



**PHONE: NO: 071-9310130**

**OFFICE OF THE MEDICAL SUPERINTENDENT SINDH  
GOVERNMENT ANWAR PIRACHA TEACHING/GENERAL HOSPITAL  
SUKKUR**


NO: SGAPTHS/ (Gen) / 4839 / DATED THE 08-09- 2017.

**TENDER NOTICE**

The sealed bids are invited from various Suppliers Eligible contractors for the purchase of Medicine (15%) Dietary Items, Other Misc, Consumable items, Oxygen Gas Cylinder, Machinery & Equipments for Sindh Government Anwar Piracha Teaching Hospital Sukkur. The bids can be submitted by the authorized agent for and on behalf of primary bids must be accompanied by authorization letter. Interested bidders may obtain further information from the office of the undersigned on any working day during working hours. Complete set of Tender Enquiry Form may be purchased from the office of the Undersigned from 07-09-2017 to 11-10-2017 up to 11-00 am, by any interested eligible bidder on submission of written request addresses to the Undersigned and can also be purchased from Sindh Secretariat 4-A Barrack # 24 (PM&I Cell) Health Department Government of Sindh Karachi by Non refundable fees (500-00) mentioned in the tender enquiry. All bids must be accompanied by Bid Security 2.50% in Shape of Demand Draft/Pay Order/CDR in favour of Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur as per term & Conditions in the tender enquiry form. The bids must be delivered to the above office on the date mentioned against each at 11-00am. The bids will be opened publicly in the presence of the bidders or their authorized or representatives who choose to attend on the same day at 12-Noon The procuring agency may reject any bid subject to relevant Provision of SPP rules 2010 and may cancel the bidding process at any time prior to acceptance of bid or proposal as per Rule -25(1) of said rules.

**N.B**

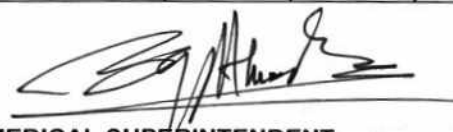
1. The bids must be in Pak: Rupee
2. In case Government announces any public holiday the tender will be open in next working day.
3. All quotation shall include all Government taxes and GST if applicable
4. Relevant clauses of SPPRA rule will apply.
5. Date of receiving Tenders 11-00Am 11-10-2017
6. Date of Opening Tender 12-Noon 11-10-2017

  
**Medical Superintendent  
Sindh Government Anwar Piracha  
Teaching /General Hospital Sukkur**

PHPNE NO 071-9310130

OFFICE OF THE MEDICAL SUPERINTENDENT SINDH GOVERNMENT ANWAR PIRACHA TEACHING GENERAL HOSPITAL SUKKUR  
HEALTH DEPARTMENT GOVERNMENT OF SINDH ANNUAL PROCUREMENT PLAN

Sr #	Description of Procurement	Quantity Where Applicable	Estimated Unit Cost (Where Applicable Million)	Funds Allocated millions	Source of Funds ADPs Non ADPs Non	Proposed Procurement Method	Timing of Procurements				Remarks
							1st QTR	2nd QTR	3rd QTR	4th Qtr	
1	Purchase of Drugs/Medicines (15%) Local Purchase	Mentioned in Tender form	N/A	1.032 (M)	NON ADP	SPPRA Rules 2010 Clauses 46(2) S	=	=	=	=	----
2	Diet for Patients	Mentioned in Tender form	N/A	1.782 (M)	NON ADP	SPPRA Rules 2010 Clauses 46(2) S	=	=	=	=	----
3	Consumables Itmes	Mentioned in Tender form	N/A	0.343 (M)	NON ADP	SPPRA Rules 2010 Clauses 46(2) S	=	=	=	=	----
4	Other Misc Petty Articles	Mentioned in Tender form	N/A	0.203 (M)	NON ADP	SPPRA Rules 2010 Clauses 46(2) S	=	=	=	=	----
5	Medical Oxygeon Gas	Mentioned in Tender form	N/A	0.311 (M)	NON ADP	SPPRA Rules 2010 Clauses 46(2) S	=	=	=	=	----
6	Purchase of Machinery & Equipments etc	Mentioned in Tender form	N/A	1.00(M)	NON ADP	SPPRA Rules 2010 Clauses 46(2) S	=	=	=	=	----

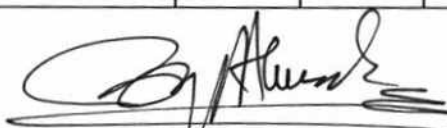


MEDICAL SUPERINTENDENT  
SINDH GOVERNMENT ANWAR PIRACHA  
TEACHING /GENERAL HOSPITAL SUKKUR

PHPNE NO 071-9310130

OFFICE OF THE MEDICAL SUPERINTENDENT SINDH GOVERNMENT ANWAR PIRACHA TEACHING GENERAL HOSPITAL SUKKUR  
HEALTH DEPARTMENT GOVERNMENT OF SINDH ANNUAL PROCUREMENT PLAN

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6	Purchase of Machinery & Equipments etc	Mentioned in Tender form	N/A	1.00(M)	NON ADP	SPPRA Rules 2010 Clauses 46(2) S	=	=	=	=	----



MEDICAL SUPERINTENDENT  
SINDH GOVERNMENT ANWAR PIRACHA  
TEACHING /GENERAL HOSPITAL SUKKUR

**DUE ON 11-10-2017 (WEDNESDAY) UP TO 11-00AM**

**MEDICAL SUPERINTENDENT SINDH GOVERNMENT ANWAR PIRACHA TEACHING HOSPITAL SUKKUR**

**Tender Form # 01**  
**Fee Rs: 500-00**

**Drugs/Medicines etc (15%)**  
**2017-2018**

**Opposite Sukkur Municipal Stadium Sukkur**

**OFFICE OF THE MEDICAL SUPERINTENDENT**  
**SINDH GOVERNMENT ANWAR PIRACHA TEACHING HOSPITAL SUKKUR (NEAR SUKKUR MUNICIPAL STADIUM SUKKUR)**

**TENDER ENQUIRY FORM No 01**

**YEAR**

**2017-2017**

**DUE ON 11-10-2017 (WEDNESDAY)**

**Time of Receipt Tender**

**11-00am**

**Time of opening of tender 12-Noon**

Offer shall remain open for 180 days from the date of opening. The tender shall quote their prices inclusive of all duties/taxes/Octri/Transportation etc and all other expenses on free delivery to consignee's end at this office @ Sukkur. Prices should be quoted in figures & words both. Failing which the offer will be ignored.

