

NICVD



NATIONAL INSTITUTE OF CARDIOVASCULAR DISEASES

RAFIQUI (H.J.) SHAHEED ROAD, KARACHI-75510, PAKISTAN

PHONE: 9201271-10 Lines

No: NICVD/Proc./2016-17/

08-03-2017

Incharge (Receipt Section)

Sindh Public Procurement Regulatory Authority,
Government of Sindh,
Barrack 8 Secretariat 4A
Court Road, Karachi
Tel: 92-21-9205356 & 69, Fax: 9206291

SUBJECT: ADVERTISEMENT ON SPPRA'S WEBSITE

Sir,

Enclosed please find herewith copy of approved Tender Notice for tender No-10A/2016 with following documents for Advertisement on SPPRA's Website.

- I- A copy of notification of Procurement Committee issued/approved by Head of the Department (Competent Authority) in terms of Rule 7 of SPP Rules, 2010 is attached herewith.
- II- A Copy of Annual Procurement Plan for the year 2016-2017 (Rule-II).
- III- Complete Set of bidding documents/RFP in soft / hard form duly prepared as per Rule-21 (1) including evaluation/eligibility criteria as provided in Rule-45 (1).
- IV- A copy of notification of Complaint Redressal Committee issued/approved by Head of the Department (Competent Authority) in terms of Rule-31 of SPP Rules, 2010 is attached herewith.
- V- Pay order of Rs. 2,000/- for uploading of tender advertisement on SPPRA.

KHURRAM HASSAN KHAN
Head of Procurement

SPPRA INWARD DIARY
NO: 2012
DATED: 08-03-17

National Institute of Cardiovascular Diseases

Rafiqi (H.J) Shaheed Road, Karachi
Tel. No. 3521-8530, 9920-1271-75 Ext. 419, Fax: 9920-1289

TENDER NOTICE

TENDER NO: 10A/2016
FOR THE YEAR 2016-2017 & 2017-2018

Tenders for Printing and Supply of Annual Reports.

Sealed tenders addressed to Executive Director NICVD, Karachi are invited under SPPRA rules, 2010 from well reputed printers, firms or authorized agents must be registered with Sales Tax Department on FOR basis for the supply/job of following for the year 2016-2017 & 2017-2018.

S No.	Description	Tender No.	Quantity & Specifications are available in Tender Documents	Last Date of Submission	Opening Date of Technical Bid
1	Printing and Supply of Annual Reports, Qty. = 2000-Nos.	10A/2016		30-03-2017 Thursday at 11:30 a.m	30-03-2017 Thursday 12:00 Noon

Prescribed Proforma with detailed specifications, terms and conditions can be obtained from Accounts Department (Mr. Qadir Baig- Tel. No-99201271 Ext-333 against request letter of bidder) N.I.C.V.D, Karachi between 08:30 a.m to 02:30 p.m. except Friday (From 8:30 a.m to 11:30 a.m) against cash payment of Rs. 1000/- (Non Refundable) on any working day from **15th March, 2017 to 29th March, 2017.**

Separate Financial & Technical bids should be submitted in two separate envelopes in the office of Procurement Department. The Technical and Financial bids may be dropped in the tender boxes between 8:30 a.m. to 11:30 a.m. Technical bids will be opened on the above mentioned dates and time at Conference Hall/Chairman Room of NICVD in the presence of Tender Opening Committee and representative of participants. Financial bids will be opened a few days later, after scrutinizing the technical bids.

All tenders should be submitted along with a **pay order / bank draft of 3%** of the total bid amount in the name of Executive Director, NICVD, Karachi as bid security.


