



DIRECTORATE OF FINANCE

PEOPLE'S UNIVERSITY OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD

PMC Hospital Road, Nawabshah (Shaheed Benazirabad), Sindh, Pakistan

Tel. (Direct): 0092-244-9370519

Tel. (Extension): 0092-244-9370249-58 (2214) Fax: 0092-244-9370263

Website: www.pumhs.edu.pk

E-mail: Director.Finance@pumhs.edu.pk

No. PUMHSW/SBA /DOF/PROC:/483

Dated: 11 / January / 2018

SAY NO TO CORRUPTION

The Managing Director,
Sindh Public Procurement
Regulatory Authority,
Karachi.

Address:
SPPRA, Block. No.8, Sindh Secretariat No.4-A,
Court Road, Karachi
Tele: 021-99205356; 021-99205369.

SUBJECT: REQUEST FOR PLACEMENT OF NIT ON SPPRA'S OFFICIAL WEBSITE TITLED:

1. Tender for the Printing of Souvenir for Convocation.
2. Tender for the Procurement of Kits for Convocation.
3. Tender for the Arrangement of Gowns on Rent for Convocation.
4. Tender for the Arrangement of complete decoration and Lunch for Convocation.

Dear Sir,

In compliance of SPPRA Rule-17(1), the subject tenders are invited on Item rate basis. It is requested to kindly hoist/upload subject NIT on SPPRA's official website. Following documents are attached for further necessary action please.

1. Notification of Procurement Committee. (Rule-7)
2. Notification of Complaint Redressal Committee. (Rule-31)
3. Annual Procurement plan (Rule-11) for the year 2017-2018.
4. Complete set of bidding documents in soft / hard copy including evaluation / eligibility criteria as provided in Rule-46(1).

5. Cheque # 00002383 dt 11/01/18 of Rs. 2000.

Regards,

PROF. DR. SHAMSUDDIN SHAIKH

Director Academics, PUMHSW &
Chairman Purchase Committee
PUMHSW, Shaheed Benazirabad

Copy for information & necessary action to:

1. The Secretary to Government of Sindh, Information, Science & Technology Department, 1st Floor, Sindh Secretariat No. 06, Karachi, for uploading on the official Website of Sindh Government.
2. The In-charge I.T Department PUMHSW S.B.A., for the placement on official PUMHSW website.
3. P.A to Vice Chancellor, PUMHSW S.B.A.
4. P.A to Director Academics & Chairman Central Purchase Committee, PUMHSW, SBA.
5. P.A to Registrar, PUMHSW S.B.A.
6. P.A to Director Finance, PUMHSW S.B.A.
7. Purchase Officer, PUMHSW S.B.A.
8. Concerned file.

PROF. DR. SHAMSUDDIN SHAIKH

Pro Vice Chancellor PUMHSW &
Chairman, Purchase Committee
PUMHSW, Shaheed Benazirabad

SPPRA INWARD DIARY
No: US11
DATED: 12-01-18



**PEOPLE'S UNIVERSITY
OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD**

PMC Hospital Road, Nawabshah (Shaheed Benazirabad), Sindh, Pakistan

Tel. (Direct): +92-244-366210

Tel. (Extension): 0244-9370250 (2270)

Website: www.pumhs.edu.pk

E-mail: purchase.officer@pumhs.edu.pk

No. PUMHSW/SBA/DOF/PROC:/482

Dated: 11 / 01 / 2018

SAY NO TO CORRUPTION

NOTICE INVITING TENDER

The sealed tenders/bids are invited on item rate basis from **reputed firms** registered with Federal Board of Revenue (FBR), Income Tax and Sindh Revenue Board, having at least five years of experience in the relevant services with any university or large reputed organization.

Sr. #	Tender Description	Tender Fee	Bid Procedure	Bid Security
01	Printing of Souvenir	3,000/- (Non-Refundable)	Single Stage (One Envelope)	2% of total bid.
02	Procurement of Convocation Kits	3,000/- (Non-Refundable)		
03	Arrangement of Gowns on Rent for convocation	3,000/- (Non-Refundable)		
04	Arrangement of complete decoration and Lunch	3,000/- (Non-Refundable)		
Purchase Date		13-January-2018 to 29-January-2018		
Bid Submission (Date, Time & Place)		30-01-18 at 11:00(A.M.) Office of the Purchase Officer, Finance Wing, Administration Block, PUMHSW.		
Bid Opening place (Date, Time & Place)		30-01-18 at 11:30(A.M.) In the conference hall of Vice Chancellor's Secretariat, PUMHSW(SBA)		
<i>Note:</i> In case of any unforeseen situation or official / government holiday resulting in closure of office on the date of opening, bids shall be submitted / opened on next working day at the given time.				

The Interested bidders can obtain bid document from the office of Purchase Officer(PUMHSW) on the submission of a written application in the name of Vice Chancellor PUMHSW, along with NTN, GST, SST, SRB, Certificates and Pay Order / Demand Draft of tender fee during office hours.

The Bid Documents are also available at PUMHSW website: www.pumhs.edu.pk and as well as from SPPRA websites: www.pprasinhd.gov.pk.

The bidders should have three years of experience in the relevant field.

Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after specific date and time and bids of Black Listed firms will be rejected.

The Procuring Agency reserves the right to reject any or all the bids subject to the relevant provisions of SPP Rules 2010 (Amended 2013).

PROF. DR. SHAMSUDDIN SHAIKH

Director Academics PUMHSW & Convener, C.P.C.

PMC Hospital Road, PUMHSW, Shaheed Benazirabad.



OFFICE OF THE DIRECTOR FINANCE

PEOPLE'S UNIVERSITY OF MEDICAL & HEALTH SCIENCES FOR WOMEN, SHAHEED BENAZIRABAD

NAWABSHAH, SHAHEED BENAZIRABAD.

ANNUAL PROCUREMENT PLAN

(GOODS, SERVICES & WORKS)

FINANCIAL YEAR 2017-18

No. PUMHSW/SBA/DOF/PROC: 250

Dated: 18/09/2017

S. No	University Department	DESCRIPTION OF PROCUREMENT ITEM (With All Specification)	Estimated Total Cost 2017-2018	Source of Fund (ADP / Non ADP)	Procedure of Procurement	PROPOSED TIMING OF PROCUREMENTS				REMARKS
						1 st QTR JUL-17 TO SEP- 17	2 nd QTR OCT- 17 TO DEC-17	3 rd QTR JAN-17 TO MAR-17	4 th QTR APR-17 TO JUN-17	
1	Finance	Requirement of Equipment for Nursing	30,601,000	HEC	Single Stage Two Envelope		2nd			
2	Finance	Procurement of Equipment for Water Testing Laboratory of Community Medicine Dept.	24,100,000	HEC	Single Stage Two Envelope		2nd			
3	Finance	Requirement of Equipment for R & D (Nursing and Community Medicine)	1,857,000	HEC	Single Stage Two Envelope		2nd			
4	Admission	Printing of Souvenir & Other Publications	1,500,000	GOS/HEC	Single Stage One Envelope			3rd		
5	Finance	Conduct of Pre-Entry Test for Admission / Recruitment	12,000,000	GOS/HEC	Single Stage One Envelope		2nd			
6	Finance	Purchase of Electrical Consumable	4,000,000	GOS/HEC	Single Stage One Envelope		2nd			
7	Finance	Purchase of Generic Consumable	2,500,000	GOS/HEC	Single Stage One Envelope		2nd			
8	Finance	Purchase of Stationary	2,200,000	GOS/HEC	Single Stage One Envelope		2nd			
9	Finance	Tender for Purchase of Sanitary Items	2,000,000	GOS/HEC	Single Stage One Envelope		2nd			
10	Examination	Annual Convocation & Others	2,500,000	GOS/HEC	Single Stage One Envelope		2nd			
11	Examination	Purchase of Medal & Shields	500,000	GOS/HEC	Single Stage One Envelope		2nd			
12	Finance	Purchase of Books	4,500,000	GOS/HEC	On Quotation basis in accordance with Ministry of Education Govt. of Pakistan Guidance			3rd		
13	Finance	Tender for Cost of Other Store	1,000,000	GOS/HEC	Single Stage One Envelope			3rd		
14	Finance	Purchase of Medical & Laboratory Equipment	11,000,000	GOS/HEC	Single Stage One Envelope		2nd	3rd	4th	Purchase shall be made throughout the year
15	Director Students Affairs	Sports Activities	700,000	GOS/HEC	Single Stage One Envelope			3rd		
16	Finance	Purchase of Computer Equipment	11,500,000	GOS/HEC	Single Stage One Envelope		2nd	3rd	4th	Purchase shall be made throughout the year
17	Finance & QEC	Arrangements of Conferences, Seminars & Workshops.	2,000,000	GOS/HEC	Single Stage One Envelope		2nd	3rd	4th	Purchase shall be made throughout the year
18	Finance	Exhibition, Fairs & Other National Celebration	500,000	GOS/HEC	Single Stage One Envelope			3rd		
19	Finance	Purchase of Furniture & Fixture	30,000,000	GOS/HEC	Single Stage One Envelope		2nd	3rd	4th	Purchase shall be made throughout the year