Sr #	A/U	Generic name of Medicine/Item	Brand Name	MFG Company	Drug Registration #	QTY Required	Offered Rate per unit (In Figure)	Offered Rate per Unit (In words)
1	2	3	4	5	6	7	8	9
1	Tab	Atenolol 50mg				1000		
2	Tab	NO-Spa				1000		
3	Tab	ALP 05.mg				1000		
4	Tab	Dianil				400		
5	Tab	Thyroxine				1000		
6	Tab	Flagyl 400mg				2000		
7	Tab	Neo-mercazole				2000		
8	Tab	Ulcocid				3000		
9	Tab	Gelusil				3000		
10	Tab	Ciprofloxacin 250mg				200		
11	Cap	Risek 20mg				200		
12	Tab	Spiromide				300		
13	Tab	Ascard 75mg				500		
14	Tab	Lasix 20mg				100		
15	Tab	Sustac 0.26				300		
16	Tab	Telsarta 20mg				100		
17	Tab	Descol 20mg				300		
18	Tab	Xplandid 20mg				200		



19	Tab	LoserPlus 50mg				200		
20	Tab	Low plet 75mg				300		
21	Tab	Merol 25mg				200		
22	Tab	Eziday 50mg				200		
23	Tab	Gevolox Plus				300		
24	Tab	Epival				500		
25	Tab	Redopril 10mg				200		
26	Tab	Laxobron				200		
27	Tab	Chloroquin				2000		
28	Tab	Angisid				100		
29	Tab	Dulcolex				2000		
30	Syp	Lysovit				100		
31	Syp	Clamentin				300		
32	Syp	Ulocid				1000		
33	Syp	Citralka				100		
34	Syp	Gravinate				100		
35	Syp	Amoxil 205mg				200		
36	Inj	Tricrim Bislyte				100		
37	Inj	Neo-Pyrolate				100		
38	Inj	Sucsamethasone				100		
39	Inj	Nelbin				100		
40	Inj	Novopen Penfil 30HM				100		
41		Betnisol				30		
42	-	Disposable Syringe 10cc				100		
43	-	Pyodine Solution				20 bottle		
44	-	Obrex Eye Drops				100		
45	-	Obradex Eye Ointment				100		
46	-	Medicorpin 2% Eye Drops				100		
47	-	Methachlor Eye Drops				100		
48	-	Natasan Eye Drops				100		
49	-	Venac Eye Drops				100		
50	-	Eyemox Eye drops				100		

51	-	Drip Set				1000		
52		Eyemax-D Eye Drops				100		
53		Canulla Stoper				1000		
54		Crip Bandage				30		
55		Mersilk 2/0				10 Dzn		
56		Polyfax Skin Ointment				100		
57		Opsite for OT				200		

# **1. GENERAL CONDITION & INSPECTION**

- I. The tender 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 the manufacturer and the supplier should be affixed on the face of the envelope at the left side.
- II. Tender must be filled in blue or black ink in the column provided. Rates on separate letter head will not be accepted.
- III. The tender must be free from erasing and over writing. In case of erasing cutting and over writing, authorized person should initial it.
- IV. The rates of each item should be written in figures as well as in words. Arthmetical errors will be rectifies on there basis, if there is discrepancy between the unit price and the total price that is obtained by multiplying the unit price and the quantity, the unit price shall prevail and the total price shall be corrected, in case of discrepancy the price in words will be authenticated and final.
- V. Un Conditional tenders will be ignored and will not be considered/entertained/accepted.
- VI. Tender form shall be accompanied by Bid Security @ 2.50% of the value of stores quoted by them in form of Demand Draft/Pay Order/C'DR in favour of consignee.
- VII. Original purchase receipt must be enclosed with their offer and for alternate offer separate tender form or purchase receipt shall be submitted. Other wise the original offer will be considered and alternate offer will be ignored.
- VIII. The latest price list dully stamped & signed and the samples of the quoted items must accompany the bids, other wise offers will be ignored.
- IX. The bidder shall furnish General Sales Tax (GST) Registration Certificate to the firm failing which the offer will be ignored. In case the items is exempted from GST either documentary evidence or certificate from competent authority shall be attached with the offer.
- X. The bidder shall furnish copy of professional Tax (Excise & Taxation) certificate/Income Tax & whole Sale Drug license.
- XI. One "TENDER PROFORMA" is supplied with the list items to be purchased.
- XII. The items have to be quoted on the proforma dully filled stamped & Signed by the authorized bidder. No other proforma for tender will be accepted, any alternation/correction must be initialed and each page is to be signed and stamped at the bottom.

- XIII. Schedule is prepared with the generic name, how ever the bidder may also mention the brand name with packing & strength against the generic one.
- XIV. The dosage, strength and pack size offered for bidding in the tender shall be those which are registration approved by the Ministry of Health. The dosage strength and pack size quoted by the bidder shall confirm to the once mentioned in the tender form.
- XV. Registration number, make or origin of the Country of the drugs must be mentioned of each items for which rates offered, other wise it will not be considered .The supplier will also provided WARRENTY at the time of supply of medicines.
- XVI. The quoted rates once offered by the firm will not be changed during the contract period during the current financial year.
- XVII. Rates of infusion set along with name of manufacturer may also be quoted along with infusion if infusion with set is quoted.