EXECUTIVE DIRECTOR

Note:

1. Evaluation criteria would be strictly followed.
2. This advertisement is also available on SPPRA website




NATIONAL INSTITUTE OF CARDIOVASCULAR DISEASES
RAFIQUI (H.J.) SHAHEED ROAD
KARACHI-75510

20th Oct 2016

OFFICE ORDER

The following Purchase & Services Tender Committee constituted for Laboratory items and General items & Purchase committee for Medicine items with effect from 20th Oct 2016

<u>Medicine / Laboratory & General Tenders</u>	
<u>Members</u>	<u>Coordinators</u>
Dr. Amin Khwaja (Member)	End User- Head of relevant Department
Ms. Azra Maqsood (Chairperson)	Head of Procurement Department
Mr. Nasrullah Agha Social Welfare Officer (Social Welfare Deptt: Sindh) (Member)	Head of Accounts Department


(PROFESSOR NADEEM QAMAR)
Diplomate American Board of Internal Medicine
EXECUTIVE DIRECTOR &
PROFESSOR OF CARDIOLOGY

NATIONAL INSTITUTE OF CARDIOVASCULAR DISEASE
RAFIQUI (HJ) SHAHEED ROAD KARACHI

Procurement Plan for the year 2016-2017
Purchase of Other Stores

S.NO	DESCRIPTION OF PROCUREMENT	Quantity	Estimated unit (where applicable)	Estimated Cost (In Million)	Funds Allocated (In Million)	Sources of Fund	Proposed Procurement Method	Timing of Procurement / Estimated Cost (In Million)					
								1st Qtr	2nd Qtr	3rd Qtr	4th Qtr		
						Govt Sindh & Self Generated							
1	Stationery & printing Materials			6.60	6.60	-----do-----	AS PER SPPRA RULES 15.10	1.65	1.65	1.65	1.65		
2	General items Materials			22.77	22.77	-----do-----		5.69	5.69	5.69	5.69		
3	Linen Material			9.14	9.14	-----do-----		2.28	2.28	2.28	2.28		
4	Chemical for Laboratories			25.28	25.28	-----do-----		6.32	6.32	6.32	6.32		
5	DRUGS & MEDICINE			179.14	179.14	-----do-----		44.79	44.79	44.79	44.79		
6	SURGICAL & DISPOSABLES			345.04	345.04	-----do-----		86.26	86.26	86.26	86.26		
7	MEDICAL GASES			40.88	40.88	-----do-----		10.22	10.22	10.22	10.22		
8	DISPOSABLE ITEM FOR ANGIO LAB			355.99	355.99	-----do-----		89.00	89.00	89.00	89.00		
9	Equipment required in replacement			153.67	153.67	-----do-----		38.42	38.42	38.42	38.42		
10	Accessories and spares to run the Deptt			97.09	97.09	-----do-----		24.27	24.27	24.27	24.27		



all report

NATIONAL INSTITUTE OF CARDIOVASCULAR DISEASE
 RAFIQUI (HJ) SHAHEED ROAD KARACHI

11	Various Department Required Furniture	1.78	1.78	do	0.45	0.45	0.45	0.45
12	Diet Charges	33.96	33.96	do	8.49	8.49	8.49	8.49
13	Repairing of Furniture	1.48	1.48	do	0.37	0.37	0.37	0.37
14	Repairing of Machinery & Equipment	97.09	97.09	do	24.27	24.27	24.27	24.27
15	Repairing of Building Structure	18.83	18.83	do	4.71	4.71	4.71	4.71
16	Software of Hospital Management	15 Million	15 Million	do			7.5	7.5

Note: Procurement plan is updated according to Management decision for the purchase of software of Hospital Management System.


 Head of Procurement


 Chief Operating Officer

NATIONAL INSTITUTE OF CARDIOVASCULAR DISEASES
RAFIQUI (HJ) SHAHEED ROAD,
KARACHI.

NICVD TENDER REDRESSAL COMMITTEE
W.E.F. 03-05-2016

(Purchase & Services Tenders – Medicine, Laboratory
& General Tenders, Angiography, Angioplasty and E.P. Lab)

DR. FAZAL-E-RABBI PROFESSOR OF CARIAC SURGERY CHAIRMAN	
REPRESENTATIVE OF A.G. SINDH, GOVT. OF SINDH.	REPRESENTATIV OF J.P.M.C (FOR CONCERNED FIELD)

Approved by:



(PROF. NADEEM QAMAR)
DIPLOMATE AMERICAN BOARD OF MEDICINE
EXECUTIVE DIRECTOR,
PROFESSOR OF CARDIOLOGY &
CHAIRMAN ACADEMIC FACULTY.

