

# PEOPLES UNIVERSITY

OF MEDICAL & HEALTH SCIENCES FOR WOMEN

NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN

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**TENDER ENQUIRY NO. PUMHSW/S.B.A/DOF/PROC/1142**

**Dated: 23- November- 2016**

**FTN No: 9030412-8**

**WeBoc ID: TR-0-9030412**



## **TENDER FORM FINANCIAL PROPOSAL**

### **SUPPLY OF GENERIC CONSUMABLE (PETTI ITEMS) OF PUMHSW FOR THE YEAR 2016-2017**

**DATE OF SUBMISSION & OPENING  
WEDNESDAY 14<sup>TH</sup> DECEMBER 2016**

TIME OF RECEIVING TENDER 11:30 A.M  
TIME OF OPENING TENDER 12:30 P.M  
TENDER FEE Rs. 1,000/- (Non-Refundable)

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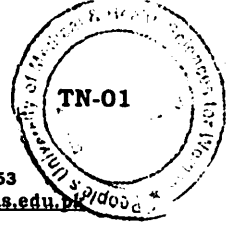
**PEOPLES UNIVERSITY OF MEDICAL & HEALTH SCIENCES FOR WOMEN  
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NIT No. PUMHSW/S.B.A/DOF/PROC/1141

Dated: 23-November-2016



## NOTICE INVITING TENDER

Peoples University of Medical & Health Sciences for Women Nawabshah, Shaheed Benazirabad invites sealed tenders on Rate Contract & Item Rate basis from Interested Contractors / Suppliers / Companies / Firms registered with Sindh Revenue Board, Sales Tax & Income Tax departments having at least 05-year Experience in related field.

S. #	Name of Supply	Estimate Cost in Millions	Bid Security	Tender Fee Non Refundable
01	Tender for Supply of Specific Consumable (Stationary Items) for the Year 2016-2017	1.7		
02	Tender for Supply of Generic Consumables (Petti Items) for the Year 2016-2017	2.2	2 % Each Tender	Rs: 1,000 Each Tender
03	Tender for Supply of Electric Consumables (Electric Items) for the Year 2016-2017	2.8		

Tender form issued date: 28-11-2016 to 13-12-2016,

Submission, opening date & Time: 14-12-2016, Time: Submission 11:30 am, Opening: 12:30 noon

### METHOD OF PROCUREMENT:

The Bidding shall be on Open competitive bidding and Procedure is **Single Stage One Envelope procedure** i.e. **Financial Proposal**.

### BIDDING / TENDER DOCUMENTS:

Issuance: Prescribed Tender Form alongwith Terms and Conditions can be obtained personally from the office of Purchase Officer, Finance Wing, Administration Block, PUMHSW, Shaheed Benazirabad or can also be downloaded from PUMHSW Website: [www.pumhs.edu.pk](http://www.pumhs.edu.pk) as well as from [www.pprasindh.gov.pk](http://www.pprasindh.gov.pk) & [www.sindh.gov.pk/tenders/tenders.htm](http://www.sindh.gov.pk/tenders/tenders.htm) on payment of prescribed tender fee or on payment of an additional amount of Rs: 200 as courier charges, those who intends to purchase tenders through courier from University through banks challan/Pay order/DD in favor of **Vice Chancellor Peoples University of Medical & Health Sciences for Women, Shaheed Benazirabad,**

**Note:** The bidder who downloads the tender form directly from website, that the prescribed tender form fee must reach to the office of undersigned before the last date of purchase.

Place of issuance, submission, inquiries & opening of tender: **office of the Purchase Officer, Finance Wing, Administration Block, PUMHSW, Shaheed Benazirabad.**

### TERMS & CONDITIONS:

1. Since the bids have been called on rate contract basis, hence the quoted prices shall be effective till 30<sup>th</sup> June 2017.
2. The Central Purchase Committee may cancel/delete any item or decrease or increase quantity as per need under the provision of SPPRA rules. Tenderers, who do not fulfill the Terms and Conditions, will not be entertained.
3. In case of Unscheduled Holiday, Tenders will be opened on the Next working day. The other Terms and Conditions of the Tender shall however remain unchanged.
4. The procuring Agency may reject any or all Bids subject to relevant provisions of SPPRA Rules 2010.

