

TENDER NOTICE

- 1) According SPPRA Rules 2010 (Amendment-2013) sealed tender on prescribed proforma are hereby invited from well reputed firms, interested Agent / Sole Agent/ Foreign Companies Distributors in Pakistan for the purchase of Furniture / Fixture Under SNE (new) for Liaquat University Hospital, Hyderabad/Jamshoro for the financial year 2017-18. The last date for submission of tender documents is 23rd January, 2018 up to 12.00 Noon and will be opened on same day at 12.00 Noon in the presence of participants.

2)

Tender Enquiry No.	31/2017-18
	Purchase of Furniture / Fixture Under SNE 2017-18
Bidding Procedure	Single Stage Two Envelope
Bid Security	2.5% of the total bid value
Bid Validity	90 days
Tender Fee	Rs 1,000/- each (non-refundable)
Issuance of Tender Documents	03.01.2018 to 22.01.2018 @ LUH, Hyderabad.
Submission of Tender	23.01.2018 at 11:00 A.M @ LUH, Hyderabad.
Opening of Tender	23.01.2018 at 12:00 Noon @ LUH, Hyderabad.

- 3) Complete set of tender documents containing Schedule of Requirements, Technical Specification with Term & Conditions can be purchased with a non-refundable fee in Rs 1,000/-Cash from the office of undersigned Liaquat University Hospital (LUH), Hyderabad.
- 4) The Medical superintendent LUH, Hyderabad / Jamshoro reserves the right to increase or decrease the quantity of any item of schedules as and when it is deemed necessary according to SPPRA Rules. The Procuring agency may reject all or any bids subject to the relevant provision of SPPRA Rules.
- 5) Tender documents can be downloaded from SPPRA website.
- 6) Bid shall include all government taxes (if applicable)
- 7) Deduction in the bills will be done as per government rules.
- 8) Bid Security @ 2.5% of the total bid value of quoted items is to be submitted by the bidders in shape of pay order / demand draft in favour of Medical Superintendant Liaquat University Hospital Hyderabad / Jamshoro whereas an amount of the contract 5% performance security is to be obtained from contractor as per SPPRA Rules.
- 9) In case of discrepancies between the Tender Notice and the Tender Documents, the Tender Documents shall take precedence.
- 10) In case of announcement of public holiday or any favorable circumstance, the bids shall be submitted and opened as per given schedule on the next working day.
- 11) Queries can be addressed at the following numbers or in person during office hours @ LUH, Hyderabad.

Ph: 022-9210207
Fax: 022-9210208

**Medical Superintendent
Liaquat University Hospital
Hyderabad**



Health Department
Government of Sindh

NOTIFICATION

NO.HD (P&E) 1-2 (61) / 2017. In supersession of this department's notification No.HD (P&E) 3-5 (77) / 2017, dated 16.03.2017, NO.HD (P&E) 3-5 (74) / 2013, dated 03.08.2017, NO.HD (P&E) 3-5 (85) / 2017, dated 03.08.2017, NO.HD (P&E) 3-5 (78) / 2013, dated 11.09.2017, NO.HD (P&E) 3-5 (55) / 2015, dated 11.09.2017 and SO (PM&I) 2-1 / 2017-18 / PM-05 (LUH), dated 07.08.2017, the Government of Sindh, Health Department is pleased to re constitute a Procurement Committee under Clause-7 of Sindh Public Procurement Rules 2010 (Amended 2017), comprising of the following members for purchase of machinery / equipment, vehicles and furniture / fixture to be purchased under revenue component of "ADP schemes & SNE" in respect of Liaquat University Hospital Hyderabad;

- | | |
|---|-----------------|
| 1. Additional Medical Superintendent (General),
Liaquat University Hospital, Hyderabad. | Chairman |
| 2. Additional Medical Superintendent (Technical)
Liaquat University Hospital, Hyderabad. | Member |
| 3. Professor / Associate Professor / Assistant
Professor / Expert / Technical Person of Relevant field,
Liaquat University of Medical & Health Sciences (LUM&HS)
Jamshoro. | Member |

The committee will responsible to observe all the codal formalities as per Sindh Public Procurement Rules 2010 (Amended 2017), the TORS / Functions / Responsibilities of procurement committee in accordance with SPP Rule-8 (Amended 2017) are 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.

(DR.FAZLULLAH PECHUHO)
SECRETARY HEALTH

NO.HD (P&E) 1-2 (61) / 2017

Karachi, dated 07-11-2017.