## 2. SPECIAL CONDITION

- 1. Store requiring immediately, the tenderer may how ever give their short guaranteed delivery period of which the supply will be completed positively
- 2. No extension will be granted/accorded for the supply of initial quantity.
- 3. The bidder shall quote their final price list both in figures and in words on free delivery basis to consignee end.
- 4. 100% of the contract quantity will be required as mentioned in contract.
- 5. The tender is to be submitted by manufacturer or the authorized sole distributor and the importer for the supply of drugs/medicines. The authorized distributor must be submit authorization letter along with the Contract Agreement between manufacturer and authorized distributors on stamp paper @ Rs: 100-00 only.
- 6. Distributor once nominated by the manufacturer will be for the whole contract period. In exceptional cases the procuring agency may approve changes.
- 7. No manufacturer shall authorize their distributor/agents/any firm or person to quote the same items, which the manufacturer is quoting it self in any tender failing those offers of both the manufacturer as well as of the bidder shall be ignored.
- 8. The supplier should furnish the certificate from the manufacturer on whose behalf they are participating to the effect that in case of the drug supplied declared sub-standard the participating firm as well manufacturer will be equally responsible for legal consequences under purchase rules envisaging debarring of risk and cost and black listing other wise the offer will not be entertained.
- 9. The successful bidder shall pay the testing fees directly to the provincial Drug testing laboratory (PDL) as well as Central Testing laboratories (CDL) for each batch, and should supply additional quantity of drug for drug testing purpose free of cost.
- 10. The bidder shall confirm the refund of cost difference if the same medicines, drug is/was supplied at lower rate to any Government/Semi Government/Institution or Armed forces in the provinces or out side from local manufacturer in the same financial year. If medicines are



manufacturer in Sindh and quoted rate to other province is found lower, then payment will be made on lower quoted rates to any other provinces.

### **3. PURCHASER'S RIGHT TO VARY QUANTITIES.**

The procuring agency may reject all or any bids subject to the relevant provision of SPPRA Rules and also reserve the right to enhance/reduce the quantity and or delete any item service originally specified in the schedule of requirement without any change in unit price or other terms and conditions of goods at any time during contract agreement according to prevailing current SPPRA rule.

### **4. PURCHASER'S RIGHT.**

The procuring agency may reject all bids or proposal at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal. But is not required to justify those grounds.

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

- a) Prior to the expiry of the period of bid validity, the purchaser will notify the successful bidder in writing about the acceptance of the offer delivery by hand or registered post.
- b) The notification of award constitutes.

### **6. AWARD CONTRACT & CONTRACT AGREEMENT**

Subject to the fulfillment of all codal formalities, the purchaser's will award the contract to the successful bidder and supplier will sign the contract agreement on the stamp paper with stamp duties as per prevailing rules @ Rs: 0.20% of the value of the contract. The expenditure involved on the said contract agreement will be done by the supplier.

### **7. PERFORMANCE SECURITY**

The successful tenderer will have to deposit with the purchaser security deposit/performance security in shape of Demand Draft/Pay Order/CDR @ 10% of the value of the contract. Same will be released after successful completion of stores, NOC from Consignee and clearance certificate from the Excise & Taxation Department etc.

#### **8. SHELF LIFE REQUIRED**

Manufacturing and expiry date should be printed on the each pack. No drugs/medicines/surgical/ Consumable and disposable items will be accepted having expiry less than 70% of shelf life in case of local manufacturing and imported items. The firm will replace the drugs three months before its expiry on the request of the institution /hospital/purchaser.

#### **9 CRITERIA FOR EVALUATION OF BIDS**

- 1) CNIC (photocopy should attested
- 2) Tender receipt original
- 3) Financial Turnover of last one of 3.00 (M) with bank statement
- 4) Relevant Experience from any Govt: institute at least two years
- 5) NTN Certificate
- 6) GST Certificate
- 7) Professional Tax Certificate
- 8) Company Profile with complete address
- 9) Affidavit that the firm is not black listed any where in Pakistan /Sindh
- 10) Sample of quoted items

a) Agreement in between Manufacturer/importer and authorized bidder in the light of sub Para (Vii) of special condition.

**10 NB** Department reserve the rights to ask and verify any documents related with manufacturing of items, to assess the quality and efficacy

#### **11. FEE FOR AWARD OF CONTRACT**

Services charges @ 0.25% of the value of the contract will be realized/charged by the District Accounts Officer Sukkur, while making the payment to the contractors for award of each contract and credited to the receipt.

## 12. UNDERTAKING

I/We read/understand the conditions specified in the enquiry and undertake.

That I/We will remain bound to supply any items as an additional quantity at the rate on which said items/we have supplied during the same financial year.

That I/We agree to supply whether our tender accepted for total partial or enhanced quantity for all or any single items.

I/we also agree to supply and accept the said items at the rates for the supply of contract quantity within the stipulated period shown in the contract.

I/We understand and ensure for supply of quality medicines.

I/We agree to supply the 100% additional quantity without any additional charges, if the suppliers/part of the supplies declared sub-standard.

I/We also agree to replace the drugs medicines three months before its expiry on the demand of purchaser.

I/We understand and confirm the refund of cost difference if the same medicines/drugs is was supplied at lower rates to any Government/Semi Government/Institution/Armed Forces in the Sindh Provinces in the same financial year or to any province of Armed Forces in case medicines is manufacturer with in Sindh.

I/we undertake that if any of the information submitted to accordance to this tender enquiry found incorrect,our contract may be cancelled at any stage on our cost & risk.

I/We undertake to the deposit the drug testing fees per batch to the Director PDL Karachi and deposit directly to CDL, of the assignment given to the CDL.