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National Institute of Cardiovascular Diseases

Rafiqi (H.J) Shaheed Road, Karachi
Tel. No. 35218530, 99201271 Ext. 419, Fax. 99201289
Website: www.nicvd.org

TENDER NO-10A/2016

DATED: 30-03-2017

FOR THE YEAR 2016-2017 & 2017-2018

TENDER TITLE

**Printing & Supply of
Annual Reports**

TENDER DOCUMENTS

PROCUREMENT DEPARTMENT
NATIONAL INSTITUTE OF CARDIOVASULAR DISEASES

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TENDER TERMS & CONDITIONS

**Tender No-10A/2016, Dated: 30-03-2017
FOR THE YEAR 2016-2017 & 2017-2018**

Tender Terms and conditions for Printing & Supply of Annual Reports.

- i) Cost of Tender is Rs. 1000/- (Rupees One Thousand only) [Not refundable].
- ii) Tender Selling Date from 15-03-2017 to 29-03-2017.
- iii) Tender Submission Date 30-03-2017 before 11:30 a.m (in Procurement Department)
- iv) Tender will be opened on 30-03-2017 at 12:00 Noon in Conference Hall/Nursing Hostel Building of NICVD, Karachi.

NOTE:

Read the Terms & Conditions carefully.

Tenderers are required to comply with all the clauses mentioned in the terms and conditions of the tender any deviation will forbid for competing in the tender.

- 1- In this tender Two Envelopes as per procedure of SPPRA-2010 (46, 2a) will be followed i.e. (i) The bid shall comprise **two separate envelopes**. Each envelope shall contain separately the financial proposal and the technical proposal. (ii) The envelopes shall be marked as "Financial Proposal" and "Technical Proposal" in bold and legible letter to avoid confusion **each envelope should be drop in separate box** (iii)- initially, only the envelope marked "Technical Proposal" shall be opened (iv)- the financial proposals of bids will opened publicly, time, date and venue will be announced later.
 - a) In technical bid, the bidder must provide original data sheet and all other documents; otherwise the bid will be ignored. The technical evaluation will be done on the basis of data sheet provided by the vendor as per technical bid. "Any mention of financial bid in the technical bid envelope will render the bidder in illegible for further processing.
 - b) In financial bid the vendor should mention financial offer along with a Bank Draft/Pay order of 3% value of the quoted items, but not more than Rs. 100,000/- (Refundable) in the name of Executive Director, NICVD, Karachi, as **Bid money**. In case the tender is accepted by competent authority and the supplies are not made according to samples/specification within stipulated time (i.e. 20 days) the bid money for the tender would be forfeited to the NICVD account. In case of default the firm may be black listed or financial penalties may be imposed depending upon the gravity of defaults/circumstances in each case as mentioned in Ministry of Health letter No. F.11.9/96-PHC of June 04, 1996. In-time supply must be assured.
- 2- **Bid validity period will remain for 90 days as per SPPRA rules 2010.**

