

OFFICE OF THE MEDICAL SUPERINTENDENT
KHAIRPUR MEDICAL COLLEGE CIVIL HOSPITAL KHAIRPUR.

"TENDER NOTICE"

The Medical Superintendent Khairpur Medical College Civil Hospital Khairpur Mir's invites sealed bids from the registered **Security Services** Provider Firm with income Tax & Sindh Revenue Board to provide the Security Staff for the Financial year 2016-17 of KMC Civil Hospital Khairpur for one year on Single Stage Two envelope Procedure basis as per clause 46(2) of SPP Rules-2010(Amended 2013/14)

Descriptions	Tender Fee Not Refundable	Date Of Issuing	Date Of Submission	Date Of Opening	Venue	Bid validity period
Services of Security Guard	1000/-	25-08-2016 To 12-09-2016	13.09.2016 10:00 am	13.09.2016 11.00 pm	Office of the Additional Medical Superintendent Bolck-G Conference Hall Room # 10	12 Month Extendable till the finalization of the next tender

The contract document can be seen in the office of the undersigned during any working day/office hours on the schedule date for receipt of the application for invited tender.

Blank Tenders can be issued to the approved. /intending contractor earned money in the shape of pay order or call deposit pledged to the undersigned otherwise tender application would be not accepted.

Conditional blank, incomplete and postal tender will not be entertained. The procuring Agency may reject any bid subject to relevant provision of SPP Rules 2010 and may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule-25(i) of said rules".

N.B:-

1. The bids security must be deposited 2.5% quoted rate of the tender.
2. The bids must be in Pak rupee
3. In Case of any unforeseen situation resulting in holydays or closure of office on the date of submission/opening or if Government declares holidays the tender shall be submitted/opened on the next working day at the same time and venue.
4. Details of tender enquires along with specific dates of opening may be seen on notice board.
5. All quotations shall include all Government taxes if applicable.



**MEDICAL SUPERINTENDENT
KMC CIVIL HOSPITAL KHAIRPUR**

Phone No: 9280154.

OFFICE OF THE MEDICAL SUPERINTENDENT
KHAIRPUR MEDICAL COLLEGE CIVIL HOSPITAL KHAIRPUR

No.KMCH/KHP/(Gen:)/2016
To,

122491
/50

/ Dated: / 22-08- 2016

The Manager (Assessment),
Sindh Public Procurement Regulatory Authority
Karachi

Subject:

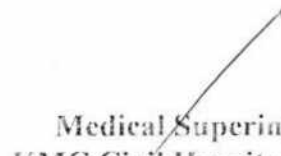
HOSTING THE BIDDING DOCUMENT / CRC / PC/ TENDER NOTICE /
REGARDING THE TENDER FOR SERVICE SECURITY PROVIDING
TO KMC CIVIL HOSPITAL KHAIRPUR FOR THE FINANCIAL YEAR
2016-17.

Enclose find herewith all documents subject noted above for further necessary
action.


Medical Superintendent
KMC Civil Hospital Khairpur

Copy forwarded with compliments to:-

- The Secretary Government of Sindh, Health Department Karachi for information.


Medical Superintendent
KMC Civil Hospital Khairpur

22/8

Phone No: 9280154.

OFFICE OF THE MEDICAL SUPERINTENDENT
KHAIRPUR MEDICAL COLLEGE CIVIL HOSPITAL KHAIRPUR.

NO.KMCH/KHP/(Tender) / 2016 12244 / Dated / 22/08 2016.
To, 48

The Director Information (Advertisement)
Information Department Government of Sindh,
Block No: 96 Sindh Secretariats,
Karachi.

Subject: - **ADVERTISEMENT NOTICE INVITED TENDER FOR**
SERVICE OF SECURITY GUARD FOR KMC CIVIL
HOSPITAL KHAIRPUR FOR THE FINANCIAL YEAR
2016 -2017.

1. Enclosed please find herewith Tender Notice for Service of Security Guard: for Khairpur Medical College Civil Hospital Khairpur for financial year 2016-17.
2. You are therefore requested to please that the said notice be publish in widely circulated daily "DAWN" Karachi", "JANG" Karachi, "Kawish" Hyderabad and other news papers in single insertion.
3. After that the copy of published notices in news papers may also be sent to us for our record.
- 4.

