



**OFFICE OF THE PRINCIPAL
CHANDKA MEDICAL COLLEGE
SHAHEED MOHTARMA BENAZIR BHUTTO
MEDICAL UNIVERSITY (SMBBMU) LARKANA, SINDH, PAKISTAN**



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NO. CMC/ACCTS/ 1189/ 94

DATED: 29/05/2017

NOTICE OF INVITATION TENDER

Sealed tenders are invited from the manufactures or sole distributors only registered with **Sales Tax and Income Tax Departments** having at least 05 years Experience in related field for the supply of following items for the Financial Year 2017-2018 in respect of Chandka Medical College Larkana.

Details are as under

Tender No.	Name of Item	Tender Fee Non-Refundable	Last Date of Issuance of Tender Form	Last Date of Submission at College	Date of Opening of Tender	Estimated Cost
01	Others (Electric Materials / Petty Articles/ Stationary Items)	Rs.2,000/=	From date of Publication to 16/06/2017	16/06/2017 12:00 Noon	16/06/2017 01:00 PM	7.500 Million

Tenders duly supported by profile of the firm along with specimens of previous work details of Others (Electric Materials / Petty Articles / Stationary Items), bio-data of the Personals involved in said field including 2.50% earnest money of the total Bid in shape of bank draft/ Pay Order (Refundable to unsuccessful Bidders) should be dropped in the tender box placed in the office of Principal CMC Larkana, **before 12:00 PM Noon on 16/06/2017**, which will be Opened on scheduled Date, in the presence of representative or their authorized person, who may wish to be present.

The Tender form with terms & conditions can be obtained on cash payment/ payment order only from Accounts Branch, Administration Block, Chandka Medical College, Larkana.

The Bidding Shall be on **Single Stage – Two Envelopes** procedure. **First Envelope** should contain Technical Proposal only and be clearly marked **TECHNICAL PROPOSAL**.

Second Envelope Should Contain **Financial Proposal** and be clearly marked as **FINANCIAL PROPOSAL**.

Both the Envelopes should be sealed separately and be placed in the **Third Envelope**. Name of the Bidder/Firm be clearly marked on all the Envelopes.

The Validity of Offer/ Quoted Rates Shall be for the period of Year 2017-18.

Incase of **Unscheduled Holiday**, Tenders will be opened on the next working day. The others terms and conditions of the Tenders shall, however remain unchanged.

The Procuring Agency may reject any or all Bids Subject to relevant Provisions of SPPRA Rules.

**PRINCIPAL
CHANDKA MEDICAL COLLEGE,
LARKANA**

CHANDKA MEDICAL COLLEGE @ SMBB MEDICAL UNIVERSITY, LARKANA**FINANCIAL BID FORM FOR****ELECTRIC MATERIAL, PETTY ARTICLES & STATIONARY ITEMS
FOR THE FINANCIAL YEAR (2017-18)**

SCHEDULE OF REQUIREMENT & PRICE

PRICE RS.2, 000/= (NOT REFUNDABLE / TRANSFERABLE)

TENDER ENQUIRY DUE ON ----- 16 / 06 /2017

TIME OF RECEIPT OF TENDER ----- 12:00 Noon

TIME OF OPENING OF TENDER ----- 01:00 PM

Offers shall remain open for 90 days from the date of opening. The tenderers shall quote their prices, inclusive of all duties / Sales Taxes / I. Tax / Octroi Transportation / Installation / Demonstration etc, and all other expenses on free delivery to consignee's SMBB Medical University Larkana at Chandka Medical College Larkana Price should be quoted in figures & words both, in **single stage double envelope (Financial & Technical Proposal)**.

ELECTRIC MATERIALS:			
S.#	Name of Items	Quantity	Rate per Item
1	Energy Saver (24 Watts) (E-27)	150 Nos. PM X 12 =1800 Nos.	
2	Energy Saver (24 Watts) (B-22)	120 Nos. PM X 12 =1440 Nos.	
PETTY ARTICLES:			
1	Finis Oil (800ml)	300 Nos. PM X 12 = 3600 Nos.	
2	Phenyl (225ml)	336 Nos. PM X 12 == 4032 Nos.	
3	Sweep Acid (600ml)	300 Nos. PM X 12 3600 Nos.	
4	VIM Powder (500gm)	250 Nos. PM X 12 = 3000 Nos.	
5	Lifebuoy Soap - (LARGE)	120 Nos. PM X 12 = 1440 Nos.	
6	LUX Soap - (LARGE)	48 Nos. PM X 12 = 576 Nos.	
7	Duster Cloth	160 mt. PM X 12 =1920 Meters	
8	CHINDI	100 mt. PM X 12 =1200 Meters	
9	Stick Pochi	60 Nos. PM X 12 = 720 Nos.	
10	Wiper - (LARGE)	48 Nos. PM X 12 = 576 Nos.	
11	W.C Brush	48 Nos. PM X 12 = 576 Nos.	
12	Ceiling Brush	36 Nos. PM X 12 = 432 Nos.	
13	Dustbin - (MEDIUM)	36 Nos. PM X 12 = 432 Nos.	
14	Dustbin - (LARGE)	24 Nos. PM X 12 = 288 Nos.	