Signature & Designation, stamp	
Address	
Phone#	Fax #
Cell #	

**DUE ON 11-10-2017 (WEDNESDY) UP TO 1100-AM**



MEDICAL SUPERINTENDENT SINDH GOVERNMENT ANWAR PIRACHA TEACHING HOSPITAL SUKKUR



**Tender Form # 01**

**Fee Rs: 500-00**



**DIETARY ITEMS**

**2017-2018**

**Opposite Sukkur Municipal Stadium Sukkur**

**OFFICE OF THE MEDICAL SUPERINTENDENT**  
**Sindh Government Anwar Piracha Teaching Hospital Sukkur**  
**(Near Sukkur Municipal Stadium Sukkur)**

Tender Enquiry No. 01 (2017-2018)      Date of Receipt      11-10-2017  
 Date of opening      11-10-2017 (12-Noon)

DIETARY ITEMS			
c #	Name of Items	Required Quantity	Rate
1	Atta (Wheat) per Kg	As Per Requirement	Rs
2	Dall Mung Washed per kg	As Per Requirement	Rs
3	Rice Banaspati Punjab per Kg	As Per Requirement	Rs
4	Cooking Oil per kg	As Per Requirement	Rs
5	Sugar per kg	As Per Requirement	Rs
6	Dry Milk per kg	As Per Requirement	Rs
7	Tea (Danedar) per kg	As Per Requirement	Rs
8	Beaf per kg	As Per Requirement	Rs
9	Mutton per kg	As Per Requirement	Rs
10	Eggs per dozen	As Per Requirement	Rs
11	Chicken per kg	As Per Requirement	Rs
12	Double Roti Ful size 1 No	As Per Requirement	Rs
13	Red Chillies per kg	As Per Requirement	Rs
14	Dhania per Kg	As Per Requirement	Rs
15	Haldi per kg	As Per Requirement	Rs
16	Butter per kg	As Per Requirement	Rs
17	Fish per kg	As Per Requirement	Rs
18	Salt per kg	As Per Requirement	Rs
19	Kara Mirch per kg	As Per Requirement	Rs
20	Wada Fota per kg	As Per Requirement	Rs
21	Nandha Fota per kg	As Per Requirement	Rs
22	Dal Chini per kg	As Per Requirement	Rs
23	Kamalpat per kg	As Per Requirement	Rs
24	White jeera per kg	As Per Requirement	Rs
25	Black jeera per kg	As Per Requirement	Rs
26	Apple per kg	As Per Requirement	Rs
27	Mango per kg	As Per Requirement	Rs
28	Banana per dozen	As Per Requirement	Rs
29	Orange per kg	As Per Requirement	Rs
30	Lady fingure per kg	As Per Requirement	Rs
31	Toori per kg	As Per Requirement	Rs
32	Karela per kg	As Per Requirement	Rs
33	Bangan per kg	As Per Requirement	Rs
34	Shaljam per kg	As Per Requirement	Rs
35	Peas per kg	As Per Requirement	Rs
36	Gobi flower per kg	As Per Requirement	Rs
37	Maithi per kg	As Per Requirement	Rs
38	Loocki per kg	As Per Requirement	Rs
39	Kaddu per kg	As Per Requirement	Rs



40	Tinda per kg	As Per Requirement	Rs
41	Beh per kg	As Per Requirement	Rs
42	Arabi	As Per Requirement	Rs
43	Arbi per kg	As Per Requirement	Rs
44	Potatos per kg	As Per Requirement	Rs
45	Tomatos per kg	As Per Requirement	Rs
46	Ginger per kg	As Per Requirement	Rs
47	Garlic per kg	As Per Requirement	Rs
48	Garam Masala per kg	As Per Requirement	Rs

### TERMS AND CONDITIONS

1. Sealed tender (along with one set of photo state copies) with original plus photo state along with all brochures. Separately stapled of the same are invited for supply of DIETRY ITEMS, for the financial year 2017-2018 mentioned in side of this tender form, for use in Sindh Government Anwar Piracha Teaching Hospital Sukkur.
2. The last date for the submission of the tender is fixed on 11-10-2017 up to 11-00am, The tender should be dropped in the tender Box kept in the Office of the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur, which will be opened before the PURCHASE COMMITTEE in the presence of tenderers or their authorized representatives who wish to be present on the same date at 11-10-2017. The tender form should be filled up in the words and in figures both against each item serially according to our tender Serial number. In case of more than one substitute, separate your own letter head may be used serially according to our tender serial number strictly, the tender filled up then over writing will be not entertained.
4. The full specification along with the makes etc should be indicated clearly in your offers, un complete tender without indicating make, manufacturer and name will be rejected.

### 5. CRITERIA FOR EVALUATION OF BIDS

- 1) CNIC (photocopy should attested)
- 2) Tender receipt original
- 3) Financial Turnover of last one of 3.00 (M) with bank statement
- 4) Relevant Experience from any Govt: institute at least two years
- 5) NTN Certificate
- 6) GST Certificate
- 7) Professional Tax Certificate
- 8) Company Profile with complete address
- 9) Affidavit that the firm is not black listed any where in Pakistan /Sindh
- 10) Sample of quoted items

6. The purchaser (Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur) reserve the right to purchase all or part of the stores or reject whole tender or any without assigning any reason as per current SPPRA rules.

7. Original receipt as token (issued by the Medical Superintendent, Sindh Government Anwar Piracha Teaching Hospital Sukkur, of having purchased this tender form must be accompany the tender documents.

8. The eligible Contractor/Supplier/Manufacturer/Authorized distributors to this hospital tender should be accompanied by the **BID SECURITY @ of Rs: 2.50% of the quantity to be supplied.** In shape of pay order/bank draft issued from the any schedule bank of Pakistan in the name of Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur

09. The tenderers shall enclose with their tender Certificate as under failing which the tender is liable to be considered as **CANCELLED.**

## CERTIFICATE

We guarantee to supply the store exactly in accordance with the requirement as specified by the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur.

