Notice Invitation Tender

Shaheed Mohtarma Benazir Bhutto Medical University, Larkana invites sealed tenders from Printing firms registered with Sales Tax and Income Tax Departments for the following:

S.#	Name of Tender	Tender #	Procedure	Date of Closing	Date of Opening	Tender Fees PKR
01	Printing & Supply of Souvenir for convocation 2016.	PS/10/2016- 17	Single Stage-Two Envelop	November 07, 2016 at 10:00am	November 07, 2016 at 10:30am	1,000/-
02	Printing & Supply of Post Graduate Prospectus 2016-17.	PS/11/2016- 17	Single Stage-Two Envelop	November 07, 2016 at 11:00am	November 07, 2016 at 11:30am	1,000/-

Tender Documents can be obtained from the http://smbbmu.edu.pk/announcements/tender. The tender fees shall be paid through Demand Draft/ Pay Order in favor of Vice Chancellor, Shaheed Mohtarma Benazir Bhutto Medical University, Larkana, respectively. The copy of D.D/P.O should be sent to the office of the undersigned before tender opening along with covering letter.

The Tender Documents should be submitted at the "Vice Chancellor Secretariat at the Office of the Planning, Procurement & Logistics Officer" as per given schedule and tender will be opened respectively on the same date and venue in the presence of representatives who may wish to attend.

Kindly submit 5% Earnest Money (Bid Security) of the total cost in the shape of Pay Order or Demand Draft along with the Tender Documents. Kindly mention the tender number on the top left corner of the envelope.

SMBB Medical University, Larkana reserves the right to accept or reject any or all tender(s) or terminate the proceedings at any stage as per the rules and regulations framed by SPPRA.

PLANNING, PROCUREMENT & LOGISTICS OFFICER

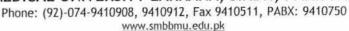
Shaheed Mohtarma Benazir Bhutto Medical University, Larkana.

Phone # 074-9410912, Email: suhail.abbasi@smbbmu.edu.pk Website www.smbbmu.edu.pk

(This issues with the approval of the Vice Chancellor)



SHAHEED MOHTARMA BENAZIR BHUTTO MEDICAL UNIVERSITY LARKANA, SINDH, PAKISTAN





No. SMBBMU/Asstt:.Regt(Admin)/V.C Sec/ 56/

Dated:

2/10

/2016

OFFICE ORDER

With the approval of the Competent Authority **Procurement Committee** for the tenders titled "i-Printing & Supply of the Post Graduate Prospectus 2016-17" "ii-Printing & Supply of Souvenir for Convocation 2016" has been constituted of the following:

Dr. Abdul Rauf Khaskheli
 Chairman, Pharmacy Department
 SMBBMU, Larkana.

Chairman

2. Dr. Inayatullah Kandhro

Additional Medical Superintendent, Chandka Medical College, Hospital, Larkana. External Member

Mr. Suhail Ahmed Abbasi
 Planning, Procurement & Logistics Officer,
 SMBBMU, Larkana.

Member/ Secretary

TORs:

- i. Preparing Bidding Document;
- ii. Carrying out Technical as well as Financial Evaluation of the bids;
- iii. Preparing Evaluation Report as provided in rule 45.
- iv. Making recommendation for the award of the contract to the Competent Authority.
- v. Perform any other function ancillary and incidental to the above.

Assistant Registrar (Admin)

Copy for information:

- I. The Managing Director, SPPRA, Karachi.
- II. PS to Vice Chancellor, SMBB Medical University, Larkana.
- III. PS to Pro-Vice Chancellor, SMBB Medical University, Larkana.
- IV. The Registrar, SMBB Medical University, Larkana.
- V. All respected members.
- VI. The Planning, Procurement & Logistics Officer, SMBBMU, Larkana
- VII. Office Copy.



SHAHEED MOHTARMA BENAZIR BHUTTO MEDICAL UNIVERSITY LARKANA, SINDH, PAKISTAN

Phone: (92)-074-9410715, 9410908, Fax 9410511, PABX: 9410750 www.smbbmu.edu.pk



No. SMBBMU/Asstt: Regt: (Admin)/V.C Sec/ 5€€

Dated: /2/// 2016

OFFICE ORDER

With the approval of the Competent Authority the <u>Complain Redressal Committee</u> for the tenders titled "i-Printing & Supply of the Post Graduate Prospectus 2016-17" "ii-Printing & Supply of Souvenir for Convocation 2016" has been constituted of the following:

Prof. Dr. Abdul Haleem Shaikh
 Dean Faculty of Surgery & Allied Sciences,
 SMBBMU, Larkana.

