



**PESHAWAR INSTITUTE OF CARDIOLOGY (PIC)  
(MTI)  
BID SOLICITATION DOCUMENTS  
For  
Professional Camera  
FOR THE YEAR: 2021-22**

**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.

## TABLE OF CONTENTS

S #	Contents
1.	Introduction
2.	Instruction To Bidders
3.	Eligible Bidders
4.	General Conditions
5.	Invitation For Bids
6.	Bid Security
7.	Bid Validity
8.	Statement of Requirement with Specification
9.	Evaluation Criteria
10.	Blacklistment of Defaulted Bidder/Contractor
11.	Redressing of Grievances
12.	Award of Contract
13.	Payment

## 1. INTRODUCTION:

Peshawar Institute of Cardiology Medical Teaching Institution (PIC-MTI) invites item wise sealed bids from the eligible bidders (Suppliers) for procurement of **Professional Camera** of Hospital through open Competitive Bidding under rule 6(2) (b) **“Single Stage Two Envelope”** bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.

Description	Dates
Pre-bid meeting	8 March 2021 at 10:00 Hours
Closing/Last submission/Opening	25 March 2021 at 11:00 Hours & 11:30 Hours
Bid security	4% of the total Bid Value
Tender Procedure	Single Stage Two Envelope

## 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. Both Technical Bids and Financial Bids must be submitted in two separate sealed inner envelopes marked **“1-Technical Bids”** and **“2-Financial Bids”** which should be packed in one outer envelope.
3. The technical bids will be opened on ***the above-mentioned time and date*** in presence of the bidders/representatives who choose to attend while the financial bids will be opened later on after the evaluation of technical bids. Financial bids of only technically qualified responsive bidders will be opened while the financial bids of technically unqualified bidders will be returned unopened.
4. An affidavit is mandatory; in the Technical Bid that bid security is placed in the financial bid. Duly attested by notary public.
5. Any bid received after the deadline for submission of bids shall not be entertained and shall be returned unopened to the Bidder.
6. 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.
7. The bid should be complete in all respect and must be signed by the bidder.
8. 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.
9. Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.

10. 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.
11. 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.
12. 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 i.e. advance payment, or currency fluctuations etc.;
  - f. The offer is from blacklisted firm in any Federal / Provincial Govt. Dep't;
  - g. Only typed tender on original prescribing letter pad, sealed & signed (Every Page) should be submitted, the quoted Price must be pre printed and hand written quoted price will not be acceptable. The tenders must be according to hospital specification; alternate rates will not be acceptable.
13. Usage of correction fluid & corrections are strictly prohibited unless duly initiated.
14. Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
15. Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
16. In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation in front of the bidders.
17. 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-MTI Peshawar'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, reflected as Active Tax Payer on the list of FBR.NTN and Professional tax.**
- 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.

#### 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. In case of the Importers/Authorized Dealers, the firm will ensure that the items are acquired from the original manufacturer and are procured through proper channel as advised by the original manufacturer.
12. Different models/ prices offered for a single item by the same bidder shall be considered as alternate bid and shall be non-responsive.
13. All reservations in SBDs shall be submitted in writing in the pre-bid meeting by authorized person/representative of the firm.
14. The schedule for supply of goods shall be as under:
  - i. Within 90 days from the date of issuance of supply order by the Purchasing Agency for items to be imported.
  - ii. Within 60 days from the date of issuance of supply order by the Purchasing Agency for items to be locally manufactured.
  - iii. Within 30 days from the date of issuance of supply order by the Purchasing Agency for items to be locally available.
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 Institute of Cardiology Peshawar-MTI** invites sealed tenders under National Competitive Bidding for the procurement of Professional Camera of Hospital, under rule 6(2)(b) ***“single stage two envelope procedure”*** of KPPRA Rules 2014, from (General order supplier) registered with the Income / Sales tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security @ 4 % of the total bid value in the name of Hospital Director PIC-MTI Peshawar. An affidavit is mandatory, in the technical bid that bid security is placed in the financial bid.

