

# **INVITATION FOR BIDS**

**Govt. Khawaja Muhammad Safdar Medical College  
& Allied Institutions, Sialkot**

*Contact Purchase Cell: 052-9250735*

**BIDDING DOCUMENTS FOR ANNUAL TENDER PURCHASE  
(FINANCIAL YEAR 2021 – 22)**

***Tender No: 15***  
***Tender Name: Furniture and Fixture***



**DEAN**

**GOVT. KHAWAJA MUHAMMAD SAFDAR MEDICAL COLLEGE, SIALKOT**

**Phone No: 052-9250738-39.**

**THIS DOCUMENT CONTAINS FOLLOWING SECTIONS:**

<b>Section-1</b>	<b>Copy of Advertisement, Bidding Schedule, Particulars of Bidder/Bidding Firm</b>
<b>Section-II</b>	<b>Instructions For Bidders</b>
<b>Section-III</b>	<b>Requirements and Technical Specifications</b>
<b>Section-IV</b>	<b>Evaluation Criteria &amp; Bid Forms</b>

## **SECTION-I**

**1.1 Copy of Advertisement**

**1.2 Bidding Schedule**

**1.3 Particulars of Bidding Firm**

# 1.1: Copy of Advertisement

## INVITATION FOR BIDS

(ANNUAL TENDER 2021-2022)

### GOVT. KHAWAJA MUHAMMAD SAFDAR MEDICAL COLLEGE/ ALLIED INSTITUTIONS, SIALKOT.

1. Management of Khawaja Muhammad Safdar Medical College & Allied Institutions, Sialkot invites sealed bids/ tenders from the eligible bidders i.e. manufacturers / their authorized distributors and in case of imported goods, their authorized sole agents / importers / distributors in Pakistan who are registered with income tax and sales tax authority/licensed with Drug Regulatory Authority of Pakistan for the procurement of items/goods that come under the “heads” mentioned in the following table, **on free delivery to consignee’s end basis.**
2. Interested eligible bidders may get the **bidding documents (technical specifications) from Purchase Cell, Govt. Khawaja Muhammad Safdar Medical College, Sialkot** on submission of written application along with payment of non-refundable fee of Rs.1000/- for each tender. **Bidding Documents can also be downloaded from the website of this institution [www.kmsmc.edu.pk](http://www.kmsmc.edu.pk) or PPRA website [www.ppra.punjab.gov.pk](http://www.ppra.punjab.gov.pk)**
3. **Single Stage–two envelope** bidding procedure shall be applied. The envelopes shall be marked as “Technical Proposal” and “Financial Proposal” in bold and legible letters. Financial proposal of bids found technically non-responsive shall be returned unopened to the respective bidders.
4. Sealed bids are required to be brought in person by the authorized representative of the interested bidders according to below mentioned schedule **at 10: 30 a.m. positively.** The bids received till this stipulated date & time shall be opened at **11:30 a.m.** in the presence of the bidders or their authorized representatives in the **Azadi Hall** of KMS Medical College, Sialkot.

Sr. No	Name of Stores	Bid Security/ Call Deposit	Last Date/Time for Tender Submission	Date & Time of Opening
1.	a. SURGICAL DISPOSABLES/DIALYSIS DISPOSABLE ITEMS b. SURGICAL SUTURES c. SURGICAL DRESSING, COTTON, GAUZE & BANDAGES d. DENTAL MATERIAL e. LAPAROSCOPIC DISPOSABLES f. EYE LENS/ DISPOSABLES FOR KMSMC & ALLIED INSTITUTIONS, SIALKOT.	2% of the estimated price of quoted items	27-09-2021 at 10:30 a.m.	27-09-2021 at 11:30 a.m.
2.	MEDICINE BULK PURCHASE	2% of the estimated price of quoted items	27-09-2021 at 10:30 a.m.	27-09-2021 at 11:30 a.m.
3.	MEDICINE LP- DAY TO DAY	2% of the estimated price of quoted items	27-09-2021 at 10:30 a.m.	27-09-2021 at 11:30 a.m.
4.	X-Ray Films/ Chemicals/ Sale of Fixer Water etc	2% of the estimated price of quoted items	28-09-2021 at 10:30 a.m.	28-09-2021 at 11:30 a.m.
5.	STATIONERY	2% of the estimated price of quoted items	28-09-2021 at 10:30 a.m.	28-09-2021 at 11:30 a.m.
6.	PRINTING & PUBLICATIONS	2% of the estimated price of quoted items	28-09-2021 at 10:30 a.m.	28-09-2021 at 11:30 a.m.
7.	UNIFORM & PROTECTIVE CLOTHING	2% of the estimated price of quoted items	28-09-2021 at 10:30 a.m.	28-09-2021 at 11:30 a.m.