**PROF. DR. SHAMSUDDIN SHAIKH**  
Director Academics PUMHSW &  
Chairman Central Purchase Committee  
PUMHSW, Shaheed Benazirabad

**SUPPLY OF GENERIC CONSUMABLE (PETTI ITEMS)  
OF PUMHSW FOR THE YEAR 2016-2017**

**RECEIPT**

Received amounting of Rs. 1,000/- (Rupees One Thousand only) vide receipt No. \_\_\_\_\_, Dated: \_\_\_\_\_  
\_\_\_\_\_ from M/s. \_\_\_\_\_

Regarding Tender Form fee (nonrefundable) for Supply of Generic Consumable (Petti Items) of PUMHSW for the Year 2016-2017

**ACCOUNT OFFICER /  
ASSISTANT ACCOUNT OFFICER**  
Peoples University of Medical &  
Health Sciences for Women  
Nawabshah, SBA.

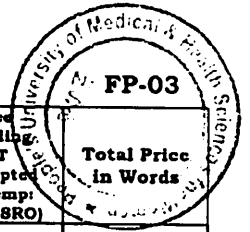
**TENDER FORM**  
**SUPPLY OF GENERIC CONSUMABLE (PETTI ITEMS)**  
**OF PUMHSW FOR THE YEAR 2016-2017**  
**BILL OF QUANTITIES (B.O.Q)**

FP-01

PROVIDE THE RATE OF EACH ITEM. ALL RATES MUST BE QUOTED IN PAKISTANI RUPEES:

S. No	Name & Description of Item	Qty	Mesu: Unit	Brand Name	Unit Price Exclu: GST	Total Price Exclu: GST	GST Applic: Exemp:	Price Including GST /Exempted (If Exemp: Attach SRO)	Total Price in Words
1	Bath Soap (115 gr) ( Life Buoy)	500	No						
2	Bath Soap (115 gr) Lux / Capri	150	No						
3	Bath Soap (40 gr) Small Lux / Capri	600	No						
4	Battery 9 volt Imported Power Have Duty	30	Dz						
5	Broom Can (500 g) (Best Quality)	800	No						
6	Broom Phool (Best Quality)	500	No						
7	Broom Sar Large (500 g) (Best Quality)	600	No						
8	Brush with Stick for Bath Room or equivalent	150	No						
9	Bucket Iron large (16" Gage) or equivalent	5	No						
10	Cane Bans 12" ft.	20	No						
11	Cane Bans 22" ft.	15	No						
12	Cell Pen Light Imported / Toshiba Original Super Heavy Duty Size AA 1.5 V (Best Quality)	60	Dz						
13	Cell Toshiba Super Heavy Duty Size AAA 1.5 V for Mike (Best Quality)	40	Dz						
14	Challi for sweeper	5	No						
15	Chandi (Best Quality)	500	Meter						
16	Cotton Surgical/Medical National (400 g)	30	No						
17	Detergent Powder (500 gr) Excel / Arial	1000	No						
18	Dettol Liquid (100 ml)	10	No						
19	Dish wash Liquid (475 ml) Max / Vim (Best Quality)	5	No						
20	Dish wash Powder (450 g) Max / Vim (Best Quality)	1200	No						
21	Dustbin Plastic Large(Pure Plastic) full size 50 Litter (Best Quality)	100	No						
22	Dustbin Plastic Small (Pure Plastic) (Best Quality)	200	No						


