

STANDARD BIDDING DOCUMENTS



GOVERNMENT OF SINDH

SBB ACCIDENT EMERGENCY & TRAUMA CENTRE KARACHI

TENDER REF NO.: AMS/SBB-TC/PROC/(R&M-07) 2017-18

ROUGH COST ESTIMATE: 10 (M)

**OPERATION & RUNNING (WITH CONSUMABLES) OF
ONSITE OXYGEN GENERATION SYSTEM AIR PLANT,
VACCUM PLANT, AGSS PLANT & MEDICAL GAS PIPE LINING
SYSTEM**

At

SBB Accident Emergency & Trauma Centre, Karachi

INSTRUCTIONS TO BIDDERS

1. Shaheed Benazir Bhutto Accident Emergency & Trauma Centre invites sealed bids on single stage two envelope systems 46(2) as per Sindh Public Procurement Rules 2010, Amended till date from Manufacturers/Importers/Sole Agents/Contractors for **Operation & Running (With Consumables) of Onsite Oxygen Generation System Air Plant, Vacuum Plant, AGSS Plant & Medical Gas Pipe Lining System at SBB Accident Emergency & Trauma Centre, Karachi** mentioned in Annexure B. **Contract No:-AMS/SBB-TC/ PROC/ (R&M-07)2017-18**
2. Bidders are required to check that Tender Documents issued to them are complete in all respects as per table of content.
3. Bidders should examine carefully the table of content. They should visit and inspect the site at their own expense and responsibility and obtain all necessary information prior to submitting the Tender. Any detail/specification missing in the document should be obtained from Planning & Procurement Department before bidding. Once the Tender is submitted, it will be assumed that no further clarification was required.
4. The original bid shall be typed or written in indelible ink by the bidder or person duly authorized. The person or persons signing the bid shall initial all pages of the bid. The name and designation of each person signing must be mentioned below the signature.
5. No bidder shall be allowed to alter or modify his bid after the bids have been opened. However, the procuring agency may seek and accept clarification to the bids that do not change substances of the bids.
6. The Procuring Agency may reject all bids or proposal at any time prior to the acceptance of a bid or proposal. The procuring agency upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposal, but is not required to justify those grounds.
7. The quoted rates should include all costs of whatsoever description and expenses necessary for the whole work together with all risks, taxes, liabilities and obligations, specific or implied, in the Tender Documents. Arithmetical errors, if any shall be corrected and Tender price amended accordingly.
8. No unauthorized alteration may be made in the Tender documents. If any such alteration is made, tender may be liable for rejection.
9. Clarification, revision, addition or deletion, in the tender documents may be made by the authority before the submission and opening of Tender in the form of Addendum/Corrigendum. This will be made only by formal Addendum/ Corrigendum issued by the concerned authority and will become part of the contract documents. Each Addendum shall be signed by the Vendor and returned with other Tender documents.
10. The vendor has to quote only one rate for each work as per tender specifications. Hand written tenders or any over writing, cutting, should be signed.

11. The entire Tender Documents, listed duly priced, signed & stamped on each page and completed must reach at designated place in due time and dates as defined in the Bidding Data of the Tender.
12. Contractor who will win the tender will be required to enter into a Contract Agreement as defined in the Form of Agreement. Failing so, Procuring Agency may take necessary action against Contractor as deem fit.
13. All manufactured and other items should be used in the work in accordance with the instructions, specifications in the Tender Document and also in accordance with generally accepted norms of good workmanship.
14. Quantities of tender items are on estimated basis. They could vary according to the sanctioned amount as per discretion of Procurement Committee.

TERMS & CONDITIONS OF TENDER

- a) SBB Accident Emergency & Trauma Centre invites sealed bids on **Single Stage Two Envelope Procedure** as per clause 46(2) of Sindh Public Procurement Rules 2010 (Amended till date) from Interested Bidders **Operation & Running (With Consumables) of Onsite Oxygen Generation System Air Plant, Vacuum Plant, AGSS Plant & Medical Gas Pipe Lining System at SBB Accident Emergency & Trauma Centre, Karachi.**
- b) Tender Fee in shape of pay order in favor of Additional Medical Superintendent / DDO, SBB Accident Emergency & Trauma Centre must be attached; else the offer will be rejected.
- c) The Contractors / Suppliers / Manufacturers / Authorized Distributors should attach 2% of estimated cost (i.e. Rs. 200,000/-) with bid as **BID SECURITY** in shape of Pay Order / Bank Draft issued from any scheduled Bank of Pakistan in favor of **Addl. Medical Superintendent/ D.D.O., SBB. Accident Emergency & Trauma Centre Karachi.**

Copy of same should be attached without showing the amount.