Signature of the Tender \_\_\_\_\_

Name & Address in Full \_\_\_\_\_

Telephone # \_\_\_\_\_

Fax# \_\_\_\_\_ Mobile # \_\_\_\_\_

**DUE ON 11-10-2017 (WEDNESDAY) UP TO 11-00AM**



**MEDICAL SUPERINTENDENT SINDH GOVERNMENT ANWAR PIRACHA TEACHING HOSPITAL SUKKUR**



**Tender Form # 01**

**Fee Rs: 500-00**



**MISCELLANEOUS ITEMS  
2017-2018**

**Opposite Sukkur Municipal Stadium Sukkur**

**OFFICE OF THE MEDICAL SUPERINTENDENT**  
**Sindh Government Anwar Piracha Teaching Hospital Sukkur**  
**(Near Sukkur Municipal Stadium Sukkur)**

Tender Enquiry No. 01 (2017-2018)

Date of Receipt

11-10-2017

Date of opening

11-10-2017 (12: Noon)

**MISCELLANEOUS ITEMS**

S#	Name of Items	Quantity Required	Rate In Words	Rate In Figure
1	Hand Washing Soap	As Per Requirement		
	lux Soap	As Per Requirement		
2	Cleaner Powder Half kg	As Per Requirement		
3	Finis	As Per Requirement		
4	Phenyll	As Per Requirement		
5	Torch Rechargeable	As Per Requirement		
6	Energy Saver	As Per Requirement		
7	Electric Button	As Per Requirement		
8	Socket	As Per Requirement		
9	Electric Wire	As Per Requirement		
10	Power Plug	As Per Requirement		
11	Photocopies	As Per Requirement		
12	Washing(Laundry Bed Sheet	As Per Requirement		
	OT Clothing Blankets)	As Per Requirement		
13	Jharu	As Per Requirement		
14	Chindi	As Per Requirement		
15	Pochi	As Per Requirement		
16	Suti Dhago	As Per Requirement		

**TERMS AND CONDITIONS**

1. Sealed tender (along with one set of photo state copies) with original plus photo state along with all brochures, Separately stapled of the same are invited for supply of Other Miscellaneous, for the financial year 2017-2018 mentioned in side of this tender form. for use in Sindh Government Anwar Piracha Teaching Hospital Sukkur.

2. The last date for the submission of the tender is fixed on 11-10-2017. The tender should be dropped in the tender Box kept in the Office of the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur, which will be opened before the PROCUREMENT COMMITTEE in the presence of tenderers or their authorized representatives who wish to be present on the same date 11-10-2017.

3. The tender form should be filled up in the words and in figures both against each item serially according to our tender Serial number. In case of more than one substitute, separate your own letter head may be used serially according to our tender serial number strictly, the tender filled up then over writing will be not entertained.

4. The full specification along with the makes etc should be indicated clearly in your offers, un complete tender without indicating make, manufacturer and name will be rejected.

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- 6) GST Certificate
- 7) Professional Tax Certificate
- 8) Company Profile with complete address
- 9) Affidavit that the firm is not black listed any where in Pakistan /Sindh
- 10) Sample of quoted items

6 The purchaser is the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur.

7: The purchaser (Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur) reserve the right to purchase all or part of the stores or reject whole tender or any without assigning any reason as per current SPPRA rules.

8. Original receipt as token (issued by the Medical Superintendent, Sindh Government Anwar Piracha Teaching Hospital Sukkur, of having purchased this tender form must be accompany the tender documents.

09. The eligible Contractor/Supplier/Manufacturer/Authorized distributors to this hospital tender should be accompanied by the BID SECURITY @ of Rs: 2.50% of the quantity to be supplied. In shape of pay order/bank draft issued from the any schedule bank of Pakistan in the name of Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur.

10. The tenderers shall enclose with their tender Certificate as under failing which the tender is liable to be considered as **CANCELLED**.

##### CERTIFICATE

We guarantee to supply the store exactly in accordance with the requirement as specified by the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur.

Signature of the Tender \_\_\_\_\_

Name & Address in Full \_\_\_\_\_

Telephone # \_\_\_\_\_

Fax# \_\_\_\_\_ Mobile # \_\_\_\_\_



**DUE ON 11-10-2017 (WEDNESDAY) UP TO 11-00AM**

**MEDICAL SUPERINTENDENT SINDH GOVERNMENT ANWAR PIRACHA TEACHING HOSPITAL SUKKUR**

**Tender Form # 01**  
**Fee Rs: 500-00**

**CONSUMEABLE ITEMS**

**2017-2018**

**Opposite Sukkur Municipal Stadium Sukkur**

**OFFICE OF THE MEDICAL SUPERINTENDENT**  
**Sindh Government Anwar Piracha Teaching Hospital Sukkur**  
**(Near Sukkur Municipal Stadium Sukkur)**

**Tender Enquiry No. 01 (2017-2018)**

**Date of Receipt**

**11-10-2017**

**Date of opening**

**11-10-2017 (12-Noon)**

**CONSUMEABLE ITEMS**

SR#	Name of Items	MFG	As per Required	Rate in Word	Rate in Figure
1	Hepatitis Kit "B" (Box of 40)	Imumed	As per Requirement	Rs	
2	Hepatitis Kit "C" (Box of 40)	Imumed	As per Requirement	Rs	
3	Blood Sugar Kit (Bottle of 1000ml)	Greenery	As per Requirement	Rs	
4	Hameglobion Kit	Merck	As per Requirement	Rs	
5	Antisera Seria ABD	Daysis	As per Requirement	Rs	
6	Urine Dr (Bottle of 100 Strips)	Combo	As per Requirement	Rs	
7	Widal TO -TH	Salmonella	As per Requirement	Rs	
8	Pregnancy Kit(Box of 50) Strip	Imumed	As per Requirement	Rs	
9	Field Stain "A"	Serotec	As per Requirement	Rs	
10	Field Stain "B"	Serotec	As per Requirement	Rs	
11	Capillary Tube	China	As per Requirement	Rs	
12	Gimesia Stain (500ml Bottle)	Serotec	As per Requirement	Rs	
13	Uric Acid Kit	Crackery	As per Requirement	Rs	
14	Iuster 10-50 (Micro Liter)	Germany	As per Requirement	Rs	
15	Cover Slip (Box of 10x100)	Germany	As per Requirement	Rs	
16	Yellow Tips	China	As per Requirement	Rs	
17	Glass Slide	China	As per Requirement	Rs	
18	ILC Solution (WBC)	Serotec	As per Requirement	Rs	
19	Test Tube Medium	China	As per Requirement	Rs	
20	Urine Sugar Strip	Centra	As per Requirement	Rs	
21	Typhoid ICT Kit	Germany	As per Requirement	Rs	
22	ICT MP	Germany	As per Requirement	Rs	
23	Methanol 2.5 Liter	India	As per Requirement	Rs	
24	E.P.T.A Powder	India	As per Requirement	Rs	
25	Sodium Citrate (ESR)	Germany	As per Requirement	Rs	
26	Blue Tips (Box of 1000)	China	As per Requirement	Rs	

27	ESR Tube	China	As per Requirement	Rs	
28	Pipte 5ml	China	As per Requirement	Rs	
29	Pipte 10ml	China	As per Requirement	Rs	

### TERMS AND CONDITIONS

1. Sealed tender (along with one set of photo state copies with original plus photo state along with all brochures, Separately stapled of the same are invited for supply of Consumable Items , for the financial year 2017-2018 mentioned in side of this tender form, for use in Sindh Government Anwar Piracha Teaching Hospital Sukkur.