C.c.to:

- The Vice Chancellor, Liaquat University of Medical and Health Sciences Hyderabad / Jamshoro with request to advice the member to attend the meetings for above said committee.
- The Managing Director, Sindh Public Procurement Regularity Authority, Karachi.
- The Medical Superintendent, Liaquat University Hospital Hyderabad / Jamshoro.
- The District Accounts Officer, Hyderabad.
- All members of the committee.
- P.S. to Secretary, Health Department, Govt. of Sindh, Karachi.
- P.S to Additional Secretary (Dev), Health Department, Govt. of Sindh, Karachi.


Deputy Director (Dev)



C. 8/11

C. 20/11



NO.HD(P&E) 3-2 (427)/2014
GOVERNMENT OF SINDH
HEALTH DEPARTMENT
(Procurement, Monitoring and Inspection Cell)
Karachi dated the 10th APRIL, 2017.

NOTIFICATION

No.HD(P&E)3-2(427)/2014. In supersession to this department's notification of even number dated 9-03-2017 and in pursuance of Rule 31 of the Sindh Public Procurement Rules, 2010, a Departmental Complaint Redressal Committee, comprising of following officers is hereby re-constituted as under to resolve complaints of aggrieved bidders:

- | | | |
|---|--------------|------------------|
| 1. Special Secretary,
Health Department. | 1914 25-4-17 | Chairman |
| 2. Representative from Accountant General Sindh, | | Member |
| 3. Independent expert from relevant field concerning
(to be nominated by the Head of Procuring Agency) | | Member |
| Deputy Secretary (PM&I) | | Member |
| 5. Deputy Secretary (General) | | Member/Secretary |

ToRs.

- To perform according to Rule 31 of SPPRA, 2010.
- To Perform any other function ancillary and incidental to the above.

- DR. FAZLULLAH PECHUHO -
SECRETARY TO GOVERNMENT OF Sindh

No.HD(P&E)3-2(427)/2014.

Karachi dated the 10th APRIL, 2017

1. The D.G.Health Services, Sindh, Hyderabad.
2. The District Health Officers (All)
3. Medical Superintendents (All) Liaquat University Hyderabad.
4. All the Member of the Committee.
5. The PS to Secretary Health Department, Govt. of Sindh, Karachi.
6. Office order file.

SECTION OFFICER (PM&I)

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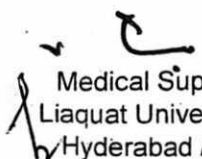
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Gen B

ANNUAL PROCUREMENT PLAN
LIAQUAT UNIVERSITY HOSPITAL, HYDERABAD / JAMSHORO
FINANCIAL YEAR 2017-18

S.No:	Description of Procurement.	Qty	Estimated Total cost	Funds Allocated	Source of funds (ADP / Non ADP)	Proposed Procurement method	Timing of Procurement				Remarks
							1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	
1	Drugs / Medicines & Surgical Items (L.P / BULK)		87.750 M	87.750 M	Non ADP	Single Stage Two Envelope	In all quarters as per Requirement				
2	Dietary Items.		40.95 M	40.95 M	---do---	---do---	-----do-----				
3	Uniform & Liveries		3.33 M	3.33 M	---do---	---do---	-----do-----				
4	Misc / Petty / Electric Items.		4.389 M	4.389 M	---do---	---do---	-----do-----				
5	Medical Gases		29.23 M	29.23 M	---do---	---do---	-----do-----				
6	Janitorial Services & Items.		9.450 M	9.450 M	---do---	---do---	-----do-----				
7	Printing Articles.		1.016 M	1.016 M	---do---	---do---	-----do-----				
8	Stationary Articles		0.604 M	0.604 M	---do---	---do---	-----do-----				
9	Instruments		4.961 M	4.961 M	---do---	---do---	-----do-----				
10	Consumable Items / Pathology Kits & Chemicals.		12.183 M	12.183 M	---do---	---do---	-----do-----				
11	Deployment of Security Guards		13.20 M	13.20 M			-----do-----				
12	Repair of Machinery / Equipment		21.87 M	21.87 M	---do---	---do---	-----do-----				
13	Repair of Furniture / Fixture.		2.04 M	2.04 M	---do---	---do---	-----do-----				
14	Drugs / Medicines under Zakat Fund (Bulk)		42.0 M	42.0 M	---do---	---do---	Subject to Release of Funds				
15	Drugs / Medicines under Zakat Fund (LP)		28.0 M	28.0 M	---do---	---do---	Subject to Release of Funds				
16	Machinery Machinery / Equipment under SNE		275 M	275 M	---do---	---do---	Subject to Release of Funds				
17	Furniture / Fixture under SNE		8.925 M	8.925 M	---do---	---do---	Subject to Release of Funds				
18	Purchase of Machinery/Equipment under various ADP Schemes				ADP	---do---	Subject to Release of Funds				
19	Purchase of Furniture / Fixture under various ADP Schemes				ADP	---do---	Subject to Release of Funds				

