



OFFICE OF THE  
MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARI

Phone No:2760195

NO.MS/THO/TH/HQMATIARI

Dated: 31/12/2016-17

To,

The Secretary Health Department  
Government of Sindh,

Karachi

( Through Proper Channel)

**SUBJECT: REQUEST FOR THE APPROVAL OF PROCUREMENT COMMITTEE.**

It is very humbly submission that following officers are nominated for the constitution of procurement Committee requisite documents / information for publication on SPPRA website:

- Annual procurement plan
- Notification of procurement committee
- Notification of complaint redressal committee
- Tender documents

02. It is to inform you that the estimated cost of subject tender notice falls under Rs. 1 million. Further, approval of competent authority regarding constitution of proposed procurement committee and complaint redressal committee shall be communicated shortly to your kind office.

03. Thanking you in anticipation.

MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARI

DR. ABDUL RAZAQUE MEMON  
MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARI

CTPRA INWARD DIARY  
NO. 1737  
DATED: 02-11-16



OFFICE OF THE  
MEDICAL SUPERINTENDENT  
SYED BAQADAR SHAH  
TALUKA HOSPITAL MATIARI  
Phone No:2760195  
NO.MS/THO/TH/MATIARI 806  
Dated: 31/12/2016-17

NOTICE INVITING TENDER

Taluka Matiari Invites sealed bids for the supply of following categories on single stage one envelope procedure as per SPP rules- 2010 (Amended-2013) from authorized agent/ manufacturer registered with sales Tax/ Income Tax authority.

A complete Set of Tender enquiry (SBD) with terms and condition can be downloaded from authority website. It can be also obtain from procurement office this Hospital and the same should be dropped by hand/ mail on 30/11/2016 @ 11.00 am along with the tender fee in favor of undersigned.


The bids must be dropped by hand/ mail on 30.11.2016 at 11.00 A.M along with all the required documents in the office of the Medical Superintendent, Taluka Hospital Matiari, which will be opened publically in the presence of bidders or their authorized representatives, who choose to attend in the office of Medical Superintendent on 30.11.2016 @ 12.00 Noon.

SR. NO.	NAME OF ITEM(S)	BID SECURITY	TENDER FEE	DATE AND TIME OF ISSUANCE/ OBTAINING TENDER DOCUMENTS
01.	Purchase of drugs/ medicines (local purchase) for the financial year 2016-17	2.5%	Rs.500/- in shape of pay order/ demand draft in favor of the undersigned	16.11.2016 to 29.11.2016 (09.00 A.M to 03.00 P.M or during office hours from the office of the undersigned)

Eligible bidders should have valid NTN certificate; experience in relevant field/ supply during last three years; minimum amount of turnover of Rs. 1.5 million during last three years and these documents should be furnished along with tender documents in the single envelope along with bid security 2.5% of total value of the quoted items in shape of pay order/ demand draft in favor of the undersigned.

All rates should be inclusive of all taxes as per admissible under government policy.

The procuring agency reserves the right to reject the tender subject to relevant provisions of SPP Rules, 2010 (Amended 2013) and may cancel the tender at any time before the award of contract in terms of Rule-25 of SPP Rules, 2010.

  
MEDICAL SUPERINTENDENT  
SYED BAQADAR SHAH  
TALUKA HOSPITAL MATIARI

DR. ABDUL BAZIQUE KHAN  
MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARI



GOVERNMENT OF SINDH  
HEALTH DEPARTMENT  
OFFICE OF THE SECRETARY HEALTH SINDH, KARACHI

**NOTIFICATION**

No.SO(PM&I)2-1/2016-17/D-06/(THMAT): A Procurement Committees under Rules-7 of Sindh Public Procurement Rules 2010 is hereby constituted comprising the following officers for purchase of drugs/medicines (15% L.P.), Dietary items, Life Saving Gas & Other allied items during the financial year 2016-17 for Taluka Hospital Matiari, District Matiari.