**MEDICAL SUPERINTENDENT,
KMC CIVIL HOSPITAL KHAIRPUR**

Copy forwarded with compliments to:-

- The Secretary Government of Sindh, Health Department, Karachi for information.
- The Manager (Assessment) Sindh Public Procurement Regulator Authority, Karachi for information.
- The Deputy Commissioner, Khairpur for information.
- Copy for noticed.

**MEDICAL SUPERINTENDENT,
KMC CIVIL HOSPITAL KHAIRPUR**



DUE ON 12.09.2016

TENDER FORM

SECURITY GUARD AT KHAIRPUR MEDICAL COLLEGE CIVIL HOSPITAL KHAIRPUR FOR THE FINANCIAL YEAR 2016-17

Time of issuance of Tender from 25.08.2016 to 12.09.2016 at 4.00 P.M

Time of Submission of Tender on 13.09.2016 at 10.00 A.M

Time of Opening of Tender on 13.09.2016 at 11.00 A.M

FOR THE FINANCIAL YEAR 2016-17

DEPLOYMENT OF SECURITY GAURDS @ KMC CIVIL HOSPITAL KHAIRPUR

S.No	Description	Approx. QTY
1	Security Guards Supervisor	02 Guards
2	Security Guards with weapons (Ex-Military / Para military forces with good health/non commissioned) 12 Hours Duty	33 Guards

Note: Security Guard shall be bound to perform duty from 08.00 AM to 08.00 PM & 08.00 PM to 08.00 AM with proper handing and taking over of duty and log book shall be maintained.

INSTRUCTIONS FOR DEPOLYMENT OF SECURITY GUARD:.

The Private Security Companies who have fulfilled following requirements can participate in tenders.



1. Valid License from Interior Ministry and Sindh Government.
2. Three Years Experience in relevant field with documentary proof.
3. Per year minimum 05 Million turn over with Bank Certificate for three years.
4. Three Years Income Tax Return (Photocopies must be enclosed)
5. Valid Registration Certificate from:
 - a) EOBI,
 - b) SESSI,
 - c) Income Tax.
 - d) Professional Tax and
 - e) Sindh Sales Tax (SST).
6. Copy of the Bid offer with quoted items with terms & conditions (Without Rates) with signature & stamp in technical offer.
7. Clearance Certificate from Police, Special Branch and Investigation Bureau.
8. Two Year Audit Report
9. Details of training and experience of Guards.
10. Details of Last Refresher training course.
11. An Affidavit of Rs.100/- (Non Judicial) that the firm is not black listed in any Government / Semi Government Department or Private Sector.
12. The Security Companies should have minimum 200 security guards.
1. The Security Company should provide services round the clock including holidays.
2. The Security personnel shall not be beyond the age of 45 years.
3. This office shall have the right to ask the security company to remove any person considered incompetent or found unsuitable or for any reason and the person removed for the above reasons shall not be deputed again without the consent of this office.
4. The personnel ought to be polite, courteous, disciplined, physically fit, alert and smartly dressed in Uniform and attend with compliments the distinguished VIPs, staff, patients and attendants.
5. Security Company entirely responsible for thefts of easily movable items, hospital articles, Motor Bike, Cars or any other items.
6. Not to leave the place of duty under any circumstance until and unless properly relieved i.e signing in handing / taking over register etc.
7. The names of the security guards should always be displayed by them on their uniforms for the purpose of identification.
8. The company should arrange for surprise checks (during day and night) to check the alertness and attentiveness of the security guards.
9. The company should provide a whistle, torch and lathi to the security guard on duty.
10. If it is found that any property of the hospital is lost / damaged due to the negligence or connivance of the security guards, the same shall be made good on the depreciated value of the property damaged / lost from the security company's bill.
11. The company shall furnish the names, addresses and photographs of the security staff posted in the hospital and also when there is any change in security guards.



12. The company shall submit a monthly report of compliance and happenings in the hospital, to the hospital authorities.
13. Manage the Car Parking, Motor Bike, without sticker no any Vehicle is allowed in Hospital Premises.
14. Auto Rickshaw is not allowed to park in inside hospital, empty Auto Rickshaw must be removed from Hospital.
15. Company found any discrepancies / failed or any information provide is incorrect, ambiguous, Medical Superintendent / Procuring Agency has Right to terminate / cancel the contract weather pre-qualified or not any stage without any notice.
16. The Company will provide Complete Security Plans how to deal Public Places Hospital.
17. Retired Army Personnel will be preferred.
18. The Security guards shall timely comply with all directors and instruction of hospital administration. Non-compliance of instructions can lead to termination of agreement.

