

Tender No.05

OFFICE OF THE DIRECTOR
JACOBABAD INSTITUTE OF MEDICAL SCIENCES (JIMS)
JACOBABAD, SINDH.



BIDDING DOCUMENT
FOR
PROVISION OF LOCAL PURCHASE MEDICINES,
SURGICAL DISPOSABLES ETC.
DAILY / EMERGENCY BASIS) BY LOCAL
CHEMIST/DRUGGIST OR SOLE DISTRIBUTORS.
FOR THE YEAR 2017-18



**OFFICE OF THE DIRECTOR
JACOBABAD INSTITUTE OF MEDICAL SCIENCES (JIMS)
JACOBABAD (SINDH)**

Tender Inquiry No: 05

Due on 10th July, 2017

INVITATION FOR BIDS.

The Director Jacobabad Institute of Medical Sciences (JIMS), Jacobabad invites the bids for the purchase of:

Provision of Local Purchase Medicines, Surgical Disposables etc. Daily / Emergency Basis) by Local Chemist/Druggist or Sole Distributors.

For Jacobabad Institute of Medical Sciences (JIMS), Jacobabad for the year 2017-18. Bidding is open for all eligible bidders. Bidders can obtain bidding / tender documents prescribed from:

The office of the Director, Jacobabad Institute of Medical Sciences (JIMS), Jacobabad.

Complete set of tender / bidding Documents may be obtained/ Purchased by the interested bidder on written request to the above office and upon payment of non refundable fee of Rs.2,000 in shape of Pay Order in the name of Director Jacobabad Institute of Medical Sciences (JIMS), Jacobabad.

Tenders/ Bids are to be dropped in the tender box placed / affixed in the office of the Director Jacobabad Institute of Medical Sciences (JIMS), Jacobabad on or before Monday 10th July, 2017 till 11.30 AM and will be opened publically same day at 12:30 AM.

Director JIMS, Jacobabad

BIDDING DATA

Procuring Agency	:	Jacobabad Institute of Medical Sciences (JIMS)
Name of Work	:	Provision of Local Purchase of Medicines, Surgical Disposables, etc. Daily / Emergency Basis) by Local Chemist/Druggist or Sole Distributors.
Amount of Bid Security	:	50,000 (Refunded after completion of contract)
Date of Submission	:	As per Tender Enquiry
Bidding Procedure	:	Single Stage One Envelope Procedure
Advance Payment	:	No Advance Payment
Period of Completion	:	90 days
Liquidity Damages	:	0.05% of the bid price per day after the period of Completion upto 10% maximum

CHECK LIST.

The provision of this check list is essential prerequisite along with submission of bids. Bidders are required to comply with all the clauses mentioned below & terms & Conditions of the tender. In case of any deviation / incomplete documents, bidder / bidders will be disqualified and render their offer invalid for further / technical evaluation.

KNOCK OUT CLAUSES:

S/No.	DETAILS	Yes /No	Page No. / Annex:
1.	CNIC Copy of Executive/Authorized representative		
2.	2 Passport size Photograph		
3.	Original tender purchase receipt.		
4.	Copy of Earnest money without amount with Technical Bid.		
5.	Quotation (tender inquiry / proforma)		
6.	Original terms and conditions duly signed and stamped. Each page should be signed by the authorized person/competent authority.		
7.	Company profile.		
8.	Client List / Relevant Experience / Previous year performance		
9.	Turnover of last year (3.00 Million) each year Bank Statement for the last One year should be attached		
10.	Copy of valid agency License / Authorization /Distribution certificate		
11.	A certificate from Market Committee that have a shop/office in Local Area of Jacobabad.		
12.	Valid income tax (NTN) certificate or income tax exemption certificate (Filer).		
13.	Valid sales tax certificate / Professional Tax certificate		
14.	A certificate that the firm will abide by all terms and conditions of the tender.		

