



**PESHAWAR INSTITUTE OF CARDIOLOGY  
(MTI)  
BID SOLICITATION DOCUMENTS  
FOR SELECTION  
OCTOBASE RETRACTOR  
FOR THE YEAR 2021-22  
PIC-026**

**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 the Manufacture and Importers for procurement of **Octobase Retractor** for 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	08 March 2021 at 10:00 Hours
Last Date & Time of Bid submission	25 March 2021 at 11:00 Hours
Bid Opening Date & Time	25 March 2021 at 11:30 Hours
Bid security	4% of the total Bid Value
Tender Process	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. 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 Withdrawn bids will be returned unopened to the Bidders.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 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 Institution of Cardiology-MTI** invites sealed tenders on National Competitive Bidding for the procurement of **Octobase Retractor** for Hospital, under rule 6(2)(b) ***“single stage Two envelope procedure”*** of KPPRA Rules 2014, from Manufactures & Importers 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 Peshawar. Pre-bid meeting with the interested bidders will be held on 8 March, 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 25-03-2021, which will be opened at 11:30 hrs. on the same day in conference room of the Complex 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 4 % of the bid value in favor of "Hospital Director PIC Hospital" should be kept sealed in the financial proposal.

Bid security of the successful bidder will be released after submission of Performance Guarantee.

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 Or to furnish performance Guarantee.

## **7. BID VALIDITY:**

- i) The bids should be valid for a period of 120 days.
- 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:**

**Octobase Retractor for OPCAB**

- 1- Retractor Rack with handle
- 2- Stainless Steel Blanks insert set
- 3- Swivel Blades Standard 30mm X 28mm
- 4- Swivel Blades set Deep 40mm
- 5- Fixed Blades Standard 30m X 100mm
- 6- Fixed Blades Deep set 40mm x 100mm
- 7- Suture Holder Inserts (disposable)

Note: It is Mandatory to Submit the Sample at the time of Bid Submission.





## 9. EVALUATION CRITERIA

S #	Parameters	Sub-parameters	Marks
1	Legal Requirement		6
		Sales Tax Registration Certificate	Mandatory
		NTN Registration Certificate	Mandatory
		Non Blacklisting Certificate	Mandatory
		Manufacturer Authorization Certificate, or Partnership Deed with manufacturer	Mandatory
		Most recent Sales Tax Return from FBR Last one year	3
		Income Tax Returns of last three years	3
2	Product Sample		30
	Product that 100% comply with the advertised specifications will be considered for evaluation	Excellent	30
		Good	20
		Fair	10
		Unsatisfactory	0
3	Product Certification		9
		• Valid ISO 9001 Quality Management Certificate	1
		• European Community (CE) MDD Certificate	3
		• US FDA 510 K	3
		• Valid ISO 13485 Quality management certificate	1
		• Country of Origin Certificate	1
4	Financial Capabilities		10
	Turnover in Millions Audit Report Should be attached	i. 10-30 million	3
		ii. 31-60 million	7
		iii. 61 million or above	10
5	Relevant Experience		10
	Experience in Quoted item	02 marks for each after sale satisfactory performance certificate (verifiable) on letter head of the Hospital/Institute, signed and stamped letter	
6	Warranty Period		05
		Warranty Period five, Warranty must be from original manufacturer	
	Total Marks		70
	Qualifying Marks		49

**Financial Criteria (30 Marks):**

S #	Parameters	Sub-Parameters	Total Marks: 30
	Price		30
		Lowest Price will get full marks. The formula to calculate the marks for the price submitted is: [Lowest Price (Fm)/Price of Bid under consideration (F)] x100 x 0.30	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 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.

## **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. Payment will be made after successful supply, installation/inspection and test run of all requisite items.
- c. Payment shall not be made for partial and incomplete supply of goods.
- d. The payment will be made in 60 days in PKR after submission of invoice.