8.	COST OF OTHER STORE	2% of the estimated price of quoted items	28-09-2021 at 10:30 a.m.	28-09-2021 at 11:30 a.m.
9.	OTHERS	2% of the estimated price of quoted items	28-09-2021 at 10:30 a.m.	28-09-2021 at 11:30 a.m.
10.	BEDDING & CLOTHING	2% of the estimated price of quoted items	28-09-2021 at 10:30 a.m.	28-09-2021 at 11:30 a.m.
11.	MEDICAL WASTE MANAGEMENT	2% of the estimated price of quoted items	28-09-2021 at 10:30 a.m.	28-09-2021 at 11:30 a.m.
12.	PURCHASE OF HARDWARE / SOFTWARE / I-T EQUIPMENT	2% of the estimated price of quoted items	28-09-2021 at 10:30 a.m.	28-09-2021 at 11:30 a.m.
13.	PURCHASE OF MEDICAL & LAB EQUIPMENT	2% of the estimated price of quoted items	29-09-2021 at 10:30 a.m.	29-09-2021 at 11:30 a.m.
14.	PURCHASE OF PLANT & MACHINERY	2% of the estimated price of quoted items	29-09-2021 at 10:30 a.m.	29-09-2021 at 11:30 a.m.
15.	PURCHASE OF FURNITURE & FIXTURE	2% of the estimated price of quoted items	29-09-2021 at 10:30 a.m.	29-09-2021 at 11:30 a.m.
16.	REPAIR OF MACHINERY & EQUIPMENT	2% of the estimated price of quoted items	29-09-2021 at 10:30 a.m.	29-09-2021 at 11:30 a.m.
17.	REPAIR OF PLANT & MACHINERY	2% of the estimated price of quoted items	29-09-2021 at 10:30 a.m.	29-09-2021 at 11:30 a.m.
18.	REPAIR OF FURNITURE & FIXTURE	2% of the estimated price of quoted items	29-09-2021 at 10:30 a.m.	29-09-2021 at 11:30 a.m.
19.	REPAIR OF HARDWARE / SOFTWARE / I-T EQUIPMENT	2% of the estimated price of quoted items	29-09-2021 at 10:30 a.m.	29-09-2021 at 11:30 a.m.
20.	REPAIR OF MEDICAL & LAB EQUIPMENT	2% of the estimated price of quoted items	29-09-2021 at 10:30 a.m.	29-09-2021 at 11:30 a.m.
21.	REPAIR & MAINTENANCE OF OFFICE BUILDING	2% of the estimated price of quoted items	29-09-2021 at 10:30 a.m.	29-09-2021 at 11:30 a.m.
22.	MEDICAL GASSES	2% of the estimated price of quoted items	29-09-2021 at 10:30 a.m.	29-09-2021 at 11:30 a.m.
23.	LAB KITS & CHEMICALS	2% of the estimated price of quoted items	29-09-2021 at 10:30 a.m.	29-09-2021 at 11:30 a.m.

5. The bidders are requested to give their best and final prices since there will be **no negotiations** on the prices. However, in exceptional circumstances on receipt of exorbitant rates, the negotiation in such cases may be considered by the Procuring Agency. The Procuring Agency however, reserves the rights to accept or reject all bids without assigning any reason.
6. List of items to be purchased with estimated quantities and estimated prices are given in the bidding documents. Local suppliers/contractors can only participate for the China-made or local items.
7. In case the date of opening or last date of sale is declared as the 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.

**Note:** All assessments and procuring procedures i.e. receiving, opening and awarding etc. shall be governed by the Punjab Procurement Rules, 2014 amended up to date.