Chairman

Mr. Zahid Hussain Dharejo Director Finance SMBBMU, Larkana. Member

 Medical Superintendent Chandka Medical College, Hospital, Larkana External Member

TORs: The Committee will review and give its deliberations on the compliance/objections raised by the contesting vendors/ bidders as per SPP Rules 2010 (Amended 2013) Rule # 31.

Assistant Registrar (Admin)

Copy for information:

The Managing Director, SPPRA, Karachi.

II. PS to Vice Chancellor, SMBB Medical University, Larkana.

III. PS to Pro-Vice Chancellor, SMBB Medical University, Larkana.

IV. The Registrar, SMBB Medical University, Larkana.

V. All respected members.

VI. The Planning, Procurement & Logistics Officer, SMBBMU, Larkana

VII. Office Copy.



Tender Fee: Rs. 1000/-(Non-Refundable)

Shaheed Mohtarma Benazir Bhutto Medical University, Larkana.

<u>TENDER FORM</u> FINANCIAL PROPOSAL

Tender # PS/10/2016-17

PRINTING & SUPPLY OF SOUVENIR FOR COVOCATION 2016.

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2.	InstructionsPage 4
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4.	Terms & ConditionsPage 6
5.	Integrity Pact

1. Introduction

Dear Tenderer.

Thank you for the interest you have shown in response to the SMBBMU's advertisement which has floated newspapers, website of SMBBMU & SSPRA for Printing & Supply of Souvenir for Convocation 2016-17.

Shaheed Mohtarma Benazir Bhutto Medical University, Larkana is premiere educational institute in Upper Sindh imparting quality education to the nation. We are interested to print our Souvenir from your esteemed Printing Press.

We expect to avail services/works/items of high standards meet our prime & basic specifications through this transaction.

Please feel free to contact on 074-9410912 or <u>suhail.abbasi@smbbmu.edu.pk</u> for any information and query.

Thank you.

-sd-

Planning, Procurement & Logistics Officer

2. Instructions

- (a) Shaheed Mohtarma Benazir Bhutto Medical University, Larkana expects that aspirant printers should furnish all the required documents to ensure a transparent and genuine presentation. Therefore, it is necessary to fill in the Tender Form meticulously and sign & stamp each and every page. Moreover, attach required supporting document according to the requirement.
- (b) It is of utmost important to fill in the Tender Form in writing in ink or type. Do not leave any column/item blank. If you want to leave the item/column un-answered please, write "Doesn't Apply/Doesn't Arise". If you need more space please attach a paper & clearly mention item/column name or number etc. that referred the column/item of the Form.
- (c) Tender Documents can be obtained from the http://smbbmu.edu.pk/announcements/tender. The Tender Fees Rs. 1000/- shall be paid through Demand Draft/ Pay Order in favor of Vice Chancellor, Shaheed Mohtarma Benazir Bhutto Medical University, Larkana. The copy of D.D/P.O will be attached with the Tender Documents.
- (d) The last date of submit the Tender Documents in sealed envelope on November \$\psi^7\$, 2016 by 10:00am in the Office of the Planning, Procurement & Logistics Officer, Vice Chancellor Secretariat, Shaheed Mohtarma Benazir Bhutto Medical University, Larkana. The Tender will be opened on same day at 10:30am in the presence of representatives who may care to attend.
- (e) Bid Security of 5% of total charges will be submitted along with Tender Documents in shape of PAY ORDER / DEMAND DRAFT only in the name of Vice Chancellor, Shaheed Mohtarma Benazir Bhutto Medical University, Larkana.
- (f) Successful bidder shall provide 5% Performance Security of total value of Purchase Order / Work Order in the form of Pay Order or Bank Guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Delivery/ Completion of work / Contract.
- (g) Kindly mentioned "Tender Number" at top left corner of the envelope.
- (h) Tender Document are also available at the Office of Planning, Procurement & Logistics Officer, Vice Chancellor Secretariat, Shaheed Mohtarma Benazir Bhutto University, Larkana.