The tenders complete in all respect must reach the undersigned by the above-mentioned time and date, which will be opened at 11:30 hrs on the same day in conference room of the Complex 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 @ 4 % of the total bid value sealed in the financial proposal. An affidavit is mandatory in the technical bid that bid security is placed 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 a period of 120 days
- ii) In exceptional circumstances, PIC-MTI 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 (Professional Camera)

LOTs	Items	Qty
LOT-1	Professional Mirrorless Camera Specification	01
	Professional Mirrorless Camera Specification for Still & Video Coverage	

### LOT-1

Professional Mirrorless Camera for Still Photography & Video Coverage

Item	Description
Technology	Mirrorless
Mega Pixels	45 or higher
ISO	100-32000 or higher
Shutter Speed	30-1/8000 sec
Type (Sensor)	36 x 24 mm
Focus Points	800 or higher
Monitor Type	Real-time with image sensor required
Image Stabilizer	Required
Media	CFexpress, SD/SDHC/SDXC and UHS Support required
Dust-reduction system	Required
Image Resolution	8256 x 5500 or equivalent
Full Frame Video	4K / Full HD / AVC / H.265 bit rate or higher
Flash / Speedlight	Compatible (high end) Speed light
Lenses Type-1	24-70mm f/2.8L IS
Lenses Type-2	85mm f/2 IS



<b>Lenses Type-3</b>	70-200mm f/2.8L IS
<b>Microphone Type-1</b>	Digital Camera External Microphone, Compatible with Professional Mirrorless Camera External Microphone Professional Video & Broadcast Condenser Microphone
<b>Microphone Type-2</b>	Digital Camera External Collar Microphone, Compatible with Mirrorless Camera - Lavalier Microphone - 20' Audio Cable / Wireless
<b>Camera Tripod</b>	Carbon Fibre or Aluminium Folded height (leg inversion): 40cm (or above) Weight: 2.0kg (or less) Max operating height: 170cm Max load (legs, head): 14kg, 14kg (or above) Sections per leg: 4 sections Locking leg angles: 3 angles
<b>Camera Gimbal Stabilizer</b>	<p>Motion State :</p> <p>Max : <math>\pm 0.3^\circ</math></p> <p>Standard : <math>\pm 0.1^\circ</math></p> <p>Min : <math>\pm 0.05^\circ</math></p> <p>Following Deviation in Static State :</p> <p>Max : <math>\pm 0.04^\circ</math></p> <p>Min : <math>\pm 0.01^\circ</math></p> <p>Tilt Mechanical Range :</p> <p>Standard : <math>360^\circ</math></p> <p>Roll Mechanical Range :</p> <p>Max : <math>75^\circ</math></p> <p>Standard : <math>330^\circ</math></p> <p>Min : <math>-255^\circ</math></p> <p>Pan axis movement angle range:</p> <p>Standard : <math>360^\circ</math></p> <p>Unlimited rotation</p> <p>Valid Payload :</p> <p>Max : 6500 g</p> <p>Min : 600 g</p>
<b>Smartphone Gimbal</b>	<p>Unfolded: 285 × 125 × 103 mm Folded: 157 × 130 × 46 mm</p> <p>OF100</p> <p>Mechanical Range Pan: <math>-162.5^\circ</math> to <math>170.3^\circ</math></p> <p>Roll: <math>-85.1^\circ</math> to <math>252.2^\circ</math></p> <p>Tilt: <math>-104.5^\circ</math> to <math>235.7^\circ</math></p> <p>Type 18650 Li-ion</p>

<b>All in One Outdoor Flash</b>	<p>All-in-One Outdoor Flash versatile tool compatible with several TTL systems including Canon, Nikon, Sony, Fujifilm, Olympus, and Panasonic options.</p> <p>Featuring a 2.4 GHz wireless X system with a range of up to 328 foot. Also offers up to 600Ws with nine steps of output power, ranging from 1/1 to 1/256, and comes with a powerful 28.8V/2600mAh lithium-ion battery pack that provides up to 360 full-power flashes in outdoor situations and location shooting. Alternatively, you can run the monolight on AC power with an optional adapter.</p>
<b>Mini Light</b>	<p>Mini light with for Camera</p> <p>1 x 300 LED Video Lighting</p> <p>4 x Filter (White , Red, Blue, Orange )</p> <p>1 x User Manual 1 x Mini Base</p> <p>1 x Handle</p> <p>1 x Multifunction IR Remoter</p>
<b>Rechargeable Cell Battery</b>	2700 mAh or Higher 1.2 Volts
<b>Silicone Case for Camera</b>	Camera Cover, Color Black
<b>Camera Bag</b>	Water proof Backpack Large For proposed Camera
<b>Trigger</b>	<p>Wireless Flash Trigger Transmitter TTL-enabled and reliable wireless flash. Supports 2.4 GHz X wireless system compatible with cameras and flashes that support E-TTL / E-TTL II for automatic exposure and metering, making it an excellent choice for shooters who need to work quickly.</p>

