



**PESHAWAR INSTITUTE OF CARDIOLOGY  
(MTI)  
BID SOLICITATION DOCUMENTS  
FOR  
SELECTION & RATE CONTRACTING OF LAUNDRY CONSUMABLES  
FOR THE YEAR 2021-22  
PIC-038**

**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.

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## 1. INTRODUCTION:

Peshawar Institution of Cardiology-MTI invites item wise sealed bids from **Importers/Manufactures** only for procurement of **Laundry Consumables** 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.

<b>Description</b>	<b>Dates</b>
<b>Pre-bid meeting</b>	<b>10<sup>th</sup> August, 2021 at 10: 00 am</b>
<b>Last Date &amp; Time of Bid submission</b>	<b>24<sup>th</sup> August, 2021 11:00 hours</b>
<b>Bid Opening Date &amp; Time</b>	<b>24<sup>th</sup> August, 2021 11:30 Hours</b>
<b>Bid security Amount</b>	<b>Rs. 200,000/-</b>
<b>Validity of Prices</b>	<b>Till 30.06.2022</b>
<b>Tender Process</b>	<b>Single Stage Single Envelope</b>

## 2. INSTRUCTIONS TO BIDDERS:

1. 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.
2. Any bid received after the deadline for submission of bids shall not be entertained and shall be returned unopened to the Bidder.
3. All the bidders are required to provide annexure wise complete requisite documents with page marking for their Technical Evaluation / Qualification as prescribed under the rules.
4. The bid should be complete in all respect and must be signed by the bidder.
5. 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. PIC Peshawar is exempted from GST.
6. Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.
7. For any query, clarification regarding Services / Bid Solicitation Documents, the applicants may send a written request at least one day prior to the opening date.
8. 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.
9. 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:
  - a. Received without earnest money;

- b. It is received after the date and time fixed for its receipt;
  - c. The tender document and the bid is unsigned;
  - d. The offer is ambiguous;
  - e. The offer is conditional/optional i.e. advance payment, or currency fluctuations etc.
  - f. The offer is from blacklisted firm in any Federal / Provincial Govt. dept.
  - g. Hand written bids shall NOT be accepted; it must be typed.
  - h. 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. Optional or double rates for single item is not allowed.
10. Usage of correction fluid & corrections are strictly prohibited unless duly initiated.
  11. Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
  12. Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
  13. In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation in front of the bidders.
  14. 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 PIC Peshawar's future bids.

### **3. ELIGIBLE BIDDERS:**

- a. 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.
- b. The bidder must be registered with Income / Sales Tax Department, reflected as Active Tax Payer on the list of FBR.NTN and KPK Professional tax.
- c. The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental/ Semi-Governmental institutions.
- d. 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.

### **4. GENERAL CONDITIONS:**

1. PIC Peshawar 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. At any time prior to the deadline for submission of bids, PIC-MTI Peshawar 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.
3. 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.
4. PIC-MTI Peshawar may accept or reject any or all of the bids under KPPRA Rules, 2014.
5. Non-Provision of mandatory documents mention in these SBDs shall lead to disqualification of

- the firm / quoted items.
6. Bid document and required documents must be submitted in Hard Tap binding, Bids in the Clip or box file will not be allowed.
  7. The Procuring Agency, at any stage of the procurement proceedings, having credible reasons for or prima facie evidence of any defect in Supplier's capacities may require the Suppliers to provide information concerning their professional, technical, financial, legal or managerial competence.
  8. The Procuring Agency has the right to inspect the premises of bidder to inspect the setups ensuring proper after sales services, documents mentioned in technical bids and any other relevant details. Premises (office/workshop) of bidder shall be insured through ownership/or rent agreement.
  9. The Bid security shall be shall be from bank account of the bidder. Ordinary cheque and Payment Order (PO) in the form of bid security shall result in bid rejection.
  10. The Unit price quoted by the bidder shall be **inclusive** of all applicable duties and taxes. All prices shall include relevant taxes & duties, where applicable. The benefit of exemption from or reduction in the GST or other taxes shall be passed on to the Procuring Agency.
  11. Different models/ prices offered for a single item by the same bidder shall be considered as alternate bid and shall be non-responsive.
  12. All reservations in SBDs shall be submitted in writing in the pre-bid meeting by authorized person/representative of the firm.
  13. Rates will be valid till 30<sup>th</sup> June, 2022.
  14. The schedule for supply of goods shall be 30 days from the date of issuance of supply order by the Purchasing Agency.
  15. The Penalty on late supply of goods shall be charged as under
    - i. Penalty @ 2% for late supply up to 15 days.
    - ii. Penalty @ 5% for late supply beyond 15 days

## **5. INVITATION FOR BIDS**

Hospital Director, **Peshawar Institution of Cardiology-MTI** invites sealed tenders on National Competitive Bidding for the procurement of Laundry Consumables for Hospital, under rule 6(2)(a) ***“single stage Single envelope procedure”*** of KPPRA Rules 2014, from registered **Importers/Manufactures** with the Income / Sales tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security @ PKR. **200,000/-** in the name of Hospital Director PIC Peshawar. Pre-bid meeting with the interested bidders will be held on 10-08-2021 at 10:00 hrs at the address given below.

The tenders complete in all respect must reach the undersigned by 11:00 hrs. on 24-08-2021, which will be opened at 11:30 hrs. on the same day in conference room of the Material Management Department in the presence of the procurement 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 @ PKR. **200,000/-** in favor of “Hospital Director PIC Hospital” should be kept sealed in the financial proposal.

