Procurement Rules, 2014 (**Amended,2016**). The envelopes shall be marked as “**FINANCIAL PROPOSAL**” & “**TECHNICAL PROPOSAL**” in bold and legible letters. Financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.

5. The Procuring Agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal as prescribed in Rule 35 of Punjab Procurement Rules-2014 (**amended, 2016**). The Procuring Agency shall upon request communicate to any Bidder who submitted a bid, the grounds for its rejection of all bids, but shall not be required to justify those grounds. The Procuring Agency incurs no liability, solely by virtue of its invoking Clause mentioned above 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.

6. **Grievance Petition Period**

Prior to the opening of Financial bid, all Technically qualified bidders may be given a margin of ten (10) days after the announcement of technical evaluation report where after the Financial bid may be opened. After lapse of given time between the declaration of Technical Evaluation report and opening of the Financial, no grievance petition would be entertained regarding the Technical qualification of successful bidders. The objection after the opening of the Financial bid remain restricted to the Financial bid only.

7. **Acceptance of Bid and Award Criteria.**

The Bidder, whose bid is found to be most closely conforming to the Evaluation Criteria prescribed in having the lowest evaluated bid, if not in conflict with any other law, rules, regulations or policy of the Punjab Government, shall be awarded the Contract. **The bid must be for the whole quantity of an item as required and advertised.** The validity of the contract is one year from the date of issuance of contract further extendable for three months or till the completion of next contract for the year **2021-2022** whichever is earlier.

8. **Procuring Agency's Right to vary quantities at the time of Award.**

The Procuring Agency reserves the right at the time of award of contract to increase or decrease, the quantity of goods originally specified in the technical specifications without any change in unit price and other terms & conditions.

9. **Performances Guarantee / Bid Security**

The Performance Guarantee will be 5% of the contract amount. The performance Guarantee shall be deposited in the shape of irrevocable Bank Guarantee preferably / CDR (Deposit at call) from any scheduled bank. **The Performance guarantee will be retained till the completion of contract period.** The successful bidder is bound to provide the defined performance guarantee within 07 days.

However case of failure the procuring agency on valid reasons may extend period for a specified period of time. Failure to provide a performance guarantee by the bidder will be sufficient ground for annulment of the award and initiation of legal action / debarring of firm by the procuring agency.

In such event the procuring agency may award contract to the next lowest evaluated bidder or call for new bid. In case of the breach of the contract the performance guarantee / security will be forfeited.

10. The procuring agency shall announce the results of the bid evaluation in form of a report, not inconsistent with the Punjab Procurement Rules, 2011, giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract.

11. **Rejection of Bids (as prescribed in Rule 35 of Punjab Procurement Rules-2014, amended in 2016).**

- i). The Procuring Agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal.
- ii). The Procuring Agency shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds.
- iii). The Procuring Agency shall incurs no liability, solely by virtue of its invoking sub-rule (1) towards the bidders.
- iv). The bidders shall be promptly informed about the rejection of the bids, if any.

12. The goods shall be accompanied by the necessary warranty in accordance with the provision of laws framed there under.

13. **Arbitration and Resolution of Disputes**

The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal 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 informal negotiations, the Purchaser 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 under the Arbitration Act of 1940 (As amended from time to time)

14. **Penalties / Liquidated Damages**

- i). Wherein the Supplier fails to make deliveries as per signed contract & purchase order and within the stipulated time frame specified in the Schedule of Requirement, the Contract to the extent of non-delivered portion of supplies shall stand cancelled.
- ii). After the cancellation of the Contract no supplies shall be accepted and the amount of Performance Guaranty/Security to the extent of non-delivered portion of supplies shall be forfeited.
- iii). If the Supplier fails to supply the whole consignment and not able to deliver to consignee's end, the entire amount of irrevocable **Bank Guarantee preferably / CDR (Call as deposit)** Security shall be forfeited to the Government account and the firm shall be blacklisted minimum for two years for future participation.
- iv). The exact time frame for making supplies without penalty is **30 days for local items and 45 day for imported items** shall be indicated in subsequent purchase orders.
- v). In case of late delivery of goods beyond the periods specified in the Schedule of Requirements and subsequent purchase order, **a penalty @ 0.067% per day of the cost of late delivered supply shall be imposed upon the Supplier.**
- vi). The procuring Agency shall disqualify a bidder if it finds, at any time, that the information submitted by him concerning his qualification as bidder was false and materially inaccurate or incomplete.
- vii). If the lowest bid is rejected due to incompliance of terms and conditions laid down in the bidding documents and contract, the Procuring Agency may proceed (if feasible) on the same tender with next lowest bid.