S. No	Name & Description of Item	Qty	Mesu: Unit	Brand Name	Unit Price Exclu: GST	Total Price Exclu: GST	GST Applic: Exemp:	Price Including GST / Exempted (If Exemp: Attach SRO)	Total Price in Words
23	Duster Cloth (Best Quality) Large Full Size	210	Dz						
24	Hand Wash Liquid (140 ml) Life Buoy	100	No						
25	Hand Wash Liquid (250 ml) Dettol / Safeguard	100	No						
26	HARPIC Liquid (200 ml)	700	No						
27	Hydrochloric acid in (1.5 or 1 Liter Bottles) (Best Quality)	1000	Liter						
28	Iron Wire for clear of Drainage Lines 2 & 3 soot	7	Kg						
29	Matches Boxes Hockey (Best Quality)	10	Gross						
30	Mosquito Killer Oil (400 ml) Finis (Best Quality)	900	No						
31	Mosquito Killer Oil (912 ml) Finis / Typhon (Best Quality)	5	No						
32	Nail (Pure Steel) ½" Original (Best Quality)	5	Packet						
33	Nail (Pure Steel) 1" Original (Best Quality)	5	Packet						
34	Nail (Pure Steel) 1½" Original (Best Quality)	5	Packet						
35	Nail (Pure Steel) 2" Original (Best Quality)	7	Packet						
36	Nail (Pure Steel) 2½" Original (Best Quality)	5	Packet						
37	Nail (Pure Steel) 3" Original (Best Quality)	5	Packet						
38	Newar Sher Mark Original or equivalent	700	Kg						
39	Pad Lock Iron Importen (50 mm) Lemen or Equivalent	100	No						
40	Pad Lock Steel Imported (60 mm) original M.S Good Luck or Equivalent	150	No						
41	Phenyl (3 liter tin) Finis (Best Quality)	1600	No						
42	Pipe ½" Plastic (Best Quality)	50	Ft						
43	Pipe ¾" Plastic (Best Quality)	300	Ft						
44	Pipe 1" Plastic (Best Quality)	300	Ft						
45	Pipe 2" Plastic (Best Quality)	50	Ft						
46	Plastic Bucket Size 4 (Pure Plastic) (Best Quality)	7	No						
47	Plastic Lota (Pure Plastic) Medium Size (Best Quality)	150	No						



S. No	Name & Description of Item	Qty	Mesu: Unit	Brand Name	Unit Price Exclu: GST	Total Price Exclu: GST	GST Applic: Exemp:	Price Including GST / Exempted (If Exemp: Attach SRO)	Total Price in Words	
48	Plastic Muga (Pure Plastic) (Best Quality)	7	No							
49	Room Spray Flavored (perfumed) (300 ml) Original Red Rose (Best Quality)	750	No							
50	Scissor (Small) Steel (Best Quality)	30	No							
51	Spray Insecticides (400 ml) Morten / Tiger / Bygone (Best Quality)	300	No							
52	Spry Pump for Oil (Best Quality)	50	No							
53	Thread Chandi Large (700g) With 5 Feet Stick (Best Quality)	500	No							
54	Tissue Pack (Perfumed 456 100 X 2 Ply) Rose Petal	300	No							
55	Tissue Pack (Plain 100 Ply) Rose Petal	900	No							
56	Tissue Paper Roll (White & Pink) Rose petal	10	Dz							
57	Towel Large size 27 x 54 Khyber / Master (Best quality)	200	No							
58	Towel Medium size 24 x 40 Khyber / Master (Best quality)	50	No							
59	Towels Small Sweepers Per Kg	50	Kg							
60	Vipers Large Size (Best Quality)	350	No							
61	Washing soap (Sufi / Nayloon 990 / Kursi Marka (Best Quality)	50	No							
62	Wooden Screw ½" China (Best Quality)	5	Packet							
63	Wooden Screw ¾" China (Best Quality)	5	Packet							
64	Wooden Screw 1" China (Best Quality)	5	Packet							
65	Wooden Screw 1 ½" China (Best Quality)	5	Packet							
66	Wooden Screw 2" China (Best Quality)	7	Packet							
67	Wooden Screw 2 ½" China (Best Quality)	7	Packet							
68	Wooden Screw 3" China (Best Quality)	5	Packet							
<b>Grand Total</b>	<b>Total Bid Amount</b>					<b>Total Bid Amount in Words</b>				

The delivery schedule is within 10 days after the award of contract.  
It is of utmost importance that bids should be submitted very carefully

**Contractor**  
Sign with stamp

  
**PROF. DR. SHAMSUDDIN SHAIKH**  
Director Academics PUMHSW &  
Chairman Central Purchase Committee  
PUMHSW, Shaheed Benazirabad

**BID DECLARATION FORM**  
**(Mandatory Filled and Attached with Financial Proposal)**  
**SUPPLY OF GENERIC CONSUMABLE (PETTI ITEMS)**  
**OF PUMHSW FOR THE YEAR 2016-2017**

