



Bacha Khan Medical Complex / Gajju Khan Medical College-MTI, Swabi

Phone: +92-938-280416 Fax # +92-938-280215 Email: bkmc.swabi@gmail.com



BID SOLICITATION DOCUMENTS

ELECTRIC ENERGY METERS SINGLE PHASE (WAPDA APPROVED)

FOR

**BACHA KHAN MEDICAL COMPLEX (BKMC)-MTI, SWABI,
GAJJU KHAN MEDICAL COLLEGE-MTI, SWABI
THQ HOSPITAL-MTI, CHOTA LAHOR
THQ HOSPITAL -MTI, TOPI**

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 the submission of a bid that is not substantially responsive to the bidding documents in every aspect would result in the rejection of the bid.

**Manager Materials Management
BKMC/GKMC-MTI, Swabi**

**Manager Facilities
BKMC/GKMC-MTI, Swabi**

**Hospital Director
BKMC/GKMC-MTI, Swabi**



INTRODUCTION:

Medical Teaching Institution (MTI) / Bacha Khan Medical Complex (BKMC), located at Shah Mansoor, Swabi, Khyber Pakhtunkhwa, was established under the Khyber Pakhtunkhwa Medical Teaching Institutions Reforms Act, 2015, to improve performance, enhance effectiveness, efficiency, and responsiveness in the provision of quality healthcare services to the people of Khyber Pakhtunkhwa.

Medical Teaching Institution (MTI), comprising Bacha Khan Medical Complex (BKMC) GAJJU KHAN MEDICAL COLLEGE, THQ HOSPITAL TOPI AND THQ HOSPITAL CHOTA LAHOR, invites separate item-wise sealed bids from the eligible bidders (manufacturers, their authorized dealers, and importers) for the procurement of **Electric Energy Meters, single phase (WAPDA-approved)**, through open competitive bidding under rule 6(2)(a) "**Single Stage One Envelope**" bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.

INSTRUCTIONS TO BIDDERS:

1. This bidding procedure will be conducted in light of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) laws, rules made thereunder, and standard bidding documents.
2. The rates shall be considered for Bacha Khan Medical Complex (BKMC), MTI, GAJJU KHAN MEDICAL COLLEGE, THQ HOSPITAL TOPI AND THQ HOSPITAL CHOTA LAHOR and Swabi.
3. Bids complete in all respects must reach the undersigned by 11:00 a.m. on March 31, 2023, and will be opened at 11:30 a.m. on the same day in the committee room in the presence of the procurement committee and the bidders and representatives who choose to be present.
4. All the bidders are required to provide, annexure wise, the complete requisite documents with page marking.
5. **All prices quoted must be in Pakistani 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.**
6. If any of the bidders requires any clarification regarding specifications, size, quality, or any other query, they may visit this office during working hours until the deadline for submission of the bids.
7. Bidders should be financially sound and have a proper office, telephone number, and fax number in Khyber Pakhtunkhwa.
8. Bidders are essentially required to provide correct and latest postal, email, and web addresses, phone, mobile, and fax numbers for active and timely communication.
9. The bidder may, after its submission, withdraw its bid prior to the expiry of the deadline prescribed for the submission of bids. Withdrawn bids will be returned unopened to the bidders.



10. The bidder must attach the original receipt along with the bid document submitted to this institution. In the case of a photocopy, a bank draft for an equal amount must be attached.
11. Any bid not received as per the terms and conditions laid down in this document is likely to be ignored. No offer shall be considered if:
 - a. received without bid security;
 - b. received after the date and time fixed for its receipt;
 - c. The tender document and the bid are unsigned.
 - d. The offer is ambiguous.
 - e. The offer is conditional.
 - f. The bidder is from blacklisted firm in any Federal/Provincial Govt. Department:
12. The use of correction fluid and corrections will not be considered unless duly signed by the authorized person.
13. Bids will be rejected if the bid is somehow connected to other bids submitted under names different from his own.
14. In the event of a tie, the contract will be awarded to the firm with more experience than its competitors.
15. Bidders are required to clearly mark the envelope as Bid for "Category Name."
16. Any direct or indirect effort by a bidding firm to influence this institution during the process of selection of a bidder or award of a contract may, besides the rejection of its bid, result in its disqualification from participation in future BKMC-MTI Swabi bids.
17. The competent authority reserves the right to reject any or all of the bids as per provisions contained in Rule 47 of the KPPRA Rules 2014.