TERMS & CONDITION:

- 1.1 The tenders shall be submitted with all documents in sealed envelopes, with sealing wax in the shape of two envelope system i.e **Technical and Financial**. The envelopes must contain tender inquiry No. on the top, separately by Technical and Financial. The name of Company should be affixed on the face of envelopes at the left side.
- 1.2 Tenders must be filled in with Blue or Black ink in the column provided / on separate letterhead duly signed.
- 1.3 The tenders must be free erasing, cutting and over writing. In case of erasing, cutting and over writing, authorized person should initial it.
- 1.4 The rates on each column should be written in figure as well as in words. Arithmetical errors will be rectified on the basis: In case of discrepancy the price in words will be taken as authenticated and final.
- 1.5 Conditional tenders will be ignored and will not be considered/entertained/accepted.
- 1.6 Tenders form shall be accompanied by Earnest money @ 2 ½ % (12 months) of the value of quoted by them in form of Call Deposit / Pay Order in financial envelope and Photocopy of pay order / demand draft of earnest money in which amount should not be readable should be enclosed in technical envelope.
- 1.7 Original purchase receipt must be enclosed with their offer and for alternate offer a separate purchase receipt must be submitted otherwise alternate offer will be rejected.
- 1.8 The tendered rate should be inclusive of all taxes, Income & Sales Tax etc payable to Federal & Provincial Government or Local bodies and no claims on this account shall be entertained.
- 1.9 The envelope shall be marked as **“FINANCIAL PROPOSAL”** and **“TECHNICAL PROPOSAL”** in bold and legible letters to avoid confusion.
- 1.10 Initially, only envelope marked as **“TECHNICAL PROPOSAL”** shall be opened.



- 1.11 The envelope marked as **“FINANCIAL PROPOSAL”** shall be retained in the custody of the procuring agency without being opened.
- 1.12 Medical Superintendent KMC, Civil Hospital Khairpur reserve the right to impose the following penalties for any breach of the contract by tenderer.

Forfeiture of the Security money
Forfeiture of payment
Black listing of the firm

I/We solemnly declare that the information furnished by me/us is correct to the best of my/ our knowledge and if found incorrect our contract will be liable to be terminated.

NATIONAL TAX NO	SIGNATURE OF.....
GST No.....	CONTRACTOR WITH ADDRESS.....
C.N.I.C NO..... (Photostat copies must be enclosed)	FULL NAME & CELL NO LAND LINE NO.....

N. Suman
Medical Superintendent
KMC Civil Hospital Khairpur

CRITERIA FOR EVALUATION OF SECURITY SERVICES BID

Khairpur Medical College Civil Hospital Khairpur

(Do not write below)

For official use only



S.#	DESCRIPTION	POINT
1	Company Profile	10
2	Security Plan for KMC Civil Hospital Khairpur	10
3	Communication Equipments / List of Ammunition (which will be utilized by the Security Agency in Hospital to secure the Hospital assets	20
4	Client List / Relevant Experience / Previous year performance	30
5	Copy of the Registration Certificate with EOBI	05
6	Copy of the Registration Certificate with SESSI	05
7	Copy of the Registration Certificate with Income Tax N.T.N Number Registration with Sindh Revenue Board) Contractors will be responsible to pay Sindh Sales tax 4/5 th themselves and remaining 1/5 th will be deducted at source.	05
8	Copy of the Registration Certificate with Home Department Government of Sindh of Pakistan.	05
9	Turnover of at least three years (20.00 M) each year (Bank Certificate / Bank Statement for last three years should be attached and an undertaking on letter head that the firm concerned is financially sound and have sufficient funds to pay three month salary from their source (if undertaking has not been given than offer will be rejected)	10

Note:

S.No.5,6,7 & 8 Mandatory and in remaining only those firm(s) will be considered/qualified who will get 70% points in criteria.