## **1.2 Bidding Schedule**

<b>Description</b>	<b>Detail</b>
Commencement date for Sale of Bidding Documents	After the advertisement onward till last date (on all working days during office timing).
Last date and time for the receipt of bids	<b>29-09-2021</b> up to 10:30 a.m.
Date, time and venue of opening of technical bids	29-09-2021 at 11:30 a.m. In Azadi Hall (Freedom Hall) of KMSMC, Sialkot.
Bid Currency	1. PKR on free delivery to the consignee's end basis including all ex-work, transportation, storage charges till the destination. 2. In case of foreign currency as L.C and on C&F basis.
Language of bid	Urdu / English
Amount of bid security (earnest money)	2% of the estimated prices of the quoted items in the shape of call deposit (CDR).
Performance Guarantee	5% of the contract value in the shape of call deposit
Bid validity period	180 Days
Bidding procedure	Single Stage – Two Envelop Procedure
Tender Fee	Rs. 1000/-(non-refundable)
<b>Address for communication:-</b>  <b>PURCHASE CELL</b>  <b>Khawaja Muhammad Safdar Medical College, Sialkot</b>  <b>Ph # 052-9250735</b>	

## **1.3: PARTICULARS OF THE BIDDING FIRM**

Bidders/Firms are directed to place the properly filled following form as the first page (title page) of their completed bidding documents. Failing this may render your document unacceptable.

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### **BIDDING DOCUMENTS FOR ANNUAL TENDER PURCHASE KMSMC (2021 – 22)**

***Tender No:***

***Tender Name:*** Furniture and Fixture

**Name of Firm:** -----

**Complete Address:** -----  
-----

**Office Telephone/Fax No:** -----

**Name of Authorized Representative:**  
-----

Cell no. -----

CNIC no.: -----

*(Attach copy)*

*(Firm is bound to duly inform procuring agency and end-user if any of the above bio-data is changed.)*

**Sales Tax Reg. No:** -----

**Income Tax No. (N.T.N):** -----

**Amount of Tender Fee  
Deposited (with receipt no):** -----

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## **SECTION-II**

### **Instructions for the Bidders**



# Instructions for the Bidders

1. **All the procurement procedures will be done strictly according to the PPRA, 2014.**
2. The participating firms must submit their Technical Proposal in manner as given in BID Form-IV (see section-IV under heading of 'BID COVER SHEET') with a soft copy on CD.
3. Single stage/two envelopes bidding procedure shall be adopted. The envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters. The envelopes shall then be sealed in an outer envelope. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.
4. **The bidder is required to provide Financial Proposal according to the BID Form-VI (see section-IV under heading of 'PRICE SCHEDULE') with the name of items, model number, serial number and technical specifications in the exact manner as quoted in the Technical Proposal.**
5. Separate bids/offer for each item should be submitted separately. Bids shall remain valid for a period of Six 06 months (180 days) after opening of Technical Bid by the Procuring Agency. A bid valid for a shorter period shall be rejected by the procuring agency as non-responsive.
6. **The rates should be quoted on FOR basis.**
7. Submission of sample (where demanded): If so required by the technical committee, to be recorded in writing, the bidder shall provide a sample or demonstration as the case may be.
8. As per provision under the procurement rules, there is no condition of pre-qualification, registration, panel / approved brands for bidding.
9. Clarification of bids: No bidder shall be allowed to alter or modify his bid after the bids have been opened. However, the procuring agency may seek and accept clarifications to the bid that do not change the substance of the bid.
10. **Limitation on negotiations:** There shall be no negotiations with the bidder.
11. **Rejection of bids:** The authority may reject all bids or proposals at any time prior to the acceptance of a bid.
12. **Acceptance of bids:** The bidder with the lowest evaluated bid, if not in conflict with any other law, rules, regulations or policy of the Government of the Punjab, shall be awarded the procurement contract (Frame work Contract).
13. **Performance Guarantee:** The successful bidder shall furnish a performance guarantee which will be up to five per cent of the contract amount. The performance security shall be deposited in the shape of deposit at call.
14. **Qualification of Suppliers and CONTRACTORS:** A procuring agency, at any stage of the procurement proceedings, may require the suppliers or contractors to provide information concerning their professional, technical, financial, legal or managerial competence whether already pre-qualified or not.

15. **Integrity Pact:** Procurements exceeding the limit of 10 Million shall be subject to an integrity pact, as specified by regulation with approval of the Government of the Punjab, between the procuring agency and the suppliers or contractors.