01	Dr. Syed Hashim Shah, Medical Superintendent II, Taluka Hospital Matiari (BS-19).	Chairman
02	Dr. Ruqia Memon, Gynecologist, Taluka Hospital Matiari (BS-18).	Member
03	Dy. Medical Superintendent, District Headquarter Hospital, Matiari	Member
04	Representative from Deputy Commissioner Matiari	Member
05	District Social Welfare Officer, Matiari	Member

**TORs**


- The TORs / Functions / Responsibilities of the Procurement committees 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/D-06/(THMAT): Karachi, dated the 10<sup>th</sup> October, 2016

A copy is forwarded for information & necessary action to:-

- The Managing Director, Sindh Public Procurement Regulatory Authority, Karachi.
- The Director General, Health Services Sindh, Hyderabad.
- The District Health Officer, Matiari with reference to his letter dt. 02.09.2016.
- The Medical Superintendent, Taluka Hospital, Matiari, District Matiari.
- The Chairman and all members of the Committee.
- The P.S. to Minister Health Sindh.
- The P.S. to Secretary Health.

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



OFFICE OF THE  
MEDICAL SUPERINTENDENT  
SYED BAQADAR SHAH  
TALUKA HOSPITAL MATIARI

Phone No:2760195

NO.MS/THO/TH/MATIARI 804


Dated: 31/11/ 2016-17

**OFFICE ORDER:**

The following Procurement committee is hereby constituted for the procurement of purchase of Medicines (Local Purchase), Dietary Items, Supply of life saving Gas.

1. DR. Hashim Shah (Chairman)  
(M.S -II Taluka Hospital Matiari BS-19)
2. DR. Ruqia Memon (Member)  
(Gynecologist Taluka Hospital Matiari BS-18)
3. Dr. Haji Ahmed Memon (Member)  
(D.M.S Taluka Hospital Matiari)
4. District Social Welfare Officer Matiari (Member)
5. Representative From Deputy Commissioner Office Matiari (Member)

The committee will perform all procurement activities as per rule-8 of Sindh public procurement rule 2010, (Amended 2013).

  
MEDICAL SUPERINTENDENT  
SYED BAQADAR SHAH  
TALUKA HOSPITAL MATIARI

DR. ABDUL RAZAQUE MEMON  
MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARI




OFFICE OF THE  
MEDICAL SUPERINTENDENT  
SYED BAQADAR SHAH  
TALUKA HOSPITAL MATIARI  
Phone No:2760195  
NO.MS/THO/TH/MATIARI 803  
Dated: 31 / X 2016-17

OFFICE ORDER:

The following Complaint Redressal Committee is hereby constituted in terms of rule-31 of SPPRA rules 2010 (Amended 2013) to redress the grievance of bidders raised during the procurement of goods to be procurement during the financial year 2016-17

1. DR. Abdul Razaque Memon (Chairman)
2. Representative of DAO Matiari. (Member)
3. Dr.Abdul Jabbar Memon (M.O Taluka Hospital Matiari.) (Member)

  
MEDICAL SUPERINTENDENT  
SYED BAQADAR SHAH  
TALUKA HOSPITAL MATIARI

DR. ABDUL RAZAQUE MEMON  
MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARI.

**TENDER FORM****TENDER# TH/MT/01/2016-17****Provide & Supply of Medicines (Local Purchase)**

Date of Issue 16-11-2016  
Last date of submission 29-11-2016 (09 am to 03 pm)  
Date of opening tender 30-11-2016 @ 11; 00 AM

Pay order /Demand Draft# *.02.00.16.88....* DrawnOn the Bank *..NBP Matari By: ..* Amounting PKR *....2000/-....*Dated.....*31/11/16.....*

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## Introduction:

Dear Tenderer

Thank you the interest you have shown in the response to syed Baqadar Shah Taluka Hospital Matiari's advertisement has floated on Website of SSPPRA for Provide & Supply Of  
 ..... *Purchase of Drugs & Medicines (L.P. 15%)* .....

The institute Of Syed Baqadar Shah Taluka Hospital Matiari is situated in the north of National High Way round about 25 km away from Hyderabad Sindh near boys High School Peerzada Muhalla Matiari .this hospital was started in 1938 with the name of district council dispensary Matiari and now working as Taluka Hospital Matiari cum DHQ Hospital ,Providing 24 hour better health services among needy and deserved patients , more than 500 patients daily receiving treatment as an Out Door Patients (OPD) , this Hospital also providing free Emergency causality service, Medico legal service (Male /Female ) respectively , free Medical Ward separate for male and female ,free Delivery (L/Room) MNCH /Family Planning services round the clock free of cast . Ultra sound, Ophthalmology (OPD/OT) , Dental, Minor and Major Surgery , X-ray, Echo, ETT, ECG , EPI , TB Dots clinic , Hepatitis patients treatment , Malaria Control , Pathology Lab e.t.c all above services are also available @ TH Matiari . The Officers & Officials of this Hospital are v, senior and skilled, well committed with their job.

