



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

Contact No: 0938-280214

**BID SOLICITATION DOCUMENTS  
For  
Laboratory Items / Kits  
For the year 2024-25**

**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.

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

**HOD Pathology  
BKMC/GKMC-MTI, Swabi**

**Hospital Director  
BKMC-MTI, Swabi**

## 1. INTRODUCTION:

Medical Teaching Institution (MTI)/ Bacha Khan Medical Complex Swabi invites. Item wise sealed bids from the eligible bidders for the procurement of Laboratory Items / Kits for Hospital Open Competitive Bidding under rule 6(2) (b) “*Single Stage Two 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 / /2024 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 / /2024 at Committee Room 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/ Past performance with BKMC or other organization.
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- 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.
- The rates remain will approved till 30<sup>th</sup> June, 2025 and it can be extended with mutually agreed written agreement.
- Loss of Late Delivery Cause to Hospital will be recovering from vendor bill amount.

### 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 / 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) KPPRA Rules 2014.
- Bidder shall clearly mention local office address, mobile and phone number and email address and name of representative.

### 4. GENERAL CONDITIONS:

1. 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.
2. Alternative bid shall not be considered and shall be rejected by the Competent authority.
3. 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.
4. 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.
5. BKMC MTI Swabi may accept or reject any or all of the bids under Rule 47 of KPPRA Rules, 2014.
6. The rates will be applicable for Bacha Khan Medical Complex (BKMC), Gajju Khan Medical College (GKMC), Nigar College of Nursing (NCN), THQ Topi Hospital & THQ Chota Lahor Hospital as well.
7. In case of ban imposed on new tender initiation by Government, the contract agreement is extendable till the ban is revoked from new tender initiation and its finalization.

### 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 **Laboratory Items/Kits** for Hospital, under rule 6(2)(b) *“single stage two envelope”* of KPPRA Rules 2014, from Importers / Authorized Distributors from importers registered with the Income / Sales tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security @ Rs. 200,000 /- in the name of **Hospital Director BKMC-MTI Swabi**. Security must be from the firm/bidder/contractor account.

Pre-bid meeting with the interested bidders will be held on / /**2024** at 11:00 AM at the Committee Room of Material Management Department of the institution.

The tenders complete in all aspects must reach the undersigned by 11:00 AM on / /**2024**, 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. 200,000/-** in favor of “Hospital Director BKMC-MTI Swabi”. Security in shape of PO (PAY ORDER) will not be acceptable.

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 180 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. LIST OF LABORATORY ITEMS / KITS

S.No	Item Name	Unit
01	CRP manual 100 tests	European
02	Thermal Paper (Hematology)	
03	Urine centrifuge tubes 15 ml Plastic	
04	ESR Tubes racks	½ hour 1 hour
05	Adjuster 5 ul	European
06	Adjuster 10---100 ul	European
07	Adjuster 100----1000	European
08	Adjuster 1 ml fix	European
09	Trop I ICT	WHO Approved
10	Microlab 300 Tubing kit	
11	pox stain	
12	iron stain	
13	filter paper	Pack
14	HPSA	WHO APPROVED
15	Stop Watch	
16	Capillary tube for BT, CT	
17	Eppendrops capsule 0.5ml,1.0ml,3ml	500/Pack
18	LP needles 16 G	
19	DLC Counter Manual	
20	DLC Counter Digital	
21	Tourniquet	
22	Robin Bleach 250/500 ml	
23	Brucella Abortus/Melitensis	
24	Cover Slip (Germany)	1000 Pcs/Pack
25	TLC Neubaur Chamber	(Germany)
26	Distal water	5 L
27	Prick Needle	100 Pcs/Box
28	Anti-Dengue Device with Ns1	40 Box
29	Anti-Dengue Device Combo	40 boxes
30	Jester stands latex 3 Hole 6 Hole	
31	Xylene	500 ml/ 1 L
32	HBS Ag ICT	WHO APPROVED
33	Anti HCV ICT	WHO APPROVED
34	HIV ICT	WHO APPROVED
35	VDRL ICT	WHO APPROVED
36	H.Pylori ICT	WHO APPROVED
37	HPSA Stool Antigen	WHO APPROVED
38	Toxoplasma ICT	WHO APPROVED
39	MP ICT Antigen	WHO APPROVED