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- 3- Tenders are to be submitted by the Printer, firms or authorized agents.
- 4- Installation/demonstration/Proof showing or sample providing charges (if any) should be included with the cost of items provided.
- 5- It is very important that tender will be accompanied samples of all quoted items. Any tender without sample will be disqualified and each sample serial number of item (mentioned in the tender list) must be written and submit to this Institute three days before tender opening date otherwise no tender will be accepted without sample.
- 6- It is also very important that a soft copy (CD) of the quoted typed items must be provided for urgent processing of the tender.
- 7- The bidder must be registered with the Sales Tax Department under sales tax act 1990 and sales invoice issued must shown element of sales tax if applicable separately copy of Sales Tax Registration Certificate must be attached with the tender otherwise no one is eligible to participate in tender.
- 8- Description of each item with full detail must be written. Without Material descriptions & name of manufacturer tender will not be accepted.
- 9- TWO SAMPLE TENDER PROFORMAS are being supplied with the list. Any items have to be quoted ON THIS PROFORMA OR TYPED ON SAME PATTERN. No other proforma for the tender would be accepted only those items may be typed on the proforma for which the rates to be quoted.
- 10- Tender proforma is to be filled very carefully, preferably typed. Any alteration/correction must be initialed and each page is to be signed and stamped at the bottom.
- 11- The Executive Director, NICVD, Karachi, reserve the right to increase or decrease the quantity mentioned in the tender.
- 12- As much as possible, all supplies will be made by the actual Manufacturers, Sole Agents directly. (If the manufacturers have nominated the authorized agent, any penalty in case of breach of terms and conditions will be levied on the agent).
- 13- Last year paid Income Tax Certificate should be submitted along with the tender.

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- 14- The supplier should submit a guarantee certificate that the supplier is fully responsible for wrong supply and not according to the specification/sample and prices should be reasonable and cannot be changed during the same fiscal year.
- 15- The successful bidder will be required to submit **Security Money** in shape of pay order/deposit at call @ 5% of the total value of order in name of NICVD, Karachi within Seven (07) days which will be kept with NICVD till the end of the Warrantee period of Three (3) years.
- 16- If none of the items quoted by the firm is approved, the bid money of the firm will be returned on the request of the firm within one month.
- 17- If any item of the firm is approved the security deposit of the firm will not be released till the completion of the tender period and supply of items.
- 18- If any supplier is found supply of poor quality material/items, or not according to the specification will be disqualified and penalty will be imposed.
- 19- After finalization of the tender, this Institute will intimate the tenderer regarding approval of their items and they will have to acknowledge the NICVD letter for accepting of tender & supply for fiscal year 2016-2017 & 2017-2018..
- 20- The tender in Sealed cover should be addressed to the Executive Director National Institute of Cardiovascular Diseases, Karachi and the envelope should be marked at the top left corner "**Tender for printing & supply of annual reports**" and inserted in the tender box, placed in the office of Procurement department, NICVD on **30-03-2017** upto 11:30 a.m. The same will be opened on the same day before the tenderers at 12:00 Noon.
- 21- The tenderer will also give their permanent and business address with telephone number and fax number which can be inspected by tender committee or their member as and when deemed necessary. No tender will be accepted if no proper address will found.
- 22- The tenderer will assure us for the policy of replacing the items.
- 23- Tender is valid for one year, extendable for further one year.
- 24- Tenderers can quote all items or any items mentioned in the list and write the serial number against each item.
- 25- Conditional tenders are not accepted.

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26- After finalization of tender procuring agency requires signing of a written contract from the date on which the signatures of both the procuring agency and the successful are affixed to the written contract. Such affixing of signatures shall take place with a reasonable time.

Providing that where the coming into force of a contract is contingent upon fulfillment of a certain condition or conditions, the contract shall take effect from the date whereon such fulfillment takes place.

- The NICVD may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The NICVD shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
- The NICVD shall announce the results of bid evaluation in the form of a report giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract.

27- The decision of the NICVD will be final and binding.

27- Documents mentioned in **DATA SHEET** should be submitted along with technical bid.

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Certificate that all terms and conditions mentioned in the tender are acceptable and we will abide by them strictly.

Signature: _____

Contact Person Name: _____

C.N.I.C No: _____

Address : _____

Stamp : _____

Phone No: _____

Fax No: _____

Mobile No: _____

Witnesses:

1 _____

2 _____

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Tender No-10A/2016, Dated: 30-03-2017

TENDER SPECIFICATIONS / TENDER LIST

Printing and Supply of Annual Reports (As per Specimen), Qty = 2000-Nos.

- Size: 8.4" x 11.0"
- Pages 76+04 = 80
- 128gm matte paper 04+04 color printing.
- Cover 04+04 colored printing on 310 gm art card with matte lamination & spot UV on front side

Note:

The Samples of Paper, Cards & printing materials etc should be produced one day before.