S. No	University Department	DESCRIPTION OF PROCUREMENT ITEM (With All Specification)	Estimated Total Cost 2017-2018	Source of Fund (ADP / Non ADP)	Procedure of Procurement	PROPOSED TIMING OF PROCUREMENTS				REMARKS
						1 ST QTR JUL-17 TO SEP-17	2 ND QTR OCT-17 TO DEC-17	3 RD QTR JAN-17 TO MAR-17	4 TH QTR APR-17 TO JUN-17	
20	Finance	Purchase of General Utility Chemicals	1,000,000	GOS/HEC	Single Stage One Envelope		2nd	3rd	4th	Purchase shall be made throughout the year
21	Finance	Purchase of Workshop Equipment	300,000	GOS/HEC	Single Stage One Envelope		2nd	3rd	4th	Purchase shall be made throughout the year
22	Finance	Request for Quotation for Actuarial Study of Pension.	600,000	GOS/HEC	Single Stage One Envelope		2nd			
23	Finance	Tender for Hiring of Security Agency	7,000,000	GOS/HEC	Single Stage Two Envelope		2nd			
24	Project Director	Land Scrapping & Maintenance of Lawns & Gardens at New Site	500,000	GOS/HEC	Single Stage Two Envelope		2nd			
25	Project Director	Maintenance of Parks, Gardens & Play Grounds at main campus	1,200,000	GOS/HEC	Single Stage Two Envelope			3rd		
25	Finance	Supply of Agriculture Carrying Produce Equipment	1,000,000	GOS/HEC	Single Stage One Envelope			3rd		
26	Finance	Purchase of Printer Cartridges	2,000,000	GOS/HEC	Direct Contracting as SPPRA Rule 16-1-b-i			3rd		
27	Finance	Tender for Purchase of Spare Parts of Vehicles	1,500,000	GOS/HEC	Direct Contracting as SPPRA Rule 16-1-b-i			3rd		
28	Finance	Request for Quotation for Annual Maintenance of Transport	3,000,000	GOS/HEC	Single Stage Two Envelope		2nd	3rd	4th	Purchase shall be made throughout the year
29	Finance	Request for Quotation for Annual Maintenance of Air Conditioners	2,000,000	GOS/HEC	Single Stage One Envelope		2nd	3rd	4th	Purchase shall be made throughout the year
30	Finance	Repair & Maintenance of Furniture & Fixture	700,000	GOS/HEC	Single Stage One Envelope		2nd	3rd	4th	Purchase shall be made throughout the year
31	Finance	Request for Quotation for Annual Repair & Maintenance of Generator	1,000,000	GOS/HEC	Single Stage One Envelope			3rd		
32	Finance	Request for Quotation for renting out Student Mess	---	GOS/HEC	Single Stage One Envelope		2nd			
33	Finance	Request for Quotation for Annual Janitorial Services	18,000,000	GOS/HEC	Single Stage Two Envelope		2nd			
34	Finance	Request for Quotation for Designing & Implementation Chart of Account, ERP Solution and CMS	2,500,000	GOS/HEC	Single Stage Two Envelope		2nd			

CENTRAL PURCHASE COMMITTEE



Mr. Abdul Rasheed Lakho

Member Central Purchase Committee PUMHSW &
Accounts Officer Audit, DSE Hyderabad



Mr. Zeeshan Memon

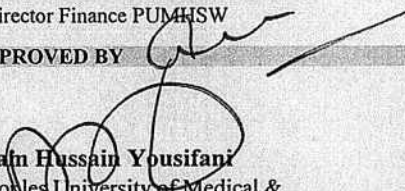
Member, Central Purchase Committee PUMHSW &
Director Finance PUMHSW



Prof: Dr. Shamsuddin Shaikh

Convener Central Purchase Committee PUMHSW &
Director Academics PUMHSW

APPROVED BY



Prof: Dr. Azam Hussain Yousifani
Vice Chancellor, Peoples University of Medical &
Health Sciences for Women. (Shaheed Benazirahad)



OFFICE OF THE REGISTRAR

PEOPLE'S UNIVERSITY OF MEDICAL & HEALTH SCIENCES
FOR WOMEN, SHAHEED BENAZIRABAD

Tel: # 0244-9370428, Fax # 0244-9370263 Exchange # 0244-9370249-58 & Ext: # 2209-11

Website: www.pumhs.edu.pk & E-mail: I.D registrar@pumhs.edu.pk

NO. PUMHSW/SBA/Estt:/ 8125/26

Dated: 31/7 / 2017

SAY NO TO CORRUPTION

OFFICE ORDER:

With the approval of Honourable Vice Chancellor, the undersigned is hereby pleased to notify the re-constituted Committee for Purchase Committee (SPPRA Rule: 07) for tender at PUMHSW, Shaheed Benazirabad as details shown below:-

1. **Prof. Dr. Shamsuddin Shaikh** Chairman
Pro-Vice Chancellor & Chairman
Central Purchase Committee
PUMHSW, (SBA)
2. **Mr. Zeeshan Memon** Member
Director Finance & Member
Central Purchase Committee
PUMHSW, (SBA)
3. **Mr. Abdul Rasheed Lakho** Member
Accounts Officer Audit
D.S.E Hyderabad & Member
Central Purchase Committee
PUMHSW, (SBA)

(Prof. Dr. Muhammad Saleh Khaskheli)
REGISTRAR

Peoples University of Medical & Health
Sciences for Women Shaheed Benazirabad

Copy to:

1. The Chairman/Member of Purchase Committee, (SPPRA Rule* 07) for tender PUMHSW, (SBA) for information
2. P.A to Vice Chancellor, PUMHSW, (SBA) for information

(Prof. Dr. Muhammad Saleh Khaskheli)
REGISTRAR

Peoples University of Medical & Health
Sciences for Women Shaheed Benazirabad

DIR	NAN
REG	azirabad
No.	367
Date	01/08/17



OFFICE OF THE REGISTRAR

PEOPLE'S UNIVERSITY OF MEDICAL & HEALTH SCIENCES
FOR WOMEN, SHAHEED BENAZIRABAD

Tel: # 0244-9370428, Fax # 0244-9370263 Exchange # 0244-9370249-58 & Ext: # 2209-11

Website: www.pumhs.edu.pk & E-mail: I.D registrar@pumhs.edu.pk

NO. PUMHSW/SBA/Estt:/ 9464/66

Dated: 28/9 / 2017

SAY NO TO CORRUPTION

OFFICE ORDER:

With the approval of Honourable Vice Chancellor, the undersigned is hereby pleased to notify the re-constituted Committee for Complaint Redressal Committee (SPPRA Rule: 31) at PUMHSW, Shaheed Benazirabad as details shown below:-

- | | |
|---|----------|
| 1. Prof. Dr. Azam Hussain Yousifani
Vice Chancellor
PUMHSW, (SBA) | Chairman |
| 2. Mr. Roshan Ali Sial,
Director Finance
SBBU, (SBA) | Member |
| 3. District Treasury /Accounts Officer BPS-18
Or his representative. | Member |

(Prof. Dr. Muhammad Saleh Khaskheli)
REGISTRAR

Peoples University of Medical & Health
Sciences for Women Shaheed Benazirabad

Copy to:

1. The Chairman/Member of Complaint Redressal Committee (SPPRA Rule: 31) PUMHSW, (SBA) for information
2. The Director Finance, PUMHSW, (SBA) for information w/r to submitted note No.PUMHSW/SBA/DOF/PROC/02 Dated.24-09-2017
3. P.A to Vice Chancellor, PUMHSW, (SBA) for information

(Prof. Dr. Muhammad Saleh Khaskheli)
REGISTRAR

Peoples University of Medical & Health
Sciences for Women Shaheed Benazirabad

PEOPLES UNIVERSITY
OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN

2,7,8



BID DOCUMENT

**PROCUREMENT / PRINTING OF SOUVENIR
FOR THE CONVOCATION**



**PEOPLE'S UNIVERSITY
OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD**

PMC Hospital Road, Nawabshah (Shaheed Benazirabad), Sindh, Pakistan

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Website: www.pumhs.edu.pk

E-mail: purchase.officer@pumhs.edu.pk

No. PUMHSW/SBA/DOF/PROC: /

Dated: 09 / 01 / 2018

SAY NO TO CORRUPTION

NOTICE INVITING TENDER

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The Bid Documents are also available at PUMHSW website: www.pumhs.edu.pk and as well as from SPPRA websites: www.pprasingh.gov.pk.

The bidders should have three years of experience in the relevant field.

Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after specific date and time and bids of Black Listed firms will be rejected.

The Procuring Agency reserves the right to reject any or all the bids subject to the relevant provisions of SPP Rules 2010 (Amended 2013).

PROF. DR. SHAMSUDDIN SHAIKH

Director Academics PUMHSW & Convener, C.P.C.
PMC Hospital Road, PUMHSW, Shaheed Benazirabad.



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NAWABSHAH, SHAHEED BENAZIRABAD**

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03	Arrangement of Gowns on Rent for convocation	3,000/- (Non-Refundable)	0.18(M)		
04	Arrangement of full decoration and lunch	3,000/- (Non-Refundable)	1.10(M)		
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PROF. DR. SHAMSUDDIN SHAIKH

Director Academics PUMHSW & Convener, C.P.C.

PMC Hospital Road, PUMHSW, Shaheed Benazirabad.

PEOPLES UNIVERSITY OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN

TERMS & CONDITIONS

1. Supplier will have to provide call deposit @ 2% of bid amount in the favor of the Vice Chancellor Peoples University of Medical & Health Sciences for Women Shaheed Benazirabad, in case of failure the tender document will not be entertained
2. The bidder must have its printing press, which will be verified by the Procuring Agency.
3. Quantity at any time can be increased / decreased or can deleted at any time.
4. The Supplier will have to produce evidence in respect of their registration with income tax and sales tax department & SRB departments.
5. The bid shall comprise a single stage one envelope procedure. The envelope marked as "FINANCIAL PROPOSAL" and mentioned clearly address of the Bidder / Supplier
6. In case of failure on the part of Supplier to Supply as per specification or within the stipulated time without getting extension, penalty of 3% of the supply order per month or part thereof up to maximum limit of 10% will be imposed on the supplier.
7. The Successful bidders will be bound to submit performance security @ 10% of before issue of award of contract.
8. The Successful bidders will be bound to carry out job according to specification provide in the BOQ with in specified time given in the supply order, failing which his earnest money shall be forfeited. The successful bidder has to furnish such undertaking in writing on the stamp paper of Rs: 100/-
9. The rates should be given inclusive of GST, Income Tax & any other government duty.
10. Income tax, G.S.T, SST, SRB, Stamp duty & other applicable taxes and duties at the government prescribed rates are deductible from the bill.
11. The item(s) which is/are exempted from GST, the rates for the same must be quoted accordingly.
12. All those Suppliers who have been blacklisted by any Government Department, their bids shall not be entertained.
13. Suppliers must produce eligibility as per SPPRA rules. In case of non-production of eligibility tender forms will not be issued.
14. Conditional tenders will not be accepted.
15. Payment will be made on availability of funds, if delayed due to any reason; no extra interest / mark-up will be accepted / paid.
16. Rejected consignment shall be returned back to dealers / suppliers at their own cost.
17. An amount equivalent to 10 % of security deposit (performance security) shall be withheld from the bills which will be refunded after two months of satisfactory completion of the job.