BDF-01

1. Name of Interested Firm: \_\_\_\_\_

2. CNIC#: \_\_\_\_\_  
(Please attach Copy of CNIC)

3. NTN #: \_\_\_\_\_  
(Please attach Copy of NTN Certificate)

4. GST#: \_\_\_\_\_  
(Please attach Copy of GST Certificate)

5. SRB #: \_\_\_\_\_  
(Please attach Copy of SRB Certificate)

6. Total Bid Amount Rs: \_\_\_\_\_

In words: \_\_\_\_\_

Earnest Money @ 2 % of Bid Amount Rs: \_\_\_\_\_ DD/PO#: \_\_\_\_\_

In words: \_\_\_\_\_

Bank: \_\_\_\_\_

7. Contact Person: \_\_\_\_\_

8. Postal Address: \_\_\_\_\_

\_\_\_\_\_

9. Email Address: \_\_\_\_\_

10. Telephone: PTCL: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
(Compulsory)

**Declaration:** I certify that, to the best of my knowledge and belief, all of the information on and attached is true, correct, complete and made in good faith. I understand that false or fraudulent information on or attached to this form may be grounds for not entertaining my bid, or for cancellation after bid acceptance, and may be punishable by fine or imprisonment according to law of Pakistan. I understand that any information I voluntarily provide on or attached to this bid may be investigated. Moreover, I hereby declare the all the terms and conditions of the bidding document are accepted.

**Contractor**  
Sign with stamp

## TERMS & CONDITIONS

### SUPPLY OF GENERIC CONSUMABLE (PETTI ITEMS) OF PUMHSW FOR THE YEAR 2016-2017

**All interested venders/ suppliers are requested to read following terms & conditions carefully for strict compliance:**

1. Supplier will have to provide **call deposit @ 2% of bid amount** in the favor of the **Vice Chancellor Peoples University of Medical & Health Sciences for Women Shaheed Benazirabad**, in case of failure the tender document will not be entertained
2. **Tender is called on Rate Contract & Item(s) Rate Basis.**
3. **After completion of all formalities the successful bidder will be bound to accept supply order throughout the year i.e. till 30<sup>th</sup>-June-2017.**
4. Quantity at any time can be increased / decreased or any item can be deleted
5. The Supplier will have to produce evidence in respect of their registration with Income Tax, Sales Tax & Sindh Revenue Board department.
6. Joint inspection will be carried out by the consignee & representative of Bidder with technical assistance from concerned specialist/end user.
7. The bid shall comprise a single stage one envelope procedure. The envelope marked as "FINANCIAL PROPOSAL" and mentioned clearly address of the Bidder / Supplier
8. In case of failure on the part of Supplier to Supply as per specification or within the stipulated time without getting extension, penalty of 3% of the supply order per month or part thereof up to maximum limit of 10% will be imposed on the supplier.
9. The Successful bidders will be bound to carry out job according to specification provided in the BOQ with in specified time given in the supply order, failing which his earnest money shall be forfeited.
10. The successful bidder has to furnish such undertaking in writing on the stamp paper of Rs: 100/-
11. The rates should be given inclusive of GST, Income Tax & any other government duty.
12. Income tax, G.S.T, Stamp duty & other applicable taxes and duties at the government prescribed rates are deductible from the bill.
13. The item(s) which is/are exempted from GST, the rates for the same must be quoted accordingly, stating clearly in BOQ, the cost of all those item(s) excluding G.S.T at the time of payment, no claim for GST shall be paid.
14. Only those bidders shall be accepted which are written / quoted given BOQ of the University.
15. All those Suppliers who have been blacklisted by any Government Department, their bids shall not be entertained.
16. Suppliers must produce eligibility as per SPPRA rules. In case of non-production of eligibility tender forms will not be issued.
17. Conditional tenders will not be accepted.
18. Payment will be made on availability of funds, if delayed due to any reason; no extra interest / mark-up will be accepted / paid.
19. Rejected consignment shall be returned back to dealers / suppliers at their own cost.
20. An amount equivalent to 10 % of security deposit / performance security shall be called from the successful bidders, before issuance of supply orders as per clause 12 of GCC of this bidding document.
21. Bid money to unsuccessful bidder shall be refunded after one week of tender opening on receipt of application on official letter pad.
22. On intimation from the office of the Purchase Officer, vender(s) who has / have qualified for bid / item has to furnish sample of the item(s) before issuance of supply order.
23. Please note that the supply order shall be issued after evaluation of sample of the item(s) by the Central Purchase Committee to the lowest evaluated bid under "SPPRA Rule 49. Award of Contract".