BID SECURITY

- a. The bidders are required to submit the Bid security of @ Rs: 100,000 (one hundred thousand) (refundable) drawn in favor of the **“Hospital Director Bacha Khan Medical Complex-MTI, Swabi.”**
- b. The bid security shall be retained till the closing of the contract period from the successful bidders.

S #	Description	Bid Security (PKR)
1.	Electric Energy Meters Single Phase (WAPDA Approved)	Rs: 100,000/-

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.



ELIGIBILITY CRITERIA

Bidders must give 100% 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.	Registration with NTN /Valid Income Tax Registration/ Valid Sales Tax Registration. ✓ Experience shall be counted / considered from the NTN Registration or Form "H" ✓ Provide copy of certificate of incorporation	Mandatory
2.	Manufacturer / Authorized Dealer / Importer ✓ Bidder must fulfill the requirement as mentioned in Eligible bidder section ✓ Provide the copy of attested relevant document	Mandatory
3.	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
4.	The bidder has NOT been defaulter / insolvent nor bankrupt in past from any government department or financial institution.	Mandatory
5.	Should Provide latest Bank Statement of last Three Months and the Firm have at least 2.0 million of Credit in their Account.	Mandatory
6.	Account Maintenance Certificate.	Mandatory
7.	Registration Certificate of Pakistan Engineering Council (PEC) which is renewed for the year 22-2023.	Mandatory
8.	The Firm must submit certificate that the Electric Energy Meters are approved from WAPDA .	Mandatory
9.	At least FIVE (05) Years of General experience in Supply Work.	Mandatory
10.	At least 07 Nos of Purchase / Supply Orders of Health department which have total value of 10 Million minimum.	Mandatory



EVALUATION AND COMPARISON OF BIDS

1. The Department will evaluate and compare the bids that have been determined to be substantially responsive (Eligibility Criteria).
2. Bids shall be evaluated against the given specifications and other terms and conditions mentioned in the bid solicitation documents.
3. After preliminary examination, the responsive bidder(s) will be asked to provide sample(s) (where required) of their quoted item(s), and the same will be inspected and approved by the procurement committee, including technical members.
4. Rates for those items will be considered for comparisons which are approved by the procurement committee.
5. The lowest reasonable offer will be accepted, meeting the specification and quality needs and ensuring efficiency, economy/ value for money.
6. Alternative bids or rates mentioned in the rate form shall not be considered and shall be rejected by the competent authority.

OTHER TERMS & CONDITIONS: -

1. All the bidders will strictly follow the rate form attached as "Annexed-A."
2. Contracts shall be confirmed through a written agreement signed by the successful bidder and the BKMC-MTI, Swabi which has attached as "Annex-B."
3. All the bidders will sign the affidavit attached as "Annex-C."
4. If a successful bidder repudiates the contract or fails to execute/furnish performance, the firm shall proceed with blacklisting, and the supply order will be placed with the next successful bidder or from alternative sources at the cost and risk of the concerned firm.
5. Bidders are advised that it is in their best interest to maintain the required quality and not to quote for counterfeited or substandard items, as the inspection committee will ensure the quality of products at the time of supply.
6. The BKMC-MTI and Swabi shall retain the samples of the firm(s) to whom the contract is awarded till the completion of the supply period. However, samples of unsuccessful bidders shall be returned to them within seven (07) days of the completion of the process.
7. If any of the given specifications or parameters do not meet the required specifications, their offer will not be considered and shall be summarily rejected by BKMC-MTI, Swabi.
8. In case of repeated failure or non-supply of the BKMC-MTI, Swabi reserves the right to forfeit the bid security and may proceed for debarment or blacklisting.
9. Each item supplied shall strictly conform to the schedule of requirements and to the technical specifications prescribed by the BKMC-MTI, Swabi, against each item.
10. 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.
11. If the successful firm fails / delays in performance of any of the obligations, under the Contract / Letter of Acceptance, violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract / Letter of Acceptance or found to have engaged in corrupt or fraudulent practices in competing for the award of contract / Letter of Acceptance or during the execution of the contract / Letter of Acceptance, 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 provisions of KP Procurement Rules, 2014.