Signature:-

1. Member _____

2. Member _____

3. Member _____

4. Member _____

5. Chairman _____



DUE ON 12.09.2016

TENDER FORM

SECURITY GUARD AT KHAIRPUR MEDICAL COLLEGE CIVIL HOSPITAL KHAIRPUR FOR THE FINANCIAL YEAR 2016-17

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FOR THE FINANCIAL YEAR 2016-17

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S.No	Description	Approx. QTY	Rate In Word Each Person Per Month	Rate In Figures Each Person Per Month
1	Security Guards Supervisor	02 Guards		
2	Security Guards with weapons (Ex-Military / Para military forces with good health/non commissioned) 12 Hours Duty	33 Guards		
Full Monthly Package Charges (Total).				

Note: Security Guard shall be bound to perform duty from 08.00 AM to 08.00 PM & 08.00 PM to 08.00 AM with proper handing and taking over of duty and log book shall be maintained.



**GOVERNMENT OF SINDH
HEALTH DEPARTMENT**

NOTIFICATION

No. SO(PM&I)2-1/2016-17/PM-09(KMCHK): A Procurement Committee under Rules-7 of Sindh Public Procurement Rules 2010 is hereby constituted comprising the following for procurement of Services of Security Guards during the financial year 2016-17 for Khairpur Medical College Civil Hospital, Khairpur.

01	Dr. Muhammad Shareef Panhwar, Adl. Medical Superintendent, KMC Civil Hospital Khairpur.	Chairman
02	Dr. Rohina Shah, Chief Women Medical Officer, KMC Civil Hospital Khairpur.	Member
03	Dr. Ghulam Qadir Phull, Senior Medical Officer, KMC Civil Hospital Khairpur.	Member
04	Mr. Moharram Ali (B-19), D.O. Academics and Training, Education Department, Khairpur	Member
05	Representative of Deputy Commissioner, Khairpur	Member

➤ The TORs / Functions / Responsibilities of the Procurement committee in accordance with Rule-8 of SPP Rules 2010 shall be as under:

- Preparing bidding documents;
- Carrying out technical as well as financial evaluation of the bids;
- Preparing evaluation report as provided in Rule-45;
- Making recommendations for the award of contract to the competent authority;
- Perform any other function ancillary and incidental to the above.

SECRETARY HEALTH

No. SO(PM&I)2-1/2016-17/PM-09(KMCHK)

Karachi, dated: 19th August, 2016

C.C to:

- The Managing Director, Sindh Public Procurement Regulatory Authority, Karachi.
- The Medical Superintendent, Khairpur Medical College Civil Hospital, Khairpur.
- All members of the Committee.
- The P.S. to Secretary Health.


(NAVEED AHMED SOOMRO)
SECTION OFFICER (PM&I)

Phone No: 9280154.

OFFICE OF THE MEDICAL SUPERINTENDENT
KHAIRPUR MEDICAL COLLEGE CIVIL HOSPITAL KHAIRPUR.

NO.KMC (CHK/ (CRC. Committee) / 12260 / Dated / 22 / 08 / 2016.
To; 43

The Secretary,
Government of Sindh Health Department
Karachi.

SUBJECT: CONSTITUTION OF COMPLAINT REDRESSAL
COMMITTEE UNDER RULES – 31 (2) OF THE SPPRA-
2010.

The under undersigned has constitute of Complaint Redressal Committee for tender of **Service of Security Guard** under Rules – 31 (2) of Sindh Public Procurement Regulator Authority 2010, comprising the following officers for Khairpur Medical College Civil Hospital Khairpur financial year 2016-2017.

01	Dr. Muhammad Hussain Abro Additional Medical Superintendent, KMC Civil Hospital Khairpur	Chairman
02	Dr. Atta Hussain Narejo PPHI Khairpur	Member
03	Mr. Nazeer Ahmed Soomro Additional Account Officer, DAO Khairpur	Member

It is requested that above committee may be notified in line with rules – 7 SPPRA-2010.

MEDICAL SUPERINTENDENT,
KMC CIVIL HOSPITAL
KHAIRPUR.

Copy forwarded with compliments to:-

- The Additional Secretary (PM&I) Cell Health Department, Karachi for information.
- The Manager (Assessment) Sindh Public Procurement Regulator Authority, Karachi for information.
- The all Concerned.


MEDICAL SUPERINTENDENT,
KMC CIVIL HOSPITAL
KHAIRPUR.