PEOPLES UNIVERSITY OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN

GENERAL CONDITIONS OF THE CONTRACT

Clause – 1: Commencement & Completion Dates of work.

The contractor shall not enter upon or commence any portion or work except with the written authority and instructions of the Chairman CPC or of in subordinate of the work. Failing such authority the contractor shall have no claim to ask for payment for work.

The contractor shall proceed with the works with due expedition and without delay and complete the works in the time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall reckoned from the date on which the order to commence work is given to the contractor.

Clause – 2: Liquidated Damages.

The contractor shall pay liquidated damages to the Agency at the rate not exceeding 10% of the contract price in case when contractor shall be unable to complete the work within the stipulated time and date Agency may deduct liquidated damages from payments due to the contractor. Payment of liquidated damages does not affect the contractor's liabilities.

Clause – 3: Termination of the Contract.

(A) Procuring Agency/Chairman CPC may terminate the contract if either of the following conditions exits:-

- i. Contractor causes a breach of any clause of the Contract;
- ii. The progress of any particular portion of the work is unsatisfactory and notice of 10 days has expired;
- iii. In the case of abandonment of the work owing to the serious illness or death of the contractor or any other cause.
- iv. Contractor can also request for termination of contract if a payment certified by the Chairman CPC is not paid to the contractor within 60 days of the date of the submission of the bill;

(B) The Procuring Agency has power to adopt any of the following courses as may deem fit:-

- (i) to forfeit the security deposit available except conditions mentioned at A (iii) and (iv) above;
- (ii) to finalize the work by measuring the work done by the contractor.

(C) In the event of any of the above courses being adopted by the Procuring Agency, the contractor shall have:-

- (i) No claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials, or entered into any engagements, or made any advances on account of, or with a view to the execution of the work or the performance of the contract,
- (ii) However, the contractor can claim for the work done at site duly certified by the Chairman CPC in writing regarding the performance of such work and has not been paid.

Procuring Agency/Chairman CPC may invite fresh bids for remaining work.

Clause –4: Specifications.

The contractor shall execute the whole and every part of the work in the most substantial and workman-like manner and both as regards materials and all other matters in strict accordance with the specifications lodged in the office of the Chairman CPC and initialed by the parties, the said specification being a part of the contract. The contractor shall also confirm exactly, fully and faithfully to the designs, drawing, and instructions in writing relating to the work signed by the Chairman CPC and lodge in his office and to which the contractor shall be entitled to have access at such office or on the site of work for the purpose of inspection during office hours and the contractor shall, if he so requires, be entitled at his own expense to make or cause to be made copies of the specifications.

Clause – 5: Payments.

(A) **Interim/Running Bill.**

The Chairman CPC /Procuring Agency shall pass/certify the amount to be paid to the contractor, which he considers due and payable in respect thereof, subject to deduction of security deposit, advance payment if any made to him and taxes. All such intermediate payment shall be regarded as payments by way of

advance against the final payment only and not as payments for supply actually done and completed, and shall not preclude the Chairman CPC from recoveries from final bill and rectification of defects and unsatisfactory items of works pointed out to him during defect liability period.

(B) The Final Bill.

A bill shall be submitted by the contractor within one month of the date fixed for the completion of the work otherwise Purchase & Store Officer's certificate of the total amount payable for the supply shall be final and binding on all parties.

Clause – 6: Reduced Rates.

In cases where the items of supply are not accepted as so completed, the Chairman CPC may make payment on account of such items at such reduced rates as he may consider reasonable in the preparation of final or on running account bills with reasons recorded in writing.

Clause – 7: Issuance of Variation and Repeat Orders.

- (A)** Agency may issue a Variation Order for procurement of supply, physical services from the original contractor to cover any increase or decrease in quantities, including the introduction of new work items that are either due to change of plans, design or alignment to suit actual field conditions, within the general scope and physical boundaries of the contract.
- (B)** Contractor shall not perform a variation until the Procuring Agency has authorized the variation in writing subject to the limit not exceeding the contract cost by of 15% on the same conditions in all respects on which he agreed to do them in the work, and at the same rates, as are specified in the tender for the main work. The contractor has no right to claim for compensation by reason of alterations or curtailment of the work.
- (C)** In case the nature of the work in the variation does not correspond with items in the Bill of Quantities, the quotation by the contractor is to be in the form of new rates for the relevant items of work, and if the Chairman CPC is satisfied that the rate quoted is within the rate worked out by him on detailed rate analysis, and then only he shall allow him that rate after approval from higher authority.
- (D)** The time for the completion of the work shall not be extended at day event
- (E)** In case of quantities of work executed result the Initial Contract Price to be exceeded by more than 15%, and then Chairman CPC can adjust the rates for those quantities causing excess the cost of contract beyond 15% after approval of competent authority.

Clause- 08: Quality Control.

- (A) Identifying Defects:** If at any time before the performance security deposit is refunded to the contractor/during defect liability period mentioned, the Purchase & Store Officer or his subordinate of the work may instruct the contractor to uncover and test any part of the works which he considers may have a defect due to use of unsound materials or unskillful workmanship and the contractor has to carry out a test at his own cost irrespective of work already approved or paid.
- (B) Correction of Defects:** The contractor shall be bound forthwith to rectify or remove and reconstruct the work so specified in whole or in part, as the case may require. The contractor shall correct the notified defect within the Defects Correction Period mentioned in notice.
- (C) Uncorrected Defects:**
 - (i)** In the case of any such failure, the Chairman CPC shall give the contractor a notice of his intention to use a third party to correct a defect. He may rectify or remove, and re-execute the work or remove and replace the materials or articles complained of as the case may be at the risk and expense in all respects of the contractor.
 - (ii)** If the Chairman CPC considers that rectification/correction of a defect is not essential and it may be accepted or made use of; it shall be within his discretion to accept the same at such reduced rates as he may fix therefore.

Clause – 09:

- (A) Inspection of Operations.** The Chairman CPC and his subordinates, shall at all reasonable times have access to the site for supervision and inspection of works under or in course of execution in pursuance of the contract and the contractor shall afford every facility for and every assistance in obtaining the right to such access.

- (B) Inspection and Testing.** The Chairman CPC shall give the contractor reasonable notice of the intention of the Chairman CPC or his subordinate to visit the work shall have been given to the contractor, then he either himself be present to receive orders and instructions, or have a responsible agent duly accredited in writing present for that purpose, orders given to the contractor's duly authorized agent shall be considered to have the same force and effect as if they had been given to the contractor himself.

Clause – 10: Risks.

The contractor shall be responsible for all risks of loss or damage to physical property or facilities or related services at the premises and of personal injury and death which arise during and in consequence of its performance of the contract. If any damage is caused while the work is in progress or become apparent within three months of the grant of the certificate of completion, final or otherwise, the contractor shall make good the same at his own expense, or in default the Chairman CPC may cause the same to be made good by other workmen, and deduct the expenses from retention money lying with the Purchase & Store Officer.

Clause- 11: Measures for prevention of fire and safety measures.

The contractor shall not set fire to any standing jungle, trees, bush-wood or grass without a written permit from the Procuring Agency. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc by fire, the contractor shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The contractor is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the contractor's labour shall be paid by him.

Clause- 12: Sub-contracting.

The contractor shall not subcontract the whole of the works, except where otherwise provided by the contract. The contractor shall not subcontract any part of the works without the prior consent of the Procuring Agency. Any such consent shall not relieve the contractor from any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of any subcontractor, his agents, servants or workmen as if these acts, defaults or neglects were those of the contractor, his agents' servants or workmen. The provisions of this contract shall apply to such subcontractor or his employees as if he or it were employees of the contractor.

Clause– 13: Site Clearance.

On completion of the work, the contractor shall be furnished with a certificate by the Chairman CPC (hereinafter called the Chairman CPC in-charge) of such completion, but neither such certificate shall be given nor shall the work be considered to be complete until the contractor shall have removed all temporary structures and materials brought at site either for use or for operation facilities including cleaning debris and dirt at the site. If the contractor fails to comply with the requirements of this clause then Procuring Agency may at the expense of the contractor remove and dispose of the same as he thinks fit and shall deduct the amount of all expenses so incurred from the contractor's retention money. The contractor shall have no claim in respect of any surplus materials as aforesaid except for any sum actually realized by the sale thereof.

Clause – 14: Financial Assistance /Advance Payment.

(A) Mobilization advance is not allowed.

(B) Secured Advance against materials brought at site.

- (i)** Secured Advance may be permitted only against imperishable materials/quantities anticipated to be consumed/utilized on the work within a period of three months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract. The sum payable for such materials on site shall not exceed 75% of the market price of materials;
- (ii)** Recovery of Secured Advance paid to the contractor under the above provisions shall be affected from the final payments on actual consumption basis, but not later than period more than three months.

Clause – 15: Refund of Security Deposit/ Performance Security.

On completion of the whole of the works (a work should be considered as complete for the purpose of refund of security deposit to a contractor from the last date on which its final works are checked by a competent authority, the defects notice period has also passed and the Chairman CPC has certified that all defects notified to the contractor before the end of this period have been corrected, the security deposit lodged by a contractor (in cash or recovered in installments from his bills) shall be refunded to him after the expiry of three months from the date on which the work is completed.