DELIVERY OF ITEMS.

The supplier will be bound to deliver the items within 60 (Sixty) days of the issuance of the purchase order. In case the supplier delays in performing any of the obligations. A penalty rate of one percent (1%) per week of PO value will be imposed on the purchase order value at the time of payment.

AWARD OF CONTRACT:

Contracts shall be confirmed through a written agreement signed between the successful bidder and the BKMC-MTI, Swabi, attached as "Annex-B."

PAYMENT:

- i. Payment will be made within 30 days of after inspection by the end user / procurement subject to the availability of funds.
- ii. No advance payment will be permissible.
- iii. The payment will be made after successful supply, installation and inspection of all requisite items.
- iv. Payment of the bills will be subject to the deduction of government taxes.

BID VALIDITY:

- I. The bids should be valid for a period of 90 Days.
- II. In exceptional circumstances, BKMC-MTI, Hospital may solicit the bidder's consent to an extension of the period of validity. The reasons shall be recorded in writing. The request and the responses thereto 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.



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Annex: "A"

BID FORM AND PRICE SCHEDULES

Price Schedule in Pak. Rupees (including all applicable taxes)

Note: - All the bidders are required to follow the following pattern while preparing financial bids.

Name of Bidder _____

S #	Item Description	Brand Name	Unit/Pack Size	Per Unit Rate offered Without GST	Per Unit Rate offered including GST	Remarks

Signature of Bidder _____

Note: In case of discrepancy between unit price and total, the unit price shall prevail.



CONTRACT (FORMAT)

THIS CONTRACT is made and agreed today on 00 day of Month, 2023 between **Hospital Director Bacha Khan Medical Complex-MTI, Swabi Khyber Pakhtunkhwa** (hereinafter referred to as the SIDB KP or the first party and **M/s XYZ**, (hereinafter referred to as the Contractor or the second party or he/she, which expression, unless repugnant to the context, means and includes their legal heir/s, successors-in-interest, assignee/s and legal representative/s) that: WHEREAS the SIDB KP has made an open competitive bidding for selection and rate contracting for supply of **(xyz item/s)** (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.:

- (a) the Bid Form and the Price Schedule submitted by the Bidder;
- (b) the Schedule of Requirements;
- (c) the Technical Specifications;
- (d) the General Conditions of Contract;
- (e) the Special Conditions of Contract; and
- (f) the Board's Notification of Award.

The following items have been selected under framework contract till 30-6-2024 from the date of signing of contract, however extendable to another year up-to a maximum of One Year.

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 30-06-2024.
3. 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 days of the receipt of Purchase Order. In case of failure, the department reserves the right to impose the penalty 1 % per week of the contract value.
5. The items offered must have at least one-year warranty period (where applicable).
6. 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.
7. 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.
8. Bill for payment in triplicate along with all other relevant and required documents shall be submitted by the 2nd Party to the BKMC-MTI, Swabi 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.
9. The payment will be made by the center within one month of 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.
10. In case of the situation related to Force Majeure, the party-B may inform the BKMC-MTI, Swabi 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.
11. 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 BKMC-MTI

Swabi, KPK.

Signature:

M/s XYZ

Name:

Designation:

CNIC No.

Stamp:

WITNESS NO. 1

Signature:

Name:

Designation:

CNIC No.

WITNESS NO. 2

Signature:

Name:

Father's Name:

Address:



CNIC No.

Annex: "C"

AFFIDAVIT / UNDERTAKING

Important Note:

All the bidders must submit the original affidavit on non-judicial stamp paper of Rs.100/- (Rs. One Hundred) 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 *IFB No.04/Goods/Sep,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 Bacha Khan Medical Complex, Khyber Pakhtunkhwa, for a period of one year.

Signature with Seal of the Deponent (bidder)



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List of Item (s) with Specifications

S.No.	Item Description	Estimated Quantity
01	Electrical Energy Meters Single Phase (WAPDA Approved)	200

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