3. Tender Form

Printing & Supply of Souvenir for Convocation 2016-17

(Including Taxes)

S. #	Specification	Qty	Rate	Amount
ľ	Size: 11" x 8" (closed size) Title card: 310 gsm matt laminated with Embossed Foil Printing of Spots/Logos Printing: 5+5 color with UV Spot Crease: 02 creases (01 front & 01 back) Binding: Hot Glue Stitch Binding Pages: 120 Approximately. Grammage: 150gsm art paper matt laminated Professional Photography for Soutenis pice Envelops: 135 gsm art paper with printing	1000 Copies		
	Total Amount			

Grand Total Rupees (in words):	
Please also quote per page rate for ready reference: Rate for addition/reduction in page quantity per page Rs.	*
Tune for addition reduction in page quantity per page res	(Including Taxes)

4. Terms & Conditions

The following terms of the purchase are agreed by the manufacturer/ supplier/distributor:

- (i) Receiving/Acceptance of Purchase Order: The manufacturers / distributor / supplier will sign the copy of the Purchase Order as acknowledgement.
- Delivery Challan: Copies of Delivery Challan on which the Order Number, Date of Delivery Execution, Quantity, Quality, Specifications, Manufacturer name mentioned. Noncompliance with this condition renders the goods / works liable to non-acceptance. After seven days, SMBBMU, Larkana will not be responsible for any claim(s) / responsibility.
- (iii) Place of Delivery: As specified in the Purchase Order unless otherwise informed accordingly.
- (iv) Delayed Delivery: 2% penalty of the total amount will be imposed per week for which the manufacturer/supplier/distributor failed to deliver within the delivery/execution period.
- (v) Inspection: Physical inspection will be carried out by SMBBMU, Larkana authority.

 Ordered material is subject to final inspection at the time of delivery.
- (vi) Quantity: Competent Authority reserves the right to change/alter/remove any item or article or reduce/enhance quantity without assignin1g any reason and contractor will abide the instruction.
- (vii) Condition of Goods: All items must meet in all respects with the primary specs & conditions of the Order and must be in good condition otherwise they will be liable to reject.
- (viii) **Delivery of Goods:** All the items must be delivered to the Store of the SMBBMU. Larkana and sign receipt with stamp on delivery note should be obtained.
- (ix) Rejection of Goods: We reserve the right to cancel any or all the items if material is not in accordance with the primary specification or if the delivery is delayed.
- (x) **Disclosure of Confidential Script/Material:** All rights reserve with the SMBBMU and no information either in written/electronic media/copying form should be disseminated without the permission of the authority. The printer is responsible for providing the soft copies of all material/design in all formats
- (xi) **Termination:** That upon termination of this agreement the service provider shall be permitted to remove all its devices and equipment which may have been placed at premises from the time to time.
- (xii) Submission of Bills/Invoices: Invoice/bill, Purchase Order & Delivery Challan should be submitted to the Office of the Planning, Procurement & Logistics Officer.
- (xiii) Advance Payment: No advance payment.
- (xiv) Performance Security: Successful bidder should provide 5% Performance Security of total value of Work Order in the form of Pay Order or Bank Guarantee before-submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of work/Contract. The pay order will be retained in case of any loss to the University or penalty imposed by the University on delay delivery.

- (xv) Validity of Bid: Validity is for ninety (90) days.
- (xvi) Company Profile: Company Profile be attached with this document along with quoted item specifications.
- (xvii) Rules, Regulations & Policies: All rules, regulations and policies will be governed in accordance to the SPPRA & SMBBMU.
- (xviii) **Price / Rate:** Price / rate must be quoted on Tender Form only and submitted in sealed envelope.
- (xix) Arbitration: In case of any dispute, difference or and question which may at any time arise between the parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to the Registrar of the SMBBMU and CEO of the manufacturer/supplier/distributor for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of LARKANA binding to the parties.
- (xx) General Sales Tax: General Sales Tax will be paid on applicable items only by the company/firm/agency.
- (xxi) Government tax(es), levi(es) and charges(s): All Government taxes (including Income tax, stamp duty & SRO), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
- (xxii) Rights: SMBBMU reserve the right to accept or reject any or all tender(s) or terminate proceedings at any stage in accordance to the rules & regulations framed by \$PPRA. SMBBMU, also reserve the right to issue Purchase Order for any single items to different lowest evaluated bidders or issue Purchase Order for all the items to any lowest evaluated bidder.
- (xxiii) Financial Proposal: Financial Proposal(s) of Technically qualified firm(s) only will be opened on November 08, 2016 (10.30 am).
- (xxviii)Minimum Qualifying Percentage: is 75%
- (xxiv) Envelopes: Separate Envelope of Technical Proposal, Financial Proposal & Bid Security should be further enclosed in an envelope & seal of Company should be affix on flaps.
- (xxv) Stamp Duty: Stamp duty 0.30% for Goods against total value of Purchase Order will be levied accordingly or as per rule.
- (xxvi) **Turn Over**: Please attached last 3 plus year "Financial Turnover in terms of Bank Statement or Financial Statement". (Compulsory)
- (xxvii) Certificates-Sales Tax & Income Tax: Copy of Sales Tax & Income Tax Certificate should be attached. (Compulsory)

Note:

This Terms & Conditions is integral part of contract agreement besides other clauses / articles.