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ANNEXURE- "A"(DATA SHEET)

Tender No-10A/2016 Dated: 30-03-2017
Tender for the Year 2016-2017 & 2017-2018
For Printing and Supply of Annual Reports.

S.NO	A- MANDATORY	Tick relevant box
1	Name, Address, Tel, Fax# E-mail Address.	
2	National tax Number(NTN)	
3	Latest Income Tax Certificate or Income Tax exemption certificate.	
4	Copy of Sales Tax Registration.	
5	Latest Sales Tax Certificate or exemption certificate.	
6	Name of Banker with Current Bank statement.	
7	A Copy of Bid money (3% of Bid not more than (Rs. 100000/=), as per clause no 1-b (original with commercial bid).	
8	A copy of valid agency certificate/agreement or registration certificate of Govt. of Sindh (if any).	

Note: All relevant documents must be tagged.

S.NO	B- DOCUMENTS	Total Points 30	YES	NO
1	Bio Data of key personnel with designation, education & experience and details of man power,	02	02	00
2	Literature and catalogue of quoted items in English.	02	02	00
3	Detail of experience of the firm of relevant to the subject	02	02	00
4	List of orders with cost completed by the firm during last 2 years.	02	02	00
5	List of litigation with clients(if any) and nature of litigations	02	02	00
6	Affidavit that the firm has never been black Listed.	02	02	00
7	Detail of Registration with major organizations	02	02	00
8	Original tender purchase receipt.	02	02	00
9	Original terms and conditions duly signed and stamped.	02	02	00
10	Each page should be signed and stamped by competent authority.	02	02	00
11	Undertaking that the firm will supply the stock within 10 days.	02	02	00
12	Certificate that the prices quoted are not high or more than local/imported market.	02	02	00
13	A certificate that the firm will abide all terms and conditions of the tender infringement for consequence as recommended by the competent authority.	02	02	00
14	A certificate that the Quoted price will remain unchanged till the completion of the tender period.	02	02	00
15	Vendors working with hospital will be given preference	02	02	00
TOTAL MARKS		30		

Note: Annexure numbers must be mentioned.

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S.No	C- Technical Evaluation	Total Points 40	Yes	No
1	Sample approval of reports (Bidder can submit his previous report or equivalent item of any client).	10	10-Nos	00
2	Financially capability as per bank statement (Minimum 10-Lac)	10	10-Nos	00
3	Previous working experience with hospital/healthcare organization.	10	10-Nos	00
4	Recommendation of end user with proper justification	10	10-Nos	00
TOTAL MARKS		40		

S.NO	D- FINANCIAL EVALUATION	Total Points 30	Obtain Points
1	1 st Lowest	30	
2	2 nd Lowest	25	
3	3 rd Lowest	20	
4	4 th Lowest	15	
5	5 th Lowest	10	
6	6 th Lowest	05	
TOTAL MARKS		30	

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TENDER PROFORMA (TECHNICAL)

TENDER NO-10A/2016
TENDER FOR THE YEAR 2016-2017 & 2017-2018
Opening Date: 30-03-2017

TENDER FOR PRINTING AND SUPPLY OF ANNUAL REPORTS.

Note: Columns to be filled

S #	Description with specification and Complete Detail of Work	Brand	Make	Country of Origin	Warranty	Qty	Delivery Period

Signature

Official Seal

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National Institute of Cardiovascular Diseases

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Website: www.nicvd.org

TENDER PROFORMA (COMMERCIAL)

TENDER NO-10A/2016

TENDER FOR THE YEAR 2016-2017 & 2017-2018

Opening Date: 30-03-2017

TENDER FOR PRINTING AND SUPPLY OF ANNUAL REPORTS.

Note: Columns to be filled

S #	Description with specification and Complete Detail of Work	Brand	Make	Country of Origin	Warranty	Qty	Unit Rates	Delivery Period

Signature

Official Seal

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