15	Bucket - (PLASTIC)	12 Nos. PM X 12 = 144 Nos.	
16	Towel - (LARGE)	12 Nos. PM X 12 = 144 Nos.	
17	Spray Pump	24 Nos. PM X 12 = 288 Nos.	
18	P.P Filter - (SINGLE)	24 Nos. PM X 12 = 288 Nos.	
19	Tri-Circle Lock (Steel 2½") - (STEEL)	24 Nos. PM X 12 = 288 Nos.	
20	Tri-Circle Lock (Steel 2") - (STEEL)	36 Nos. PM X 12 = 432 Nos.	
21	NEHWAR	50 Veeta. PM X 12 = 600 Veeta.	
22	Broom (Narial)	200 Nos. PM X 12 = 2400 Nos.	
23	Broom (Large)	250 Nos. PM X 12 = 3000 Nos.	
STATIONARY ITEMS:			
1	Plain Register - NO. 06	24 Nos. PM X 12 = 288 Nos.	
2	Inward Register	10 Nos. PM X 12 = 120 Nos.	
3	Outward Register	10 Nos. PM X 12 = 120 Nos.	
4	Stock Register - LARGE	12 Nos. PM X 12 = 144 Nos.	
5	Muster-Roll	36 Nos. PM X 12 = 432 Nos.	
6	Hand Book	24 Nos. PM X 12 = 288 Nos.	
7	Board Marker (04 Colors)	12 Pkts. PM X 12 = 144 Packets.	
8	Permanent Marker	12 Nos. PM X 12 = 144 Nos.	
9	Stapler Machine - LARGE	36 Nos. PM X 12 = 432 Nos.	
10	Stapler Pin (24/6)	84 Nos. PM X 12 = 1008 Nos.	
11	Punching Machine	36 Nos. PM X 12 = 432 Nos.	
12	File Cover - KATCHA	50 Doz. PM X 12 = 600 Dozens.	
13	File Cover - PACCA	60 Doz. PM X 12 = 720 Dozens.	
14	File Tag - LARGE	10 Groos. PM X 12 = 120 Groos.	
15	Ball Pen - BLUE	100 Pkt. PM X 12 = 1200 Packets	
16	Pointer Pen (Blue)	06 Nos. PM X 12 = 72 Nos.	
17	Pointer Pen (Red)	06 Nos. PM X 12 = 72 Nos.	
18	Pencil	36 Nos. PM X 12 = 432 Nos.	
19	Sharpener	36 Nos. PM X 12 = 432 Nos.	
20	Eraser	36 Nos. PM X 12 = 432 Nos.	
21	A4 Paper	200 Reams. PM X 12 = 2400 Reams.	
22	Legal Paper	150 Reams. PM X 12 = 1800 Reams.	

23	Litho Paper	50 Reams. PM X 12 = 600 Reams.	
24	White Paper	04 Reams. PM X 12 =48 Reams.	
25	Gum Bottle - 1000 Grams	06 Nos. PM X 12 = 72 Nos.	
26	Glue Stick	12 Nos. PM X 12 =144 Nos.	
27	Pin Cushion	10 Nos. PM X 12 =120 Nos.	
28	Indent Book	08 Nos. PM X 12 = 96 Nos.	
29	Stamp Paid (Blue)	36 Nos. PM X 12 =432 Nos.	
30	U-Clip - Large	36 Nos. PM X 12 =432 Nos.	
31	Pin Opener	12 Nos. PM X 12 =144 Nos.	
32	Paper Pin	36 Pkt. PM X 12 =432 Nos.	
33	File Tray - PLASTIC	12 Nos. PM X 12 = 144 Nos.	

GENERAL CONDITIONS & INSTRUCTIONS

- 1.1 The tenders shall be submitted with all documents in sealed envelopes with sealing wax. The envelope must contain tender enquiry No. on the top. The name of manufacturer and the supplier should be affixed on the face of envelope at the left side.
- 1.2 Tenders must be filled in with Blue or Black ink in the columns provided/on separate letter Head duly signed.
- 1.3 The tenders must be free from erasing, cutting and over writing. In case of erasing, cutting and over writing, authorized person should initial it.
- 1.4 The rates of each item should be written in figures as well as in words. In case of discrepancy the price in words will be taken as authenticate and final.
- 1.5 Conditional Tenders will be ignored and will not be considered / entertained / accepted.
- 1.6 Tenders from both Registered and un-registered firms shall be accompanied by **Earnest Money @ 2.5%** of the value of stores quoted by them in form of Call Deposit / Pay Order. Registered firm must enclose, Photostat Copy of valid Registration / Renewal Certificate along with their offer.
- 1.7 Original purchase receipt must be enclosed with their offer.
- 1.8 The tendered rate should be inclusive of all taxes, **Income & Sales Tax** etc payable to Federal & Provincial Govt. or Local bodies and no claims on this account shall be entertained.
- 1.9 The bidder shall furnish **General Sales Tax (GST) Registration Certificate** of the firm failing which the offer will be ignored. In case the item is exempted from G.S.T., either documentary evident or certificate from competent authority shall be attached with the offer.
- 1.10 The bidder shall furnish copy of **valid Professional Tax (Excise & Taxation) Certificate**.
- 1.11 The tender document can be downloaded from university **website (www.smbbmu.edu.pk) & SPPRA website (www.pprasindh.gov.pk)** and **tender fee of Rs: 1000/=** can be deposit in the name of **Principal Chandka Medical College Larkana** as pay order / draft at the time of submission of tender documents.