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-	Int	tegrity	Pact
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Declaration of Charges, Fees, Commission, Taxes, Levies etc. payable by the manufacturer/supplier/distributor works;

M/s , the manufacturer / supplier / distributor hereby declares that:

- (a) Its intention not to obtain the procurement work of any Contract, right, interest, privilege, or other obligation or benefit from the SMBBMU or any Administrative or Financial Offices thereof or any other department under the control of the SMBBMU through any corrupt practice(s).
- (b) Without limiting the generality of the forgoing the manufacturer/supplier/distributor represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc., paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the SMBBMU directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the SMBBMU, except that which has been expressly declared pursuant hereto.
- (c) The manufacturer/supplier/distributor accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the SMBBMU under any law, contact, or other instrument, be stand void at the discretion of the SMBBMU.
- (d) Notwithstanding any right and remedies exercised by the SMBBMU in this regard, manufacturer/supplier/distributor agrees to indemnify the SMBBMU for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the SMBBMU in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the company/firm/supplier/agency/service provider as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the SMBBMU.

Note:

This integrity pact is mandatory requirement other than auxiliary services / works.

It is hereby certified the and signed.	nat the terms and conditions	have been read, agreed upon
		35
M/s		
Contact Person		
		¥0
		•
Address		
Γel#	Fax	Ag:
~		
Mobile	email	
		4
	SIGN	ATURE & STAMP
		Stamp & Signature
		*



Tender Fee: Rs. 1000/-(Non-Refundable)

Shaheed Mohtarma Benazir Bhutto Medical University, Larkana.

<u>TENDER FORM</u> TECHNICAL PROPOSAL

Tender # PS/10/2016-17

PRINTING & SUPPLY OF SOUVENIR FOR CONVOCATION 2016-17.

Date of Issue	:	Friday October 21, 2016
Last Date of Submission	:	Monday November 07, 2016 (10:00 am)
Date of Opening (Technical)	;	Monday November 07, 2016 (10:30 am)
Date of Opening (Financial)	:	Tuesday November 08, 2016 (10;30 am)
Pay Order / Demand Draft	t#	Drawn on Bank
•		SAC
Amount of Rs		Dated

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1.	IntroductionPage 3
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5.	Integrity PactPage 9

1. Introduction

Dear Tenderer,

Thank you for the interest you have shown in response to the SMBBMU's advertisement which has floated website of SMBBMU & SSPRA for Printing & Supply of Souvenir for Convocation 2016.

Shaheed Mohtarma Benazir Bhutto Medical University, Larkana is premiere educational institute in Upper Sindh imparting quality education to the nation. We are interested to print our Souvenir from your esteemed Printing Press.

We expect to avail services/works/items of high standards meet our prime & basic specifications through this transaction.

Please feel free to contact on 074-9410912 or suhail.abbasi@smbbmu.edu.pk for any information and query.

Thank you.

-sd-

Planning, Procurement & Logistics Officer

2. Instructions

- (a) Shaheed Mohtarma Benazir Bhutto Medical University, Larkana expects that aspirant printers should furnish all the required documents to ensure a transparent and genuine presentation. Therefore, it is necessary to fill in the Tender Form meticulously and sign & stamp each and every page. Moreover, attach required supporting document according to the requirement.
- (b) It is of utmost important to fill in the Tender Form in writing in ink or type. Do not leave any column/item blank. If you want to leave the item/column un-answered please, write "Doesn't Apply/Doesn't Arise". If you need more space please attach a paper & clearly mention item/column name or number etc. that referred the column/item of the Tender Form.
- (c) Tender Documents can be obtained from the http://smbbmu.edu.pk/announcements/tender. The Tender Fees Rs. 1000/- shall be paid through Demand Draft/ Pay Order in favor of Vice Chancellor, Shaheed Mohtarma Benazir Bhutto Medical University, Larkana. The copy of D.D/P.O will be attached with the Tender Documents.
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- (g) Kindly mentioned "Tender Number" at top left corner of the envelope.
- (h) Tender Document are also available at the Office of Planning, Procurement & Logistics Officer, Vice Chancellor Secretariat, Shaheed Mohtarma Benazir Bhutto Medical University, Larkana.