List Enclosed


 Medical Superintendent
 Liaquat University Hospital
 Hyderabad / Jamshoro



**LIAQUAT UNIVERSITY HOSPITAL
HYDERABAD / JAMSHORO**

**TENDER FOR PURCHASE OF FURNITURE & FIXTURES
UNDER SNE 2017-18**

TENDER INQUIRY NO. 31/2017-18

DUE ON 23.01.2018 11:30AM

Single Stage - Two Envelope Bidding Procedure

IMPORTANT DATES

Issuance of Tender Documents	03.01.2018 to 22.01.2018
Submission of Tender	23.01.2018 at 11:30 AM
Opening of Tender	23.01.2018 at 12:00 Noon

Instructions to Bidders

- 1) The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.
- 2) Bid Security @ 2.5% of the total bid value of quoted items by the bidder in shape of pay order / demand draft / bank guarantee in favour of Medical Superintendent Liaquat University Hospital Hyderabad / Jamshoro.
- 3) Bids shall remain open for 90 days from the date of opening. A bid valid for a shorter period shall be rejected as being non-responsive.
- 4) The bid prepared by the Bidder shall comprise the following mandatory documents to be eligible:
 - (a) Tender Purchase Receipt (*original*)
 - (b) Bid Security
 - (c) General & Special Conditions of Contract (*duly filled, signed & stamped by Bidder*)
 - (d) Schedule of Requirements & Technical Specifications (*duly filled, signed & stamped by Bidder*)
 - (e) Manufacturer's Authorization
 - (f) Undertaking
 - (g) Certificate
 - (h) Bidder's registration & membership with a valid copy of:
 - (i) Income Tax & GST Registration Certificate
 - (ii) Valid Professional Tax Certificate (Sindh)
 - (iii) Chamber of Commerce & Industry Membership Certificate
 - Additional for Private Limited companies
 - (iv) SECP Incorporation Certificate
 - (i) Bidder's Financial Status:
 - (i) Company Profile
 - (ii) Bank Certificate / Bank Statement showing turn over of business of Rs.20.00 million or more per annum for last three years.
 - (iii) Income Tax Return (*last three years*)
 - Additional for Private Limited companies
 - (iv) Audited Financial Statement (*last three year*)
 - (j) Bidder's After Sale Services in Sindh:
 - (i) Service Workshop with tools list
 - (ii) Qualified & Trained Personnel list
 - (k) Original Equipment Manufacturer (OEM) or Brand quoted by the Bidder
 - (i) Brochure or Catalogue (*Original*)
[Note: Photocopies, Photographs or Word document not acceptable.]
 - (ii) References of the quoted model (*local*)
 - (iii) References of the quoted model (*international*)
 - (iv) Factory (Address, Size, Machinery & Workforce)
[Note: It should prove large order production capacity at the facility.]
 - For Manufacturer (Local)
 - (v) ISO 9001 Certificate
 - (vi) Chamber of Commerce & Industry Membership Certificate
 - (vii) EOBI Registration Certificate
 - (viii) Social Security Registration Certificate
 - For Manufacturer (International)
 - (ix) ISO 9001 Certificate
 - (x) CE Certificate

(l) Bid Form & Price Schedules (*duly filled, signed & stamped by Bidder*)

[Note: Bid Form & Price Schedules should be enclosed inside Financial Proposal envelope.]

