



**Office of the Vice Chancellor
Peoples University of Medical & Health,
Sciences for Women
Shaheed Benazir Abad Sindh, Pakistan
Ph: (0244)9370260 - 9370249-58 Fax: (0244) 9370263**

No. PUMHSW/S.B.A/ACCTT:/ 2564/67

Dated: 26-05-2011

To,

The Director Information (Advertisement)
Government of Sindh, Information Department,
Opp: Sindh Assembly Building,
Sindh Secretariat Block No.96
Karachi.

Subject: TENDER NOTICE FOR PUBLICATION.

You are requested to please give wide publicity to the enclosed Tender Notice for the financial year 2010-2011, in three leading newspapers having good circulation viz. Sindhi, Urdu & English.

The advertisement bill duly counter-signed may please be sent to this office for payment of the same.

(Enclosed: Seven copies of Tender Notice)

**VICE CHANCELLOR
PEOPLES UNIVERSITY OF MEDICAL &
HEALTH SCIENCES FOR WOMEN
SHAHEED BENAZIR ABAD**

Copy for information & necessary action to:

01. The Secretary to Government of Sindh, Health Department Karachi.
02. The Secretary to Government of Sindh, Information Technology Department, Karachi along with a soft copy for placement on the official Website of Sindh government.
03. ✓ The Managing Director, Sindh Public Procurement Regulatory Authority, Karachi along with soft copy of NIT / hard copies of all tender forms & bearing a crossed demand draft No. 4367713, Dated: 26/5/11 of HBL PMC Branch Nawabshah for Rs. 1,000/- as Placement charges on the official website.

**VICE CHANCELLOR
PEOPLES UNIVERSITY OF MEDICAL &
HEALTH SCIENCES FOR WOMEN
SHAHEED BENAZIR ABAD**

Composed By: A.A.Z

SPPRA II
No. 10493
Date: 27/5/11
Sindh Pub. Reg. Authority
Regulatory Authority Govt. of Sindh

TENDER NOTICE

The Vice Chancellor Peoples University of Medical & Health Sciences for Women Shaheed Benazir Abad invites tenders on prescribed forms from interested Contractors/Firms/Parties (meeting the eligibility criteria) possessing valid registration with Income tax & Sales tax departments, for supply of under mentioned item (to be procured from self financing scheme funds) during the current financial year 2010-11. The tender forms can be obtained from the Accounts Section of this institution on payment of prescribed fees as shown below, up to 20th June 2011 (2:30 PM). Fully completed & sealed tender bids be put in tender box kept in the office of the undersigned till 12.30 Noon on 21st June 2011 which will be opened at 1:30 Noon on the same day in presence of the representatives of the firms and the purchase committee of this institution. No tender will be accepted after the expiry of the above mentioned date & time. The procuring agency may reject all or any bids subject to the relevant provisions of PPRA rules.

S.No.	Name of Item	Tender form fee.
01.	Machinery & Office Equipment	Rs. 1,000/- (non-refundable)



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**TENDER FORM FOR PURCHASE OF MACHINERY & OFFICE EQUIPMENT
for the Financial Year 2010-2011**

**TENDER ENQUIRY NO. PUMHSW/S.B.A/ACCTT:/ 2564/67
DATED: 26-05-2011**

DUE ON TUESDAY 21ST JUNE, 2011

TIME OF RECEIVING OF TENDER 12:30 P.M

TIME OF OPENING OF TENDER 01:30 P.M



**Office of the Vice Chancellor
Peoples University of Medical & Health
Sciences for Women
Shaheed Benazir Abad Sindh Pakistan.**

Ph: (0244)9370260 - 9370249-58 Fax: (0244) 9370263

No. PUMHSW/S.B.A./ACCTT:/

Dated: _____

RECEIPT

Received amounting to Rs. 1,000/- (Rupees: One Thousand only)
from M/s. _____ regarding fee
for blank Tender Forms for the purchased of Machinery & Office Equipment
through Self Financing Scheme Funds for the financial year 2010-2011.