16. **No offer will be considered valid if it:**

- i. Is received after the date and time fixed for its receipt.
- ii. Is unsigned.
- iii. Is conditional.
- iv. Is given by a firm that is black listed, suspended or removed from the approved list of the Health Department, Government of the Punjab, Autonomous Health Institutions or by the Federal Health Ministry.
- v. Is received with a validity period shorter than that required in the tender inquiry.
- vi. Does not conform to the general conditions of the tender inquiry.
- vii. Is received without earnest money as specified in the tender.

17. Any erasing/cutting/crossing etc. appearing in the offer must be properly signed by the person signing the BID. All pages of the BID must be securely bound, properly numbered and duly signed at the bottom of each page in case of **Financial Proposal. Offers with any overwriting shall, in no circumstances, be accepted.**

18. **Inspections of Stores:** 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 bid/substandard/spurious / misbranded/expired or of short-expiry. Moreover, firm will replace the unconsumed expired stores without any further charges.

19. The supplies shall be delivered within 30 days i.e. the next date after the date of issue of purchase order (without penalty). In case of late delivery of goods beyond the periods specified, **penalty @ 2% per month, 0.67% per day** of the cost of late delivered supply shall be imposed upon the supplier.

20. **Arbitration and Resolution of Disputes:** In case of any dispute, concerning the interpretation and / or application of this contract shall be settled through arbitration. The Dean KMSMC and allied hospitals or his nominee shall act as sole ARBITRATOR. The decision taken and / or award made by the sole arbitrator shall be final and binding on the parties.

21. The contractor will have to ensure the availability of sufficient stock of contracted items at his store for immediate supply and to ensure the cold-chain maintenance for Lab. Kits.

22. Income Tax / Sales Tax / Excise Duty will be levied according to the Government rules.

23. Payment of the bills will be made subject to approval of store / supply by the authorized inspection Committee of KMSMC and Allied Institutions Sialkot after conducting the successful inspection.

24. Quantity of requisite / advertised store can be increased or decreased in best interest of the Institution, as per demand by the end user.

25. The Principal, K.M.S.M.C. Sialkot reserves the right to purchase full or part thereof or cancel the Tender without assigning any reasons.

26. In case the procurement comprises different categories of goods, works or services the evaluation shall be made item wise. Samples of the quoted product will be submitted for the approval by end-user at the time of opening of technical bid.

27. **In case of dispute, decision of the Principal, KMSMC Sialkot shall be final.**

Name of the Firm: \_\_\_\_\_

Signature: \_\_\_\_\_

Seal & Stamp of firm: \_\_\_\_\_

*DEAN,*  
**KHAWAJA MUHAMMAD**  
**SAFDAR MEDICAL COLLEGE ,**  
**SIALKOT**

## **SECTION-III**

### **Schedule of Requirements & Technical Specification**



**ANNUAL DEMAND FOR PURCHASE OF FURNITURE & FIXTURE  
TENDER 2021-2022**

<b>Sr. No</b>	<b>Name of Items</b>	<b>Specification</b>	<b>Estimated Annual Demand</b>	<b>Estimated Cost (Per unit in Rs)</b>	<b>Total Annual Amount</b>
1.	TABLE OVER BED	MILD STEEL CONSTRUCTION MOBILE ON FOUR CASTORS HIGH QUALITY WOODEN TOPS STAINLESS STEEL COLUMNS	50	12,500	625,000
2.	BED SIDE LOCKER	MILD STEEL SHEET CONSTRUCTION, LOCKER TOP MADE OF SYNTHETIC MATERIAL FOR DURABILITY, PULL OUT DRAWER FITTED WITH RAILING FOR SMOOTH OPERATION. MOBILE ON FOUR DUAL CASTORS	100	9,500	950,000
3.	I/V STAND	MILD STEEL/STAINLESS STEEL CONSTRUCTION, STAINLESS STEEL TELESCOPIC ROD IN BOTH MODELS, STAINLESS STEEL BASE, MOBILE ON 5 WHEELS	200	2,500	500,000
4.	4 LEVEL LOCKER		2	20,000	40,000
5.	PATIENT SCREEN	MILD STEEL PIPE CONSTRUCTION, THREE SECTION DESIGN, FOLDABLE TO CONSERVE SPACE, MOBILE ON 6 DUAL CASTORS	50	12,000	600,000
6.	PATIENT ATTENDANT BENCH	MILD STEEL CONSTRUCTION WITH HIGH QUALITY POLISH WOODEN STRIPS AS TOP	50	12,500	625,000
7.	WASTE BIN	MILD STEEL SHEET CONSTRUCTION, TOP MADE OF STAINLESS STEEL, REMOVEABLE STAINLESS STEEL BUCKET WITH 20 LTR CAPACITY, FOOT PADDLE TO LIFT TOP	50	10,800	540,000
8.	DOCTOR STOOL	MILD STEEL CONSTRUCTION UPHOLSTERED TOP AND BACK SECTION BACK SECTION HEIGHT ADJUSTABLE MOBILE ON PLASTIC BASE HEIGHT ADJUSTABLE USING GAS SPRING EPOXY POWDER COATED FINISH	20	7,500	150,000
9.	FOOT STEPS	MILD STEEL CONSTRUCTION RUBBER BOOT ON ALL FEET RUBBER MATT ON SHEET TOP FOR MAXIMUM GRIP EPOXY POWDER COATED FINISH	20	3,500	70,000
10.	EXECUTIVE CHAIR REVOLVING	AS PER APPROVED BY THE COMMITTEE	69	18,000	1,242,000
11.	STUDENT CHAIR	AS PER APPROVED BY THE COMMITTEE	15	5,000	75,000

