



**PESHAWAR INSTITUTE OF CARDIOLOGY  
(MTI)  
BID SOLICITATION DOCUMENTS  
FOR  
SUPPLY & INSTALLATION OF WAREHOUSE RACKS HEAVY  
DUTY  
PIC-055**

S. No	Name of Item	Bid security	Tender Process	Qty
2	Warehouse Racks Heavy Duty	300,000	Single Stage Single Envelope	50

**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 sealed bids from the eligible bidders (General Order Suppliers) for procurement of **SUPPLY & INSTALLATION OF WAREHOUSE RACKS HEAVY DUTY YEAR 2022-23** for Peshawar institute of Cardiology PIC-MTI 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>16-08- 2022 at 10:00 Am</b>
<b>Closing/Last submission/Opening</b>	<b>30-08-2022 11:00 hours &amp; 11:30 Hours</b>
<b>Bid security</b>	<b>300,000</b>
<b>Tender Process</b>	<b>Single Stage Single Envelope</b>

## 2. INSTRUCTIONS TO BIDDERS:

### **General Terms that the Bidder Must Fulfil**

All elements of the Bid containing monetary values, whether they apply to business activities in the Islamic Republic of Pakistan or abroad, must be expressed in Pakistani Rupees (PKR).

All documents forming part of the Bid must be written in the English language; copies of legal or similar supporting documents in other languages must be accompanied by a notarized translation.

### **Bid Package**

The Bid must be submitted in a single envelope containing relevant documentary evidence and financial quote under Single Stage – Single Envelope Bidding Procedure.

The envelope must be properly sealed and must be marked with:

- The name and the address of the Bidder;
- The address of Peshawar Institute of Cardiology PIC-MTI as indicated below;
- The warning: “Do not open before <insert Bid Submission Deadline>”;
- The wording: “Bid for **“Supply & installation of Warehouse racks heavy duty year 2022-23”**”
- 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.
- Any bid received after the deadline for submission of bids shall not be entertained and shall be returned unopened to the Bidder.

- (g) The bid should be complete in all respect and must be signed by the bidder.
- (h) 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.
- (i) Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.
- (j) 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.
- (k) 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.
- (l) 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. 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.
- (m) Usage of correction fluid & corrections are strictly prohibited unless duly initiated.
- (n) Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
- (o) Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
- (p) In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation in front of the bidders.
- (q) 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.
- (r) The delivery and installation will be the responsibility of the bidder. (DDP)

### 3. ELIGIBLE BIDDERS:

#### Mandatory

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.

a.

S #	Description	Remarks
	<b>Knock Out Clauses</b>	<b>YES/NO</b>
1.	The bidder shall be Registered with <b>FBR for Income Tax and Sales Tax</b> and reflected on ActiveTax Payer List ( <b>ATL</b> );  (Provide copy of certificate of incorporation)	Mandatory
2	The bidder shall be Registered with <b>Khyber Pakhtunkhwa Revenue Authority</b> and reflected on ActiveTax Payer List ( <b>ATL</b> );  (Provide copy of certificate of incorporation)	Mandatory
3	<b>Bidder must have installed Five (05) Warehouse Racks.</b>  <b>Note: Bidder Must attached Purchase Orders /Contract Agreement of Government/Semi Government/ Private organization</b>	Mandatory
5	This undertaking should be tender specific. Submission of undertaking on legal valid and attested stamp paper that the firm is <b>NOT BLACKLISTED</b> 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
6	Bid security Shall be attached as mentioned in the advertisement/BSD	Mandatory

#### 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(Non-Responsive).
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. Rates will be valid till 30 June 2023.
15. The firm shall be bound for the maintenance of the cited plant for a period of 2 years with parts.

**16. Delivery of Items & Penalties.**

**Delivery of Items.**

The schedule for supply of goods shall be as under:

- i. Within 30 days from the date of issuance of supply order by the Purchasing Agency for items to be locally available
- ii. Within 90 days from the date of issuance of supply order by the Purchasing Agency for items to be imported. (BL bill of lading should be attached )

**17. The Penalty on late supply of goods shall be charged as under**

- i. Penalty @ 2% for late supply up to 15 days from the date for Purchase order.
- ii. Penalty @ 5% for late supply up to 30 days from the date for Purchase order.
- iii. Penalty @ 10% for late supply beyond 30 days from the date for Purchase order.
- iv. The bid security will be forfeited if the firms fails to supply the goods with in 150 days after issuance of purchase order.

