



**PUNJAB EMPLOYEES SOCIAL SECURITY INSTITUTION**  
**KHAWAJA FARID SOCIAL SECURITY HOSPITAL,**  
**VEHARI ROAD MULTAN**

# **BIDDING DOCUMENTS**

## **FOR FURNITURE AND FIXTURES**

### **TENDER 2021-22**

از دفتر میڈیکل سپرنٹنڈنٹ خواجہ فرید سوشل سیکیورٹی ہسپتال، وہاڑی روڈ، ملتان

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#### **ٹینڈر نوٹس**

خواجہ فرید سوشل سیکیورٹی ہسپتال، وہاڑی روڈ، ملتان کیلئے برائے مالی سال 2021-22 مندرجہ ذیل ٹینڈر مطلوب ہے جو کہ PESSI اور PPRA میں حاصل کیے جاسکتے ہیں۔ ٹینڈر فارمز جمع کروانے کی آخری تاریخ 28-04-2022 بروز جمعرات 10 بجے صبح تک ہے اور ٹینڈر آخری تاریخ والے دن 10:30 بجے صبح زیر دستخطی کے دفتر میں تمام فرمز انمائندگان کی موجودگی میں دی جائے گی۔ مزید برآں تصدیق شدہ بیان حلفی کہ "میرم یا اس کا کوئی نمائندہ بلیک لسٹ نہ ہے اور کوئی امر مخفی نہ رکھا گیا ہے اور نہ ہی کوئی قانونی کارروائی عمل میں لائی گئی ہے" ٹینڈر کاغذات کے ساتھ لف کریں۔

نمبر	آئٹمز	زر ضمانت
1	ایئر کنڈیشنرز (A.Cs)	5% بطور CDR بڈنگ ڈاکومنٹس میں درج تخمینہ کے مطابق فنانشل پرپوزل کے ساتھ لف ہونی چاہئے

اہم شرائط: ۱۔ صرف انکم ٹیکس اور سیلز ٹیکس رجسٹرڈ سپلائرز اور فرمز میں ٹینڈر میں حصہ لے سکتی ہیں۔ ۲۔ تمام ٹینڈرز برطابق PPRA رولز ہونگے۔ ۳۔ ٹینڈر ٹیکنیکل اور فنانشل الگ الگ لفافوں میں سیل بند ہونے چاہئیں جن پر کپنی کا نام واضح لکھا ہو۔ ۴۔ کٹا پھٹا، مہم اور مشکوک تحریر ناقابل قبول ہوگی۔

(میڈیکل سپرنٹنڈنٹ، خواجہ فرید سوشل سیکیورٹی ہسپتال، وہاڑی روڈ، ملتان)

## KHAWAJA FARID SOCIAL SECURITY HOSPITAL MULTAN

Sealed tenders are hereby invited till 23-04-2022 at 10:00 A.M. for the supply of **items listed below** from well reputed manufacturers, sole agents, and contractors registered with Income Tax Department and Sales Tax Department. The detail and specifications of items are mentioned in the bids form. Proposals/Bids should reach to the following address:

Procuring Agency may change quantity at any stage

Sr #	Name of items	Qty	Unit price Estimated	Estimated Price total
1.	<b>2 Ton AC Cabinet (Standing Unit)</b> Cabinet Type Cooling Capacity 24,000 BTU/hr, Inverter, Remote Control, Efficient Air Throw, LED Display, Low Voltage Startup, Eco-Friendly Refrigerant, Auto Restart, 24 Hour Timer, Standard Installation kit with outdoor unit mounting. Heat & Cool Function, Along with Installation, Standard Accessories and Piping (Refrigerant & Drain) Standard Warranty <b>Optional Items:</b> The firm is directed to quote price for installation of outdoor piping (per foot basis). <b>Mode: DDP</b> <b>Warranty: Standard One Year &amp; Compressor 3 Years</b>	02	260,000	520,000
2.	<b>2 Ton Air Conditioner (Split)</b> Split Type, Cooling capacity 24000 BTU/H, Invertor , Efficient air throw, remote control, Low voltage startup, Eco-friendly refrigerant, Energy efficient class, Energy saving technology, auto voltage adaptation 160V-260V, Must capable to work at 50°C environment temperature, Standard installation kit with outdoor unit mounting. Additional installation kit including pipes, Power cable, gas charging & etc. where required Heat &Cool function, 24 hour timer Piping (refrigerant & drain) ten feet length. Optional: The firm is directed to quote the price of piping (refrigerant & drain) per foot basis other than standard. <b>Warranty: Standard One year</b> <b>Compressor: 03 year warranty</b> <b>Local/Imported</b> <b>Mode: DDP</b>	10	180,000	1,800,000

### **TERMS AND CONDITIONS:**

1. The tender form with detail of items comprising terms and conditions can be purchased during office hours except holidays till one day before the tender opening date, from the office of Medical Superintendent Khawaja Farid Social Security Hospital Multan with a cost of Rs. 1000/- (Non Refundable).
2. No tender form will be issued by E-mail or telegram/courier.
3. Bid Security equal to 5% of the total estimated cost in the name of Medical Superintendent Khawaja Farid Social Security Hospital Multan in shape of CDR (call deposit receipt)/bank guarantee along with copies of the registration/renewal certificate from Income Tax and Sales Department should be accompanied with each bids form. The tender should bring the original restoration/renewal certificates for verification by the procuring agency.
4. Sealed tenders must be put in tender box placed in the office of the Khawaja Farid Social Security Hospital Multan till 10:00 A.M. on 23-04-2022 which will be opened on the same day at 10:30A.M. in the presence of bidders or their authorized representatives who intend to be present at the occasion.
5. The rates per item should be quoted both in figure & words.
6. The procurement shall be conducted as single stage two envelops procedures.
7. The bidders must submit an affidavit confirming that the forms/agency has not been black listed by any government/Authority and is not involved in litigation against any Govt.

8. The conditional and the status so claimed has taken intact till the finalization of the bids and without bid security tenders will not be entertained.
9. The procuring Agency can reject all tenders at any stage prior to the acceptance of a bid proposal according to Rule No. 35 of Punjab Procurement Rules 2014.
10. The bids should be valid for at least 30-days from the submission of tender documents and includes all material, process charges, delivery charges and government taxes.
11. Tender will be received only along with this tender form duly signed by Chief Executive /authorized person of the bidder.
12. Successful bidder will make delivery of items within 10-days of supply/work order
13. (a) if the acceptance by the tender, the earnest money shall be forfeited and the store purchased his risk and expenses.  
(b) In the case of the offer is withdrawn, amended or revised during the validity period of the order, the earnest money is liable to the forfeited.  
(c) In the case of contractor fails to executive the contract strictly in accordance with the terms and condition laid down in the contract at risk and expense.  
(d) The tenders should indicate the tender's complete address or the place where store will be offered for inspection.
14. The Procuring Agency reserves the right to claim compensation for the loss caused by in the delivery of store.  
Offer must be included with one-year free service of machinery & equipment.
  - The Procuring agency has right for sample evaluation/ demonstration before technical evaluation and the decision of procuring agency will be final.
  - The procuring agency has right to change the quantity at any stage

## **SPECIAL INSTRUCTIONS TO BIDDERS**

### **1. SUBMISSION OF BIDS**

The bidder shall seal the one envelope included further two envelop included further two envelops (Technical & Financial proposals/bids).

#### **(i) TECHNICAL PROPOSAL**

In duplicate (One original and one copy) placed in sealed envelopes clearly marked Technical Proposal include quoted specification. The envelopes must also clearly state, the Bidder's legal name and address. The technical proposal should contain all the bidding items without quoting the price and must list firms' clientele, details of past project and any other necessary documents as per bidding documents.

#### **ii) FINANCIAL PROPOSAL**

Original to be submitted in a separate sealed envelope clearly marked Financial Proposal, The envelope must also clearly state, the bidder's legal name and address. Tender/bidders must be quote items wise price, total and grant total of the item/store.

2. The Client may reject the goods if they fail to confirm to the technical specifications, in any test (s) or inspection (s) and the bidder shall either replace the rejected goods or make all alterations necessary to meet the Technical specifications, within 48-hours, without any additional cost, items offered by the bidder of a specification higher than the one specified in the tender shall however, be acceptable.

3. The goods should be brand new, free from any manufacturing defects along with original manufacturing packing.

4. The bidder will provide the parts and labor warranty for all components on site by the Manufacturer/bidder as specified in technical specification if.

5. Bidder must specify the warranty period for items as per requirements and availability of the spare parts after the completion of the warranty period.

6. The documentary evidence of the bidder's qualifications to perform the contract, if its bid is accepted, shall establish to the client satisfaction prior to the award of contract.

7. To assist in the examination, evaluation and comparison of bid, the technical officer may, at its discretion, ask the bidder for a clarification of its bid. All responses to requests for Clarification shall be in writing.

8. Only the technically responsive and passed offers will be considered for financial Comparison.

### **9. TAXES & DUTIES**

The Bidder shall be entirely responsible for all taxes, duties and other such levies imposed make inquiries on income tax/sales tax to the concerned authorities of Income Tax and Sales Tax Department, Government of Pakistan.

# CHECK LIST

The provision of this check list is essential prerequisite along with submission of tenders.

Sr. No.	DETAIL	Yes/No	Page No.
<b>KNOCK OUT CLAUSES</b>			
1.	Original receipt of purchase of tender.		
2.	Valid National ID Card (NADRA) of the bidder		
3.	Company profile including engineering and managerial capability. (Name, Address, Tel No.)		
4.	Acceptance of terms & conditions of tender documents duly signed and stamped.		
	relevant experience regarding supply of Government/Autonomous/ private institutions.		
6.	An affidavit on stamp paper of Rs. 100/- submitting that the firm is never blacklisted on any grounds whatsoever from Government/Autonomous institutions.		
7.	Price should not be mentioned on technical bid.		
8.	Bank Statement/Balance Sheet of last one year/Bank certificate		
9.	Valid National Tax number.		
10.	Valid General Sales Tax Certificate		
11.	Valid Income Tax Certificate		
12.	Valid Manufacturing License (If applicable)		
13.	Valid Authorization letter from the firm (from Distributor/Supplier/Importer) (if applicable)		
<b>GENERAL CLAUSES</b>			
1.	Detail of technical qualification staff to be provided (if Applicable)		
2.	Latest tax paid/ balance sheet/ audit /inspection report		
3.	Supply orders detail from Government organization/autonomous institutions.		
4	An affidavit on stamp paper of Rs. 100/- that the bidder shall provide warranty to Khawaja farid Social Security Hospital, Multan		



**PUNJAB EMPLOYEES SOCIAL SECURITY INSTITUTION**  
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**Bidding fee Rs. 1000/- (Non Refundable)**

Due Date & Time for submission of Tender: **23-04-2022 (10:00 A.M.)**

Date & Time of opening of Tender **23-04-2022 (10:30 A.M.)**

**1. NAME OF BIDDER** \_\_\_\_\_

**2. ADDRESS** \_\_\_\_\_

**3. Telephone No.** \_\_\_\_\_

**4. TENDER PURCHASE RECEIPT  
(F-6) NO. & DATE** \_\_\_\_\_

**DEPOSIT CALL NO. &**

**5. DATE** \_\_\_\_\_

**AMOUNT OF DEPOSIT AT** \_\_\_\_\_

**6. CALL** \_\_\_\_\_

**NAME OF BANK &** \_\_\_\_\_

**7. BRANCH** \_\_\_\_\_

**8. SALES TAX REGD NO.** \_\_\_\_\_ **N.T.N. NO.** \_\_\_\_\_

**9. FAX NO.** \_\_\_\_\_

Certified that the terms of the tender noted carefully. In case of rate contract, our firm shall comply with terms & conditions.

**SIGNATURE OF BIDDER:** \_\_\_\_\_

**DATED:** \_\_\_\_\_

**STAMP:** \_\_\_\_\_

# KHAWAJA FARID SOCIAL SECURITY HOSPITAL, MULTAN

## **INSTRUCTIONS FOR TENDER 2021-22**

1. Procedures of tender followed as per the PPRA Rules.
2. Procedure of tender will be made according to single stage two envelopes.
3. Closing Date 23-04-2022 time 10:00 AM
4. Bidders will be required to submit two separate envelopes in one sealed Pack/ envelope. One envelope for the Technical proposal other envelope for financial proposal. Sealed Pack should be marked "Bidder and tender item name" **bold marked** as "**Technical Proposal**" "**Financial Proposal**" along with the name of bidder on the envelopes. All documents provided in envelopes should be stamped and signed by bidders.
5. Following documents are required for the Technical proposal evaluation:
  - Attested copy of CNIC
  - Attested copies of Income Tax, Sales Tax, and Professional Tax and PRA registration, Social Security Registration.
  - Valid Manufacturing License (If applicable)
  - Proof of experience of work with Public sector, Private Sectors and autonomous bodies.
  - Regarding evaluate the Financial Position Bank soundness Certificate, Bank statement or audit report /Audited Balance Sheet , Annual Income Tax return with the proof of filler.
  - Agent /Distribution / authority letters issued from the manufacturer.
  - F-6 Receipt(original tender fee deposit receipt)
  - Tender Form
6. Following documents are required for the Financial proposal:
  - Rate List duly signed and stamped by the bidder.
  - Attested copy Manufacturing License (If applicable) and CNIC etc.