2. The last date for the submission of the tender is fixed on 11-10-2017. The tender should be dropped in the tender Box kept in the Office of the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur, which will be opened before the PROCUREMENT COMMITTEE in the presence of tenderers or their authorized representatives who wish to be present on the same date 11-10-2017. The tender form should be filled up in the words and in figures both against each item serially according to our tender Serial number. In case of more than one substitute, separate your own letter head may be used serially according to our tender serial number strictly, the tender filled up then over writing will be not entertained.

4. The full specification along with the makes etc should be indicated clearly in your offers, un complete tender without indicating make, manufacturer and name will be rejected.

#### **5. CRITERIA FOR EVALUATION OF BIDS**

- 1) CNIC (photocopy should attested)
- 2) Tender receipt original
- 3) Financial Turnover of last one of 3.00 (M) with bank statement
- 4) Relevant Experience from any Govt. institute at least two years
- 5) NTN Certificate
- 6) GST Certificate
- 7) Professional Tax Certificate
- 8) Company Profile with complete address
- 9) Affidavit that the firm is not black listed anywhere in Pakistan /Sindh
- 10) Sample of quoted items

6. The purchaser is the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur.

7. The purchaser (Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur) reserve the right to purchase all or part of the stores of subject whole tender or any without assigning any reason as per current SPPRA rules.

8. Original receipt as token (issued by the Medical Superintendent, Sindh Government Anwar Piracha Teaching Hospital Sukkur, of having purchased this tender form must be accompany the tender documents.

9. The eligible Contractor/Supplier/Manufacturer/Authorized distributors to this hospital tender should be accompanied by the SECURITY OF THE 2.5% of the quantity to be supplied. In shape of pay order/bank draft issued from the any scheduled bank in Pakistan in the name of Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur

11. The tenderers shall enclose with their tender certificate a number failing which the tender is liable to be considered as CANCELLED.

CERTIFICATE

We guarantee to supply the store exactly in accordance with the requirement as specified by the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur.

Signature of the Tender \_\_\_\_\_

Name & Address in Full \_\_\_\_\_  
\_\_\_\_\_

Telephone # \_\_\_\_\_

Fax# \_\_\_\_\_ Mobile # \_\_\_\_\_

**DUE ON 11-10-2017 (WEDNESDAY) UP TO 11-00AM**

MEDICAL SUPERINTENDENT SINDH GOVERNMENT ANWAR PIRACHA TEACHING HOSPITAL SUKKUR

**Tender Form**  
**Fee Rs: 500-00**

**OXYGEN GAS CLYINDER**  
**Opposite Sukkur Municipal Stadium Sukkur**



Tender Enquiry No. 01 (2017-2018)	Date of Receipt	11-10-2017
	Date of opening	11-10-2017 (12-Noon)

Oxygen Cylinder				
S #	Name of Items	As per required	Rate in word	Rate in Figure
1	Medical Oxygen Gas 6.80 cubic meter	As per requirement	Rs	
2	Medical Oxygen Gas 1.90 cubic meter	As per requirement	Rs	
3	Medical Oxygen Gas 0.90 Cubic Meter	As per requirement	Rs	
4	Nitrous	As per requirement	Rs	
5	Carbon Di-oxide Gas	As per requirement	Rs	
6	Nitrogen Gas	As per requirement	Rs	

## TERMS AND CONDITIONS

1. Sealed tender (along with one set of photo state copies) with original plus photo state along with all brochures, Separately stapled of the same are invited for supply of Oxygen Gas , for the financial year 2017-2018 mentioned in side of this tender form, for use in Sindh Government Anwar Piracha Teaching Hospital Sukkur.
2. The last date for the submission of the tender is fixed on 11-10-2017. The tender should be dropped in the tender Box kept in the Office of the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur, which will be opened before the PROCUREMENT COMMITTEE in the presence of tenderers or their authorized representatives who wish to be present on the same date 11-10-2017. The tender form should be filled up in the words and in figures both against each item serially according to our tender Serial number. In case of more than one substitute, separate your own letter head may be used serially according to our tender serial number strictly, the tender filled up then over writing will be not entertained.
4. The full specification along with the makes etc should be indicated clearly in your offers, uncomplete tender without indicating make, manufacturer and name will be rejected.
5. **CRITERIA FOR EVALUATION OF BIDS**
  - 1) CNIC (photocopy should attested
  - 2) Tender receipt original
  - 3) Financial Turnover of last one of 3.00 (M) with bank statement
  - 4) Relevant Experience from any Govt: institute at least two years
  - 5) NTN Certificate
  - 6) GST Certificate
  - 7) Professional Tax Certificate
  - 8) Company Profile with complete address
  - 9) Affidavit that the firm is not black listed any where in Pakistan /Sindh
  - 10) Sample of quoted items

6. Copy of G.S.T registration and NTN certificate should be attached with the tender documents.
7. The purchaser is the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur.
8. The purchaser (Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur) reserve the right to purchase all or part of the stores or reject whole tender or any without assigning any reason as per current SPPRA rules.
9. Original receipt as token (issued by the Medical Superintendent, Sindh Government Anwar Piracha Teaching Hospital Sukkur, of having purchased this tender form must be accompany the tender documents.
10. The eligible Contractor/Supplier/Manufacturer/Authorized distributors to this hospital tender should be accompanied by the **BID SECURITY @ of Rs: 2.50% of the quantity to be supplied.** In shape of pay order/bank draft issued from the any schedule bank of Pakistan in the name of Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur
11. The tenderers shall enclose with their tender Certificate as under failing which the tender is liable to be considered as **CANCELLED**.