We expect to avail services works items of high standard meet our prime & basic specification through this transaction.

Please contact purchase executive on 022-2760195 or 022-2760012 for any information and query.

Thank you.

*Handwritten signature*  
 DR. ABDUL BAZIQUE MEMON  
 MEDICAL SUPERINTENDENT  
 TALUKA HOSPITAL MATIARI



## **2. Instructions:**

- a) The institute of Syed Baqadar Shah Taluka hospital Matiari expects that firm(s) companies supplier(s) distributor(s) 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 documents 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) You can collect the Tender document from the Office of Medical Superintendent Taluka Hospital Matiari from 16-11-2016 to 29-11-2016 (9 am to 3 pm) during office time.
- d) The last date of submit the Tender document in scaled envelope in 29<sup>th</sup> November 2016 till 03:00 pm from the Office of the Medical Superintendent Taluka Hospital Matiari. The Tender will be opened on 30-11-2016 @ 11:00 am.
- e) Bid security of 2.5% of total charges will be submitted along with Tender documents in shape of PAY ORDER / DEMAND DRAFT only in the name of Medical Superintendent Taluka Hospital Matiari.
- f) Successful bidder should provide 2.5% performance security of total amount before award of work order. The performance security shall extend at least three months beyond the Date of delivery completion of work contract.

  
DR. ABDUL RAZAQUE MEMON  
MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARI.

## TENDER FORM


### Provide & Supply Of Drugs/ Medicines (15% LP) .

SR #	Description	RATE / PER UNIT	RATE IN WORDS
1	INJ MTZ 100ml		
2	Inj ATS (Imitate)		
3	Inj ; ARV ( Single dose)		
4	Inj Sensocain (Heavy)		
5	Inj Abbocain ( Spinal)		
6	Inj Ketasole		
7	Inj Xylocain 2% 10ml		
8	Inj Dexa 2cc		
9	Inj N/Saline 100ml		
10	Inj Ringolact (500ml)		
11	Inj 5% D.Water (500ml)		
12	Drip Set		
13	D/Syring 3ml		
14	D/Syring 5ml		
15	D/Syring 10ml		
16	Insulin syring		
17	Ad; Plaster ( Large)		
18	Chromic Suture 0,1		
19	Vikryl Suture 0.1		
20	Spinal Needle 25G		
21	Cutting Needle with Silk 0.1		
22	Cal Pak Analysis 500/1000tests		
23	Blood Sugar 100ml		
24	Urine D.R Sticks 10/5 para		
25	Field Stain A& B 500ml		

  
DR. ABDULAZIZ MEMON  
MEDICAL SUPERVISOR  
TALUKA HEADQUARTERS

26	Hb% Solution		
27	H.B Kit		
28	Typhidot ( Device)		
29	HBV ( Device)		
30	HCV ( Device)		
31	Widal (TO,TH) kit		
32	Pregnancy Sticks Urine		
33	D/Water 1 Gallon		
34	Methanol		
35	SGPT Kit		
36	SGOT Kit		
37	Blood Urea Kit		
38	Uric Acid Kit		
39	HIV KIT		
40	VDRL Kit		
41	S.Billuribbin kit		
42	ASO titer		
43	u/sound jelly		
44	Test tubes all sizes		
45	H Pylori		
46	Glass Slide		
47	Trop T Devices		
49	Blue/Yellow tips		
50	CP Bottles		
51	Urine Bottles		
52	Anti Sera		
53	ICT Kit		
54	ESR Solution		

55	Kleen Anema ( peads,Adult)		
56	E.C.G 3Chanel Schelar Rolls		
57	S. Cholesterol Kit		
58	R a Factor		
59	Formalin solution		
60	S. Cretinine kit		
61	S.Alkaline Phosphate		
62	S. Calcium kit		
63	S. albumin kit		