Section IV. Schedule of Requirements

Peoples University of Medical & Health Sciences

BILL OF QUANTITIES (B.O.Q.)

S. No	Item Description	Quantity	Price	Amount	Remarks
	PRINTING OF SOUVENIR				
01.	Designing, Production, Printing and Supply of Souvenir: Pages: 100, Size: (11 x 8.5)", Paper: 115gm Matt Paper. Printed: 04 Color offset printing with gum binding. Paper(Title): 310 Grams Art Card with Matt Lamination & UV.	650 Nos.			

- i. It is of utmost importance that bids should be submitted very carefully.
- ii. The previously made souvenir must be attached in a separate envelop with bid document.
- iii. The entire quantity of the ordered goods shall be delivered within 15 days or earlier from the date of issuance of supply order / contract award.
- iv. The delivery period shall start from the date of award of contract / contract signature.
- v. The vendor give affidavit for guarantee, to supply the stores exactly in accordance with the requirement specified in the invitation to this tender.

Name of Firm & Address of Firm:		
Name of contact Person		
Contact No:	Mob:	Ph:
Signature & Stamp		



PROF. DR. SHAMSUDDIN SHAIKH
Director Academics PUMHSW &
Convener Purchase Committee
PUMHSW, Shaheed Benazirabad

TERMS & CONDITIONS

01. Before supply of the prospectus (in case of supply order is issued) samples will have to be approved by the Director Academics, PUMHSW.
02. The Successful bidders will be bound to carry out job according to specification provide in the BOQ with in specified time given in the supply order, failing which his earnest money shall be forfeited. The successful bidder has to furnish such undertaking in writing on the stamp paper of Rs: 100.
03. The quantity at any time can be increased / decreased or can deleted at any time.
04. Joint inspection will be carried out by the consignee & representative of Bidder with technical assistance from concerned specialist/end user.
05. Rejected consignment shall be returned back to dealers / suppliers at their own cost.
06. In case of failure on the part of publisher to supply the prospectus as per specification or within the stipulated time without getting extension, penalty of 0.5% of the supply order per week or part thereof up to maximum limit of 10% will be imposed on the supplier.
07. Income tax, G.S.T, Stamp duty & other applicable taxes and duties at the government prescribed rates are deductible from the bill.
08. The rates should be given inclusive of GST, Income Tax & any other government duty.
09. The item(s) which is/are exempted from GST, the rates for the same must be quoted accordingly, stating clearly in BOQ, the cost of all those item(s) excluding G.S.T at the time of payment, no claim for GST shall be paid.
10. Payment will be made on availability of funds, if delayed due to any reason; no extra interest / mark-up will be accepted / paid.
11. An amount equivalent to 10 % of security deposit shall be withheld from the bills which will be refunded after two months of satisfactory completion of the job.



Contractor
Sign with stamp

Director Academics(PUMHSW) & Convener, C.P.C.
PMC Hospital Road, PUMHSW, (SBA)

PEOPLES UNIVERSITY
OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN



BID DOCUMENT

PROCUREMENT OF CONVOCATION KITS



**PEOPLE'S UNIVERSITY
OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD**

PMC Hospital Road, Nawabshah (Shaheed Benazirabad), Sindh, Pakistan

Tel. (Direct): +92-244-366210

Tel. (Extension): 0244-9370250 (2270)

Website: www.pumhs.edu.pk

E-mail: purchase.officer@pumhs.edu.pk

No. PUMHSW/SBA/DOF/PROC: /

Dated: 09 / 01 / 2018

SAY NO TO CORRUPTION

NOTICE INVITING TENDER

The sealed tenders/bids are invited on item rate basis from **reputed firms** registered with Federal Board of Revenue (FBR), Income Tax and Sindh Revenue Board, having at least five years of experience in the relevant services with any university or large reputed organization.

Sr. #	Tender Description	Tender Fee	Bid Procedure	Bid Security
01	Printing of Souvenir	3,000/- (Non-Refundable)	Single Stage (One Envelope)	2% of total bid.
02	Procurement of Convocation Kits	3,000/- (Non-Refundable)		
03	Arrangement of Gowns on Rent for convocation	3,000/- (Non-Refundable)		
04	Arrangement of complete decoration and Lunch	3,000/- (Non-Refundable)		
Purchase Date		13-January-2018 to 29-January-2018		
Bid Submission (Date, Time & Place)		30-01-18 at 11:00(A.M.) Office of the Purchase Officer, Finance Wing, Administration Block, PUMHSW.		
Bid Opening place (Date, Time & Place)		30-01-18 at 11:30(A.M.) In the conference hall of Vice Chancellor's Secretariat, PUMHSW(SBA)		
<i>Note:</i> In case of any unforeseen situation or official / government holiday resulting in closure of office on the date of opening, bids shall be submitted / opened on next working day at the given time.				

The Interested bidders can obtain bid document from the office of Purchase Officer(PUMHSW) on the submission of a written application in the name of Vice Chancellor PUMHSW, along with NTN, GST, SST, SRB, Certificates and Pay Order / Demand Draft of tender fee during office hours.

The Bid Documents are also available at PUMHSW website: www.pumhs.edu.pk and as well as from SPPRA websites: www.pprasindh.gov.pk.

The bidders should have three years of experience in the relevant field.

Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after specific date and time and bids of Black Listed firms will be rejected.

The Procuring Agency reserves the right to reject any or all the bids subject to the relevant provisions of SPP Rules 2010 (Amended 2013).

PROF. DR. SHAMSUDDIN SHAIKH

Director Academics PUMHSW & Convener, C.P.C.

PMC Hospital Road, PUMHSW, Shaheed Benazirabad.

PEOPLES UNIVERSITY OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN

TERMS & CONDITIONS

1. Supplier will have to provide **call deposit @ 2% of bid amount** in the favor of the **Vice Chancellor Peoples University of Medical & Health Sciences for Women Shaheed Benazirabad**, in case of failure the tender document will not be entertained
2. The vendor give affidavit for guarantee, to supply the stores exactly in accordance with the requirement specified in the invitation to this tender.
3. Quantity at any time can be increased / decreased or can deleted at any time.
4. The Supplier will have to produce evidence in respect of their registration with income tax and sales tax department & SRB departments.
5. The bid shall comprise a single stage one envelope procedure. The envelope marked as “FINANCIAL PROPOSAL” and mentioned clearly address of the Bidder / Supplier
6. In case of failure on the part of Supplier to Supply as per specification or within the stipulated time without getting extension, penalty of 3% of the supply order per month or part thereof up to maximum limit of 10% will be imposed on the supplier.
7. The Successful bidders will be bound to submit performance security @ 10% of before issue of award of contract.
8. The Successful bidders will be bound to carry out job according to specification provide in the BOQ with in specified time given in the supply order, failing which his earnest money shall be forfeited. The successful bidder has to furnish such undertaking in writing on the stamp paper of Rs: 100/-
9. The rates should be given inclusive of GST, Income Tax & any other government duty.
10. Income tax, G.S.T, SST, SRB, Stamp duty & other applicable taxes and duties at the government prescribed rates are deductible from the bill.
11. The item(s) which is/are exempted from GST, the rates for the same must be quoted accordingly.
12. All those Suppliers who have been blacklisted by any Government Department, their bids shall not be entertained.
13. Suppliers must produce eligibility as per SPPRA rules. In case of non-production of eligibility tender forms will not be issued.
14. Conditional tenders will not be accepted.
15. Payment will be made on availability of funds, if delayed due to any reason; no extra interest / mark-up will be accepted / paid.
16. Rejected consignment shall be returned back to dealers / suppliers at their own cost.
17. An amount equivalent to 10 % of security deposit (performance security) shall be withheld from the bills which will be refunded after two months of satisfactory completion of the job.

PEOPLES UNIVERSITY OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN

GENERAL CONDITIONS OF THE CONTRACT

Clause – 1: Commencement & Completion Dates of work.

The contractor shall not enter upon or commence any portion or work except with the written authority and instructions of the Chairman CPC or of in subordinate of the work. Failing such authority the contractor shall have no claim to ask for payment for work.

The contractor shall proceed with the works with due expedition and without delay and complete the works in the time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall reckoned from the date on which the order to commence work is given to the contractor.

Clause – 2: Liquidated Damages.

The contractor shall pay liquidated damages to the Agency at the rate not exceeding 10% of the contract price in case when contractor shall be unable to complete the work within the stipulated time and date Agency may deduct liquidated damages from payments due to the contractor. Payment of liquidated damages does not affect the contractor's liabilities.

Clause – 3: Termination of the Contract.

(A) Procuring Agency/Chairman CPC may terminate the contract if either of the following conditions exists:-

- i. Contractor causes a breach of any clause of the Contract;
- ii. The progress of any particular portion of the work is unsatisfactory and notice of 10 days has expired;
- iii. In the case of abandonment of the work owing to the serious illness or death of the contractor or any other cause.
- iv. Contractor can also request for termination of contract if a payment certified by the Chairman CPC is not paid to the contractor within 60 days of the date of the submission of the bill;

(B) The Procuring Agency has power to adopt any of the following courses as may deem fit:-

- (i) to forfeit the security deposit available except conditions mentioned at A (iii) and (iv) above;
- (ii) to finalize the work by measuring the work done by the contractor.

(C) In the event of any of the above courses being adopted by the Procuring Agency, the contractor shall have:-

- (i) No claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials, or entered into any engagements, or made any advances on account of, or with a view to the execution of the work or the performance of the contract,
- (ii) However, the contractor can claim for the work done at site duly certified by the Chairman CPC in writing regarding the performance of such work and has not been paid.

Procuring Agency/Chairman CPC may invite fresh bids for remaining work.

Clause –4: Specifications.

The contractor shall execute the whole and every part of the work in the most substantial and workman-like manner and both as regards materials and all other matters in strict accordance with the specifications lodged in the office of the Chairman CPC and initialed by the parties, the said specification being a part of the contract. The contractor shall also confirm exactly, fully and faithfully to the designs, drawing, and instructions in writing relating to the work signed by the Chairman CPC and lodge in his office and to which the contractor shall be entitled to have access at such office or on the site of work for the purpose of inspection during office hours and the contractor shall, if he so requires, be entitled at his own expense to make or cause to be made copies of the specifications.