**5. BID SECURITY**

- (a) Bid security shall be submitted to the amount of 300,000 in shape of Call Deposit Receipt (CDR) from schedule bank of Pakistan in favor of "Hospital Director Peshawar Institute of Cardiology PIC MTI" should be kept sealed in the financial proposal.
- (b) Bid Security of the unsuccessful bidders shall be released as promptly as possible upon the successful Bidder's furnishing of the performance security;
- (c) The bid security of successful bidder shall be returned once the successful bidder has signed the contract agreement and furnished the required performance security;
- (d) The Bid security shall be forfeited:
  - If a bidder withdraws his bid during the period of bid validity; or
  - If a bidder doesn't accept the correction of his Bid Price, pursuant to Para above; or
- (e) In the case of a successful bidder, if he fails to:
  - Furnish the Performance security in accordance with Para below;
  - Sign the contract agreement, in accordance with Para below.

**6. Performance Security**

- (f) The Supplier shall, within 14 days of receipt of Award Letter/purchase order, provide a Performance Security for the due performance of the Contract to the amount of ten (10%) of contract price in shape of CDR/DD or Bank Guarantee, at the option of bidder, in the name of Hospital Director Peshawar Institute of Cardiology PIC MTI from schedule bank of Pakistan;
- (g) Failure of the successful Bidder to submit the requisite performance security or to sign the contract agreement shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security. In that event, the

Client may award the contract to the next lowest evaluated bidder whose offer is substantially responsive.

**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.

**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 reputation 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 KPPRA 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.

## **8. 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.

## **9. AWARD OF CONTRACT:**

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

## **10. PAYMENT:**

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

**11 .INVITATION FOR BIDS**

Hospital Director, **Peshawar Institution of Cardiology-MTI** invites sealed tenders through Open Competitive Bidding for the procurement of **SUPPLY AND INSTALLATION OF WAREHOUSE RACKS HEAVY DUTY** for Peshawar Institute of Cardiology PIC-MTI, under rule 6(2)(a) through ***“Single Stage Single Envelope procedure”*** of KPPRA Rules 2014, from reputed firms registered with the Income / Sales tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security 300,000 in the name of Hospital Director Peshawar Institute of Cardiology from the account who wish to submit the bid. Pre-bid meeting with the interested bidders will be held on 16-08-2022 at 10:00 AM at the address given below.

The tenders complete in all respect must reach the undersigned by 11:00 AM. on 30-08-2022, which will be opened at 11:30 AM on the same day in Material Management Department of PIC-MTI 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.

**Hospital Director  
Peshawar Institute of Cardiology (PIC-MTI)  
Material Management Department  
5-A, Sector B-3, Phase-V, Hayatabad, Peshawar,  
Ph: +92 91 9219645**

## 12 STATEMENT OF REQUIREMENT WITH SPECIFICATION.

<b>SUPPLY AND INSTALLATION OF WAREHOUSE RACKS HEAVY DUTY</b>					
<b>S.#</b>	<b><u>NAME OF ITEM/ SPECS</u></b>	<b>UNIT</b>		<b>PER UNIT RATE (including Taxes)</b>	<b>TOTAL RATE (Including Taxes)</b>
01	<b>Warehouse Racks Heavy Duty:</b>  Size: WxDxH 6ft x 3 ft x 8ft  Shelving: Adjustable after 3ft.  Total Shelves: 2 Shelves with lower base.  Load Bearing Capacity: 600 kg per shelf.  Polished metal sheet (Mild Steel (MS), cold roll (C.R), finished in top quality Grey matt(RAL 9010).  Powder Coating with 60-80-micron thickness after complete de-rusting of metal pieces, poles etc.  14 SWG Pillar, Beam, Pillar base  20 SWG shelves.	50			

**Purchase Officer (Shoaib Ayub)**  
PIC-MTI

**AM Purchase**  
PIC-MTI

**Manager Material Management**  
PIC-MTI

**Manager Building & Facilities**  
PIC-MTI

**Bio-Medical Engineer**  
PIC-MTI

**Director Building & Facilities**  
PIC-MTI

**Director Finance**  
PIC-MTI

**Hospital Director**  
PIC-MTI