#### CERTIFICATE

We guarantee to supply the store exactly in accordance with the requirement as specified by the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur.

Signature of the Tender \_\_\_\_\_

Name & Address in Full \_\_\_\_\_

Telephone # \_\_\_\_\_

Fax# \_\_\_\_\_ Mobile # \_\_\_\_\_

DUE ON 11-10-2017 (WEDNESDAY) UP TO 11-00AM

MEDICAL SUPERINTENDENT SINDH GOVERNMENT ANWAR PIRACHA TEACHING HOSPITAL SUKKUR

**Tender Form # 01**

**Fee Rs: 1000-00**

**Machinery & Equipments**

**2017-2018**

**Opposite Sukkur Municipal Stadium Sukkur**

DUE ON 11-10-2017 (WEDNESDAY) UP TO 11-00AM

MEDICAL SUPERINTENDENT SINDH GOVERNMENT ANWAR PIRACHA TEACHING HOSPITAL SUKKUR

**Tender Form # 01**

**Fee Rs: 1000-00**

**Machinery & Equipments  
2017-2018**

**Opposite Sukkur Municipal Stadium Sukkur**

OFFICE OF THE MEDICAL SUPERINTENDENT

SINDH GOVERNMENT ANWAR PIRACHA TEACHNG HOSPITAL SUKKUR (NEAR SUKKUR MUNICIPAL STADIUM SUKKUR)

TENDER ENQUIRY FORM No 01 YEAR 2017-18

DUE ON 11-10-2017 (WEDNESDAY)

Time of Receipt Tender

11-00am

Time of opening of tender 12-Noon

Offer shall remain open for 180 days from the date of opening. The tender shall quote their prices inclusive of all duties/taxes/Octri/Transportation etc and all other expenses on free delivery to consignee's end at this office @ Sukkur. Prices should be quoted in figures & words both. Failling which the offer will be ignored.

Sr #	Description of Equipment / Instruments	Qty	Unit Price	Price in Words	Price in Figure
1	2	3	4	5	6
1	Fax Machine	01			
2	Desktop Computer latest Virgin	01			
3	Computer Printer latest Virgin	01			
4	Photostate Machine	01			
5	Split Air-Condition 1.5 Tin	02			



CERTIFICATE

We guarantee to supply the store exactly in accordance with the requirement as specified by the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur.

Signature of the Tender \_\_\_\_\_

Name & Address in Full \_\_\_\_\_  
\_\_\_\_\_

Telephone # \_\_\_\_\_

Fax# \_\_\_\_\_ Mobile # \_\_\_\_\_

**DUE ON 11-10-2017 (WEDNESDAY) UP TO 11-00AM**

MEDICAL SUPERINTENDENT SINDH GOVERNMENT ANWAR PIRACHA TEACHING HOSPITAL SUKKUR

# **Tender Form**

## **Fee Rs: 500-00**

**OXYGEN GAS CLYINDER**  
**Opposite Sukkur Municipal Stadium Sukkur**

Tender Enquiry No. 01 (2017-2018)	Date of Receipt	11-10-2017
	Date of opening	11-10-2017 (12-Noon)

S #	Name of Items	As per required	Rate in word	Rate in Figure
1	Medical Oxygen Gas 6.80 cubic meter	As per requirement	Rs	
2	Medical Oxygen Gas 1.90 cubic meter	As per requirement	Rs	
3	Medical Oxygen Gas 0.90 Cubic Meter	As per requirement	Rs	
4	Nitrous	As per requirement	Rs	
5	Carbon Di-oxide Gas	As per requirement	Rs	
6	Nitrogen Gas	As per requirement	Rs	

- 1) CNIC (photocopy should attested)
- 2) Tender receipt original
- 3) Financial Turnover of last one of 3.00 (M) with bank statement
- 4) Relevant Experience from any Govt. institute at least two years
- 5) NTN Certificate
- 6) GST Certificate
- 7) Professional Tax Certificate
- 8) Company Profile with complete address
- 9) Affidavit that the firm is not black listed anywhere in Pakistan /Sindh
- 10) Sample of quoted items

6. Copy of G.S.T registration and NTN certificate should be attached with the tender documents.
7. The purchaser is the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur.
8. The purchaser (Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur) reserve the right to purchase all or part of the stores or reject whole tender or any without assigning any reason as per current SPPRA rules.
9. Original receipt as token (issued by the Medical Superintendent, Sindh Government Anwar Piracha Teaching Hospital Sukkur, of having purchased this tender form must be accompany the tender documents.
10. The eligible Contractor/Supplier/Manufacturer/Authorized distributors to this hospital tender should be accompanied by the BID SECURITY @ of Rs: 2.50% of the quantity to be supplied. In shape of pay order/bank draft issued from the any schedule bank of Pakistan in the name of Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur
11. The tenderers shall enclose with their tender Certificate as under failing which the tender is liable to be considered as CANCELLED.

#### CERTIFICATE

We guarantee to supply the store exactly in accordance with the requirement as specified by the Medical Superintendent Sindh Government Anwar Piracha Teaching Hospital Sukkur.

Signature of the Tender \_\_\_\_\_

Name & Address in Full \_\_\_\_\_

Telephone # \_\_\_\_\_

Fax# \_\_\_\_\_ Mobile # \_\_\_\_\_

6	Head Light for ENT	01			
7	ECG Machine 901	01			
8	Ultra Sound Machine with printer	01			
9	Patients Monitor	01			
10	Centrifuge Machine	01			
11	Chlorometer	01			
12	Juster 10-50U/L	01			
13	Juster 50-200 U/L	01			
14	Refrigerator Medium Size With Staplizer	01			

#### 1. GENERAL CONDITION & INSPECTION

- I. The tender 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 the manufacturer and the supplier should be affixed on the face of the envelope at the left side.
- II. Tender must be filled in blue or black ink in the column provided. Rates on separate letter head will not be accepted.
- III. The tender must be free from erasing and over writing. In case of erasing cutting and over writing, authorized person should initial it.
- IV. The rates of each item should be written in figures as well as in words. Arthmetical errors will be rectifies on there basis, if there is discrepancy between the unit price and the total price that is obtained by multiplying the unit price and the quantity, the unit price shall prevail and the total price shall be corrected, in case of discrepancy the price in words will be authenticated and final.
- V. Un Conditional tenders will be ignored and will not be considered/entertained/accepted.
- VI. Tender form shall be accompanied by Bid Security @ 2.50% of the value of stores quoted by them in form of Demand Draft/Pay Order/CDR in favour of consignee.