- d) **PERFORMANCE SECURITY:** The successful bidders will have to deposit the requisite Performance Security Bond in the shape of a Demand Draft or Bank Guarantee at 2% of the Contract Value for three months beyond the contract period. The same will be released after successful completion of contract period.
- e) Bid should be dropped at Planning & Procurement Office, 12th Floor, SBB Accident Emergency & Trauma Centre by mail or by hand in due course of time and the same will be opened at Committee Room, 12th Floor, Admin Block, SBB Trauma Centre.
- f) Bid / offer will be evaluated as per criteria and the bid's terms & conditions.
- g) If a discrepancy is found between the unit price and the total price; the unit price would be considered as correct.
- h) Bid should be inclusive of all Government taxes (if applicable) and the same will be paid by the Contractor except withholding tax
- i) 0.35% of ordered amount should be placed on contract agreement as stamp duty on stamp paper of value (Rs.100).
- j) The firm will be responsible for execution of **Operation & Running (With Consumables) of Onsite Oxygen Generation System Air Plant, Vacuum Plant, AGSS Plant & Medical Gas Pipe Lining System** at consignee address. (S.B.B. Accident Emergency & Trauma Centre Karachi. (If it fails the Security Deposit will be forfeited).
- k) Planning & Procurement Department shall disqualify a contractor, whether pre-qualified or not, if it finds at any time, that the information submitted by him concerning his qualification and professional, technical, financial, legal, or managerial competence as contractor was false and materially inaccurate or incomplete at any stage.
- l) 20% of the due Sindh Sales Tax (if applicable) will be deducted from the bill of the Contractors / Suppliers while remaining 80% will be deposited by the Contractors / Suppliers themselves.
- m) The bid security will be forfeited to the Government, if the bidder withdraws his bid after opening and before the expiry of the bid validity period or fails to sign the contract in stipulated time if the bid is accepted.
- n) Conditional tender and tender without bid security shall not be considered.
- o) GST / Income Tax Certificate must be accompanied with tender.
- p) The Procuring Agency may reject all or any bid at any time prior to the acceptance of a bid or proposals, subject to the relevant provision of SPP Rules, 2010 (Amended till date). Payment will be made within four weeks after receipt of bill / invoice duly fills in all respects.
- q) Bids shall remain valid for 90 days after the date of bid opening and same may be extended in terms of Rule 38 (2) (3) (4) of SPPRA Rules.

- r) Prices quoted shall remain valid up to 30th June, 2019
- s) No tender will be entertained without bid security. The bid security will be forfeited to Government Treasury, in case of non-submission of Performance security within seven (7) days of receipt of the offer letter.
- t) Bids submitted late due to any reason what so ever, shall not be considered and returned unopened to the bidder or his authorized representative.
- u) If the supplier fails to execute the work within the stipulated period, liquidity charges will be imposed.
- v) Registration from Sindh Revenue Board is not required in procurement of Goods.

I / We agree to above mentioned terms & conditions:

Name of Contractor _____ Signature _____

(CNIC NO _____ (Copy must be attached).)

Full Address _____

Rubber Stamp _____

BIDDING DATA

Procuring Agency	:	SBB Accident Emergency & Trauma Centre
Address	:	Chand Bibi Road, Karachi
Name of Tender	:	Operation & Running (With Consumables) of Onsite Oxygen Generation System Air Plant, Vacuum Plant, AGSS Plant & Medical Gas Pipe Lining System
Bid Validity	:	90 Days (As per SPPRA rule 2010 amended till date)
Amount of Bid Security	:	2% of Bid Estimated Cost
Date of Submission of Bid	:	08-02-2018 till 09:00 am to 10:00 a.m.
Date of Opening of Bid	:	08-02-2018 till 10:30 a.m.
Performance Security	:	2% of the Contract Value for three months beyond the contract period
Language of Bid	:	English
Bidding Procedure	:	Single Stage Two Envelope Procedure/ SPP rule 46(2)
Advance Payment	:	No Advance Payment
Period of Completion	:	For One year from the date of Award of Contract
Liquidity Damages	:	0.03% of the bid price per day up to 10% maximum
Service Quality	:	All services will be hired on best quality and previous performance basis