3. Evaluation Criteria

a. Total point for Technical Proposal:

100

b. Minimum qualifying percentage is 75%. Applicant who secured less than 75% will be categorically disqualified for further process.

1. Technical Qualifications Criterion

		in business: (please tick appropriate area) Note: Please provi ats of your claims.	de supporting
	i.	10 + Years:	10 Marks
	ii.	05 - 07 Years:	_05 Marks
	iii.	03 - 05 Years:	_02 Marks
(ii)		ntele List: (please attach list): (please tick appropriate area le supporting documents with contact numbers of your claims.) Note: Please
	i.	10 + Clients:	10 Marks
	ii.	05 - 10 Clients:	05 Marks
	iii.	03 - 05 Clients:	02 Marks
(iii)		s of business: (please tick appropriate area) Note: Ple nents of your claims.	ase provide supporti
	i.	Limited Company:	10 Marks
	ii.	Partner:	07 Marks
	iii.	Sole Proprietor:	05 Marks
(iv)		ge / Warehouse Capacity: (please tick appropriate area rting documents of your claims.	a) Note: Please provid
	10.00		0 Marks
		No:0	2 Marks
(v)		s of 05 Color Machine: Note: Please provide description of nand model of your claims.	nachine including origi
		Yes:15	Marks
		No: Ze	ero Marks
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		Str	ump & Signature

3 4 5	Technician Machinery Technician Electrical		
	Technician Machinery		
3		-	
	Technician Printing		183
2	Supervisor		
1	Engineer		
	Manpower		Marks
	ximum 10 Marks Note: Please provide claims that include education, experience, c		wer/numan r
	npower / Human Resources: (Each		
Le	ess than 05:	0.	5 Marks
В	etween 06-10;	0.	7 Marks
G	reater than 10:	10	0 Marks
Note:	: Please provide supporting documents of yo	our claims.	
)Nun	nber of contracts/orders currently	in hand: (please	tick approp
Sı	ublet:	0:	5 Marks
	artial:		7 Marks *
In	n house / Under One Roof:	10	0 Marks
	nting Process: (please tick appropria	ite area) Note: Plea	se provide
In	n-House:		2 Marks
Pa	art Time:	10	0 Marks
1 (ull time :	1.	5 Marks
E			14

4. Terms & Conditions

The following terms of the purchase are agreed by the manufacturer/supplier/distributor:

- (i) Receiving/Acceptance of Purchase Order: The manufacturers / distributor / supplier will sign the copy of the Purchase Order as acknowledgement.
- (ii) Delivery Challan: Copies of Delivery Challan on which the Order Number, Date of Delivery Execution, Quantity, Quality, Specifications, Manufacturer name clearly mentioned. Noncompliance with this condition renders the goods / works liable to non-acceptance. After seven days, SMBBMU, Larkana will not be responsible for any claim(s) / responsibility.
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- (xxvii) Certificates-Sales Tax & Income Tax: Copy of Sales Tax & Income Tax Certificate should be attached. (Compulsory)

Note:

This Terms & Conditions is integral part of contract agreement besides other clauses / articles.

5. Integrity Pact

Declaration of Charges, Fees, Commission, Taxes, Levies etc. payable by the manufacturer/supplier/distributor works;

M/s , the manufacturer / supplier / distributor hereby declares that:

- (a) Its intention not to obtain the procurement work of any Contract, right, interest, privilege, or other obligation or benefit from the SMBBMU or any Administrative or Financial Offices thereof or any other department under the control of the SMBBMU through any corrupt practice(s).
- (b) Without limiting the generality of the forgoing the manufacturer/supplier/distributor represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc., paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the SMBBMU directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the SMBBMU, except that which has been expressly declared pursuant hereto.
- (c) The manufacturer/supplier/distributor accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the SMBBMU under any law, contact, or other instrument, be stand void at the discretion of the SMBBMU.
- (d) Notwithstanding any right and remedies exercised by the SMBBMU in this regard, manufacturer/supplier/distributor agrees to indemnify the SMBBMU for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the SMBBMU in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the company/firm/supplier/agency/service provider as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the SMBBMU.