- VII. Original purchase receipt must be enclosed with their offer and for alternate offer separate tender form or purchase receipt shall be submitted. Other wise the original offer will be considered and alternate offer will be ignored.
- VIII. The latest price list dully stamped & signed and the samples of the quoted items must accompany the bids, other wise offers will be ignored.
- IX. The bidder shall furnish General Sales Tax (GST) Registration Certificate to the firm failing which the offer will be ignored. In case the items is exempted from GST either documentary evidence or certificate from competent authority shall be attached with the offer.
- X. The bidder shall furnish copy of professional Tax (Excise & Taxation) certificate/Income Tax & whole Sale Drug license.
- XI. One "TENDER PROFORMA" is supplied with the list items to be purchased.
- XII. The items have to be quoted on the proforma dully filled stamped & Signed by the authorized bidder. No other proforma for tender will be accepted, any alternation/correction must be initialed and each page is to be signed and stamped at the bottom.
- XIII. Schedule is prepared with the generic name, how ever the bidder may also mention the brand name with packing & strength against the generic one.
- XIV. Registration number, make or origin of the Country must be mentioned of each items for which rates offered, other wise it will not be considered .The supplier will also provided WARRENTY at the time of supply of Items.
- XV. The quoted rates once offered by the firm will not be changed during the contract period during the current financial year.
- XVI. Rates of infusion set along with name of manufacturer may also be quoted along with infusion if infusion with set is quoted.

2. **SPECIAL CONDITION**

- 1. Store requiring immediately, the tenderers may how ever give their short guaranteed delivery period of which the supply will be completed positively
- 2. No extension will be granted/accorded for the supply of initial quantity.
- 3. The bidder shall quote their final price list both in figures and in words on free delivery basis to consignee end.
- 4. 100% of the contract quantity will be required as mentioned in contract.
- 5. The tender is to be submitted by manufacturer or the authorized sole distributor and the importer for the supply of Machinery & Equipments
- 6. The authorized distributor must be submit authorization letter along with the Contract Agreement between manufacturer and authorized distributors on stamp paper @ Rs: 100-00 only.

7. Distributor once nominated by the manufacturer will be for the whole contract period. In exceptional cases the procuring agency may approve changes.
8. No manufacturer shall authorize their distributor/agents/any firm or person to quote the same items, which the manufacturer is quoting it self in any tender failing those offers of both the manufacturer as well as of the bidder shall be ignored.
9. The bidder shall confirm the refund of cost difference if the same Machinery & Equipments is/was supplied at lower rate to any Government/Semi Government/Institution or Armed forces in the provinces or out side from local manufacturer in the same financial year. If medicines are manufacturer in Sindh and quoted rate to other province is found lower, then payment will be made on lower quoted rates to any other provinces.

### **3. PURCHASER'S RIGHT TO VARY QUANTITIES.**

The procuring agency may reject all or any bids subject to the relevant provision of SPPRA Rules and also reserve the right to enhance/reduce the quantity and or delete any item service originally specified in the schedule of requirement without any change in unit price or other terms and conditions of goods at any time during contract agreement according to prevailing current SPPRA rule.

### **4. PURCHASER'S RIGHT.**

The procuring agency may reject all bids or proposal at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal. But is not required to justify those grounds.

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

- a) Prior to the expiry of the period of bid validity, the purchaser will notify the successful bidder in writing about the acceptance of the offer delivery by hand or registered post.
- b) The notification of award constitutes.

### **6. AWARD CONTRACT & CONTRACT AGREEMENT**

Subject to the fulfillment of all codal formalities, the purchaser's will award the contract to the successful bidder and supplier will sign the contract agreement on the stamp paper with stamp duties as per prevailing rules @ Rs: 0.20% of the value of the contract. The expenditure involved on the said contract agreement will be done by the supplier.

#### **7. PERFORMANCE SECURITY**

The successful tender will have to deposit with the purchaser security deposit/performance security in shape of Demand Draft/Pay Order/CDR @ 10% of the value of the contract. Same will be released after successful completion of stores, NOC from Consignee and clearance certificate from the Excise & Taxation Department etc.

#### **8 CRITERIA FOR EVALUATION OF BID**

- 1) CNIC (photocopy should attested
  - 2) Tender receipt original
  - 3) Financial Turnover of last one of 3.00 (M) with bank statement
  - 4) Relevant Experience from any Govt: institute at least two years
  - 5) NTN Certificate
  - 6) GST Certificate
  - 7) Professional Tax Certificate
  - 8) Company Profile with complete address
  - 9) Affidavit that the firm is not black listed any where in Pakistan /Sindh
  - 10) Sample of quoted items
- a) Agreement in between Manufacturer/importer and authorized bidder in the light of sub Para (Vii) of special condition.

10 NB Department reserve the rights to ask and verify any documents related with manufacturing of items, to assess the quality and efficac

#### **11. FEE FOR AWARD OF CONTRACT**

Services charges @ 0.25% of the value of the contract will be realized/charged by the District Accounts Officer Sukkur, while making the payment to the contractors for award of each contract and credited to the receipt.

## 12. UNDERTAKING

a) That I /we agree whether our tender accepted for total , partial or enhanced quantity for all or any single item . I /We agreed 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.

b) I /We undersigned 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 financial year .

c) I/We undertake that, if any of the information submitted in accordance to this tender Enquiry found incurred, our contract may be cancelled at any stage on 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 & Designation, stamp	
Address	
Phone#	Fax #
Cell #	