## 9. EVALUATION CRITERIA

The bids / proposals will be evaluated on the basis of advertisement, bid solicitation documents and the point system as specified below.

A proposal shall be rejected during the technical evaluation if the bid does not fulfill the minimum specified requirements OR if it fails to achieve the minimum score as indicated in the below mentioned table. Relevant certificates / documents must be attached.

S #	Parameters	Sub-parameters	Marks
<b>1</b>	<b>Legal Requirement</b>		<b>6</b>
		Sales Tax Registration Certificate	Mandatory
		NTN Registration Certificate	Mandatory
		Most recent Sales Tax Return from FBR	3
		Income Tax Returns of last three years	3
<b>2</b>	<b>Product Specification</b>		<b>30</b>
	Product that 100% comply with the advertised specifications will be considered for evaluation	Fully compliance with the required specifications as per statement of Requirement (Up to a maximum of four Minor deviations may be accommodated subject to the condition that main function and performance in any aspect would not affect. However, up to four marks will be deducted	<b>25</b>
	<b>Additional Feature</b>	Additional features of the product if it enhances the Performance of equipment in required Field or Additional Software Provided Free of cost	<b>5</b>
<b>3</b>	<b>Relevant Experience</b>		<b>10</b>
	Experience in Quoted item	(Purchase Order should be attached (1 PO carry 2.5 mark). Max 4 PO.	
<b>4</b>	<b>Company Office</b>		<b>4</b>
		Office in Peshawar	2
		Office at National Level	2
<b>5</b>	<b>Warranty</b>		<b>6</b>
		Warranty Period 3 years with parts and service.	6
<b>6</b>	<b>Product Certificates</b>		<b>4</b>
	Valid Certificates	EC declaration of conformity	2
		ISO 9001	2

<b>7</b>	<b>Financial Capabilities</b>		<b>10</b>
	<b>Turnover in Millions</b> <b>Audit Report Should be attached</b>	i. 1-5 million ii. 6-10 million	5 10
	Total Marks		<b>70</b>
	Qualifying Marks		<b>49</b>

Total Marks in Technical Criteria: **70**

**Financial Criteria (30 Marks):**

<b>S #</b>	<b>Parameters</b>	<b>Sub-Parameters</b>	<b>Total Marks: 30</b>
	<b>Price</b>		<b>30</b>
		<p>Lowest Price will get full marks.</p> <p>The formula to calculate the marks for the price submitted is:</p> <p><math display="block">[\text{Lowest Price (Fm)} / \text{Price of Bid under consideration (F)}] \times 100 \times 0.30</math></p>	30

**Total Marks (Technical Criteria + Financial Criteria): 100**

Financial bids of only technically responsive bidders will be opened publicly at the time to be announced by the Procuring Agency. The Financial Bids of technically disqualified bidders will be returned un-opened to the respective Bidders. After getting the financial score from the remaining 30 marks, the two scores will be combined to identify the best evaluated bid.

Merit Point Evaluation Methodology: Contract will be awarded to the best evaluated responsive bid which gets the maximum marks and becomes the highest ranking in the Combined Evaluation calculated through the Merit Point Average Methodology which puts greater emphasis on non-price factors like stringent global certifications on Conformance Specifications (i.e., meeting the required technical specifications), Performance Specifications (i.e., meeting the requirements the product is designed for) leading to customer satisfaction verification, certifications of the technical staff, provision of maintenance & services and post-warranty services etc.

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

### **Conditions for Blacklistment 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 blacklistment 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 duration of debarment may vary up to five years depending upon the nature of violation.

## **11. 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.

## **12. AWARD OF CONTRACT:**

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

## **13. PAYMENT:**

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