  
**Signature with Seal**

**DR. ABDUL RAZAQUE MEMON**  
MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARI.

#### 4. BIDDING DATA

- a) Name Of Procuring Agency: SYED BAQADAR SHAH TALUKA HOSPITAL MATIRI
- b) Brief Description of Works: Provide & supply of :..... 15% L.P. of Purchase of Drug & Med.
- c) Procuring Agency's Address: OFFICE OF THE MEDICAL SUPERINTENDENT TALUKA HOSPITAL MATIARI
- d) Estimate Cost: ..... 5.2 m .....
- e) Amount of bid security: bid security of 2.5% of total amount / cost will be submitted along with Tender Documents in shape of PAY ORDER / DEMAND DRAFT only in the name of institute.
- f) **Period Of Bid Validity (Days):** 90 Days
- g) **Performance security deposit:** successful bidder should provide 2.5% 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.
- h) **Deadline for submission of bids along with time:** The last date of submit the Tender document in sealed envelope till 29-11-2016 (3 pm). Main campus university road Karachi. The Tender will be opened on next day @ 30-11-2016 @ 11:00 am in the presence of representatives who may care to attend.
- i) **Venue Time and Date Of Bid Opening:** Tender will be opened on the Office of Medical Superintendent Taluka Hospital Matiari.
- j) **Time for Completion from Written Order Of Commence:** 60 Days.
- k) **Liquidity damages:** 2% liquidity damages of the total amount will be imposed per month for which the contractor failed to complete work within the execution period.
- l) **Deposit Receipt No: Date: Amount:** (in words and figures) **Pay Order / Demand Draft.**

# ..... 02001687 ..... Amount: Rs. 2000/- drawn on bank N.B.P. Mat ..... Dated 31/1/16

Stamp & Signature  
**DR. ABDUL RAZAQUE MEMON**  
MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARI

## 5. Terms And Conditions

The following terms of the works are agreed by the tailoring / firm(s) / companies / supplier(s) / distributor(s):

- i) **Receiving / Acceptance Of Purchase / Work Order:** The tailoring / firm(s) / companies / supplier(s) / distributor(s) will sign the copy of the work order as acknowledgement.
- ii) **Delivery Challan:** copies of delivery challan on which the order number date of delivery / work execution. Quantity / quality / specs / tailoring / (s) / companies / supplier(s) / distributor(s) name clearly mentioned. Non-compliance with this condition renders the goods / work liable to non-acceptance. After seven days MS Taluka Hospital Matiari will not be responsible for any claim(s) / responsibility.
- iii) **Place Of Delivery:** as specified in the purchase work order unless otherwise informed accordingly.
- iv) **Delayed Delivery:** 2% penalty of the total amount will be imposed per month for which the company / firms / agency failed to deliver within the delivery / execution period.
- v) **Inspection:** Physical inspection will be carried out by MS Taluka Hospital Matiari authority. Ordered material is subject to final inspection at the time of delivery.
- vi) **Quantity Delivered:** competent authority reserves the right to change after remove any item or articles or reduce / enhance quantity without assigning any reason and contractor will abide the instruction.
- vii) **Condition of Goods / Works:** All items must meet in all respects with the specs & conditions of the order and must be in good condition otherwise they will be liable to reject.
- viii) **Delivery of Goods / Works:** All items must be delivered to the store of the MS Taluka Hospital Matiari who will sign the receipt with stamp on delivery note.
- ix) **Rejection of Goods / Works:** We reserve the right to cancel any or all the items if material is not in accordance with our specification or if the delivery is delayed.
- x) **Termination:** That upon termination of this agreement the service provided shall be premises from the time to time,
- xi) **Submission of Bills / Invoice:** Invoice / bill purchase order & delivery challan should be submitted to finance department.
- xii) **Advance Payment:** Advance payment subject to Bank guarantee.
- xiii) **Validity of Bid:** Validity is for ninety (90) days.
- xiv) **Company Profile:** Company profile be attached with this documents.
- xv) **Rules / Regulations & Policies:** All rules / regulations & policies will be governed in accordance to MS Taluka Hospital Matiari.
- xvi) **Price / Rate:** Price / rate must be quoted on tender form only and submitted in sealed envelope.
- xvii) **Bid Security:** 5% bid security should be deposited along with the tender form in shape of PAY ORDER / DEMANT DRAFT only the name of institute of Business Administration Karachi.