- 5) SAMPLE(S) of the quoted items in bid shall be submitted within 48 hours from the date and time of tender opening. Technical Evaluation of the goods will be based on SAMPLE(S) provided by the bidder. Alternate model or item which has not been quoted by the bidder shall be not acceptable as SAMPLE against the quoted model in the bid.
- 6) Goods must be quoted with all the standard accessories.
- 7) The Purchaser will evaluate and compare the bids on itemized basis OR on the basis of a group OR a combination of groups OR as total package.
- 8) Priority would be given to the goods manufactured in Pakistan in accordance with the Margin of Preference Clause of SPPRA.
- 9) Prices shall be quoted in Pakistani Rupees on DDP basis.
- 10) The bidders shall quote their prices inclusive of all duties / taxes / Octroi transportation etc, and all other expenses on free delivery to Consignee's end.
- 11) Price should be quoted both in figures and words, failing which the offer will be ignored.
- 12) The Purchaser reserves the right to appoint one of its committee members to visit and verify production facility in person to evaluate fabrication process, quality and capacity of the manufacturer. Furthermore, the member may also be asked to visit any public reference at which the manufacturer's products are installed for feedback (if required). All expenses are to be borne by the bidder in this regards.
- 13) The prices quoted by the Bidder shall be fixed during the performance of the contract and not subject to variation on any account. A bid submitted with an adjustable price or conditional will be treated as non-responsive and rejected.
- 14) The bidding procedure for this tender will be Single Stage - Two Envelope Procedure as follows;
 - (a) The Bidder shall prepare bid comprise one single envelope containing separately financial proposal and technical proposal in original. Envelopes shall be marked as "**FINANCIAL PROPOSAL**" and "**TECHNICAL PROPOSAL**" in bold and legible letter to avoid confusion. The financial and technical bids, each consisting of the documents listed above.
 - (b) TECHNICAL PROPOSAL; the bidder must provide the original Data sheet and Technical brochure, Income Tax, Sales Tax, Sole Agency certificate and other documents; otherwise the bid will be ignored.
 - (c) FINANCIAL PROPOSAL; the bidder should provide bid security / earnest money at the rate of 2% of the quoted value. A photocopy of the same should be attached with Technical Proposal but its value must not be disclosed and this can be achieved by placing a piece of paper on the place where amount is mentioned.
 - (d) Procuring agency shall evaluate the technical proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements;
 - (e) No amendments in the technical proposal shall be permitted during the technical evaluation;
 - (f) Financial proposals of technically qualified bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;
 - (g) Financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders; and

- (h) Bid found to be the lowest evaluated or best evaluated bid shall be accepted.
- 15) All pages of the bid, except for un-amended printed literature, shall be initialed by the bidder.
 - 16) The bid shall contain no alterations, omissions, or additions, unless such corrections are initialed by the person or persons signing the bid.
 - 17) Bids shall be submitted either by the manufacturer or its authorized distributor, if submitted by the manufacturer itself then bid of authorized distributor will be rejected.
 - 18) Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price, which is obtained by multiplying the unit price and quantity, or between subtotals and the total price, the unit or subtotal price shall prevail, and the total price shall be corrected. If there is a discrepancy between words and figures, the amount in words will prevail. If the Bidder does not accept the correction of errors, its bid will be rejected.
 - 19) The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to award of contract under the relevant provisions of SPPRA Rules 2010, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Purchaser's action.
 - 20) Prior to the expiration of the period of bid validity, the Purchaser will notify the successful Bidder through Advance acceptance. This will constitute the formation of the contract. Within seven (07) days after receipt of the Advance acceptance, the successful Bidder shall furnish the performance security @ 5% of the contracted amount and will sign the contract agreement.
 - 21) Distributor once nominated by the manufacturer will be for the whole contract period and manufacturer cannot change its distributor during the year in any case.
 - 22) In case of discrepancies between the Tender Notice and the Tender Documents, the Tender Documents shall take precedence.