12.	OFFICE TABLE WOODEN	SHISHAM MADE SIZE 3'X5'2.5' WITH 3 DRAWER LOCK	70	25,000	1,750,000
13.	COMPUTER TABLE WOODEN	SHISHAM MADE SIZE 2.5'X3'X2.5' WITH ONE DRAWER LOCK & KEY BOARD REALING TRAY	40	17,000	680,000
14.	OFFICE CHAIR	IRON/WOODEN MADE FRAME WITH FOAM SEATED	170	7,500	1,275,000
15.	SOFA CUMBED	AS PER APPROVED BY THE COMMITTEE	60	25,000	1,500,000
16.	IRON BED	DOUBLE FOWLER AS PER APPROVED BY THE COMMITTEE	100	55,000	5,500,000
17.	IRON STOOL REVOLVING	TOP MADE STAINLESS STEEL AS PER APPROVED BY THE COMMITTEE	205	12,000	2,460,000
18.	NURSING COUNTER	SHISHAM MADE AS PER APPROVED BY THE COMMITTEE	5	35,000	175,000
19.	MEDICINE TROLLY	AS PER APPROVED BY THE COMMITTEE	30	49,000	1,470,000
20.	CRASH TROLLY	AS PER APPROVED BY THE COMMITTEE	40	49,000	1,960,000
21.	IRON ALMIRAH	SIZE 4'X6'X1.5' AS PER APPROVED BY THE COMMITTEE	26	22,000	572,000
22.	STRETCHER TROLLY WITH MATTRESS	IRON MADE STAINLESS STEEL TOP APPROVED BY THE COMMITTEE	21	24,000	504,000
23.	OXYGEN CYLINDER STAND LARGE SIZE	IRON MADE AS PER APPROVED BY THE COMMITTEE	20	5,500	110,000
24.	OXYGEN CYLINDER SMALL SIZE	IRON MADE AS PER APPROVED BY THE COMMITTEE	20	4,500	90,000
25.	PATIENT WHEEL CHAIR FIX	AS PER APPROVED BY THE COMMITTEE	100	15,000	1,500,000
26.	SURGEON CHAIR		4	20,000	80,000
27.	SOFA SET	3 SEATER 01 PIECE SINGLE SEATER 02 PIECE	32	32,000	1,024,000
28.	IRON CUPBOARD	6X3X2.5	6	18,000	108,000
29.	NOTICE BOARD	AS PER APPROVED BY THE COMMITTEE	27	5,000	135,000
30.	PATIENT BED	AS PER APPROVED BY THE COMMITTEE	20	25,000	500,000
31.	OT TABLE	AS PER APPROVED BY THE COMMITTEE	4	50000	200,000
32.	BOOK RACK	AS PER APPROVED BY THE COMMITTEE	24	15,000	360,000
33.	STUDY TABLE	AS PER APPROVED BY THE COMMITTEE	50	3,000	150,000
34.	SLIDE RACK	AS PER APPROVED BY THE COMMITTEE	25	11,000	275,000
35.	4D FILE RACK	AS PER APPROVED BY THE COMMITTEE	20	16,000	320,000
36.	DINING CHAIR	AS PER APPROVED BY THE COMMITTEE	10	45,00	45,000