15. **The following terms & conditions are required to be fulfilled by bidders.**
- i). If the Bid is accepted, bidder will have to deliver the goods at the General Store of The Children's Hospital within stipulated time period mentioned in the supply order during the working hours.
 - ii). Partial supply will not be acceptable.
 - iii). If stores rejected by the inspection committee, it will be replaced by the bidder within a week, otherwise, the rejected items will be forfeited in favor of the hospital and bill of the remaining items, if present in the purchase order, will not be forwarded.
 - iv). The bidder will submit three copies of bill against supplies at the time of delivery to the office of the Medical Director, duly supported by three photocopies of purchase order, invoice, advance acceptance, award letter, and delivery challan.
15. Tax deduction will be according to Government Rules. All taxation, whether International, Federal, Provincial or Local, shall be borne by the Supplier.
16. List of items with detail specification is hereby attached as Annexure "C".
17. All prices shall be quoted in Pak rupees on the prescribed Performa of Financial Proposal as Annexure "D".

Prof. Dr. Muhammad Saleem
(FCPS, MME-HPE)
Professor of Paediatric Surgery
Medical Director

The terms and conditions read and agreed.

1. Bidder's Name. _____
2. Bidder's Signature. _____
3. Name of Firm. _____
4. Mailing Address. _____
5. Land Line No. _____
6. Mobile No. _____
7. Seal Stamp. _____

Evaluation Criteria (Check List)

1. Compulsory Parameters

| Sr. No. | Parameters | Relevant Page Number in the Bid (to be filled by the bidder) | Compliance Status (Yes / No) |
|---------|---|--|------------------------------|
| 1. | Original Bid Receipt. | | |
| 2. | Copy of Bidders Computerized National Identity Card. | | |
| 3. | Indicate the number, date & name of issuing authority of irrevocable Bank Guarantee preferably / CDR Deposit at Call from any scheduled bank in the technical proposal. | | |
| 4. | National tax number.(attached attested copy) | | |
| 5. | General sales tax number (attached attested copy) | | |
| 6. | Professional Tax. (attached attested copy) | | |
| 7. | Valid Drug manufacturing / Drug Sale license (Where applicable) | | |
| 8. | Valid Drugs Registration Certificate issued by DRAP (Where applicable). | | |
| 9. | Valid Agency Agreement (translated in English) for Sole Agents / valid authorization letter for distributor. | | |
| 10. | Undertaking regarding the firm never black listed of Items on the legal stamp paper of Rs. 100/- | | |
| 11. | Undertaking regarding the firm uninterrupted supply of Items on the legal stamp paper of Rs. 100/- | | |
| 12. | Undertaking Regarding that the prices quoted against each items mentioned at bid are not more than any other Government Institution in Punjab on the legal stamp paper of Rs. 100/- (Price Reasonability Certificate). | | |
| 13. | Samples of the quoted packs of each quoted items (Product that comply 100% with the advertised specifications) for evaluation must be submitted at the time of bid opening. After bid opening no samples will be entertained. | | |
| 14. | Evaluation of samples from end users for approval is mandatory. | | |

| Sr. No. | Parameters | Relevant Page Number in the Bid (to be filled by the bidder) | Compliance Status (Yes / No) |
|---------|--|--|------------------------------|
| 15. | All bids should be submitted in tape binding. All documents should contain proper page marking, attached in sequence as indicated for evaluation in the bidding documents and signatures of authorized person. Moreover, signing and stamping of each page of bidding documents/form is mandatory. | | |

Note:- The provision of check list is essential prerequisites alongwith submission of bid.