Clause – 5: Payments.

(A) **Interim/Running Bill.**

The Chairman CPC /Procuring Agency shall pass/certify the amount to be paid to the contractor, which he considers due and payable in respect thereof, subject to deduction of security deposit, advance payment if any made to him and taxes. All such intermediate payment shall be regarded as payments by way of

advance against the final payment only and not as payments for supply actually done and completed, and shall not preclude the Chairman CPC from recoveries from final bill and rectification of defects and unsatisfactory items of works pointed out to him during defect liability period.

(B) The Final Bill.

A bill shall be submitted by the contractor within one month of the date fixed for the completion of the work otherwise Purchase & Store Officer's certificate of the total amount payable for the supply shall be final and binding on all parties.

Clause – 6: Reduced Rates.

In cases where the items of supply are not accepted as so completed, the Chairman CPC may make payment on account of such items at such reduced rates as he may consider reasonable in the preparation of final or on running account bills with reasons recorded in writing.

Clause – 7: Issuance of Variation and Repeat Orders.

- (A)** Agency may issue a Variation Order for procurement of supply, physical services from the original contractor to cover any increase or decrease in quantities, including the introduction of new work items that are either due to change of plans, design or alignment to suit actual field conditions, within the general scope and physical boundaries of the contract.
- (B)** Contractor shall not perform a variation until the Procuring Agency has authorized the variation in writing subject to the limit not exceeding the contract cost by of 15% on the same conditions in all respects on which he agreed to do them in the work, and at the same rates, as are specified in the tender for the main work. The contractor has no right to claim for compensation by reason of alterations or curtailment of the work.
- (C)** In case the nature of the work in the variation does not correspond with items in the Bill of Quantities, the quotation by the contractor is to be in the form of new rates for the relevant items of work, and if the Chairman CPC is satisfied that the rate quoted is within the rate worked out by him on detailed rate analysis, and then only he shall allow him that rate after approval from higher authority.
- (D)** The time for the completion of the work shall not be extended at day event
- (E)** In case of quantities of work executed result the Initial Contract Price to be exceeded by more than 15%, and then Chairman CPC can adjust the rates for those quantities causing excess the cost of contract beyond 15% after approval of competent authority.

Clause- 08: Quality Control.

- (A) Identifying Defects:** If at any time before the performance security deposit is refunded to the contractor/during defect liability period mentioned, the Purchase & Store Officer or his subordinate of the work may instruct the contractor to uncover and test any part of the works which he considers may have a defect due to use of unsound materials or unskillful workmanship and the contractor has to carry out a test at his own cost irrespective of work already approved or paid.
- (B) Correction of Defects:** The contractor shall be bound forthwith to rectify or remove and reconstruct the work so specified in whole or in part, as the case may require. The contractor shall correct the notified defect within the Defects Correction Period mentioned in notice.
- (C) Uncorrected Defects:**
 - (i)** In the case of any such failure, the Chairman CPC shall give the contractor a notice of his intention to use a third party to correct a defect. He may rectify or remove, and re-execute the work or remove and replace the materials or articles complained of as the case may be at the risk and expense in all respects of the contractor.
 - (ii)** If the Chairman CPC considers that rectification/correction of a defect is not essential and it may be accepted or made use of; it shall be within his discretion to accept the same at such reduced rates as he may fix therefore.

Clause – 09:

- (A) Inspection of Operations.** The Chairman CPC and his subordinates, shall at all reasonable times have access to the site for supervision and inspection of works under or in course of execution in pursuance of the contract and the contractor shall afford every facility for and every assistance in obtaining the right to such access.
- (B) Inspection and Testing.** The Chairman CPC shall give the contractor reasonable notice of the intention of the Chairman CPC or his subordinate to visit the work shall have been given to the contractor, then he either himself be present to receive orders and instructions, or have a responsible

agent duly accredited in writing present for that purpose, orders given to the contractor's duly authorized agent shall be considered to have the same force and effect as if they had been given to the contractor himself.

Clause – 10: Risks.

The contractor shall be responsible for all risks of loss or damage to physical property or facilities or related services at the premises and of personal injury and death which arise during and in consequence of its performance of the contract. If any damage is caused while the work is in progress or becomes apparent within three months of the grant of the certificate of completion, final or otherwise, the contractor shall make good the same at his own expense, or in default the Chairman CPC may cause the same to be made good by other workmen, and deduct the expenses from retention money lying with the Purchase & Store Officer.

Clause- 11: Measures for prevention of fire and safety measures.

The contractor shall not set fire to any standing jungle, trees, bush-wood or grass without a written permit from the Procuring Agency. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc by fire, the contractor shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The contractor is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the contractor's labour shall be paid by him.

Clause- 12: Sub-contracting.

The contractor shall not subcontract the whole of the works, except where otherwise provided by the contract. The contractor shall not subcontract any part of the works without the prior consent of the Procuring Agency. Any such consent shall not relieve the contractor from any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of any subcontractor, his agents, servants or workmen as if these acts, defaults or neglects were those of the contractor, his agents' servants or workmen. The provisions of this contract shall apply to such subcontractor or his employees as if he or it were employees of the contractor.

Clause– 13: Site Clearance.

On completion of the work, the contractor shall be furnished with a certificate by the Chairman CPC (hereinafter called the Chairman CPC in-charge) of such completion, but neither such certificate shall be given nor shall the work be considered to be complete until the contractor shall have removed all temporary structures and materials brought at site either for use or for operation facilities including cleaning debris and dirt at the site. If the contractor fails to comply with the requirements of this clause then Procuring Agency may at the expense of the contractor remove and dispose of the same as he thinks fit and shall deduct the amount of all expenses so incurred from the contractor's retention money. The contractor shall have no claim in respect of any surplus materials as aforesaid except for any sum actually realized by the sale thereof.

Clause – 14: Financial Assistance /Advance Payment.

(A) Mobilization advance is not allowed.

(B) Secured Advance against materials brought at site.

- (i) Secured Advance may be permitted only against imperishable materials/quantities anticipated to be consumed/utilized on the work within a period of three months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract. The sum payable for such materials on site shall not exceed 75% of the market price of materials;
- (ii) Recovery of Secured Advance paid to the contractor under the above provisions shall be affected from the final payments on actual consumption basis, but not later than period more than three months.

Clause – 15: Refund of Security Deposit/ Performance Security.

On completion of the whole of the works (a work should be considered as complete for the purpose of refund of security deposit to a contractor from the last date on which its final works are checked by a competent authority, the defects notice period has also passed and the Chairman CPC has certified that all defects notified to the contractor before the end of this period have been corrected, the security deposit lodged by a contractor (in cash or recovered in installments from his bills) shall be refunded to him after the expiry of three months from the date on which the work is completed.

Section IV. Schedule of Requirements


Peoples University of Medical & Health Sciences

BILL OF QUANTITIES (B.O.Q.)

CONVOCATION KIT

S. No	Item Description	Quantity	Price	Amount	Remarks
01	Bags with Flip cover: Parachute (Cardura)/Artificial Leather, 02 Color Printed with University Name and logo, Size: (18x12)"	500 Nos.			Sample Required

Signature & Stamp
Vendor


PROF. DR. SHAMSUDDIN SHAIKH
Director Academics PUMHSW &
Convener Purchase Committee

2-7

PEOPLES UNIVERSITY
OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN



BID DOCUMENT

**ARRANGEMENT OF GOWNS ON RENT
FOR THE CONVOCATION**



**PEOPLE'S UNIVERSITY
OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD**

PMC Hospital Road, Nawabshah (Shaheed Benazirabad), Sindh, Pakistan

Tel. (Direct): +92-244-366210

Tel. (Extension): 0244-9370250 (2270)

Website: www.pumhs.edu.pk

E-mail: purchase.officer@pumhs.edu.pk

No. PUMHSW/SBA/DOF/PROC: /

Dated: 09 / 01 / 2018

SAY NO TO CORRUPTION

NOTICE INVITING TENDER

The sealed tenders/bids are invited on item rate basis from **reputed firms** registered with Federal Board of Revenue (FBR), Income Tax and Sindh Revenue Board, having at least five years of experience in the relevant services with any university or large reputed organization.

Sr. #	Tender Description	Tender Fee	Bid Procedure	Bid Security
01	Printing of Souvenir	3,000/- (Non-Refundable)	Single Stage (One Envelope)	2% of total bid.
02	Procurement of Convocation Kits	3,000/- (Non-Refundable)		
03	Arrangement of Gowns on Rent for convocation	3,000/- (Non-Refundable)		
04	Arrangement of complete decoration and Lunch	3,000/- (Non-Refundable)		
Purchase Date		13-January-2018 to 29-January-2018		
Bid Submission (Date, Time & Place)		30-01-18 at 11:00(A.M.) Office of the Purchase Officer, Finance Wing, Administration Block, PUMHSW.		
Bid Opening place (Date, Time & Place)		30-01-18 at 11:30(A.M.) In the conference hall of Vice Chancellor's Secretariat, PUMHSW(SBA)		
<i>Note:</i> In case of any unforeseen situation or official / government holiday resulting in closure of office on the date of opening, bids shall be submitted / opened on next working day at the given time.				

The Interested bidders can obtain bid document from the office of Purchase Officer(PUMHSW) on the submission of a written application in the name of Vice Chancellor PUMHSW, along with NTN, GST, SST, SRB, Certificates and Pay Order / Demand Draft of tender fee during office hours.

The Bid Documents are also available at PUMHSW website: www.pumhs.edu.pk and as well as from SPPRA websites: www.pprasindh.gov.pk.

The bidders should have three years of experience in the relevant field.

Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after specific date and time and bids of Black Listed firms will be rejected.

The Procuring Agency reserves the right to reject any or all the bids subject to the relevant provisions of SPP Rules 2010 (Amended 2013).

PROF. DR. SHAMSUDDIN SHAIKH

Director Academics PUMHSW & Convener, C.P.C.

PMC Hospital Road, PUMHSW, Shaheed Benazirabad.

TERMS & CONDITIONS

1. Supplier will have to provide **call deposit @ 2% of bid amount** in the favor of the **Vice Chancellor Peoples University of Medical & Health Sciences for Women Shaheed Benazirabad**, in case of failure the tender document will not be entertained
2. Quantity at any time can be increased / decreased or can deleted at any time.
3. The Supplier will have to produce evidence in respect of their registration with income tax and sales tax department & SRB departments.
4. The bid shall comprise a single stage one envelope procedure. The envelope marked as "FINANCIAL PROPOSAL" and mentioned clearly address of the Bidder / Supplier
5. In case of failure on the part of Supplier to Supply as per specification or within the stipulated time without getting extension, penalty of 3% of the supply order per month or part thereof up to maximum limit of 10% will be imposed on the supplier.
6. The Successful bidders will be bound to submit performance security @ 10% of before issue of award of contract.
7. The Successful bidders will be bound to carry out job according to specification provide in the BOQ with in specified time given in the supply order, failing which his earnest money shall be forfeited. The successful bidder has to furnish such undertaking in writing on the stamp paper of Rs: 100/-
8. The rates should be given inclusive of GST, Income Tax & any other government duty.
9. Income tax, G.S.T, SST, SRB, Stamp duty & other applicable taxes and duties at the government prescribed rates are deductible from the bill.
10. The item(s) which is/are exempted from GST, the rates for the same must be quoted accordingly.
11. All those Suppliers who have been blacklisted by any Government Department, their bids shall not be entertained.
12. Suppliers must produce eligibility as per SPPRA rules. In case of non-production of eligibility tender forms will not be issued.
13. Conditional tenders will not be accepted.
14. Payment will be made on availability of funds, if delayed due to any reason; no extra interest / mark-up will be accepted / paid.
15. Rejected consignment shall be returned back to dealers / suppliers at their own cost.
16. An amount equivalent to 10 % of security deposit (performance security) shall be withheld from the bills which will be refunded after two months of satisfactory completion of the job.

PEOPLES UNIVERSITY OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN

GENERAL CONDITIONS OF THE CONTRACT

Clause – 1: Commencement & Completion Dates of work.

The contractor shall not enter upon or commence any portion or work except with the written authority and instructions of the Chairman CPC or of in subordinate of the work. Failing such authority the contractor shall have no claim to ask for payment for work.

The contractor shall proceed with the works with due expedition and without delay and complete the works in the time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall reckoned from the date on which the order to commence work is given to the contractor.

Clause – 2: Liquidated Damages.

The contractor shall pay liquidated damages to the Agency at the rate not exceeding 10% of the contract price in case when contractor shall be unable to complete the work within the stipulated time and date Agency may deduct liquidated damages from payments due to the contractor. Payment of liquidated damages does not affect the contractor's liabilities.

Clause – 3: Termination of the Contract.

(A) Procuring Agency/Chairman CPC may terminate the contract if either of the following conditions exits:-

- i. Contractor causes a breach of any clause of the Contract;
- ii. The progress of any particular portion of the work is unsatisfactory and notice of 10 days has expired;
- iii. In the case of abandonment of the work owing to the serious illness or death of the contractor or any other cause.
- iv. Contractor can also request for termination of contract if a payment certified by the Chairman CPC is not paid to the contractor within 60 days of the date of the submission of the bill;

(B) The Procuring Agency has power to adopt any of the following courses as may deem fit:-

- (i) to forfeit the security deposit available except conditions mentioned at A (iii) and (iv) above;
- (ii) to finalize the work by measuring the work done by the contractor.

(C) In the event of any of the above courses being adopted by the Procuring Agency, the contractor shall have:-

- (i) No claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials, or entered into any engagements, or made any advances on account of, or with a view to the execution of the work or the performance of the contract,
- (ii) However, the contractor can claim for the work done at site duly certified by the Chairman CPC in writing regarding the performance of such work and has not been paid.

Procuring Agency/Chairman CPC may invite fresh bids for remaining work.

Clause –4: Specifications.

The contractor shall execute the whole and every part of the work in the most substantial and workman-like manner and both as regards materials and all other matters in strict accordance with the specifications lodged in the office of the Chairman CPC and initialed by the parties, the said specification being a part of the contract. The contractor shall also confirm exactly, fully and faithfully to the designs, drawing, and instructions in writing relating to the work signed by the Chairman CPC and lodge in his office and to which the contractor shall be entitled to have access at such office or on the site of work for the purpose of inspection during office hours and the contractor shall, if he so requires, be entitled at his own expense to make or cause to be made copies of the specifications.

Clause – 5: Payments.

(A) Interim/Running Bill.

The Chairman CPC /Procuring Agency shall pass/certify the amount to be paid to the contractor, which he considers due and payable in respect thereof, subject to deduction of security deposit, advance payment if any made to him and taxes. All such intermediate payment shall be regarded as payments by way of advance against the final payment only and not as payments for supply actually done and completed, and shall

not preclude the Chairman CPC from recoveries from final bill and rectification of defects and unsatisfactory items of works pointed out to him during defect liability period.

(B) The Final Bill.

A bill shall be submitted by the contractor within one month of the date fixed for the completion of the work otherwise Purchase & Store Officer's certificate of the total amount payable for the supply shall be final and binding on all parties.

Clause – 6: Reduced Rates.

In cases where the items of supply are not accepted as so completed, the Chairman CPC may make payment on account of such items at such reduced rates as he may consider reasonable in the preparation of final or on running account bills with reasons recorded in writing.

Clause – 7: Issuance of Variation and Repeat Orders.

- (A) Agency may issue a Variation Order for procurement of supply, physical services from the original contractor to cover any increase or decrease in quantities, including the introduction of new work items that are either due to change of plans, design or alignment to suit actual field conditions, within the general scope and physical boundaries of the contract.
- (B) Contractor shall not perform a variation until the Procuring Agency has authorized the variation in writing subject to the limit not exceeding the contract cost by of 15% on the same conditions in all respects on which he agreed to do them in the work, and at the same rates, as are specified in the tender for the main work. The contractor has no right to claim for compensation by reason of alterations or curtailment of the work.
- (C) In case the nature of the work in the variation does not correspond with items in the Bill of Quantities, the quotation by the contractor is to be in the form of new rates for the relevant items of work, and if the Chairman CPC is satisfied that the rate quoted is within the rate worked out by him on detailed rate analysis, and then only he shall allow him that rate after approval from higher authority.
- (D) The time for the completion of the work shall not be extended at day event
- (E) In case of quantities of work executed result the Initial Contract Price to be exceeded by more than 15%, and then Chairman CPC can adjust the rates for those quantities causing excess the cost of contract beyond 15% after approval of competent authority.

Clause- 08: Quality Control.

- (A) **Identifying Defects:** If at any time before the performance security deposit is refunded to the contractor/during defect liability period mentioned, the Purchase & Store Officer or his subordinate of the work may instruct the contractor to uncover and test any part of the works which he considers may have a defect due to use of unsound materials or unskillful workmanship and the contractor has to carry out a test at his own cost irrespective of work already approved or paid.
- (B) **Correction of Defects:** The contractor shall be bound forthwith to rectify or remove and reconstruct the work so specified in whole or in part, as the case may require. The contractor shall correct the notified defect within the Defects Correction Period mentioned in notice.
- (C) **Uncorrected Defects:**
 - (i) In the case of any such failure, the Chairman CPC shall give the contractor a notice of his intention to use a third party to correct a defect. He may rectify or remove, and re-execute the work or remove and replace the materials or articles complained of as the case may be at the risk and expense in all respects of the contractor.
 - (ii) If the Chairman CPC considers that rectification/correction of a defect is not essential and it may be accepted or made use of; it shall be within his discretion to accept the same at such reduced rates as he may fix therefore.

Clause – 09:

- (A) **Inspection of Operations.** The Chairman CPC and his subordinates, shall at all reasonable times have access to the site for supervision and inspection of works under or in course of execution in pursuance of the contract and the contractor shall afford every facility for and every assistance in obtaining the right to such access.
- (B) **Inspection and Testing.** The Chairman CPC shall give the contractor reasonable notice of the intention of the Chairman CPC or his subordinate to visit the work shall have been given to the contractor, then he either himself be present to receive orders and instructions, or have a responsible

agent duly accredited in writing present for that purpose, orders given to the contractor's duly authorized agent shall be considered to have the same force and effect as if they had been given to the contractor himself.

Clause – 10: Risks.

The contractor shall be responsible for all risks of loss or damage to physical property or facilities or related services at the premises and of personal injury and death which arise during and in consequence of its performance of the contract. If any damage is caused while the work is in progress or becomes apparent within three months of the grant of the certificate of completion, final or otherwise, the contractor shall make good the same at his own expense, or in default the Chairman CPC may cause the same to be made good by other workmen, and deduct the expenses from retention money lying with the Purchase & Store Officer.

Clause- 11: Measures for prevention of fire and safety measures.

The contractor shall not set fire to any standing jungle, trees, bush-wood or grass without a written permit from the Procuring Agency. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc by fire, the contractor shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The contractor is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the contractor's labour shall be paid by him.

Clause- 12: Sub-contracting.

The contractor shall not subcontract the whole of the works, except where otherwise provided by the contract. The contractor shall not subcontract any part of the works without the prior consent of the Procuring Agency. Any such consent shall not relieve the contractor from any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of any subcontractor, his agents, servants or workmen as if these acts, defaults or neglects were those of the contractor, his agents' servants or workmen. The provisions of this contract shall apply to such subcontractor or his employees as if he or it were employees of the contractor.

Clause– 13: Site Clearance.

On completion of the work, the contractor shall be furnished with a certificate by the Chairman CPC (hereinafter called the Chairman CPC in-charge) of such completion, but neither such certificate shall be given nor shall the work be considered to be complete until the contractor shall have removed all temporary structures and materials brought at site either for use or for operation facilities including cleaning debris and dirt at the site. If the contractor fails to comply with the requirements of this clause then Procuring Agency may at the expense of the contractor remove and dispose of the same as he thinks fit and shall deduct the amount of all expenses so incurred from the contractor's retention money. The contractor shall have no claim in respect of any surplus materials as aforesaid except for any sum actually realized by the sale thereof.

Clause – 14: Financial Assistance /Advance Payment.

(A) Mobilization advance is not allowed.

(B) Secured Advance against materials brought at site.

- (i) Secured Advance may be permitted only against imperishable materials/quantities anticipated to be consumed/utilized on the work within a period of three months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract. The sum payable for such materials on site shall not exceed 75% of the market price of materials;
- (ii) Recovery of Secured Advance paid to the contractor under the above provisions shall be affected from the final payments on actual consumption basis, but not later than period more than three months.

Clause – 15: Refund of Security Deposit/ Performance Security.

On completion of the whole of the works (a work should be considered as complete for the purpose of refund of security deposit to a contractor from the last date on which its final works are checked by a competent authority, the defects notice period has also passed and the Chairman CPC has certified that all defects notified to the contractor before the end of this period have been corrected, the security deposit lodged by a contractor (in cash or recovered in installments from his bills) shall be refunded to him after the expiry of three months from the date on which the work is completed.

Section IV. Schedule of Requirements
Peoples University of Medical & Health Sciences
BILL OF QUANTITIES (B.O.Q.)

ARRANGEMENT OF CONVOCATION, PUMHS(SBA)

S. No	Item Description	Quantity	Price	Amount	Remarks
01	CONVOCATION GOWN (Rent Basis)				
	Chancellor, Vice-Chancellor, Pro-Vice Chancellor,	06			Sample Required,
	Deans, Registrar and Controller of Exams	06			
	Faculty: Professor, Associate Professor, Assistant Professor	111			
	Student: Post-Graduates (Set of 3 Pcs)	30			
	Student: Graduates (Set of 3 Pcs)	410			

Note:

- i. All gowns should be as per the approved sample.
- ii. Such quantity can be Reduced / Increased at any time

CERTIFICATE

The vendor give affidavit for guarantee, to supply the stores exactly in accordance with the requirement specified in the invitation to this tender.

Name of Firm & Address of Firm:		
Name of contact Person		
Contact No:	Mob:	Ph:
Signature & Stamp		



PROF. DR. SHAMSUDDIN SHAIKH
 Director Academics PUMHSW &
 Convener Purchase Committee
 PUMHSW, Shaheed Benazirabad

2,8

PEOPLES UNIVERSITY
OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN



BID DOCUMENT

**ARRANGEMENT OF FULL DECORATION AND LUNCH
FOR CONVOCATION**



**PEOPLE'S UNIVERSITY
OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD**

PMC Hospital Road, Nawabshah (Shaheed Benazirabad), Sindh, Pakistan

Tel. (Direct): +92-244-366210

Tel. (Extension): 0244-9370250 (2270)

Website: www.pumhs.edu.pk

E-mail: purchase.officer@pumhs.edu.pk

No. PUMHSW/SBA/DOF/PROC: /

Dated: 09 / 01 / 2018

SAY NO TO CORRUPTION

NOTICE INVITING TENDER

The sealed tenders/bids are invited on item rate basis from **reputed firms** registered with Federal Board of Revenue (FBR), Income Tax and Sindh Revenue Board, having at least five years of experience in the relevant services with any university or large reputed organization.

Sr. #	Tender Description	Tender Fee	Bid Procedure	Bid Security
01	Printing of Souvenir	3,000/- (Non-Refundable)	Single Stage (One Envelope)	2% of total bid.
02	Procurement of Convocation Kits	3,000/- (Non-Refundable)		
03	Arrangement of Gowns on Rent for convocation	3,000/- (Non-Refundable)		
04	Arrangement of complete decoration and Lunch	3,000/- (Non-Refundable)		
Purchase Date		13-January-2018 to 29-January-2018		
Bid Submission (Date, Time & Place)		30-01-18 at 11:00(A.M.) Office of the Purchase Officer, Finance Wing, Administration Block, PUMHSW.		
Bid Opening place (Date, Time & Place)		30-01-18 at 11:30(A.M.) In the conference hall of Vice Chancellor's Secretariat, PUMHSW(SBA)		
<i>Note:</i> In case of any unforeseen situation or official / government holiday resulting in closure of office on the date of opening, bids shall be submitted / opened on next working day at the given time.				

The Interested bidders can obtain bid document from the office of Purchase Officer(PUMHSW) on the submission of a written application in the name of Vice Chancellor PUMHSW, along with NTN, GST, SST, SRB, Certificates and Pay Order / Demand Draft of tender fee during office hours.

The Bid Documents are also available at PUMHSW website: www.pumhs.edu.pk and as well as from SPPRA websites: www.pprasindh.gov.pk.

The bidders should have three years of experience in the relevant field.

Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after specific date and time and bids of Black Listed firms will be rejected.

The Procuring Agency reserves the right to reject any or all the bids subject to the relevant provisions of SPP Rules 2010 (Amended 2013).

PROF. DR. SHAMSUDDIN SHAIKH

Director Academics PUMHSW & Convener, C.P.C.

PMC Hospital Road, PUMHSW, Shaheed Benazirabad.

PEOPLES UNIVERSITY OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN

TERMS & CONDITIONS

1. Supplier will have to provide **call deposit @ 2% of bid amount** in the favor of the **Vice Chancellor Peoples University of Medical & Health Sciences for Women Shaheed Benazirabad**, in case of failure the tender document will not be entertained
2. Quantity at any time can be increased / decreased or can deleted at any time.
3. The Supplier will have to produce evidence in respect of their registration with income tax and sales tax department & SRB departments.
4. The bid shall comprise a single stage one envelope procedure. The envelope marked as “FINANCIAL PROPOSAL” and mentioned clearly address of the Bidder / Supplier
5. In case of failure on the part of Supplier to Supply as per specification or within the stipulated time without getting extension, penalty of 3% of the supply order per month or part thereof up to maximum limit of 10% will be imposed on the supplier.
6. The Successful bidders will be bound to submit performance security @ 10% of before issue of award of contract.
7. The Successful bidders will be bound to carry out job according to specification provide in the BOQ with in specified time given in the supply order, failing which his earnest money shall be forfeited. The successful bidder has to furnish such undertaking in writing on the stamp paper of Rs: 100/-
8. The rates should be given inclusive of GST, Income Tax & any other government duty.
9. Income tax, G.S.T, SST, SRB, Stamp duty & other applicable taxes and duties at the government prescribed rates are deductible from the bill.
10. The item(s) which is/are exempted from GST, the rates for the same must be quoted accordingly.
11. All those Suppliers who have been blacklisted by any Government Department, their bids shall not be entertained.
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PEOPLES UNIVERSITY OF MEDICAL & HEALTH SCIENCES FOR WOMEN
NAWABSHAH, SHAHEED BENAZIRABAD, SINDH, PAKISTAN

GENERAL CONDITIONS OF THE CONTRACT

Clause – 1: Commencement & Completion Dates of work.

The contractor shall not enter upon or commence any portion or work except with the written authority and instructions of the Chairman CPC or of in subordinate of the work. Failing such authority the contractor shall have no claim to ask for payment for work.

The contractor shall proceed with the works with due expedition and without delay and complete the works in the time allowed for carrying out the work as entered in the tender shall be strictly observed by the contractor and shall reckoned from the date on which the order to commence work is given to the contractor.

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The contractor shall pay liquidated damages to the Agency at the rate not exceeding 10% of the contract price in case when contractor shall be unable to complete the work within the stipulated time and date Agency may deduct liquidated damages from payments due to the contractor. Payment of liquidated damages does not affect the contractor's liabilities.

Clause – 3: Termination of the Contract.

(A) Procuring Agency/Chairman CPC may terminate the contract if either of the following conditions exists:-

- i. Contractor causes a breach of any clause of the Contract;
- ii. The progress of any particular portion of the work is unsatisfactory and notice of 10 days has expired;
- iii. In the case of abandonment of the work owing to the serious illness or death of the contractor or any other cause.
- iv. Contractor can also request for termination of contract if a payment certified by the Chairman CPC is not paid to the contractor within 60 days of the date of the submission of the bill;

(B) The Procuring Agency has power to adopt any of the following courses as may deem fit:-

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(C) In the event of any of the above courses being adopted by the Procuring Agency, the contractor shall have:-

- (i) No claim to compensation for any loss sustained by him by reason of his having purchased or procured any materials, or entered into any engagements, or made any advances on account of, or with a view to the execution of the work or the performance of the contract,
- (ii) However, the contractor can claim for the work done at site duly certified by the Chairman CPC in writing regarding the performance of such work and has not been paid.

Procuring Agency/Chairman CPC may invite fresh bids for remaining work.

Clause –4: Specifications.

The contractor shall execute the whole and every part of the work in the most substantial and workman-like manner and both as regards materials and all other matters in strict accordance with the specifications lodged in the office of the Chairman CPC and initialed by the parties, the said specification being a part of the contract. The contractor shall also confirm exactly, fully and faithfully to the designs, drawing, and instructions in writing relating to the work signed by the Chairman CPC and lodge in his office and to which the contractor shall be entitled to have access at such office or on the site of work for the purpose of inspection during office hours and the contractor shall, if he so requires, be entitled at his own expense to make or cause to be made copies of the specifications.

Clause – 5: Payments.

(A) Interim/Running Bill.

The Chairman CPC /Procuring Agency shall pass/certify the amount to be paid to the contractor, which he considers due and payable in respect thereof, subject to deduction of security deposit, advance payment if any made to him and taxes. All such intermediate payment shall be regarded as payments by way of advance against the final payment only and not as payments for supply actually done and completed, and shall

not preclude the Chairman CPC from recoveries from final bill and rectification of defects and unsatisfactory items of works pointed out to him during defect liability period.

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A bill shall be submitted by the contractor within one month of the date fixed for the completion of the work otherwise Purchase & Store Officer's certificate of the total amount payable for the supply shall be final and binding on all parties.

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In cases where the items of supply are not accepted as so completed, the Chairman CPC may make payment on account of such items at such reduced rates as he may consider reasonable in the preparation of final or on running account bills with reasons recorded in writing.

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- (A) Agency may issue a Variation Order for procurement of supply, physical services from the original contractor to cover any increase or decrease in quantities, including the introduction of new work items that are either due to change of plans, design or alignment to suit actual field conditions, within the general scope and physical boundaries of the contract.
- (B) Contractor shall not perform a variation until the Procuring Agency has authorized the variation in writing subject to the limit not exceeding the contract cost by of 15% on the same conditions in all respects on which he agreed to do them in the work, and at the same rates, as are specified in the tender for the main work. The contractor has no right to claim for compensation by reason of alterations or curtailment of the work.
- (C) In case the nature of the work in the variation does not correspond with items in the Bill of Quantities, the quotation by the contractor is to be in the form of new rates for the relevant items of work, and if the Chairman CPC is satisfied that the rate quoted is within the rate worked out by him on detailed rate analysis, and then only he shall allow him that rate after approval from higher authority.
- (D) The time for the completion of the work shall not be extended at day event
- (E) In case of quantities of work executed result the Initial Contract Price to be exceeded by more than 15%, and then Chairman CPC can adjust the rates for those quantities causing excess the cost of contract beyond 15% after approval of competent authority.

Clause- 08: Quality Control.

- (A) **Identifying Defects:** If at any time before the performance security deposit is refunded to the contractor/during defect liability period mentioned, the Purchase & Store Officer or his subordinate of the work may instruct the contractor to uncover and test any part of the works which he considers may have a defect due to use of unsound materials or unskillful workmanship and the contractor has to carry out a test at his own cost irrespective of work already approved or paid.
- (B) **Correction of Defects:** The contractor shall be bound forthwith to rectify or remove and reconstruct the work so specified in whole or in part, as the case may require. The contractor shall correct the notified defect within the Defects Correction Period mentioned in notice.
- (C) **Uncorrected Defects:**
- (i) In the case of any such failure, the Chairman CPC shall give the contractor a notice of his intention to use a third party to correct a defect. He may rectify or remove, and re-execute the work or remove and replace the materials or articles complained of as the case may be at the risk and expense in all respects of the contractor.
 - (ii) If the Chairman CPC considers that rectification/correction of a defect is not essential and it may be accepted or made use of; it shall be within his discretion to accept the same at such reduced rates as he may fix therefore.

Clause – 09:

- (A) **Inspection of Operations.** The Chairman CPC and his subordinates, shall at all reasonable times have access to the site for supervision and inspection of works under or in course of execution in pursuance of the contract and the contractor shall afford every facility for and every assistance in obtaining the right to such access.
- (B) **Inspection and Testing.** The Chairman CPC shall give the contractor reasonable notice of the intention of the Chairman CPC or his subordinate to visit the work shall have been given to the contractor, then he either himself be present to receive orders and instructions, or have a responsible

agent duly accredited in writing present for that purpose, orders given to the contractor's duly authorized agent shall be considered to have the same force and effect as if they had been given to the contractor himself.

Clause – 10: Risks.

The contractor shall be responsible for all risks of loss or damage to physical property or facilities or related services at the premises and of personal injury and death which arise during and in consequence of its performance of the contract. If any damage is caused while the work is in progress or becomes apparent within three months of the grant of the certificate of completion, final or otherwise, the contractor shall make good the same at his own expense, or in default the Chairman CPC may cause the same to be made good by other workmen, and deduct the expenses from retention money lying with the Purchase & Store Officer.

Clause- 11: Measures for prevention of fire and safety measures.

The contractor shall not set fire to any standing jungle, trees, bush-wood or grass without a written permit from the Procuring Agency. When such permit is given, and also in all cases when destroying, cutting or uprooting trees, bush-wood, grass, etc by fire, the contractor shall take necessary measures to prevent such fire spreading to or otherwise damaging surrounding property. The contractor is responsible for the safety of all its activities including protection of the environment on and off the site. Compensation of all damage done intentionally or unintentionally on or off the site by the contractor's labour shall be paid by him.

Clause- 12: Sub-contracting.

The contractor shall not subcontract the whole of the works, except where otherwise provided by the contract. The contractor shall not subcontract any part of the works without the prior consent of the Procuring Agency. Any such consent shall not relieve the contractor from any liability or obligation under the contract and he shall be responsible for the acts, defaults and neglects of any subcontractor, his agents, servants or workmen as if these acts, defaults or neglects were those of the contractor, his agents' servants or workmen. The provisions of this contract shall apply to such subcontractor or his employees as if he or it were employees of the contractor.

Clause– 13: Site Clearance.

On completion of the work, the contractor shall be furnished with a certificate by the Chairman CPC (hereinafter called the Chairman CPC in-charge) of such completion, but neither such certificate shall be given nor shall the work be considered to be complete until the contractor shall have removed all temporary structures and materials brought at site either for use or for operation facilities including cleaning debris and dirt at the site. If the contractor fails to comply with the requirements of this clause then Procuring Agency may at the expense of the contractor remove and dispose of the same as he thinks fit and shall deduct the amount of all expenses so incurred from the contractor's retention money. The contractor shall have no claim in respect of any surplus materials as aforesaid except for any sum actually realized by the sale thereof.

Clause – 14: Financial Assistance /Advance Payment.

(A) Mobilization advance is not allowed.

(B) Secured Advance against materials brought at site.

- (i)** Secured Advance may be permitted only against imperishable materials/quantities anticipated to be consumed/utilized on the work within a period of three months from the date of issue of secured advance and definitely not for full quantities of materials for the entire work/contract. The sum payable for such materials on site shall not exceed 75% of the market price of materials;
- (ii)** Recovery of Secured Advance paid to the contractor under the above provisions shall be affected from the final payments on actual consumption basis, but not later than period more than three months.

Clause – 15: Refund of Security Deposit/ Performance Security.

On completion of the whole of the works (a work should be considered as complete for the purpose of refund of security deposit to a contractor from the last date on which its final works are checked by a competent authority, the defects notice period has also passed and the Chairman CPC has certified that all defects notified to the contractor before the end of this period have been corrected, the security deposit lodged by a contractor (in cash or recovered in installments from his bills) shall be refunded to him after the expiry of three months from the date on which the work is completed.

Section IV. Schedule of Requirements

Peoples University of Medical & Health Sciences

BILL OF QUANTITIES (B.O.Q.)

ARRANGEMENT OF CANOPY AND LUNCH CONVOCATION, PUMHS(SBA)

(Such quantity can be Reduced / Increased at any time)

S. No	Item Description	Quantity	Price	Amount	Remarks
Arrangement of Canopy and Lunch					
01	Decoration / Canopies near Latif Hall: Table, Tents, Kanats, Chairs, Glass Table for VVIP, Pedestal Fan good quality crockery (VVIP i.e. Plates S & L good quality, Spoons, Knife, fork, Napkin, Special dishes), Carpet and all relevant necessary items to be provided as per area of the canopies complete in all respect.	200 Persons			
	1. Beeh and Mix Vegetable 2. Malai Boti (Chicken Boneless), 3. Gajar Halwa / Loki Halwa, 4. Singapori Rice 5. Finger Fish, 6. Mutton Kunaa, 7. Chicken Karahi, 8. Chines Chicken Almond, 9. Naan, 10. Salad (Green + Russian) 11. Soft Drink(Tin), 12. Mineral Water(Nestle 500ml), 13. Perfumed Tissue Papers Per Table, 14. Tissue Papers per plate,				
Arrangement of Canopy and Lunch					
02	Decoration / Canopies near Latif Hall: Tents, Kanats, Chairs, Table for VIP, Pedestal Fan good quality crockery (VIP i.e. Plates S & L good quality, Spoons, Knife, fork, Napkin, Special dishes), Carpet and all relevant necessary items to be provided as per area of the canopies complete in all respect.	450 Persons			
	1. Beeh and Mix Vegetable 2. Malai Boti (Chicken Boneless), 3. Gajar Halwa / Loki Halwa, 4. Singapori Rice 5. Finger Fish, 6. Mutton Kunaa, 7. Chicken Karahi, 8. Chines Chicken Almond, 9. Naan, 10. Salad (Green + Russian) 11. Soft Drink(Bottle), 12. Mineral Water(Nestle Cane with dispenser), 13. Perfumed Tissue Papers Per Table, 14. Tissue Papers per plate,				

S. No	Item Description	Quantity	Price	Amount [*]	Remarks
03	Arrangement of Canopy and Lunch				
	Decoration / Canopies in front of Latif Hall: Tables, Tents, Kanats, Chairs, Pedestal Fan good quality crockery (Plates S & L good quality, Spoons, dishes) and all relevant necessary items to be provided as per area of the canopies complete in all respect. 1. Mix Vegetable, 2. Chashni, 3. Chicken Quorma, 4. Naan, 5. Chicken Biryani, 6. Mineral Water(Nestle cane with dispenser), 7. Tissue Papers per plate, 8. Soft Drink(Bottle)	200 Persons			

CERTIFICATE

The vendor give affidavit for guarantee, to supply the stores exactly in accordance with the requirement specified in the invitation to this tender.

Name of Firm & Address of Firm:		
Name of contact Person		
Contact No:	Mob:	Ph:
Signature & Stamp		



PROF. DR. SHAMSUDDIN SHAIKH
 Director Academics PUMHSW &
 Convener Purchase Committee
 PUMHSW, Shaheed Benazirabad