37.	EXECUTIVE TABLE	AS PER APPROVED BY THE COMMITTEE	11	22,500	247,500
38.	VISITOR CHAIR	AS PER APPROVED BY THE COMMITTEE	10	45,00	45,000
39.	WOODEN SLIDE BOXES	AS PER APPROVED BY THE COMMITTEE	10	15,000	150,000
40.	BLINDS	AS PER APPROVED BY THE COMMITTEE	10	40,000	400,000
41.	ROSTRUM	AS PER APPROVED BY THE COMMITTEE	2	6,000	12,000
42.	WOODEN RACKS WITH LOCK	AS PER APPROVED BY THE COMMITTEE	12	15,000	180,000
43.	STEEL BENCH	AS PER APPROVED BY THE COMMITTEE	6	7,000	42,000
44.	DEAD BODY LUFTER MANUAL	AS PER APPROVED BY THE COMMITTEE	1	350,000	350,000
45.	ALMONIUM DOOR LOCK	AS PER APPROVED BY THE COMMITTEE	4	500	2,000
<b>Estimated Amount</b>					<b>29,588,500</b>

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# **SECTION-IV**

## **Evaluation Criteria & Specimens for Bid Forms**

**4.1: COMPULSORY PARAMETERS FOR  
BIDDERS' ELIGIBILITY**

**4.2: GENERAL PARAMETERS FOR  
ELIGIBILITY CRITERIA**

**4.3: SPECIMENS FOR BID FORMS**



## **4.1: COMPULSORY PARAMETERS FOR BIDDERS' ELIGIBILITY**

Every bidder must fill this form carefully and attach the relevant documents along-with it in the same sequence as prescribed here in this form. These criteria will describe the **eligibility of bidder** failing which bidder will be disqualified and no document will be received later on.

Name of the Firm.....Name of Tender .....

Date of Opening of Bids -----

<b>Sr. no</b>	<b>KNOCK OUT CLAUSES</b>	<b>YES/NO</b>	<b>PAGE#</b>
1.	Original receipt for purchase of tender.		
2.	2% of the estimated cost of quoted items in shape of CDR in the name of Dean KMSMC, Sialkot.		
3.	Certificate of Manufacturer/ Authorized distributors/ Authorized Sole Agent from Foreign Principal (in case of non drug items).		
4.	Certificates regarding quality of product in case of Electro Medical Equipment, Plant and Machinery only.		
5.	An affidavit on stamp paper of Rs. 100/- (as per sample; Bid Form-III), regarding acceptance of terms and conditions of the bid and not being blacklisted. AND that "the price quoted to this institute against the quoted items bid are not more than the prices charged from any Procurement Organization in the country and in case of discrepancy the bidder hereby undertakes to refund the price charged in excess".		
6.	Attested Copy of Certificate of General Sales Tax Number.		
7.	Attested Copy of Certificate of National Tax Number.		
8.	Human Resource record (with qualification) and pay roll of the firm for last one year.		
9.	Latest tax paid, balance sheet, audit inspection report, at least one year bank statement.		
10.	All pages of Bid are numbered, with an index page and bound in a SECURED pin binding.		

## **4.2: GENERAL PARAMETERS FOR EVALUATION OF BID**

Bidders are not supposed to fill this form. This is only for their knowledge, because they are expected to attach documentary proofs in support of each parameter with the same headings as mentioned under ‘assessment parameters’.