(ANNEXURE – A)
CRITERIA FOR EVALUATION OF OPERATION AND RUNNING (WITH CONSUMEABLES) OF ONSITE OXYGEN GENERATION SYSTEM AIR PLANT, VACCUM PLANT, AGSS PLANT & MEDICAL GAS PIPE LINING SYSTEM AT SBB ACCIDENT, EMERGENCY & TRAUMA CENTRE KARACHI

Mandatory Requirements:

S.No.	Criteria
1.	Should comply Terms & Conditions of the Standard Bidding Documents
2.	Copy of Registration Certificate with EOBI
3.	Copy of Registration Certificate with SESSI
4.	Should be registered with Income Tax Department (NTN should be attached).
5.	Should be registered with Sindh Revenue Board (SRTN Certificates should be attached).
6.	Certificate of Financial Soundness of the firm from Bank stating that it can conduct business upto 10 million each year (turn over for last three years)
7.	Should have relevant experience
8.	Submission of undertaking on legal valid and attested stamp paper that the firm is not blacklisted and Litigated by any institute of Federal, Provincial Government or any Department / Agency / Organization / autonomous body or Private Sector Organization anywhere in Pakistan.
9.	Should have Electrical License issued by Government of Sindh
10.	Bidders already providing the same services to this Centre will have to submit satisfactory performance certificate from competent authority

Marking Criteria:

S.No.	Criteria	Marks
1.	Company Profile of Repair and Maintenance Works	15
2.	List of Machinery Equipment/ Tools which will be utilized by the Contractor to carry out desired operation.	25
3.	Maintenance services plan for each category (list of duties/ activities perform on daily/weekly/monthly basis under various maintenance head as defined in scope of work etc.)	25
4.	Should have experience of running and maintenance of oxygen generation plant and medical gases supply system in healthcare /Pharmaceutical/relevant industry (2 facilities @10 marks each)	20
5.	Income Statement of Financial Year (2016-17 & 2017-18) For Calculation of Liquidity Ratios: 1 st Best ratio=15 Marks 2 nd Best ratio=10 Marks 3 rd Best ratio=5 Marks 4 th Best ratio=3 Marks	15
Total		100

Qualifying marks – 70 marks

BILL OF QUANTITIES FOR
ONSITE OXYGEN GENERATION SYSTEM AIR PLANT, VACCUM PLANT, AGSS PLANT
& MEDICAL GAS PIPE LINING SYSTEM

S.No.	Description of Staff	Quantity	Qualification	Experience	Rate/ Month (In Rupees)	Rate/Year (In Rupees)
1	Oxygen Plant Engineer/Manager	1	B.E. in Electrical/ Mechanical/Bio Medical	05 years of relevant experience		
2	Shift Supervisors	2	Diploma in relevant field	05 years of relevant experience		
3	Technicians	4	Diploma in relevant field	03 years of relevant experience		
4	Assistant Technicians	8	Matric	02 years of relevant experience		
Total Number of Staff		15 Nos.				

Note: All staff would be interviewed and selected by the consent of competent authority after verification of their relevant documents (Qualification and Experience).

SCOPE OF WORKS

Following areas are already covered under warranty contract with the supplier hence bidder will not be performing below mentioned tasks;

Warranty Period (Service part) covers major parts.

- a. All Mechanical parts are covered under warranty period.
- b. All Electrical parts are covered under warranty period.
- c. Electronics i.e. PLC's etc., are covered under warranty period.
- d. All Pneumatic parts are covered under warranty period.

1. Bidders need to provide complete operations and preventive maintenance services of the following equipment and allied accessories:

S.No.	Description of Items
1	<p>MEDICAL AIR PLANT QUADPLEX having the capacity of 5400LPM</p> <p>Description: Oil Free Piston based Compressors X 4 (Each 3 head, total 12 head) Manufacturer: HITACHI Air Filters X 12 500 Air outlets Vibration Mount Manufacturer: Precision Medical Switch and control Panel Manufacturer: Precision Medical Compressed air tanks/vessels X 2 Capacity 1350 L/each Air Treatment/Refrigeration X 2 Manufacturer: FIRULAIR Induction Motors X 4 Manufacturer: Western Electric Pty Ltd.</p>