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Professor of Paediatric Surgery
Medical Director

1. Bidder's Name. _____
2. Bidder's Signature. _____
3. Mailing Address. _____
4. Land Line No. _____ Mobile No. _____
5. Seal Stamp. _____

MARKING CRITERIA

| SR # | DESCRIPTION | Marks For Evaluation |
|-------------|--|-----------------------------|
| 1. | FINANCIAL CAPACITY OF THE BIDDER Annual Turnover of last financial year | 15 |
| | 100 Million or above | 15 |
| | Between 50 Million- 100 | 10 |
| | Less than 50 Million | 05 |
| | <i>The bidder will provide requisite documents i.e. Federal Board of Revenue document showing the annual sale of the firm.</i> | |
| 2. | EXPERIENCE OF THE QUOTED PRODUCT (SINCE JULY 2018) | 20 |
| | Supply of the quoted product Equivalent or Higher than the advertised quantity in Private Sector Only | 20 |
| | Supply of the quoted product Equivalent or higher than the advertised quantity in Private & Public Sector Only | 13 |
| | Supply of the quoted product at least 60% of advertised quantity in Private & Public Sector Only | 06 |
| | Supply of the quoted product at least 60% of advertised quantity in Public Sector Only | 03 |
| | <i>The bidder shall provide verifiable documentary evidences like commercial invoices alongwith a summary of sale of quoted product, purchase orders& delivery challan. The bidder shall also provide batch manufacturing record of the product.</i> | |
| 3. | Local Market Business | 15 |
| | How many years the quoted product is being marketed in Pakistan? | |
| | Less than one year will not be considered | |
| | Upto 2 years | 05 |
| | Upto 5 years | 10 |
| | More than 5 years | 15 |

Note:-

- i. **QUALIFYING MARKS: 30 OUT OF 50 (60%) FOR EVALUATION FROM ENDUSER**
- ii. **Financial bids of only “Technically Accepted Brands” will be opened.**
- iii. **Evaluation of samples from end users for approval is mandatory.**

LIST OF ITEMS

| Sr. # | Name of Equipment / Machinery | Make / Model | Estimated Qty | Estimated Cost Per Unit (Rs.) | Total Amount (Rs.) | 2% of the Estimated total cost (required for bid security) |
|--------------|---|---------------------|----------------------|--------------------------------------|---------------------------|---|
| 1 | Round tube rods with electronics chowk. | | 100 | 1,200.00 | 1,20,000.00 | 2,400.00 |
| 2. | Breathing Circuits for ventilators & hipap (Newport E-360, Drager, LTV-1200, SLE-2000, SEL-5000, Acoma, Japan, G5 | - | 50 | 42,500.00 | 2,125,000.00 | 42,500.00 |
| 3. | Pace Maker Leads (APS) | | 50 | 13,000.00 | 650,000.00 | 13,000.00 |
| 4. | Diasafe Filter for Dialysis Machines (Fresenius) | | 200 | 6,000.00 | 1200,000.00 | 24,000.00 |
| 5. | Oxygen Cell for Ventilator / Anesthesia machines (Drager, Newport) | | 50 | 40,000.00 | 2000,000.00 | 40,000.00 |
| 6. | Pace Maker (Single Chamber) | | 50 | 25,000.00 | 1,250,000.00 | 46,000.00 |
| 7. | CO2 leads (Dragger) | | 20 | 200,000.00 | 4000,000.00 | 35,000.00 |
| 8. | CO2 leads (Siemens) | | 02 | 200,000.00 | 400,000.00 | 15,000.00 |
| 9. | CO2 Connector (NK) | | 20 | 50,000.00 | 1,000,000.00 | 80,000.00 |
| | Total Amount (Rs.) | | | | 12,625,000.00 | 297,900.00 |

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The Children's Hospital & The Institute of Child Health
Ferozepur Road, Lahore Phone # (92) (42) 99230901-23 Fax # 99231560



Annexure "D"

Financial Proposal

Name of Firm. _____

Reference Bid No. 267/4/CH&ICH Dated 02-01-2021

| Sr. No | Name of Items | with Specification | Brand Name | Pack Size | Offered Price (Rs.) | Anticipated Demand | Total Amount (Rs.) |
|--------|---------------|--------------------|------------|-----------|---------------------|--------------------|--------------------|
| | | | | | | | |

Note:

- The Firms will quote the only one brand against each item if firm quote the more than one brand against the item, such brand will not consider in the technical evaluation.

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1. Bidder's Name _____
2. Bidder's Signature. _____
3. Mailing Address. _____
4. Land Line No. _____ Mobile No. _____
5. Seal Stamp. _____