<b>Sr. no</b>	<b>Assessment Parameters</b>			<b>Total Marks</b>	<b>Remarks</b>	
<b>1</b>	<b>Past Performance (for more than one year; minimum; in Govt. /semi govt. institutions)</b>	1.	1 to 2	2	10	The Clime requires documentation (purchase orders, receipt certificates and delivery challan etc) of the institution (s)
		2.	2 to 3	4		
		3.	3 to 4	6		
		4.	4 to 5	8		
		5.	> 5	10		
<b>2</b>	<b>Market Experience in Quoted Items and list of institutions (Govt/Private where served)</b>	1.	3-5 years	4	10	Includes experience certificate from end-users.
		2.	4-5 year	6		
		3.	Above 5 year	10		
<b>3</b>	<b>Previous Experience, if any, with KMS Medical College &amp; Allied Institutions</b>	1.	Good Performance or did not serve	05	05	Certificate from end user is required. (Bidders who have not served at KMSMC & Allied institutions will attain full marks).
		2.	Poor Performance	00		
<b>4</b>	<b>Financial Position</b>	1.	Bank statement last 1 year	5	15	Authorized certificate issued by the concerned Authority is required.
		2.	Last year Audited Balance Sheet	5		
		3.	Tax Return (last 2 year)	5		
<b>Total Marks</b>				<b>40</b>	-----	
<b>Qualifying Marks (70%)</b>				<b>28</b>	-----	
<b>Total Marks Obtained</b>				-----		

### ***Special Note:-***

- *Samples of quoted items should be reached in the store of said institute within 7 days positively.*
- *Evaluation of items should be purely basis on physical verification of quoted items.*

*In case the procurement comprises different categories of goods, works or services the evaluation shall be made item wise. Samples of the quoted product shall be submitted for the approval by end-user at the time of opening of technical bid. Failure of which may render bidder disqualified.*

## **Bid Form-I**

### **LETTER OF INTENTION (To be attached with Eligibility Criteria of Bidder)**

**Tender No.** -----

**Title of Tender/Contract** -----

**Date of the Opening of Bid** -----

To: *[Name and address of Procuring Agency]*

Dear Sir/Madam

Having examined the bidding documents, the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the goods under the about-named contract in full conformity with the said bidding documents and at the rates/unit prices described in the Price Schedule or such other sums as may be determined in accordance with such other sums as may be determined in accordance with the terms and conditions of the contract. The above amounts are in accordance with the price schedules attached herewith and are made part of this bid.

We undertake, if our bid is accepted, to deliver the Goods in accordance with the delivery schedule specified in the schedule of requirements.

If our bid is accepted, we undertake to provide a performance security/guaranty (if required) in the form, in the amounts and within the times specified in the bidding documents.

We agree to abide by this bid, for the Bid Validity Period specified in the Bid Data Sheet and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

Until the formal final contract is prepared and executed between us, this bid, together with your written acceptance of the bid and your notification of award, shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in Pakistan.

**Date** -----

**Signed** -----

(In the capacity of {insert: title or position})

Duly authorized to sign this bid for and on behalf of {insert: name of Bidder/Firm}

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## **Bid Form-II**

### **AFFIDAVIT**

**(To be attached with Eligibility Criteria of Bidder)**

I/We, the undersigned solemnly state that:

- 1) We have read the contents of the bidding document and have fully understood it.
- 2) The bid being submitted by the undersigned complies with the requirements enunciated in the bidding documents.
- 3) The items that we propose to supply under this contract are eligible items within the meaning of clause of the ITB.
- 4) The undersigned are also eligible bidders within the meaning of clause of the ITB.
- 5) The undersigned are solvent and competent to undertake the subject contract under the Laws of Pakistan.
- 6) The undersigned have not paid nor have agreed to pay, any Commissions or Gratuities to any official or agent related to this bid or award or contract.
- 7) The undersigned are not blacklisted or facing debarment from any Government, or its organization or project.

I/We affirm that the contents of this affidavit are correct to the best of my/our knowledge and belief.

**Signed -----**

In the capacity of *[insert: title or position]*

Duly authorized to sign this bid for and on behalf of *[insert: Name of Bidder/Bidding firm]*

**Bid Form-III**

**MANUFACTURER’S AUTHORIZATION FORM**

To,  
(Name of Procuring Agency)

**WHEREAS** [name of the Manufacturer] who are established and reputable Manufacturers of [name and/or description of the goods] having factories at [address of factory] do hereby authorize [name and address of Supplier/ Agent] to submit a bid, and subsequently negotiate and sign the Contract with you against [reference of the Invitation to Bid] for the goods manufactured by us. We hereby extend our full guarantee and warranty as per tender terms and conditions for the goods offered for supply by the above firm against this Invitation for Bids for a period of -- --

**Signature** .....

**Designation** .....

**Official Stamp** .....

**Note: This letter of authority should be on the letter head of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidder in its bid with ‘eligibility Criteria of Bidder’.**