40	Pregnancy ICT	WHO APPROVED
41	Trop I (Standard)	WHO APPROVED
42	ANA (Manual Kit)	
43	ABO Sera	full set (Diagast)
44	Blue Tips	500/1000/Pack
45	Yellow Tips	500/1000/Pack
46	Calcium tubes Disposable	500/100/Pack
47	Glass tubes 5 inch / 3 inch	100 Tubes/Pack
48	Tube Racks Plastic/steel	50 Holes
49	Slide box	72 Pcs/Box
50	Slide Box for smear	72 Pcs/Box
51	Urine Bottle	50 ml
52	Stool Bottle	50 ml
53	Urine strips 10 Parameters	100 pcs/Pack
54	Urine strips 3 parameters	100 pcs/Pack
55	EDTA Tubes k3 (Vaccumated) BD	100 pcs/Pack
56	Sodium Citrates tubes (Blue Top) (Vaccumated)	100 pcs/Pack
57	Plane Clott Tube (Red top)	100 pcs/pack
58	Heparin Tubes	100 pcs/pack
59	Gel Tubes	100 pcs/pack
60	Sodium Fluoride Tubes	100 pcs/pack
61	ESR Tubes Black Top	100 pcs/pack
62	EDTA Solution	500 ml
63	Cedar wood oil	500ml/1 L
64	Geimsa stain (Powder) Gurr 25 Grams	25g (Merck)
65	Geimsa stain liquid	1 L (Merck)
66	Lieshmen Stain (Powder)	25g
67	Reticulocyte's stain	100/250/500 ml (Merck)
68	Zn Stain	500ml/1 L
69	Gram Stain	500ml/1 L
70	Coombs's sera	10 ml
71	Bovine Albumin sera	10 ml
72	Methanol 5 Ltr bottle	
73	Formalin	500 ml/5L
74	Blood Sub grouping sera A1	10 ml
75	Stain for semen analysis	
76	TROP-T ICT	
77	Microscope lenz 10/40/100	China/Germany
78	Smear Box	
79	Staining Rack	Steel/Plastic
80	Blood Chamber	100ml
81	Graduated Plastic Bottle	1L/2L



82	Plastic Tray Large	
83	Iodine solution	
84	Sodan Black Stain	
85	PAS Stain	
86	Perls Stain (Iron)	
87	ANAE Stain	
88	Bone Marrow Aspirate needles 11/14/16/18	Disposable/Reusable
89	Mone Marrow Trepine needles 11/14/16/18	Disposable/Reusable
90	Staining Jar	
91	Field Stain set	
92	Hot Air plate/slide dryer	
93	WBC Solution	500 ML
94	Sunny plast round	As Standard
95	Vacutainer blood collection syringe (Tube holder)	
96	Cryobox plastic	
97	Butterfly needle 26 g	
98	Blood collection needle with safety device	
99	Microlab 300 Pump	
100	Bovine solution	
101	Retic stain powder	
102	Glass stain bottles dark 500 ml/1L	
103	Slide tagging paper	
104	Tooth Picks	
105	Occult Blood ICT	

**Note:**

1. All the bidders are directed to submit the samples of the quoted items at the time of tender opening. If failed to submit then will rejected on the spot.
2. All the ICT Kits must be WHO Approved not older than last five years.