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 90 days for completion of its evaluation, however after finalization, its prices must be valid till 30<sup>th</sup> June, 2022.
- ii) In exceptional circumstances, PIC 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. STATEMENT OF REQUIREMENT WITH SPECIFICATION

### Please Note:

1. Sample will be called at the time of selection if required.

#### LAUNDRY DETERGENTS SPECIFICATIONS

Sr. #	Detergent Name	Specifications	Pack Size	U/M
1	Heavy Duty Laundry Detergent)	1)- highly alkaline fully built detergent for mineral or organic soils removal. 2)- containing a comprehensive range of surfactants; soil suspending and anti- redeposit agents, buffered alkalis, builders and optical brighteners. 3)- Highly effective detergent without need for additional booster 4)- Gives good fatty soil removal 5)- Effective even with hard water, prevents scale build up in machine and aids detergency 6)- Disperses soil and prevents soil re-deposition	15 Kg Pail	gms.
2	Liquid Detergent/ Emulsifier)	1)- An emulsifier detergent, bio gradeable detergent for high quality results for all range & degree of heavy soils. 2)- suitable for use as a one-shot detergent/emulsifier or with alkaline Booster. 3)- Biodegradable, compatible with bleaches, rinses easily without leaving a residue and is suitable for dosing manually or through automatic dispensers. 4)- excellent results with less quantity of detergent & less water for rinsing.	20 Liter Can	ml
3	Surfactant Booster/Emulsifier	1)- Non-aromatic liquid surfactant booster/emulsifier based on a blend of anionic, nonionic surfactants, naturally derived solvents, aliphatic solvents and hydro-tropes for removal of fats and grease. 2)- mainly used in conjunction with alkalinity boosters and/or main wash detergents. 3)- main function is to improve dispersion of fatty and oily soil 4)- this product suitable for use on pastel coloured fabric. 5)- Low foaming Detergent	20 Liter Can	ml



4	Colour-safe Destainer	1)- laundry destainer,used for all types of fabric (except nylon). 2)- effective at temperatures between 70 and 90 °C. 2)- well-stabilized and effective high temperature bleach system. 3)- compatible with colored fabrics. 4)- effective pH of the wash solution should be between 9 and 10.7.	30 Kg Can	gms.
5	Concentrated Laundry Bleach	1)- laundry destainer 2)- used for all types of white fabrics and a limited number of colourfast articles. 3)- working temperture range 20-40 c <sup>0</sup> 4)- Easy to dose. 5)-Provides good hygiene	20 Liter Can	ml
6	Laundry Softener Perfumed	1)- concentrated fabric conditioner,biodegradable 2)- Good softening of many types of fabric (Towels, Sheets, Wool,Delicate Articles etc.) 3)- Prevents build-up of static electricity on synthetic fabrics 4)- enviornment friendly 5)-Delivers a pleasant even after storing up to 10 days	20 Liter Can	ml
7	Laundry Liquid Neutralizer	1)- laundry sour,to neutralize residual alkali. 2)- Restore prevents Greying and yellowing of fabrics. 3)- Prevents fabric damage 4)- Prevents yellowing of fabric	20 Kg Pail	gms.
8	Water Soluble Bags	Water Soluble Bags Dimension: 660 x 840 mm (1 roll = 25 bags)	Roll	Roll
9	Water Soluble Bags	Water Soluble Bags Dimension: 710 x 990 mm (1 roll = 25 bags)	Roll	Roll
10	Water Soluble Bags	Water Soluble Bags Dimension: 910 x 990 mm (1 roll = 25 bags)	Roll	Roll

## **9. BLACKLISTMENT OF DEFAULTED BIDDER/CONTRACTOR**

### **Conditions for Blacklisting 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;

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

### **Conditions for debarment of Defaulted Bidder/Contractor**

- I. Failure or refusal to;
- II. Accept Purchases Order / Services order terms;
- III. Make supplies as per specifications agreed:
- IV. Fulfill contractual obligations as per contract
- V. Non execution of work as per terms & condition of contract.
- VI. Any unethical or unlawful professional or business behavior detrimental to good conduct and integrity of the public procurement process.
- VII. Persistent and intentional violation of important conditions of contract.
- VIII. Non-adherence to quality specifications despite being importunately pointed out.
- IX. Security consideration of the State i.e., any action that jeopardizes the security of the State or good repute of the Peshawar Institute of Cardiology Peshawar.

### **Procedure for blacklisting and debarment**

1. Competent authority of Peshawar Institute of Cardiology may on information, or on its own motion, issue show cause notice to the bidder.
2. The show because 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. 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.
6. The competent authority shall decide the matter within thirty days from the initiation of proceedings.
7. The order of competent authority shall be communicated to the bidder by indicating reasons.
8. The order past as above shall be duly conveyed to the PKPRA and defaulting bidder within three days of passing order.

9. The duration of debarment may vary up to five years depending upon the nature of violation.

#### 10. REDRESSING OF GRIEVANCES

- a. 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.
- b. 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.
- c. The grievance redressed 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.
- d. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
- e. Note: Grievance notified & designated who can invite appropriate official as co-opted member for grievance.

#### 11. AWARD OF CONTRACT:

Contracts shall be confirmed through a written agreement signed by the successful bidder and the PIC Peshawar.

#### 12. PAYMENT:

- a. No advance payment will be permissible.
- b. The payment will be made within 60 days after successful supply, installation/inspection and test run of all requisite items.

#### Bid Form/Price Breakdown Schedule

Please Note: **Bids must be quoted on below format.**

S.No	Laundry Consumables	Brand Name	Unit Price
1			
2			
3			
4			
5			