**GENERAL CONDITIONS OF THE CONTRACT**  
**SUPPLY OF GENERIC CONSUMABLE (PETTI ITEMS)**  
**OF PUMHSW FOR THE YEAR 2016-2017**

**GCC-01**

**CLAUSE: 1. INSTRUCTIONS TO THE BIDDERS:**

- 1) The tenders shall be submitted with all documents and drawing literature and catalog (in equipment) in sealed envelopes, with sealing wax/gum, the envelop must contain tender inquiry No. on the top. The name of manufacturer and the supplier should be affixed on the face of envelopes at the left side.
- 2) Tenders must be filled in with Blue or Black ink in the column provided / provided in BOQ documents duly signed.
- 3) The tenders must be free from erasing, cutting and over writing. In case of erasing, cutting and over writing, authorized person should initial it.
- 4) The rates of each item should be written in figure as well as in words. Arithmetical errors will be rectified on the basis: if there is discrepancy between the unit price and the total price is obtained by multiplying the unit price and the quantity, the unit price shall prevail and the total price shall be corrected. In case of discrepancy the price in words will be taken as authenticated and final.
- 5) Conditional tenders will be ignored and will not be considered/entertained/accepted.
- 6) Original purchase receipt of tender fee or in shape of Pay order / DD original as tender form fee in favour of V.C PUMHS must be enclose with the tender form.
- 7) The tendered rate should be inclusive of all taxes, Income & Sales Tax etc. payable to Federal & Provincial Govt or Local bodies and no claims on this account shall be entertained.
- 8) The bidder shall furnish General sales tax (GST) Registration Certificate of the firm failing which the offer will be ignored. In case the item is exempted from GST either documentary evident or certificate from competent authority shall be attached with the offer.
- 9) The bidder shall furnish copy of valid professional Tax (Excise & Taxation) Certificate
- 10) List of similar assignments with cost under-taken over the past (05) years.

**CLAUSE: 2. SPECIAL CONDITIONS:**

- 1) Store is required immediately. The tenders may, however, give their short guaranteed delivery period by which the supply will be completed positively. No extension will be granted / accorded for the supply of initial quantity.
- 2) Tenderers are required to specify make country of origin and furnish detailed technical description literature / catalog along with their offer.
- 3) The Bidders shall quote their firm and final price both in figures & words on "Free Delivery basis to Consignee end.
- 4) Tenderer shall submit guarantee letter that the supplied Items are the original / brand new product / latest model none of the part is used, old or refurbished.
- 5) No manufacturer shall authorize their distributor/agent/any firm or person to quote the same item, which the manufacturer is quoting itself in any tender. Failing those offers of both the manufacturer as well as other bidder shall be ignored.
- 6) Tenderer must be enclosed list of users of the quoted item(s), availability of workshop & trend + qualified person at Sindh for after sale service.
- 7) Tenderer shall purchase separate tender document furnish purchases receipts for each alternate offer in case they want to submit alternate offer for any items. All the bids with alternate offer without separate purchases receipt (original) are supposed to be rejected. Also, choice to select/ignore any their alternate offer shall rest with the purchase committee
- 8) The bidder shall confirm the refund of cost difference if the same goods is/was supplied at lower rates to any other Govt:/Semi Government institution or Armed Forces in the province or outside in the same fiscal year.
- 9) The successful supplier / bidder must be bound to supply the awarded items mentioned dated supply orders on the quoted rates.

**CLAUSE: 3. PURCHASER'S RIGHT TO VARY QUANTITIES.**

The Purchase Committee reserves the right to increase/decrease or delete the quantities of any items at the time of award of contract and also reserves the right to enhance the quantities of goods/service originally specified in the Schedule of Requirement without any change in unit price or other terms and conditions of goods at any time during contract period.

**CLAUSE: 4. PURCHASERS RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS:**

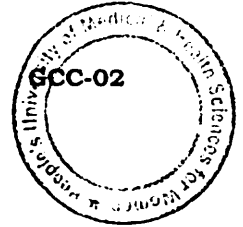
The Purchase Committee reserves the right to accept or reject any bid in accordance with the provision provided in SPPRA rules and to annual the bidding process and rejects all bids at any time prior to contract award without thereby incurring any liability to the affected bidder or bidders, on the grounds for the Purchaser's action.

**CLAUSE 5. ELIGIBLE BIDDERS**

This Invitation for Bids is open to all suppliers within Pakistan

Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government (Federal or Provincial), a local body or a public sector organization.