S.No.	Description of Items
2	<p>VACUUM PLANT DUPLEX offering the capacity of 1380 LPM</p> <p>Description: Lubricated rotary vane vacuum pumps X 4 Manufacturer: EVISA 400 Valve controls System X 4 Manufacturer: VAPLES Anti-Vibration Mount Switch and control board Manufacturer: G.Samaras S.A. Negative Pressure vessels/tanks X 6 Induction Motors X 4 Manufacturer: Leroy Somers</p>
3	<p>2 BED PSA ONSITE OXYGEN 99% GENERATOR SYSTEM WITH STAND BY UNIT and DUAL AIR FEED UNIT</p> <p>Description: Oxygen Generator X 2 (2-Bed PSA, with zeolite) Manufacturer: RIF Air France D.O.M.: 2014 2 Bed PSA Chambers with Zeolite X 4 chambers Manufacturer: RIF Air France D.O.M.: 2014 OXYGEN RESERVOIR TANKS X 2(2000Liters) Manufacturer: X.PAUCHARD D.O.M. 13/11/2013 OXYGEN Distribution TANK X 1 (900Liters) Manufacturer: X.PAUCHARD D.O.M. 13/11/2013 OXYGEN SYSTEM Mounting Manufacturer: RIF Air (SKID Mount) Switch and control board Oxygen System X 2 Manufacturer: RIF Air D.O.M. 2014 OXYGEN Booster Oil-Less main outlet X 2 Manufacturer: HAUG (Switzerland) D.O.M. 2014 Induction Motors X 4 Manufacturer: Leroy Somers D.O.M. 2014</p>
4	<p>AIR FEED COMPRESSOR UNIT FOR 2 BED PSA OXYGEN GENERATOR SUPPLY SYSTEM</p> <p>Description: LARGE AIR FEED COMPRESSOR X 2 Manufacturer: Gardner and Denver (Germany) D.O.M.: 2014 AIR TREATMENT UNIT/DRYER X 2 Manufacturer: Donaldson D.O.M.: 18/12/13 AIR TREATMENT BACTERIAL FILTERS X 4 AIR RECEIVER/FEED TANKS X 2(3000Liters each) Manufacturer: X.PAUCHARD D.O.M. 21/11/2013</p>
5	<p>OXYGEN AND NITROUS CYLINDER FILLING MANIFOLDS WITH SWITCH OVER SYSTEMS</p> <p>Description: OXYGEN CYLINDER MANIFOLD (20 OUTLETS) Manufacturer: PRECISION MEDICAL NITROUS CYLINDER MANIFOLD (6 OUTLETS) Manufacturer: PRECISION MEDICAL</p>
6	Bed Head Units – 400 plus
7	Any other equipment and machinery being part of the plants
<p>2. All equipment containing serviced filters will have the filters cleaned or replaced according to manufacturer recommendations.</p> <p>3. Bidder needs to carry out following task in the mentioned fashion;</p>	

ORDINARY SERVICES

- a. Periodic safety inspections of the electrical and mechanical configurations.
- b. Periodic checks of all units for overall performance.
- c. Technical maintenance services including replacement of components and tuning within the service intervals.
- d. Repair work inclusive of the replacement of defective components.