Duly accepted by

Sign & Stamp

Bidder Name

General & Special Conditions of Contract

- 1) The Procuring Agency is the Liaquat University Hospital Hyderabad / Jamshoro.
- 2) The Bidder is: _____
- 3) The Contract shall be governed by and interpreted in accordance with laws of the Islamic Republic of Pakistan.
- 4) Store is required by 31st May 2017. The bidder may however give their short guaranteed delivery period by which the supply will be completed from the date of purchase order.
- 5) The manufacturer should provide an undertaking that if his authorized contractor fails to carry out any assignment in total or in part, manufacturer will be responsible to carry out the same.
- 6) Except as otherwise specifically provided in the Contract, the Contractor shall bear and pay all taxes, duties, levies and charges assessed on the Contractor.
- 7) The Contract Price shall be made to the Contractor as specified in the Contract Agreement, subject to the general principle / procedure of the Government of Sindh.
- 8) The term period of warranty / guarantee mean the period of 05 years from the date on which the Stores have been installed at Purchaser's site.
- 9) During the period of warranty / guarantee, the Contractor shall remedy, at his / her expense, all defects in design, materials, and workmanship that may develop or are revealed under normal use of the goods upon receiving written notice from the Purchaser.
- 10) The contractor shall provide guarantee for supply of accessories for further 05 years.
- 11) The Contract shall be executed in accordance with the Contract Documents and procedures.
- 12) The Purchaser or its representative / Committee shall inspect the Furniture to confirm their conformity to the Contract specification. The inspection will be conducted at the premises of consignee after receipt of supply.
- 13) If the Contractor fails to attain Completion of the supply within the Time for Completion shall pay to the Purchaser liquidated damages at the rate of 0.2% per week of the Contract Price, or the relevant part thereof. The aggregate amount of such liquidated damages shall in no event exceed the amount of 10%. Once the "Maximum" is reached, the Purchaser may consider termination of the Contract.
- 14) The Contractor warrants that the supplied item or any part thereof shall be free from defects in the design, engineering, materials etc. In case of defect in any part at the time of supply it shall be replaced with new one instead of repair.
- 15) The purchaser, without prejudice to any other remedy for breach of contract by written notice of default sent to the supplier, may terminate this contract in whole or in part:
 - (a) If the supplier fails to deliver any or all of the contracted items within the period(s) specified in the Contract, or within any extension thereof granted by the Purchaser.
 - (b) If the Supplier fails to perform any other obligation(s) under the Contract.

- (c) If the supplier, in the judgment of the Purchaser has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- 16) 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.
- 17) 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 increase/ decrease the quantity of goods and services originally specified in the contract without any change in unit price or other terms and conditions of goods at any time during the contract period.
- 18) Bidders shall purchase separate receipts for each alternate offer in case they want to submit alternate offer for any items. All the bids with alternate offers having no separate receipt (Original) will be liable to rejected.
- 19) Stamp duty @ 0.3% of the value of the Contract will be realized/charged at source by the District Accounts Officer Sindh, while making payment to the contractors for award of each contract.

Duly accepted by

Sign & Stamp

Bidder Name

Bidder Evaluation Criteria

The following merit point system for weighing evaluation criteria will be applied for technical proposals.

S. No.	Parameter	Yes / No	Max Points	Points
1	Conformity to the Technical Specifications		20	
	a) Fully compliant with the required specifications		10	
	b) Compliant with minor deviation $\leq 5\%$ (subject to main function is not affected)		5	
	c) Sample approved		10	
2	Quoted Items		20	
	a) All no. of items quoted as per Schedule of Requirements		15	
	b) More than 50% no. of items quoted as per Schedule of Requirements		10	
	c) Warranty (period as required)		5	
	d) Warranty (period more than required)		2	
3	Bidder's Legal Status, Certification & Experience		12	
	a) NTN & GST Certificate		2	
	b) Professional Tax Certificate		2	
	c) SECP Incorporation Certificate		2	
	d) ISO 9001 Certificate		1	
	e) Purchase Orders of last year worth ≥ 1 million rupees (1 point/each order copy)		5	
4	Bidder's Financial Status		6	
	a) Bank Certificate		2	
	b) Income Tax Return for annual business of ≥ 20 million rupees (last year)		2	
	c) Audited Financial Statement (last year)		2	
5	Bidder's After Sales Services in Sindh		5	
	a) Service Workshop		2	
	b) Qualified & Trained Personnel (BE/BSc/DAE) with Bio-Data		2	
	c) Qualified & Trained Personnel (Labour) with Bio-Data		1	
6	Original Equipment Manufacturer (OEM) or Brand Quoted		37	
	a) Manufacturer's Authorization		2	
	b) Manufacturer's Website		4	
	c) Brochure or Catalogue (original)		4	
	d) ISO 9001 Certificate		4	
	e) CE Certificate		2	
	f) Chamber of Commerce & Industry Membership Certificate		1	
	g) EOBI Registration Certificate		2	
	h) Social Security Registration Certificate		2	
	i) References of OEM brand / model			
	(i) Government / Semi-Government Teaching Hospital / Institute		3	
	(ii) Armed Forces / NGOs Hospital / Institute		2	
	(iii) Private Renowned Teaching Hospital / Institute		2	
	(iv) International Hospital / Institute		2	
	j) Factory			
	(i) Size (1 point/2000 sq. ft. space)		3	
	(ii) Machinery		2	
	(iii) Workforce		2	
Total Points			100	

Note:

- If a bidder fails to (a) obtain minimum 15 Marks, against the criteria "Conformity to the Purchaser's Specifications", (b) have valid Manufacturer's Authorization and, (c) submitted SAMPLE(S) on-time, his offer will not be considered for further evaluation and rejected.
- Bidders achieving minimum 70 marks will be considered only.