Note:

This integrity pact is mandatory requirement other than auxiliary services / works.

It is hereby certified that the terms and con and signed.	ditions have been read, ag	reed upon
M/s	\$6 *	
Contact Person		
Address		
Tel #Fax	*	
Mobileemail	*	
	SIGNATURE & STAMP	
	, als	\$
	Stamp &	Signature



Tender Fee: Rs. 1000/-(Non-Refundable)

Shaheed Mohtarma Benazir Bhutto Medical University, Larkana.

<u>TENDER FORM</u> FINANCIAL PROPOSAL

Tender # PS/11/2016-17

PRINTING & SUPPLY OF POST GRADUATE PROSPECTUS 2016-17.

Friday October 21, 2016

Date of Issue

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5.	Integrity PactPage 8	

1. Introduction

Dear Tenderer,

Thank you for the interest you have shown in response to the SMBBMU's advertisement which has floated website of SMBBMU & SSPRA for Printing & Supply of Post Graduate Prospectus 2016-17.

Shaheed Mohtarma Benazir Bhutto Medical University, Larkana is premiere educational institute in Upper Sindh imparting quality education to the nation. We are interested to print our prospectus from your esteemed Printing Press.

We expect to avail services/works/items of high standards meet our prime & basic specifications through this transaction.

Please feel free to contact on 074-9410912 or <u>suhail.abbasi@smbbmu.edu.pk</u> for any information and query.

Thank you.

-sd-

Planning, Procurement & Logistics Officer

2. Instructions

- (a) Shaheed Mohtarma Benazir Bhutto Medical University, Larkana expects that aspirant printers should furnish all the required documents to ensure a transparent and genuine presentation. Therefore, it is necessary to fill in the Tender Form meticulously and sign & stamp each and every page. Moreover, attach required supporting document according to the requirement.
- (b) It is of utmost important to fill in the Tender Form in writing in ink or type. Do not leave any column/item blank. If you want to leave the item/column un-answered please, write "Doesn't Apply/Doesn't Arise". If you need more space please attach a paper & clearly mention item/column name or number etc. that referred the column/item of the Form.
- (c) Tender Documents can be obtained from the http://smbbmu.edu.pk/announcements/tender. The Tender Fees Rs. 1000/- shall be paid through Demand Draft/ Pay Order in favor of Vice Chancellor, Shaheed Mohtarma Benazir Bhutto Medical University, Larkana. The copy of D.D/P.O will be attached with the Tender Documents.
- (d) The last date of submit the Tender Documents in sealed envelope on November 07, 2016 by 11:00 am in the Office of the Planning, Procurement & Logistics Officer, Vice Chancellor Secretariat, Shaheed Mohtarma Benazir Bhutto Medical University, Larkana. The Tender will be opened on same day at 11:30 am in the presence of representatives who may care to attend.
- (e) Bid Security of 5% of total charges will be submitted along with Tender Documents in shape of PAY ORDER / DEMAND DRAFT only in the name of Vice Chancellor, Shaheed Mohtarma Benazir Bhutto Medical University, Larkana.
- (f) Successful bidder shall provide 5% Performance Security of total value of Purchase Order / Work Order in the form of Pay Order or Bank Guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Delivery/ Completion of work / Contract.
- (g) Kindly mentioned "Tender Number" at top left corner of the envelope.
- (h) Tender Document are also available at the Office of Planning, Procurement & Logistics Officer, Vice Chancellor Secretariat, Shaheed Mohtarma Benazir Bhutto Medical University, Larkana.

3. Tender Form

Grand Total Rupees (in words):

Printing & Supply of Post Graduate Prospectus 2016-17

(Including Taxes)

S. #	Specification	Qty	Rate	Amount	
1	Size: 11" x 8" (closed size) Title card: 310 gsm matt laminated with Embossed Foil Printing of Spots/Logos Printing: 5+5 color with UV Spot Crease: 02 creases (01 front & 01 back) Binding: Hot Glue Stitch Binding Pages: 45 Approximately. Professional Photography Grammage: 150gsm art paper matt laminated	300 Copies			
	Total Amount	-	edidocerson vitales de la composición	***	-

Please also quote per page rate for ready reference: Rate for addition/reduction in page quantity per page Rs.		
	(Including	Taxes)

4. Terms & Conditions

The following terms of the purchase are agreed by the manufacturer/ supplier/ distributor:

- (i) Receiving/Acceptance of Purchase Order: The manufacturers / distributor / supplier will sign the copy of the Purchase Order as acknowledgement.
- (ii) Delivery Challan: Copies of Delivery Challan on which the Order Number, Date of Delivery Execution, Quantity, Quality, Specifications, Manufacturer name clearly mentioned. Noncompliance with this condition renders the goods / works liable to non-acceptance. After seven days, SMBBMU, Larkana will not be responsible for any claim(s) / responsibility.
- (iii) Place of Delivery: As specified in the Purchase Order unless otherwise informed accordingly.
- (iv) **Delayed Delivery:** 2% penalty of the total amount will be imposed per week for which the manufacturer/supplier/distributor failed to deliver within the delivery/execution period.
- Inspection: Physical inspection will be carried out by SMBBMU, Larkana authority.
 Ordered material is subject to final inspection at the time of delivery.
- (vi) Quantity: Competent Authority reserves the right to change/alter/remove any item or article or reduce/enhance quantity without assigning any reason and contractor will abide the instruction.
- (vii) Condition of Goods: All items must meet in all respects with the primary specs & conditions of the Order and must be in good condition otherwise they will be liable to reject.
- (viii) **Delivery of Goods:** All the items must be delivered to the Store of the SMBBMU, Larkana and sign receipt with stamp on delivery note should be obtained.
- (ix) Rejection of Goods: We reserve the right to cancel any or all the items if material is not in accordance with the primary specification or if the delivery is delayed.
- (x) Disclosure of Confidential Script/Material: All rights reserve with the SMBBMU and no information either in written/electronic media/copying form should be disseminated without the permission of the authority. The printer is responsible for providing the soft copies of all material/design in all formats
- (xi) **Termination:** That upon termination of this agreement the service provider shall be permitted to remove all its devices and equipment which may have been placed at premises from the time to time.
- (xii) Submission of Bills/Invoices: Invoice/bill, Purchase Order & Delivery Challan should be submitted to the Office of the Planning, Procurement & Logistics Officer.
- (xiii) Advance Payment: No advance payment.
- (xiv) Performance Security: Successful bidder should provide 5% Performance Security of total value of Work Order in the form of Pay Order or Bank Guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of work/Contract. The pay order will be retained in case of any loss to the University or penalty imposed by the University on delay delivery.

- (xv) Validity of Bid: Validity is for ninety (90) days.
- (xvi) Company Profile: Company Profile be attached with this document along with quoted item specifications.
- (xvii) Rules, Regulations & Policies: All rules, regulations and policies will be governed in accordance to the SPPRA & SMBBMU.
- (xviii) Price / Rate: Price / rate must be quoted on Tender Form only and submitted in sealed envelope.
- (xix) Arbitration: In case of any dispute, difference or and question which may at any time arise between the parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to the Registrar of the SMBBMU and CEO of the manufacturer/supplier/distributor for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of LARKANA binding to the parties.
- (xx) General Sales Tax: General Sales Tax will be paid on applicable items only by the company/firm/agency.
- (xxi) Government tax(es), levi(es) and charges(s): All Government taxes (including Income tax, stamp duty & SRO), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
- (xxii) Rights: SMBBMU reserve the right to accept or reject any or all tender(s) or terminate proceedings at any stage in accordance to the rules & regulations framed by SPPRA. SMBBMU, also reserve the right to issue Purchase Order for any single items to different lowest evaluated bidders or issue Purchase Order for all the items to any lowest evaluated bidder.
- (xxiii) Financial Proposal: Financial Proposal(s) of Technically qualified firm(s) only will be opened on November 08, 2016. (11.00 a.m)
- (xxviii)Minimum Qualifying Percentage: is 75%
- (xxiv) Envelopes: Separate Envelope of Technical Proposal, Financial Proposal & Bid Security should be further enclosed in an envelope & seal of Company should be affix on opening flaps.
- (xxv) Stamp Duty: Stamp duty 0.30% for Goods against total value of Purchase Order will be levied accordingly or as per rule.
- (xxvi) **Turn Over**: Please attached last 3 plus year "Financial Turnover in terms of Bank Statement or Financial Statement". (Compulsory)
- (xxvii) Certificates-Sales Tax & Income Tax: Copy of Sales Tax & Income Tax Certificate should be attached. (Compulsory)

Note:

This Terms & Conditions is integral part of contract agreement besides other clauses / articles.