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**Bid Form-IV**

**BID COVER SHEET**  
**(Technical Proposal)**

**Tender No.** -----

**Date**-----

**Name of the Supplier/Firm/Contractor:** .....

**Address:**.....

**E-mail:**\_\_\_\_\_

**Phone:** \_\_\_\_\_

**Facsimile:** \_\_\_\_\_

**Following is the Technical Bid for Selected Items from the 'Schedule of Requirements and Technical Specifications':**

<b>Bid Enquiry No. (As listed in invitation of bid)</b>	<b>Name of the Tendered Item/ Generic</b>	<b>Brand Name</b>	<b>Manufacturer / Importer (With Name and Country of Origin)</b>	<b>Specifications of the quoted brands (100% conformance with Schedule of Requirement)</b>

**NOTE:-**

The bidders are required to complete this proforma exactly in conformance with the required data, failing which bid may be considered as rejected.

**Signed** -----

**Date** -----

(In the capacity of {insert: title or position})

Duly authorized to sign this bid for and on behalf of {insert: name of Bidder/Firm}

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## Bid Form-V

### SPECIMEN FOR 'SAMPLE' PERFORMANCE

Following items quoted for financial year 2021-22 with required specification are provided in under mentioned quantities for 'SAMPLE':

SR.	Tender No	Brand Name	Country of Origin	SPECIFICATION	QTY. of Samples

1. The bidder shall provide sufficient quantity of samples along with its bid on the date of submission. Without samples bid will be considered incomplete & technically rejected. Moreover not be challengeable at any court of law.
2. The Kits for which storage temperature is 2-8 degree centigrade the firm shall be bound to provide the samples in cold chain to Consignee's end.
3. Any further information can be obtained from the office of Purchase Cell, KMSMC, Sialkot.

**Sign & Stamp of Bidder** .....

**Date** .....

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**Bid Form-VI**

**PRICE SCHEDULE**  
**(Financial Proposal)**

**Note: This form is to be filled by the Bidder for each individual item and shall submit with Financial Proposal.**

**Name of the Firm:** -----

**Tender No.** -----

**Date of opening of Bid.** -----

**Goods to be procured under DDP/Free delivery at consignee's end basis.**

<b>Sr. #</b> (As listed in invitation of bid)	<b>Name of the Item</b> (As listed in invitation of bid)	<b>Make/Model and country of Manufacturer and origin</b>	<b>Specifications</b> (Complete Detail)	<b>Unit Price</b> (Rs.)	<b>Sale and Other taxes</b> (Specify the type and kind of taxes applied)	<b>Discounts</b> (if any)	<b>Final Price</b> (Inclusive of all taxes)
	<b>TOTAL PRICE</b>						

**Note:-**

**Valid price lists of quoted items indicated M.R.P. and T.P. must be attached with financial proposal. In case of discrepancy between unit price and total, the unit price shall prevail.**

**Signature** ..... **Designation** .....

**Date** ..... **Official Stamp** .....

**Bidder's Signature and Stamp**

Name: - \_\_\_\_\_ Designation:- \_\_\_\_\_

CNIC No. \_\_\_\_\_ Address:- \_\_\_\_\_

Phone Office \_\_\_\_\_ Fax No. \_\_\_\_\_

Mobile No. \_\_\_\_\_ Email Address \_\_\_\_\_

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## Bid Form-VII

# Performance Guarantee Form

To: *[Name & Address of the Procuring Agency]*

**Whereas** *[Name of Supplier]* (hereinafter called “the Supplier”) has undertaken, in pursuance of Contract No. *[number]* dated *[date]* to supply *[description of goods]* (hereinafter called “the Contract”).

**And whereas** it has been stipulated by you in the said Contract that the Supplier shall furnish you with a Bank Guarantee by a scheduled bank for the sum of 5% of the total Contract amount as a Security for compliance with the Supplier’s performance obligations in accordance with the Contract.

**And whereas** we have agreed to give the Supplier a Guarantee: Therefore we hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, up to a total of *[Amount of the Guarantee in Words and Figures]* and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[Amount of Guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the \_\_\_\_\_ day of \_\_\_\_\_, 2021-22.

Signature and Seal of the Guarantors/Bank

Address

Date

**Note: It should be valid for a period equal to the warranty period.  
The contract will be signed/ issued after submission of this Performance Security.**

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(THE END)