Signature & Seal (Bidder): _____

INSTRUCTIONS TO BIDDERS

1. The contract resulting from this invitation to tender shall be governed by the SPP Rule
2. 2010 (Amended 2013).
3. Sealed Tenders are invited from the General Sales Tax registered firms bearing valid Drugs Sale License for retail sale for the Supply of all types of Drugs/Medicines, Surgical Disposables items round the clock during the year 2017-18.
4. Any offer received not as per terms and conditions of the tender enquiry/bidding document of this institute is liable to be ignored
5. No offer shall be considered :-
 - a. If received after the last date and time
 - b. The tender is ambiguous
 - c. The tender is unsigned
 - d. Offer received without requisite earnest money
 - e. Offer received from the firm black listed or suspended by the Health Department, Government of Sindh.
 - f. Without the original tender receipt.
6. In case the contractor fails to execute the contract strictly in accordance with the terms and Conditions laid down in the contract the security deposited shall be forfeited.
7. Duly attested photocopies of CNIC of Executive/Authorized representative must be attached with the tender along with copies of National Tax Number (NTN), General Sales Tax Registration Certificate and valid retail Drugs sale License, two photograph, Shop complete address and last six month Bank statement.
8. The sealed bids (Separate technical and financial bids further sealed in one envelop) will be dropped in the tender box placed in the Conference room of this institute on the scheduled date and time.
9. The Procuring Agency shall have right of rejecting all or any of the Tenders as per provisions of SPP Rules 2010.

TERMS & CONDITIONS

1. The vender must have valid retail Drugs Sale License, Financially Sound, well reputed and have Medical Store or distribution of medicine/drugs with comprehensive storage facilities. The Medical Store or distribution of medicine/ must be situated in Jacobabad City. The facility of supplied must be available round the clock.
2. In case, the contracting firm offers less discount in comparison to discount offered to other institution/Hospitals situated in the Jacobabad the difference will be automatically deducted and adjusted in the bill, however, if any excess amount is paid, the same will also be deducted from the pending bills or security of the said firm.
3. The offered discount shall be from the maximum retail prices fixed by the concerned regulatory authority, or the manufacturers (where concerned regulatory has permitted to do so) or sole importers for medicines and from market price for disposables.
4. The Tenderer shall be bound to accept all terms and conditions of the Government / SPPRA and further condition introduced by the Government during the period of contract in addition to the terms, conditions, Rules & regulations of SPPRA.
5. Any erasing /cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
6. The bidders are required to give their best and most competitive discount for the items.
7. The Contractors will supply the medicine as per Drugs Act, and rules framed there under.
8. The Contractor will provide an authentic price list of medicines if and when required for verification of bills.

9. The vender / Contractor will provide warranty certificate regarding quality of all Drugs medicines, Surgical Disposable items, etc. sold to this institute. Moreover, the contractor will be bound to provide the invoice of his source of purchase if and when required along with the warranty that these do not contravene any provision of Section 23 of Drugs Act, 1976 and Rules framed there under.
10. The Contractor will be bound to supply the required brand of all Drugs/Medicines recommended by this Institute. In case the contractor provided brands of his own choice of higher rates than that of the demanded brand, the extra amount will be adjusted to the value recommended brands accordingly.
11. All the bidders are required to provide complete documents in compact file for their assessment of qualification as prescribed under the rules. Only the firms which will be declared qualified by this Institute Committee will be entertained in the further contract proceeding.
12. The contractor will submit the bills on monthly basis for payment.
13. Deduction of Income Tax will be made as per prescribed rules.
14. In Case the contractor fails to supply the ordered items on the same day, purchase will be made at firm's risk and cost from the open market.
15. The Director JIMS, reserves the right to accept or reject any / all tender(s) without assigning any reason.
16. The contractor is responsible to bear the cost of transportation for supplying of Drugs/Medicines.
17. The contractor will also submit last six month bank statement.
18. A supplier agrees to provide an estimated quantity of items over a mutually agreed period of time and price.

Sign & Seal of Tenderer_____

On Stamp paper Rs.100

CERTIFICATE

I /We hereby confirm to have read all the terms & conditions as laid down in the enclosed bidding document including special instructions and we further abide by all these instruction/conditions of this tender. We also hereby categorically confirm that the stores offered by us are exactly of the particulars and specification as laid down in your orders in all respect.

Sign of Tenderer _____

Name of Tenderer _____

Designation of Tenderer _____

Postal Address _____

Telephone No. (Landline) _____ **Mobile** _____

CNIC No. _____ **NTN** _____

Sales Tax No. _____

E-mail Address _____

BID PERFORMA FOR LOCAL PURCHASE (DAY TO DAY BASIS)

Sr. No.	Type of Drugs/Medicines	Offered Discount
01	Local Mfg. Medicines/supplies	
02	Multinational / Imported Medicines	
03	Surgical & Disposable Items	
04	Implants	
05	Laboratory reagents	

Sign & Seal of Tenderer _____