2. SPECIAL CONDITIONS

- 2.1 Store is required immediately. The tenders may, however, give their short guaranteed delivery period by which the supply will be completed positively. No Extension will be granted / accorded for the supply of initial quantity.
- 2.2 Tenderers are required to specify make, country of origin and furnish detailed technical, Description literature/catalogue along with their offer.
- 2.3 The Bidders shall quote their firm and final price both in figures & words on "Free Delivery basis to Consignee end.

- 2.4 The choice to select / ignore any their alternate offer shall rest with the purchaser.
- 2.5 No manufacturer shall authorize their distributor / agent / any firm or person to quote the same item which manufacturer is quoting itself in ay tender. Failing the offers of both the manufacturer, as well as other bidder shall be ignored.
- 2.6 Tenderers shall purchase separate tender documents and **furnish purchases receipts for each alternate offer** in case they want to submit alternate offer for any item. All the bids with alternate offers without separate purchases receipt (original) are suppose to be rejected.
- 2.7 The bidder shall confirm the refund of cost difference if the same goods is/was supplied at lower rates to any other Govt. / Semi Government institution or Armed Forces in the Province or outside in the same fiscal year.

3. **PURCHASER'S RIGHT TO VARY QUANTITIES AT TIME OF AWARD**

The Purchaser reserves the right to increase/decrease or delete the quantities of goods etc at the time of award of contract and also reserves the right to enhance the quantity by 25% of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions of goods at any time during the contract period.

4. **PURCHASER'S RESERVES THE RIGHT TO ACCEPT OR REJECT ANY BID AND REJECT ANY OR ALL BIDS**

The Purchaser reserves the right to accept or reject any bid, and to annual the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders, on the grounds for the Purchaser's action.

5. **NOTIFICATION OF AWARD/ADVANCE CONTRACT**

- 5.1 Prior to the expiration of the period of bid validity, the Purchaser will notify the successful bidder in writing, delivery by hand or by registered letter, by cable to be confirmed in writing by registered letter that the bid has been accepted.
- 5.2 The notification of award will constitute the formation of the contract.
- 5.3 Upon the successful bidder furnishing of the performance security pursuant to Sr. No.1.1 of the instructions and Sr. NO.3 of the Advance contract the purchase will promptly notify each unsuccessful bidder and will discharge its bid security on receipt of bidder's request.

6. **AWARD OF CONTRACT & CONTRACT AGREEMENT**

Subject to the fulfillment of all codal formalities, the Purchaser will award the contract to the successful Bidder who's bid has been determined to be qualified to perform the contract satisfactory.

7. **PERFORMANCE SECURITY**

The successful tenderers will have **to deposit with the Purchaser Security Deposits** as under in shape of Call Deposit/Pay Order:- **Registered firms 2.5% of the value of Contract, Unregistered firms 12.5% of the value of Contract.**

8. **CRITERIA FOR EVALUATION OF BIDS**

- Quoted prices.
- Specification compliance.
- Quality of the Item.
- After sale service facility.
- Operational cost.
- Delivery schedule.

- Authority letter from manufacturer.
- Earnest money.

9. **FREE FOR AWARD OF CONTRACT**

Service charges @ **0.25% of the value of the Contract will be realized** / charged by the A.G. Sindh, while making payment to the contractors for award of each contract.

10. **UNDERTAKING**

- 10.1 That I/we agree whether our tender accepted for total, partial or enhanced quantity for all or any single item. I I We agree to supply and accept the said item at the rates for the supply of contracted quantity with in the stipulated period shown in the contract.
- 10.2 I/We understand and confirm the refund of cost difference if the same goods is/was supplied at lower rates to any other Govt./Semi Govt. institution in the province in the same fiscal year.
- 10.3 I/We undertake that, if any of the information submitted in accordance to this tender enquiry is found incorrect, our contract may be cancelled at any stage at our cost and risk.

CERTIFICATE

We guarantee to supply the stores exactly in accordance with the requirement specified in the invitation to this tender.

Signature of Tenderer _____

Name & Designation _____
With Rubber Stamp

Tender Receipt No. _____ Dated _____

Issued to M/S _____

Signature of Issuing Authority _____