EXTRAORDINARY SERVICES

- i. Service and maintenance work which is required as a result of the use of force or influence of water, fire, head, cold, dampness, ionization, etc.
- ii. Service and maintenance work which is required as a result of improper operation or departure from operating instructions on the part of bidder, respectively such reason as may cause supplementary service and maintenance requirement beyond regular service intervals.
- iii. Special work such as the modification of installations, the fitting of supplementary installations and other such services as may be requested by bidder but are not deemed to fall within the ambit of ordinary services.
4. Yearly, biannually, quarterly, monthly, weekly and daily routine checkups have to be carried out. All should be tagged with a sticker. Contractor will submit his plan of service which will be marked as described in Bid Evaluation Criteria.
5. All tasks should be conducted as per manufacturer's recommendation and should be well devised accordingly to the ambient weather and cleanliness conditions.
6. Daily and all scheduled inspections should be logged and well documented.
7. Contractor will be required to carry out all following type of Maintenance;
 - PM(PreventiveMaintenance)
 - PdM (Predictive Maintenance)
 - CM (CorrectiveMaintenance)
 - SiM(SituationalMaintenance)
8. If required, the task will be accomplished during inspection, such as preventive maintenance, cleaning and lubrication, improper fitting, loose fitting etc.
9. Ensure that operation and preventive maintenance of each unit will be carried out on regular basis.
10. The Contractor will provide uniforms, Identity Cards to each and every deployed staff.
11. The Contractors shall provide the list of staff with telephone numbers to Procuring Agency.
12. The Contractors should ensure all safety precautions for its staff.
13. The contractor shall be equipped with proper hand tools and similar equipment.
14. The contractor must notify by written notice to Procuring Agency prior to the making of any repair.
15. Procuring Agency will provide an office to contractor for administrative purposes only and at an easy contact location. Adequate storage facilities will be provided to contractor for storage of all contractor's equipment & supplies used for this contract.
16. The contractor shall be responsible for the execution of minor repairs and adjustments related to the activities of ordinary wear and tear maintenance.
17. The detailed service report and log book of each unit should be maintained as per manufacturers manual and submit to the owner on regular basis.
18. Bidder should add material/consumable cost for carrying out above maintenance tasks in their final bid.

Signature of Contractor / Supplier: _____

Name of Firm with full Address: _____

E mail Address: _____

Ph. Office: _____ **Fax:** _____ **Res:** _____ **Mobil:** _____

Note: Financial proposal must be submitted on company letter head duly signed / stamped / typed of their offer in figure and words of the total amount. Else the offer will be rejected.

BID LETTER FORM

From:

(Registered name and address of the bidder)

To:

Addl. Medical Superintendent,
SBB Accident Emergency & Trauma Centre,
Karachi - 74200

Madam,

Having examined the bidding document and amendment thereon we the undersigned, offer to provide services to the works including in conformity with the terms and conditions of the bidding document and amendments there on, for the following project in response to your tender call dated_____

Project Title:

We undertake to provide services/execute the above project or it part assigned to us in conformity with the said bidding documents

If our bid is accepted, we undertake to;

- 1) Provide services/execute the work according to the time schedule specified in the bid document,
- 2) Obtain the performance guarantee of bank in accordance with bid requirements for the due performance of the contract, and
- 3) Agree to abide by the bid conditions, including pre-bid meeting minutes if any, which remain binding upon us during the entire bid validity period and bid may be accepted any time before the expiration of that period.
- 4) We understand that you are not bound to accept the lowest or any bid you may receive, nor to give any reason for the rejection of any bid and that you will not defray any expenses incurred by us in bidding.

Place:

Date:

Bidder's signature
and seal.

CONTRACT FORM

THIS AGREEMENT made the day of(year) Between the Procuring Agency (hereinafter “SBB Trauma Centre”) of one part and(Name of Vendor) of(City and country of Vendor) (Hereinafter “the Vendor”) of the other part:

WHEREAS SBB Trauma Centre is desirous that certain solution, service and materials, as described in the bid document and briefly outlined below, should be provided by the Vendor.

Date of tender call:

Title of the project:

Brief outline of the work:

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS;

In this agreement words and expression shall have the same meanings as are respectively assigned to them in the bid document referred to.

The following document shall be deemed to form and be read and construed as part of this Contract, viz.

- 1) Bid document(s)
- 2) Pre-bid conference minutes if any,
- 3) Clarification on bid document issued if any,
- 4) SBB Trauma Centre notification of award.

In case of conflict among documents mentioned above, the documents mentioned above in reverse order will prevail over other documents. In consideration of the payments to be made by SBB Trauma Centre to the vendor as hereinafter mentioned, the Vendor hereby covenants with the SBB Trauma Centre to provide the goods and services (solution, service and materials) and to remedy defects therein conformity, in all respects, with the provisions of the contract.

SBB Trauma Centre hereby covenants to pay the Vendor in consideration of the provision of the goods and services and the remedying of defects therein, the contract price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

Brief particulars of the services which shall be supplied/provided by the Vendor are as under:

Solutions, service or material	Quantity	Unit price	Amount	Remarks

IN WITNESS whereof the parties hereto have caused this Agreement executed the day and year above written.

Signed, and delivered by

For the Vendor,
Vendor's common seal:
Place
Date:
In the presence of:

Signed, and delivered by SBB Trauma Centre

For SBB Trauma Centre
SBB Trauma Centre common seal
Place:
Date:

Witness 1:

Witness 1: