



**PESHAWAR INSTITUTE OF CARDIOLOGY
MEDICAL TEACHING INSTITUTION**

**BID SOLICITATION DOCUMENTS
FOR
Bedding Clothing**

**Framework Contract
For the year 2022-23**

REF: (PIC-052)

Single Stage Single Envelope

Note: The prospective bidder is expected to examine the Bidding Documents carefully, including all Instructions, Terms & Conditions, and Specifications etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

INTRODUCTION:

Peshawar Institute of Cardiology PIC-MTI Peshawar located at 5-A, Sector B-3, Phase-V, Hayatabad, Peshawar, KP was established under Khyber Pakhtunkhwa Medical Teaching Institutions Reforms Act, 2015 to improve performance, enhance effectiveness, efficiency and responsiveness for the provision of quality healthcare services to the people of the Khyber Pakhtunkhwa,

Peshawar Institute of Cardiology PIC-MTI Peshawar invites sealed separate Item wise sealed bids for each category (mentioned below) from the eligible bidders (Manufacturers/ Importers/Authorized Dealers / General Order Supplier) for procurement of Bedding Clothing through Open Competitive Bidding under rule 6(2) (a) “Single Stage Single Envelope” bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.

Description	Dates
Pre-bid meeting	Date: 01-06-2022 at 10:00 am
Tender Closing/Last submission	Date: 14-06-2022, Time:11:00 Hours
Tender Opening	Date: 14-06-2022, Time:11:30 Hours
Bid security	100,000/- Rs.
Tender Process	Single Stage Single Envelope
Tender Validity/Prices Validity	From 1 July 2022 to 30 June 2023.

INSTRUCTIONS TO BIDDERS:

1. This Bidding procedure will be conducted in light of Framework Contract (Rule 31-A) of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.
2. **The rate shall be considered for Peshawar Institute of Cardiology PIC-MTI Peshawar**
3. Bid complete in all respect must reach the undersigned by 11:00 hrs on 14.06.2022 (Tuesday) which will be opened at 11:30 hrs on the same day in conference room in the presence of the procurement committee and the bidders / representatives who choose to be present.
4. **Each Bidder SHALL write the name of the quoted brand along with complete specifications.**
5. All the bidders are required to provide annexure wise complete requisite documents with page marking.
6. All prices quoted must be in Pak Rupees (PKR) and should include all applicable taxes. If not specifically mentioned in the Quotation, it will be presumed that the prices include all the taxes.
7. **If any of the bidder requires any clarification regarding specification, Size, quality, or any other query, he may visit MMD(PIC) during working hours till deadline for submission of the bids.**
8. Bidders should be financially sound and have proper office, telephone number and fax number in Khyber Pakhtunkhwa.
9. Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.
10. The Bidder may after its submission withdraw its bid prior to the expiry of the deadline prescribed for submission of bids. Withdrawn bids will be returned unopened to the Bidders.
11. The bidder must attach the original receipt along with the bidding document submitted to this institution. In case of photocopy, bank draft of equal amount must be attached.
12. Any bid not received as per terms and conditions laid down in this document are liable to be ignored. No offer shall be considered if:
 - a. Received without bid security as mentioned in BSD.
 - b. Received after the date and time fixed for its receipt;
 - c. The tender document and the bid unsigned;
 - d. The offer is ambiguous;
 - e. The offer is conditional;
 - f. The bidder is from blacklisted firm in any Federal / Provincial Govt. Deptt:
13. Usage of correction fluid & corrections will not be considered unless duly signed by the authorize person.

14. Joint venture / consortium are not eligible for this tender.
15. In case of Bid Tie, the contract will be awarded to the firm provide the better Quality.
16. **Bidders are required to clearly mark on the envelop as Bid for “Bedding Clothing”**
17. Any direct or indirect effort by a bidding firm to influence this institution during the process of selection of a bidder or award of contract may besides rejection of its bid result into its disqualification from participation in the PIC future bids.
18. Competent Authority reserves the right to reject any or all the bids as per provisions contained in Rule 47 of KPPRA Rules 2014.

BID SECURITY FOR BEDDING CLOTHING.

- (a) Bid security shall be submitted to the amount of PKR 100,000/- in shape of bank guarantee / Call Deposit Receipt (CDR) from schedule bank of Pakistan in favor of "Hospital Director Peshawar Institute of Cardiology PIC MTI".
(Pay order (PO) will not be acceptable.
- (b) Bid Security of the unsuccessful bidders shall be released as promptly as possible upon the successful Bidder's furnishing of the performance security;
- (c) The bid security of the successful bidder will be consider as the performance security till the validity of tender/contract.
- (d) The Bid security shall be forfeited:
 - If a bidder withdraws his bid during the period of bid validity; or
- (e) In the case of a successful bidder, if he fails to:
 - Sign the contract agreement, in accordance with Para below.
 - Fails to supply as per purchase order.

3. BID VALIDITY:

- i) The bids should be valid for a period from 1 July 2022 to 30 June 2023.
- ii) In exceptional circumstances, PIC Hospital may solicit the Bidder's consent to an extension of the period of validity reasons shall be recorded in writing. The request and the responses there to shall be made in writing. The bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

Eligibility Criteria/Mandatory

Bidders must give compliance to the below mentioned clauses as these are mandatory to being Eligible for the bidding process. Relevant certificates / documents must be attached.

S #	Description	Remarks
	Knock Out Clauses	YES/NO
1.	The bidder shall be Registered with FBR and reflected on Active Tax Payer List (ATL); (Provide copy of certificate of incorporation)	Mandatory
2.	Manufacturer / Authorized Dealer / Importer / General Order Supplier (Provide the copy of attested relevant document)	Mandatory
3.	The bidder/firm must have minimum two (02) years relevant experience in the relevant field. (Quoted Items) (Purchase order/Firm registration should be attached)	Mandatory
4.	Past Experience in quoted items The bidder must have supplied the quoted item to any two hospital in Pakistan . Purchase order should be attached.	Mandatory
5.	This undertaking should be tender specific. Submission of undertaking on legal valid and attested stamp paper that the firm is NOT BLACKLISTED by any of Provincial or Federal Government Department, Agency, Organization or autonomous body anywhere in Pakistan. (Provide copy of affidavit attached as annex in this document on non-judicial stamp paper)	Mandatory
6.	Bid security must be attached as mentioned in the advertisement/BSD	Mandatory

EVALUATION AND COMPARISON OF BIDS

1. The Department will evaluate and compare the bids which have been determined to be substantially responsive (Eligibility Criteria).
2. Bids shall be evaluated against the given specifications and other terms & conditions mentioned in the Bid Solicitation Documents.
3. **After preliminary examination, the responsive bidder(s) will be asked to provide the samples (Where required) of their quoted items and the same will be inspected /approved by the Sample Evaluation committee including technical members.**
4. **Rates of those items will be considered for comparisons which approved by the procurement committee**
5. **The Lowest Offer will be accepted, meeting the Specification / quality needs and ensuring value for money.**
6. All the bidders will strictly follow the rate form attached as “**Annexed-A**”

Other Terms & Conditions of the Market

1. This Bidding procedure will be conducted in light of Framework Contract (Rule 31-A) of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.
2. All the bidders will strictly follow the rate form attached as “**Annexed-A**”
3. Contracts shall be confirmed through a written agreement signed between successful bidder and the PIC-MTI Peshawar (**attached as “Annex-B”**)
4. All the bidders will sign the Affidavit attached as “**Annex-C**”
5. **Due to framework contract rate quoted by the bidder shall be valid till closing of Current Financial Year i.e June 30th 2023.**
6. The items offered must have at least one-year warranty period (if applicable)
7. In case of a successful bidder, who repudiates the contract or fails to furnish performance and as the case may be shall proceed for blacklisting and the supply order will be placed to the Next Successful Bidder or from the alternative sources at the cost/risk of the concerned firm.
8. Bidders are advised in their best interest to maintain the required quality and not to quote for counterfeited or sub-standard items, as the inspection committee will ensure the quality of products at the time of supply of items.
9. If any of the given specifications/parameters does not meet the required specifications, their offer will not be considered and shall summarily be rejected by PIC-MTI Peshawar.
10. In case of repeated failure or non-supply the PIC-MTI Peshawar reserves the right to forfeit the bid security and may proceed for debarment / blacklisting.
11. Each Items supplied shall strictly conform to the Schedule of Requirements and to the Technical Specifications prescribed by the PIC-MTI Peshawar against each item.
12. The Unit Cost agreed in the Price Schedule (Rate Form), is inclusive of all taxation and costs associated with transportation and other agreed incidental costs.
13. If the successful firm fails / delays in performance of any of the obligations, under the Contract / Letter of Award, violates any of the provisions of the Contract / Letter of Award, commits breach of any of the terms and conditions of the Contract / Letter of Award or found to have engaged in corrupt or fraudulent practices in competing for the award of contract / Letter of Award or during the execution of the contract / Letter of Award, the institution may without prejudice to any other right of action / remedy

it may have, blacklist the bidder, either indefinitely or for a stated period, for future tenders in public sector, as per provision of KP Procurement Rules, 2014.

Delivery of Items.

1. The schedule for supply of goods shall be as under:
 - i. Within 30 days from the date of issuance of supply order by the Purchasing Agency for items to be locally available
 - ii. Within 90 days from the date of issuance of supply order by the Purchasing Agency for items to be imported. (BL bill of lading should be attached)
2. The Penalty on late supply of goods shall be charged as under
 - i. Penalty @ 2% for late supply up to 15 days from the date for Purchase order.
 - ii. Penalty @ 5% for late supply up to 30 days from the date for Purchase order.
 - iii. Penalty @ 10% for late supply beyond 30 days from the date for Purchase order.
 - iv. The bid security will be forfeited if the firms fails to supply the goods within 150 days after issuance of purchase order.

Award of Contract:

Contracts shall be confirmed through a written agreement signed between successful bidder and the Peshawar Institute of Cardiology MTI Peshawar attached as "Annex-B".

Payment:

- i. No advance payment will be permissible.
- ii. The payment will be made after successful supply, installation and inspection of all requisite items.
- iii. Payment of the bills will be subject to the deduction of government taxes.

Performance Security: -

The bid security shall be retained till the closing of the contract period i.e 30-06-2023, however no performance security shall be sought from the successful bidders.

FRAMEWORK CONTRACT (FORMAT) DRAFT

THIS FRAMEWORK CONTRACT is made and agreed today on **XXXX day of XXX, 2023** between **Hospital Director Peshawar Institute of Cardiology PIC-MTI** (*hereinafter referred to as the first party*) and **M/s XYZ**, (*hereinafter referred to as the Contractor or the second party*):

WHEREAS the PIC-MTI Peshawar has made an open competitive bidding for selection and rate contracting for supply of **(Bedding Clothing)** (*hereinafter referred to as goods*).

In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

the Bid Form and the Price Schedule submitted by the Bidder;

- a. the Schedule of Requirements;
- b. the Technical Specifications;
- c. the General Conditions of Contract;
- d. the award letter
- e. the Special Conditions of Contract; and

The following items have been selected under framework contract for a period of ONE YEAR from the date of signing of contract.

S #	Item Name with Specifications	Unit Description Per Unit / Per Liter / Per Box / other	Approved rate	Remarks
1.				
2.				
3.				
4.				
5.				

Both the parties agreed that: -

1. The approved prices of all individual items (mentioned above) quoted in the financial bids shall remain valid till 30-06-2023.
2. During the currency of the contract, the supplier will be bound to deliver the items of the approved quality at its designated center from time to time at the approved rates within Thirty (30) days of the receipt of Purchase Order. In case of failure, the department reserves the right to impose the penalty

The Penalty on late supply of goods shall be charged as under

- a. Penalty @ 2% for late supply up to 15 days from the date for Purchase order.
 - b. Penalty @ 5% for late supply up to 30 days from the date for Purchase order.
 - c. Penalty @ 10% for late supply beyond 30 days from the date for Purchase order.
 - d. The bid security will be forfeited if the firms fails to supply the goods with in 150 days after issuance of purchase order.
3. The items offered must have at least one-year warranty period (where applicable).
 4. You will NOT claim or charge transportation, loading / unloading, labour or any other charges related to or in the name of logistics, accidents, insurance, freight, etc.
 5. The Unit Cost agreed in the Price Schedule (Rate Form), is inclusive of installation, testing, commissioning, all applicable taxes and costs associated with transportation and other agreed incidental costs.
 6. Bill for payment in triplicate along with all other relevant and required documents shall be submitted by the second Party to the PIC-MTI Peshawar immediately after complete supply of stock. The Bidder shall be bound to pay all sorts of government taxes, duties and stamp duties, imposed earlier or during the financial year by the Government of Pakistan or by the Provincial Government of Khyber Pakhtunkhwa on any supplied / purchased item.
 7. The payment will be made by the center after the completion of the supply/inspection, however in case of non-availability of budget the center will make payment after releasing of budget from the competent authority.
 8. In case of the situation related to Force Majeure, the Second Party may inform the PIC-MTI Peshawar in writing about the situation immediately without delay along with solid proof through the fastest, lawful and available means of communication, but not through the electronic mail, and request the Board for the grant of extension in the supply period.
 9. In case your firm repudiates the contract, bid security will be forfeited, the SIDB, concerned center reserve the rights to proceed for debarment / blacklisting under the relevant law.

Signature:

Hospital Director PIC-MTI Peshawar

WITNESS NO. 1

Signature:

Name:

Designation:

CNIC No.

Signature:

M/s XYZ

Name:

Designation:

CNIC No.

Stamp:

WITNESS NO. 2

Signature:

Name:

Father's Name:

Address:

CNIC No.

UNDERTAKING ON BIDDERS LETTER HEAD

Important Note:

All the bidders must submit the original affidavit on non-judicial stamp paper attached with technical bid at the time of bid submission on the following format.

I, _____ Owners / Director / Legal Attorney / Accredited representative of M/s _____, solemnly declare that,

1. M/s _____ have read the contents of the Bidding Document and have fully understood it.
2. That the financial instruments, statements of facts, data and documents being submitted by M/s _____ for the Tender vide PIC-0052 dated June 14th 2022 are true, genuine and correct.
3. Undertakes that information being submitted is correct and true, and that any false information shall lead to disqualification at any stage.
4. M/s _____ is not blacklisted by any of Provincial or Federal Government Department, Agency, Organization or autonomous body anywhere in Pakistan.
5. Bid Security (in original) is placed in the financial bid.
6. In case we fail to comply any of the aforesaid conditions or the documents submitted by M/s _____ is found false/forged, our tender will be cancelled forfeiting the Bid Security amount and debarring us from participation in future tenders of Medical Teaching Institution PIC, Khyber Pakhtunkhwa, for a period of one year.

Signature with Seal of the Deponent (bidder)

STATEMENT OF REQUIREMENT WITH SPECIFICATION

S.No	Name of Items	U/M
1	Coffin Sheet (Unisex) 120" X 70"	meter
2	Machintosh Sheet 36X36 inch	meter
3	Pillow (Siliconized Hollow Ball 100% Polyester Fiber) (1KG)	No
4	Pillow Cover Water Proof (Plastic)	No
5	Bath Towel 27X54 Inch	No
6	Mosquito Net	No
7	Overall Royal Blue for Radiology Katy 200TC	No
8	Overall White For MO (Female) Zeen 270TC	No
9	Overall White For MO (Male) Zeen 270TC	No
10	Bed side Curtains fire Proof Per SQFT	No
11	Overall White Plain Katy 200TC	No
12	Patient Dress Set Adult (S, M, L & XL)	No
13	Patient Dress Neonate set	No
14	Patient Dress Set Peads (S, M & L)	No
15	Patient Gown Blue	No
16	Prayer Rug (Butt Top Quality)	No
17	Bed sheet 108"x 66" (Any Color required)	No
18	Bed sheet 108"x 66" blue	No
19	Bed sheet 108"x 66" White	No
20	Blanket 60x90 single Grey Color Best Quality	No
21	Foam Mattress 78"x39"x4"	No
22	Hand Towel medium	No
23	Hook for curtain	No
24	Macintosh rubber sheet 39x39	Meter
25	Rexene cloth D/Color 39x48	Meter
26	Surgeon suit/ patient suit cloth 32 x 36 Green	Meter
27	Para shut curtain cloth Blue Color 60 x 36	Meter
28	Curtain Rings	No
29	Patient Dress Cloth	Meter
30	Stretchable nylon Mix cloth (Different Colour)	Meter
31	Cotton Mix washingware (Different Colours)	Meter
32	Cotton Mix washingware (Different Colours Imported)	Meter
Tailoring Tools & Material List		
Sr.No	Item Name	U/M
1	Scissors 11"	No
2	Sewing machine Needles 18 No.	Pkt

3	Sewing machine Needles 16 No.	Pkt
4	Threads different colors	Pkt
5	Square	No
6	Curb	No
7	National Iron	No
8	Water sprayer	No
9	Thimble & threader	No
10	Tailor Chalk	Pkt
11	Hand sewing needle	Pkt
12	Sewing machine bobbin case	No
13	Tailor measuring tape	No
14	Sewing machine (Juki, fukusuki, janome)	No
15	Sewing Machin motor	No
16	Safety pin	Pkt
17	Sewing machine oil	No
18	Button	Pkt
19	Pressing cloth	Meter
20	Glue stick	No
21	Sewing box	No
22	Trouser elastic Rubber 1-1/2" thickness	yard
23	Trouser dorie	yard
24	Motor carbon	No
25	Sewing machine belt	No
26	Overlock machine	No
27	Ban 1" width all sizes	No
28	Ring button	No
29	Bukram 1"	Roll
30	Paper bukram	Meter
31	Measurement tape	No

BLACKLISTMENT OF DEFAULTED BIDDER/CONTRACTOR

Conditions for Blacklistment of Defaulted Bidder/Contractor under rule 44 of KPPRA Rules 2014

The following are the events which would lead to initiate (Rule 44 of KPPRA Rules 2014) blacklisting/debarment process;

- a. Consistent failure to provide satisfactory performances.
- b. Found involved in corrupt/fraudulent practices.
- c. Abandoned the place of work permanently

Conditions for debarment of Defaulted Bidder/Contractor

- I. Failure or refusal to;
- II. Accept Purchases Order / Services order terms;
- III. Make supplies as per specifications agreed:
- IV. Fulfill contractual obligations as per contract
- V. Non execution of work as per terms & condition of contract.
- VI. Any unethical or unlawful professional or business behavior detrimental to good conduct and integrity of the public procurement process.
- VII. Persistent and intentional violation of important conditions of contract.
- VIII. Non-adherence to quality specifications despite being importunately pointed out.
- IX. Security consideration of the State i.e., any action that jeopardizes the security of the State or good repute of the Peshawar Institute of Cardiology Peshawar.

Procedure for blacklistment and debarment

1. Competent authority of Peshawar Institute of Cardiology may on information, or on its own motion, issue show cause notice to the bidder.
2. The show because notice shall contain the statement of allegation against the Bidder.
3. The bidder will be given maximum of seven days to submit the written reply of the show cause notice.
4. In case the bidder fails to submit written reply within the requisite time, the competent authority may proceed forth with ex-parte against the bidder.
5. Direct to issue notice of personal hearing to the bidder/ authorized representative of the bidder and the competent authority shall decide the matter on the basis of available record and personal hearing, if availed.
6. The competent authority shall decide the matter within thirty days from the initiation of proceedings.
7. The order of competent authority shall be communicated to the bidder by indicating reasons.
8. The order past as above shall be duly conveyed to the PKPRA and defaulting bidder within three days of passing order.
9. The duration of debarment may vary up to five years depending upon the nature of violation.

REDRESSING OF GRIEVANCES

- a. The purchaser shall constitute a committee comprising of disagreed & notified by the competent authority proper powers and authorizations to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.
- b. Any bidder feeling aggrieved by any act of the purchaser after the submission of his bid may lodge a written complaint concerning his grievances not later than 03 days after the announcement of the bid evaluation report.
- c. The grievance redressed Officer shall investigate and decide upon the complaint within 06 days of the receipt of the complaint. The report along with decision shall be forwarded to the purchaser officer within the prescribed period.
- d. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
- e. Note: Grievance notified & designated who can invite appropriate official as co-opted member for grievance.

**Purchase officer
PIC-MTI
Shoaib Ayub**

**AM Purchase
PIC-MTI**

**Manager Material Management
PIC-MTI**

**Manager IPD
PIC-MTI**

**Bio-Medical Eng
PIC-MTI**

**Manager BFM
PIC-MTI**

**Director Finance
PIC-MTI**

**Hospital Director
PIC-MTI**