Stamp & Signature

DR. ABDUL RAZAQUE MEMON  
MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARI

Page #

- xviii) **Performance Security:** 5% performance security should be submitted in form of PAY ORDER / DEMAND DRAFT only in the name of Institute of Business Administration, Karachi before award of work order. The performance security shall extend at least three months beyond the date of delivery completion of work / contract.
- 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 MS Taluka Hospital Matiari and CEO of the company firm agency for arbitration / settling of the dispute failing which the decision of the court law in the jurisdiction of Karachi binding to the parties.
- xx) **General Sales Tax:** General sales tax will be paid on applicable items only by the company / firms / agency.
- xxi) **Government tax(es) / levi(es) and charges(s):** It will be charged at actual as per SRO.
- xxii) **Rights:** MS Taluka Hospital Matiari reserve the right to accept or reject any or all tender(s) or terminate proceeding at any stage in accordance to rules & regulations framed by SPPRA lowest responsive bidders or issue purchase order for all the items to any lowest responsive bidder.
- xxiii) **Tender Documents:** Tender documents available at the office of manager purchase & store Taluka Hospital Matiari.
- xxiv) **Submission of Documents:** Last date for tender submission is 29-11-2016 on 3 pm.
- xxv) **Opening of Tender:** Tender will be opened on 30-11-2016 On 11:00 am at Syed Baqadar Shah Taluka Hospital Matiari.
- xxvi) **Taxes:** All Government taxes (including income tax and stamp duties) levies and charges will be charged as per applicable rates / denomination of purchase / work order.
- xxvii) **Stamp duty:** Stamp duty 0.35% for goods against total value of work order will be levied accordingly.
- xxviii) **Measurement:** Measurement will be strictly according to the provided list. Undersized oversized uniform and sub standard uniform will be returned.
- xxix) **Availability of Fabrics / Shoes / Socks / Items:** The tailoring firm(s) companies supplier(s) / distributor(s) must assure that specified fabrics shoes / socks / items should be available at the time of issue of work order and during the course of stitching unavailability of fabrics shoes socks items at the time of works order of shortage due to any reason whatsoever would lead to forfeiture of bid security.
- xxx) **Shoe Size:** Shoe size will be taken on shoe measurement wedge.

**Note:**

This terms and conditions is integral part of contract agreement besides others clauses/ articles.



Stamp & Signature

DR. ABDUL RAZAQUE MEMON  
MEDICAL SUPERVISOR  
Page #  
TALUKA HOSPITAL MATIARI



**CRITERIA FOR EVALUATION OF THE BID ( .....**

<b>CRITERIA</b>	<b>YES</b>	<b>NO</b>
COPY OF REGISTRATION NATIONAL TAX NUMBER (NTN) (MANDATORY GENERAL TAX NUMBER (GST)		
COPY OF UNDERTAKING REGARDING SUPPLY OF REQUIRED ITEMS WITHIN STIPULATED TIME		
FINANCIAL TURN – OVER FOR THE LAST THREE YEARS WITH BANK CERTIFICATE REGARDING FINANCIAL YEAR SOUNDNESS OF THE FIRM		
RELEVANT EXPERIENCE (DOCUMENTARY EVIDENCE SHOULD BE ATTACHED )		
CERTIFICATE THAT BIDDER/FIRM IS NOT BLACK LISTED		

NOTE: THE OFFER WILL NOT BE ENTERTAINED IF THE REQUIRED DOCUMENTS HAS NOT FOUND ATTACHED.

  
DR. ABDUL RAZAQUE  
MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARA



**PROCUREMENT PLAN SAYED BAQADAR SHAH TALUKA HOSPITAL MATIARI  
FOR THE YEAR 2016-17**

A	B	C	D	E	F	G	H	I	J
Sr. #	FUND HEAD & SUB HEAD	NAME OF WORK AND BREAK UP	ALLOCATED FUND AND BREAK UP FOR DIFFERENT LOCATIONS/SITES	ITEMS TO BE EXECUTED	METHOD OF PROCUREMENT	ADVERTISEMENT	ANCIPATED/ ACTUAL DATE OF START	ANCIPATED/ ACTUAL DATE OF COMPLETION	REMARKS
1	SC2125(025) HEALTH COST CENTER (MY0063)	Purchase of Medicines (Local Purchase )	5.2 M	Purchase of Medicines (Local Purchase )	Single stage one envelope method	01/01/2016	01/02/2016	01/05/2016	
2		Dietary items	6.9 M	Dietary items	...do...	...do...	...do...	...do...	
3		Oxygen gas	5.5 M	Oxygen gas	...do...	...do...	...do...	...do...	

Note: Budget mentioned under column D are estimated

  
**MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARI  
DR. ABDUL KALAM  
MEDICAL SUPERINTENDENT  
TALUKA HOSPITAL MATIARI**