Documents Checklist

Please review the following list of all possible documents to be enclosed with the Technical Proposal.

S. No.	Document Description	Yes / No	Page No.
General Bid Documents:			
1	Tender Purchase Receipt (Original)		
2	Bid Security (Pay Order / Bank Draft)		
3	General & Special Conditions of Contract		
4	Schedule of Requirements		
5	Technical Specifications		
Bidder's Documents:			
6	Manufacturer's Authorization (<i>as per sample form</i>)		
7	Undertaking (<i>as per sample form</i>)		
8	Certificate (<i>as per sample form</i>)		
9	Income Tax & GST Registration Certificate		
10	Valid Professional Tax Certificate (Sindh)		
11	SECP Incorporation Certificate (<i>if applicable</i>)		
12	Company Profile		
13	Bank Certificate		
14	Audited Financial Statement (last three years)		
15	Income Tax Return (last year)		
Original Equipment Manufacturer (OEM) or Brand Quoted:			
16	Catalogue / Brochures (original)		
17	ISO 9001 / CE Certificate		
18	Chamber of Commerce & Industry Membership Certificate (<i>local manufacturer</i>)		
19	EOBI Registration Certificate (<i>local manufacturer</i>)		
20	Social Security Registration Certificate (<i>local manufacturer</i>)		
21	References of the quoted brand & model (<i>local</i>)		
22	References of the quoted brand & model (<i>international</i>)		
Additional Documents:			

Note:

- Mandatory documents are mentioned in 'Instructions to Bidders'.
- All pages of the bid, except for un-amended printed literature, shall be initialed by the Bidder.

Bidder's details for notice purposes:

Bidder Name:	
Address:	
Tel No	
Fax No.	
Contact Person:	
Mobile No.	
Email Address:	

[SAMPLE FORM: A]**Manufacturer's Authorization Form**

To:
Medical Superintendent
Liaquat University Hospital
Hyderabad / Jamshoro

WHEREAS **[name of the Manufacturer]** who are established and reputable manufacturers of **[name and/or description of the goods]** having factories at **[address of factory]**

do hereby authorize **[name and address of Agent]** to submit a bid, and subsequently negotiate and sign the Contract with you against **Tender Enquiry No. [reference of the Tender Notice]** for the above goods manufactured by us.

We hereby extend our full guarantee and warranty as per Terms & Conditions of the tender document and General Conditions of Contract for the goods offered for supply by the above firm against this tender.

[Signature for and on behalf of Manufacturer]

[Date]

Note: This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be enclosed inside the Technical Proposal by the Bidder.

[SAMPLE FORM: B]**Undertaking**

WHEREAS [Bidder Name] hereby undertake against the Tender Enquiry No. _____ to abide by the following clauses.

- a) Whether our tender accepted for total, partial or enhanced quantity for all or any single item. I/We also agreed to supply and accept the said item(s) at the rates for the supply of contracted quantity within the stipulated period shown in the contract.
- b) 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.
- c) If any of the information submitted in accordance to this tender Enquiry found incorrect, our contract may be cancelled at any stage on our cost and risk.

[Signature for and on behalf of Bidder]

[Date]

Note: This undertaking should be on a stamp paper of Rs. 100/- arranged by the Bidder. It should be enclosed inside the Technical Proposal by the Bidder.

[SAMPLE FORM: C]**Certificate**

To
Medical Superintendent
Liaquat University Hospital
Hyderabad / Jamshoro

WHEREAS [Bidder Name] hereby certify against the Tender Enquiry No. _____ to abide by the following clauses.

- a) We guarantee to supply the stores exactly in accordance with the requirement specified in the tender documents.
- b) We guarantee letter that the supplied Furniture is the original / brand new product.
- c) Our firm is not black listed in any Government Department.

Authorized Sign & Stamp

[Bidder Name]

Note: This certificate should be on the Non Judicial Stamp Paper of Rs.100/= and should be signed by a person competent and having the power of attorney to bind the Bidder. It should be enclosed inside the Technical Proposal by the Bidder.

