



**Bacha Khan Medical Complex (BKMC)
Swabi
Medical Teaching Institution (MTI)**

Contact No: 0938-280214

**BID SOLICITATION DOCUMENTS
FOR
Electric Energy Meters
(3-Phase Electrical Energy Meters)**

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.

1. INTRODUCTION:

Medical Teaching Institution (MTI)/ Bacha Khan Medical Complex Swabi invites item wise sealed bids from the eligible bidders for procurement of “**3-Phase Electrical Energy Meters**” items for Hospital 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.

2. INSTRUCTIONS TO BIDDERS:

- This Bidding procedure will be conducted in light of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Laws, Rules made there under along with Standard Bidding Documents.
- The bids will be opened on __/__/2022 at 11:30 AM by committee in presence of the bidders/representatives who choose to attend
- Pre-bid meeting with the interested bidders will be held on __/__/__ on 11:00am at office of Material Management Department of the Institution.
- Any bid received after the deadline for submission of bids shall not be entertained and shall be returned unopened to the Bidder.
- All the bidders are required to provide annexure wise complete requisite documents with page Qualification as prescribed under the rules.
- The bid should be complete in all aspects and must be signed by the bidder.
- 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.
- **Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.**
- For any query, clarification regarding Services / Bid Solicitation Documents, the applicants may send a written request at least one week prior to the opening date.
- 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 Withdrawn bids will be returned unopened to the Bidders.
- 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:
 - i. Received without earnest money;
 - ii. It is received after the date and time fixed for its receipt;
 - iii. The tender document and the bid are unsigned;
 - iv. The offer is ambiguous;
 - v. The offer is conditional i.e. advance payment, or currency fluctuations etc.;
 - vi. The offer is from blacklisted firm in any Federal / Provincial Government / Private department;
 - vii. Only typed tender on original prescribing letter pad, sealed & signed (Every Page)

should be submitted, the quoted Price must be preprinted and hand written quoted price will not be acceptable;

- viii. The tenders must be according to hospital specification (BSDs);
 - ix. Alternate rates (**Double rates for single Items**) will not be acceptable.
- Usage of correction fluid & corrections are strictly prohibited unless duly initialed.
 - Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
 - Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
 - In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation in front of the bidders.
 - 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 BKMC Swabi's future bids.

3. ELIGIBILITY CRITERIA:

- Bidders must give compliance to the below mentioned clauses as these are mandatory to being eligible for the bidding process. Relevant certificates must be attached.
- The bidder must be registered with Income, Sales Tax Department and KPRA reflected on Active Taxpayer List of FBR.
- The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental/ Semi-Governmental institutions.
- Bidders shall not be eligible to bid if they are under a declaration of Ineligibility for corrupt and fraudulent practices issued by any government organization in accordance with the Section 44(1) KPP Rules 2014.
- Bidder shall clearly mention local office address, mobile and phone number and email address and name of representative.

4. GENERAL CONDITIONS:

- BKMC Swabi shall evaluate the proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements.
- Alternative bid shall not be considered and shall be rejected by the Competent authority.
- At any time prior to the deadline for submission of bids, BKMC Swabi may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the bidding documents by amendment.
- If a bid is not substantially responsive, it will be rejected by the Procuring Entity and may not subsequently be made responsive by the Bidder by correction of the nonconformity.
- BKMC MTI Swabi may accept or reject any or all of the bids under Rule 47 of KPPRA Rules, 2014.

5. INVITATION FOR BIDS

Hospital Director, Medical Teaching Institute, **Bacha Khan Medical Complex Swabi** invites sealed bids under National Competitive Bidding for the procurement of **3-Phase Electrical Energy Meters** for Hospital, under rule 6(2)(a) *“single stage single envelope”* of KPPRA Rules 2014, from Manufacturers / Importers / Authorized Distributors registered with the Income / Sales tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security @ Rs. 100,000 /- in the name of **Hospital Director BKMC-MTI Swabi**. Bid Security must be from the firm/bidder/contractor account. Pre-bid meeting with the interested bidders will be held on __/__/2022 at 11:00 AM at the Office of Material Management Department of the institution.

The tenders complete in all aspects must reach the undersigned by 11:00 AM on __/__/2022, which will be opened at 11:30 AM on the same day in committee room of the Hospital in the presence of the committee and the bidders / representatives who may choose to attend.

Competent Authority reserves the right to reject any or all the bids as per provisions contained in Rule 47 of KPPRA Rules 2014.

6. BID Security

Bid security @ **Rs. 100,000/-** in favor of “Hospital Director BKMC-MTI Swabi”

The bid security may be forfeited:

- i. If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
- ii. In the case of a successful Bidder, if the Bidder fails to sign the contract.

7. BID VALIDITY:

- I. The bids should be valid for a period of 120 Days.
- II. In exceptional circumstances, BKMC 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.

8. SPECIFICATION

S. No.	Item Description	Brand	Estimated Quantity
01	3-Phase Electrical Energy Check Meters	PEL / Al Syed	90

Note: Quantity may be increase or decrease according to the requirement of the institute.

9. BLACKLIST OF DEFAULTED BIDDER/CONTRACTOR

Conditions for Blacklist 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;

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

Conditions for debarment of Defaulted Bidder/Contractor

Failure or refusal to;

- Accept Purchases Order / Services order terms;
- Make supplies as per specifications agreed:
- Fulfill contractual obligations as per contract
- Non execution of work as per terms & condition of contract.
- Any unethical or unlawful professional or business behavior detrimental to good conduct and integrity of the public procurement process.
- Persistent and intentional violation of important conditions of contract.
- Non-adherence to quality specifications despite being importunately pointed out.
- Security consideration of the State i.e., any action that jeopardizes the security of the State or good repute of the Bacha Khan Medical Complex MTI Swabi.

10. PROCEDURE FOR BLACKLIST AND DEBARMENT

1. Competent authority of Bacha Khan Medical Complex MTI Swabi may on information, or on its own motion, issue show cause notice to the bidder.
2. The show-cause 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. Competent authority of Bacha Khan Medical Complex MTI Swabi may on information, or on its own motion, issue show cause notice to the bidder.
6. 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.
7. The competent authority shall decide the matter within thirty days from the initiation of proceedings.
8. The order of competent authority shall be communicated to the bidder by indicating reasons.
9. The order past as above shall be duly conveyed to the KPPRA and defaulting bidder within three days of passing order.
10. The duration of debarment may vary up to five years depending upon the nature of violation.

11. REDRESSING OF GRIEVANCES

1. 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.
2. 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.
3. The grievance redressal 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.
4. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
Note: Grievance notified & designated who can invite appropriate official as co-opted member for grievance.

12. AWARD OF CONTRACT:

Contracts shall be confirmed through a written agreement signed by the successful bidder and the MTI /BKMC Swabi.

13. PAYMENT:

- a. No advance payment will be permissible.
- b. The payment will be made after successful supply and inspection

14. TERMS & CONDITIONS

- The delivery should be made within 30 days.
- If the supply is not done within the period mentioned in the supply order, penalty @ 2% will be charged upto 15 days and beyond 15 days the penalty will be charged @ of 5%.
- The bidder must register with Income / Sales Tax Department
- No advance payment will be permissible.
- The payment will be made after successful supply and inspection of all requisite items.
- The Hospital may accept or reject any or all of the bids under Rule 47 of KPPRA Rules, 2014.