### Prescribed Format for Technical Bid

<b>S. #</b>	<b>Item Descriptions</b>	<b>Pack Size</b>	<b>Brand Name</b>	<b>Country of Origin</b>

### Prescribed Format for Financial Bid

<b>S. #</b>	<b>Item Descriptions</b>	<b>Unit Price in PKR Excluding of Sale tax</b>	<b>Unit Price in PKR Including Sale tax</b>

**Note: The bidder must quote their items on the above prescribed format.**

**If not follow the above-mentioned format, then the firm will straight away disqualified.**

## 9. TECHNICAL CRITERIA FOR LABORATORY KITS/ITEMS

S#	Parameters	Sub-parameters	Criteria
1	Legal Requirement	Prescribed Format for Technical Bid Mentioned in Page No. 09 of this BSDs	Mandatory
		KNTN / Professional registration Certificate	Mandatory
		Undertaking that Firm/Company is not blacklisted in any government/Semi Government and have no litigation pending in any court of law in Pakistan	Mandatory
		Most Recent Sale Tax return from FBR 02year	Mandatory
		Most Recent Income Tax return of last 02 Years	Mandatory
		Performance Certificates of the firm and Product from at least three different healthcare institutes if a vendor already working / worked with BKMC-MTI, Swabi then performance certificate of BKMC is Mandatory to attach in the technical bid. (Performance certificate from BKMC-MTI, Swabi Should be fresh & issued by the Hospital after advertisement of the current tender of pathology of BKMC).	Mandatory
		Three years relevant (Pathology) market experience justified by supply orders and Delivery Challan	Mandatory
2	Product Sample	Samples will be examined & accepted by the Satisfactory Report from end user / Committee	Mandatory

### Note:

- 1) The Technical criteria is based on Mandatory documents and sample satisfactory report from the end user.
- 2) Those who qualify in the technical criteria and satisfactory samples report only those firm will open the financial bid and selection will be based on lowest quoted rates.

## **10. 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.

### **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. The show-cause notice shall contain the statement of allegation against the Bidder.
7. The bidder will be given maximum of seven days to submit the written reply of the show cause notice.
8. 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.
9. 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.
10. The competent authority shall decide the matter within thirty days from the initiation of proceedings.
11. The order of competent authority shall be communicated to the bidder by indicating reasons.
12. The order past as above shall be duly conveyed to the KPPRA and defaulting bidder within three days of passing order.
13. 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.

## CONTRACT AGREEMENT

I, M/S \_\_\_\_\_, Add: \_\_\_\_\_, enter in to a contract against the tender \_\_\_\_\_ for the year 2024-25, with the **Hospital Director (MTI) Bacha Khan Medical Complex, Swabi**, in view of the following Terms and Conditions: -

1. The firm will submit performance Security at the rate of 10% of the total Value of supply order if the value exceeds the already submitted call deposit, which will be refunded after the satisfactory completion of warranty period of the goods against the supply order or 10 % will be retain from the bill.
2. The firm is responsible for the safe and sound supply of item(s) at the approved rates quoted by the firm.
3. The firm is also responsible to supply the items asked for within stipulated period of supply order, failing which the administration shall have the right to purchase the said items from the market at the cost/risk of the concerned firm. (In case of Force Majeure vendors may submit request for extension in delivery timeline).
4. The firm is responsible for the replacement of any type of breakage and shortage during the supply to the Hospital Director of the above-mentioned hospital.
5. The firm has no right to demand for the increase of approved rates even if there is any increase in the market price.
6. Inspection committee already constituted in this hospital is authorized to examine the quality and quantity of the supply and reject the supplied if not found according to the specification mentioned in the quotations/supply order, the Rejected supplied items will be taken back within 24 hours by the firm.
7. The firm has no objection for the deduction of Income Tax/Sales Tax etc. on the supplies as per Government rules if applicable. (In case of no deduction of taxes vendors needs to provide appropriate documents)
8. In case of late supply penalty will be imposed on non-supplied items @ 0.50% of undelivered goods per month for next 15 days and 2% for next 15 days after which the supply orders will be cancelled and risk purchase will be made as per procedure of the govt.
9. The Contract Agreement will remain enforce up to completion of warranty period.

M/S

Name \_\_\_\_\_

Designation \_\_\_\_\_

NIC NO. \_\_\_\_\_

HOSPITAL DIRECTOR,  
(MTI) BKMC PESHAWAR.