[SAMPLE FORM: D]**Contract**

THIS AGREEMENT made the ____ day of _____ 20____ between [name of Procuring Agency] of [country of Procuring agency] (hereinafter called "the Procuring agency") of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called "the Supplier") of the other part:

WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., [brief description of goods and services] and has accepted a bid by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring agency's Notification of Award.
3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Purchaser

Authorized Signature & Official Stamp

Procuring Agency Name

Address

Contact No.

Witness

Name, Sign & CNIC No

Supplier

Authorized Signature & Official Stamp

Bidder Name

Address

Contact No.

Witness

Name, Sign & CNIC No

[SAMPLE FORM: E]**Performance Guarantee/Security Form**

To:

[Name & Address of the Procuring Agency]

Whereas **[Name of Bidder]** (hereinafter called "the Bidder") has undertaken, in pursuance of Contract No. **[number]** dated **[date]** to supply **[description of goods]** (hereinafter called "the Contract").

And whereas it has been stipulated in the said Contract that the Bidder shall furnish to the Procuring Agency with a Bank Guarantee by a scheduled bank for the sum of 5% of the total Contract amount as Security for compliance with the Bidder's performance obligations in accordance with the Contract.

And whereas we have agreed to provide a Guarantee: for the said Bidder

Therefore, we hereby unconditionally and irrevocably guarantee, on behalf of the Bidder, up to a total of **[Amount of the Guarantee in Words and Figures]** and we undertake to pay you, upon your first written demand declaring the Bidder to be in default under the Contract and without requiring the Procuring Agency to initiate action against the Bidder and without cavil or argument any sum or sums within the limits of **[Amount of Guarantee]** as aforesaid. The amount stated in the demand made under this guarantee shall be conclusive proof of the amount payable by the Guarantor under this guarantee.

The obligations of the Guarantor under this guarantee shall be valid for four months after the completion of delivery of supplies by the Bidder to the Procuring Agency of the full quantity of the goods for which this Guarantee is being given, and until all and any obligations and sums due have been paid in full.

[Signature and Seal of the Guarantors / Bank]

Address

Date

Schedule of Requirements**HOSPITAL FURNITURE**

S. No.	Item Description	Qty	Model	Brand	Country of Origin	Delivery
1	Instrument Trolley	25				
2	Medicine Trolley	25				
3	Almirah Steel	10				
4	Bed Side Locker	50				
5	File Cabinet Wooden	05				
6	Foam Mattresses	100				
7	Officers Executive Table	05				
8	Officers Revolving Chair	05				
9	Patients Bed with Mattresses	50				
10	Patients Attendance Benches	05				
11	05 seater Sofa Set	05				
Total No. of Items Quoted (Hospital Furniture):						

Sign & Stamp _____
Bidder Name _____
Contact Person _____
Contact No. _____

Technical Specifications

HOSPITAL FURNITURE

S. No.	Item Description	Qty	Model & Brand	Yes / No	Difference
1	Instrument Trolley Specifications: Dimensions: 20" x 26" x 32" Made by stainless steel pipe with two shelf 2 inch imported wheel. Or Equivalent	25			
2	Medicine Trolley Specifications: Dimensions: 20" x 26" x 32" Made by stainless steel pipe with 2 shelf and a draw for medicine 2 inch imported wheel. Or Equivalent	25			
3	Almirah Steel Specifications: Made by 20 gauge MS sheet with three shelf two doors lockable finish by hammer spray colour Or Equivalent	10			
4	Bed Side Locker Specifications: <ul style="list-style-type: none"> • Dimension 16" x 18" x 32" • Cabinet made of 1mm thick Galvanized steel sheet • Top of ABS material with three sides Raised edges • Drawer 3 depth having sheet inbuilt handle with full extension ball bearing rail • Cabinet having sheet inbuilt handle and magnetic door with One shell having two section • Mobile on four imported 2" twin castors • Electrostatic epoxy powder coated finish Or Equivalent	50			
5	File Cabinet Steel Filing cabinet of overall size 54" X 18" X 24" consisting of Four Drawers. Or Equivalent.	05			