The bidders should have operational office(s) in Pakistan and possess financial sustainability to meet timely supply of items.



**CLAUSE: 6.**

**A. ELIGIBILITY / QUALIFICATION CRITERIA OF BIDDERS**

1. Registration with Income Tax Department
2. Registration with Sales Tax Department
3. Required Earnest Money / Bid Security are attached.
4. Prices quoted on BOQ as per provided in the tender documents
5. Bid is signed, named and stamped by the authorized person of the firm along with Authorization letter.
6. Past performance of supplies (at least five-year experience)
7. Turn Over of Company in Millions (at least five-year)

**Note: The Evaluation shall be made on "Yes" or "No" basis on format of SPPRA.**

**B. CRITERIA FOR EVALUATION OF BIDS.**

1. As Per Product Specification of Tender
2. Quoted Brands of Products

**CLAUSE: 7. NOTIFICATION OF AWARD OF CONTRACT**

- 1) Prior to the expiration of the period of bid validity, the Purchase Committee will notify the successful bidder in writing about the acceptance of the offer by letter, to confirm in writing that the bid has been accepted.
- 2) The notification of award will constitute the formation of the contract.
- 3) An amount equivalent to 10 % of security deposit in the form of pay order / demand draft shall be called from successful tenderers / bidders with the acceptance of award.

**CLAUSE: 8. AWARD OF CONTRACT:**

Subject to the fulfillment of all formalities, the Purchase committee will issue the supply orders to successful Bidder who accepts the award of contract.

**CLAUSE: 9. PAYMENTS.**

**(A) Interim/Running Bill.**

The competent authority of procuring agency shall pass/certify the amount to be paid to the supplier, which he considers due and payable in respect thereof, subject to deduction of security deposit, advance payment if any made to him and taxes. All such intermediate payment shall be regarded as payments by way of advance against the final payment only and not as payments for supply actually done and completed, and shall not preclude the competent authority from recoveries from final bill and rectification of defects and unsatisfactory items of works pointed out to him during defect liability period.

**(B) The Final Bill.**

A bill shall be submitted by the supplier within one month of the date fixed for the completion of the work otherwise Purchase & Store Officer's certificate of the total amount payable for the supply shall be final and binding on all parties.

**CLAUSE 10. PERFORMANCE SECURITY SPPRA RULE-39.**

An amount equivalent to 10 % of security deposit in the form of pay order / demand draft shall be called from successful tenderers / bidders before issuance of supply order which will be refunded on satisfactory completion of the job, as per clause 12 of general conditions of the contract of this bidding document.

**CLAUSE: 11. REDUCED RATES.**

In cases where the items of supply are not accepted as so completed, the competent authority may make payment on account of such items at such reduced rates as he may consider reasonable in the preparation of final or on running account bills with reasons recorded in writing.

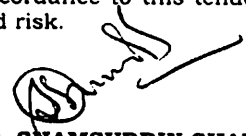
**CLAUSE: 12. REFUND OF SECURITY DEPOSIT / PERFORMANCE SECURITY SPPRA RULE-39.**

On completion of the whole of the supplies (a supplies should be considered as complete for the purpose of refund of security deposit to a contractor from the last date on which its final supplies and installation has been made by a competent authority, the defects notice period has also passed and the competent authority has certified that all defects notified to the contractor before the end of this period have been corrected, the security deposit lodged by a contractor (in form of pay order or recovered in installments from his bills) shall be refunded to him after the expiry of 90 days from the date on which the supplies are completed.

**CLAUSE: 13. UNDERTAKING:**

- > That I/We agree whether our tender accepted for total, partial or enhanced quantity for all or any single item. I/We also agreed to supply and accept the said item at the rates for the supply of contracted quantity within the stipulated period shown in the contract.
- > I/We understand and confirm the refund of cost difference if the same goods is/was supplied at lower rates to any other Govt/Semi Govt: Institution, Armed Forces, in the province in the same fiscal year.
- > I/We undertake that, if any of the information submitted in accordance to this tender enquiry found incorrect, our contract may be cancelled at any stage on our cost and risk.

**Contractor**  
Sign with stamp

  
**PROF. DR. SHAMSUDDIN SHAIKH**  
Director Academics PUMHSW &  
Convener Purchase Committee  
PUMHSW, Shaheed Benazirabad