5. Integrity Pact

Declaration of Charges, Fees, Commission, Taxes, Levies etc. payable by the manufacturer/supplier/distributor works;

M/s ______, the manufacturer / supplier / distributor hereby declares that:

- (a) Its intention not to obtain the procurement work of any Contract, right, interest, privilege, or other obligation or benefit from the SMBBMU or any Administrative or Financial Offices thereof or any other department under the control of the SMBBMU through any corrupt practice(s).
- (b) Without limiting the generality of the forgoing the manufacturer/supplier/distributor represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc., paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the SMBBMU directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the SMBBMU, except that which has been expressly declared pursuant hereto.
- (c) The manufacturer/supplier/distributor accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the SMBBMU under any law, contact, or other instrument, be stand void at the discretion of the SMBBMU.
- (d) Notwithstanding any right and remedies exercised by the SMBBMU in this regard, manufacturer/supplier/distributor agrees to indemnify the SMBBMU for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the SMBBMU in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the company/firm/supplier/agency/service provider as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the SMBBMU.

Note:

This integrity pact is mandatory requirement other than auxiliary services / works.

It is hereby certified that the terms and con and signed.	ditions have been read, agreed upon
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M/s	
Contact Person	
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	Stamp & Signature
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Tender Fee: Rs.1000/-(Non-Refundable)

Shaheed Mohtarma Benazir Bhutto Medical University, Larkana.

TENDER FORM TECHNICAL PROPOSAL

Tender # PS/11/2016-17

PRINTING & SUPPLY OF POST GRADUATE PROSPECTUS 2016-17.

Date of Issue	:	Friday October 21, 2016
Last Date of Submission	:	Monday November 07, 2016 (11:00 am)
Date of Opening (Technical)	:	Monday November 07, 2016 (11:30 am)
Date of Opening (Financial)	:	Tuesday November 08, 2016 (11:00 am)
Pay Order / Demand Draft	#	
Amount of Rs		Dated

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2.	InstructionsPage 4
3.	Evaluation CriteriaPage 5
4.	Terms & ConditionsPage 7
5.	Integrity PactPage 9

1. Introduction

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Planning, Procurement & Logistics Officer

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3. Evaluation Criteria

a. Total point for Technical Proposal: 100

b. Minimum qualifying percentage is 75%. Applicant who secured less than 75% will be categorically disqualified for further process.

1. Technical Qualifications Criterion

i. ii. iii.	10 + Years: 05 - 07 Years:			
	05 - 07 Years:			
iii.		05 Marks		
	03 - 05 Years:			
Clientele List: (please attach list): (please tick appropriate area) Note: Please provide supporting documents with contact numbers of your claims.				
i.	10 + Clients:	10 Marks		
ii.	05 - 10 Clients:	05 Marks		
iii.	03 - 05 Clients:	02 Marks		
(iii) Status of business: (please tick appropriate area) Note: Please provi documents of your claims.		Note: Please provide supporting		
i.	Limited Company:	10 Marks		
ii.	Partner:	07 Marks		
iii.	Sole Proprietor:	05 Marks		
Storage / Warehouse Capacity: (please tick appropriate area) Note: Please provide supporting documents of your claims.				
	The second secon	10 Marks		
1	No:	_ 02 Marks		
		cription of machine including origin,		
,	(es:	15 Marks		
1	No:	Zero Marks		
	Client provide i. ii. iii. Status docume i. iii. Storag support	Clientele List: (please attach list): (please tick appropriate supporting documents with contact numbers of you i. 10 + Clients:		

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Less than 05:	05 Marks	
Between 06-10:	07 Marks	
Greater than 10: 10 Marks		
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Partial:	07 Marks	
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In-House:	02 Marks	
Part Time:	10 Marks	
Full time :	15 Marks	
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- (xxvii) Certificates-Sales Tax & Income Tax: Copy of Sales Tax & Income Tax Certificate should be attached. (Compulsory)

Note:

This Terms & Conditions is integral part of contract agreement besides other clauses / articles.

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M/s , the manufacturer / supplier / distributor hereby declares that:

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- (b) Without limiting the generality of the forgoing the manufacturer/supplier/distributor represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc., paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the SMBBMU directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the SMBBMU, except that which has been expressly declared pursuant hereto.
- (c) The manufacturer/supplier/distributor accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the SMBBMU under any law, contact, or other instrument, be stand void at the discretion of the SMBBMU.
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Note:

This integrity pact is mandatory requirement other than auxiliary services / works.

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