S. No.	Item Description	Qty	Model & Brand	Yes / No	Difference
6	Foam Mattresses Certification: ISO 9001 Specification: Dimensions: 78" x 36" x 4" Foam mattress with Rexene cover fitted with zip Manufacturer's warranty of 10 years of more Master / Diamond only Or Equivalent	100			
7	Officers Executive Table Specification: <ul style="list-style-type: none"> • Size: 72" x 36" x 30" • Made of Oak Veneer MDF sheet • All borders fitted with beveled 'Kail' wood • Three drawers with full extension ball bearing railing, hand knobs and lockable by single key-lock • Glass table top of 6mm thickness high quality • Elegant design and patterns with heavy duty finish • Foot rest underneath the table top • High quality matt finish wood lacquer polish in light oak veneer shade Or Equivalent	05			
8	Officers Revolving Chair Seat and back full cushion with best quality base aluminum with 05-coaster wheel, high-class revolving & tilting machine heavy back, American Cloth. Or Equivalent	05			
9	Patients Bed with Over Bed Table & Mattresses Specifications: 1) Patient Bed. <ul style="list-style-type: none"> • Dimensions 78" x 36" x 22" • Patient lying area in four sections Made by 14/4 x 2/2 square pipe in 16 gauge • Reinforced strips of 1mm thick MS sheet platform • Bed frame made of 16 SWG MS tubular pipe 14/4 x 2 1/2 inch pipe • Back -rest and knee-rest adjustable by two individual screw cranks Legs are made in 2 inch square pipe in 16 gauge. • Crank handles to be latched under foot end • ABS headboard and footboard with inbuilt handles • Headboard and footboard, Lockable & easily removable • Holders for mattress at four positions on the bed 	50			

S. No.	Item Description	Qty	Model & Brand	Yes / No	Difference
	<ul style="list-style-type: none"> • Hooks for urine bag and NG bad at each side of the bed • Mobile on four imported 5" castors (European standards). Two with swivel-type lock at diagonal end ABS cover • Working load capacity 160 kg • Electro epoxy powder Coated finish <p>Accessories: IV Transfusion Pole Holder with IV POLE in S.S Steel.</p> <p>2) Over Bed Table Dimension: 27" x 17". 2" x 1" pipe adjustable MS tubular pipe in S.S steel with 2 1/2 column pipe with laminated top edges covered frame finish by epoxy powder coated.</p> <p>3) Foam Mattress Certification: ISO 9001 Specification: Dimensions: 78" x 36" x 4" Foam mattress with Rexene cover fitted with zip Manufacturer's warranty of 10 years of more Master / Diamond only Or Equivalent</p>				
10	<p>Patients Attendance Benches Specifications:</p> <ul style="list-style-type: none"> • Dimensions: 54" x 15" x 18" • Bench frame made of 1 1/4 square pipe in 16 gauge • Top fitted with six high quality polished wood strips / With six legs for maximum load • Legs provided with longitudinal support bar • Plastic pads at legs end to avoid scratch etc. • Electrostatic epoxy powder coated finish <p>Or Equivalent.</p>	05			
11	<p>Sofa Set 05 Seater STANDARD SIZE (3+1+1) Made of season Tally wood from loose cushion with high quality ragzine (Master Molty Foam) seat size 22" x 22" x 4" Pure Spirit Polish. Or Equivalent</p>	05			

Sign & Stamp _____
Bidder Name _____
Contact Person _____
Contact No. _____

[SAMPLE FORM: F]**Bid**

Tender Enquiry No. _____

Date: _____

To

Medical Superintendent
Liaquat University Hospital
 Hyderabad / Jamshoro

Having examined the bidding documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver the goods specified in the said bidding documents for the sum of **[total bid amount in words and figures]** or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to 5% of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring agency.

We agree to abide by this Bid for a period of 90 days from the date fixed for Bid opening as Tender Notice, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 20_____.

 [signature]

 [in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

Note: This document should be on the letterhead of the Bidder and should be signed by a person competent and having the power of attorney to bind the Bidder. It should be enclosed inside the Financial Proposal by the Bidder.

Price Schedule
Pak Rupee on DDP basis

HOSPITAL FURNITURE

S. No.	Item Description	Model	Brand	Qty	Unit Price DDP	Total Price DDP
1	Instrument Trolley			25		
2	Medicine Trolley			25		
3	Almirah Steel			10		
4	Bed Side Locker			50		
5	File Cabinet Wooden			05		
6	Foam Mattresses			100		
7	Officers Executive Table			05		
8	Officers Revolving Chair			05		
9	Patients Bed with over bed table with Mattresses			50		
10	Patients Attendance Benches			05		
11	05 Seater Sofa Set			05		

Note:

- Unit price to be mentioned in both figures and words.
- In case of discrepancy between unit price and total, the unit price shall prevail.

Sign & Stamp _____

Bidder Name _____

Contact Person _____

Contact No. _____