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HEALTH SCIENCES FOR WOMEN
SHAHEED BENAZIR ABAD**

**TENDER FORM FOR PURCHASE OF MACHINERY / OFFICE EQUIPMENT
FOR THE YEAR 2010-2011**

S. No	Description	Qty	Make/ Model	Rate in Figure per each	Total Rs.	Rs. In Words
01	<p><u>Digital Copier / Image Runner (Canon) or equivalent.</u></p> <p>❖ Basic Machine (New) Built-in Network Printer / Network Color Scanner / Duplex / Direct Print from USB Device / RUI</p> <p><u>Optional Accessories.</u></p> <ol style="list-style-type: none"> 1. Duplex Automatic Document Feeder AAI 2. Trolley (Local) 3. Super G3 Fax Board-AGI 4. Inner 2 Way Tray-G1 5. Voltage Stabilizer 2.0 KVA <p><u>Detailed Specification.</u></p> <ul style="list-style-type: none"> ➤ 25 Pages Per Minute ➤ Network Printer & Color Scanner ➤ 256 MB RAM Standard ➤ Duplex Copying ➤ Duplex Printing ➤ Two Pages Separation ➤ Scan - Once Print Many ➤ Toner Server Mode ➤ Create Searchable PDF Automatically (Opt.) ➤ Super G3 Fax Card (Opt.) ➤ 1000 User's Password ➤ Shortest Vertical Paper Path ➤ Direct USB Memory ➤ ID Card Copying Mode ➤ Super G3 Fax Card (Opt.) ➤ Zoom 25% to 400% ➤ Multiple Copying up to 999 ➤ Printing Resolution 1200 x 1200 ➤ Scanning Resolution 600 x 600 ➤ Universal Scanning (Opt.) ➤ Printing 2 in 1 / 4 in 1 ➤ Paper Feeding Dual Cassette 250 x 550 Sheets & 100 Sheet Stack by pass ➤ Japan / Germany / U.K / U.S.A & Europe 	01				

S. No	Description	Qty	Make/Model	Rate in Figure per each	Total Rs.	Rs. In Words
02	<p><u>Optical Mark Reader (OMR) Software with High Speed Document Scanner Solution (Canon) or equivalent.</u></p> <p>Technical Specification.</p> <p>ABBYY Flexi Capture 9.0 - Geo - MINI 100,000 Pages Per Year (Auto-renewable) OR equivalent OMR/ICR/OCR Technology Fixed forms processing Form Designer, Document Definition Editor OMR Analytical Tool with High Speed Document Scanner, CMOS, CIS Scanner Technology (Duplex, Letter/Legal size and color scanning with automatic document feeder) 40 pages per minute scanning speed Made in Japan / Germany / U.K/U.S.A</p>	01				



VICE CHANCELLOR
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TERMS & CONDITIONS OF MACHINERY & OFFICE EQUIPMENT

Eligibility Criteria of the Bidder

1. Firm must have proven track record of document imaging & OMR based solutions.
2. Firm must be registered with income tax, sales tax & ISO certified.
3. Firm must have country wide branches, engineer teams and workshop.
4. Firm must be authorized distributor of quoted products

N.B:-

1. The original broacher/catalogue must accompanied with offer and the equipment should comply/certified at CE/FDA. Standards.
2. The Bidder must confirm free installation/Demonstration at consignee's end.
3. Two year free service from the date of installation, 05 years parts warranty / Service Contract and available of spare part may also be confirmed by the bidders.
4. Sole agent Certificate / Authority letter from the manufacturer/Distributor must be provided by bidder.
5. The Service manual with circuit diagramed will be provided all above-mentioned items.
6. The supplier will be bound to supply the price list of spare parts and consumable at the time of tender i.e for two years.
7. The supplier will be bound to provide free service during warranty period and to supply spare parts accessories of the supplied equipment on demand.
8. Joint inspection will be carried out by the consignee & representative of Bidder with technical assistance from concerned specialist/end user.
9. Guaranteed presence of manufacturer's trained trend service engineer in Karachi.
10. Presence of manufacturer's engineer and specialist during commissioning phase.
11. In case of CIF the bidder pay L.C charges. Transport to consignee end, certificate will be issued by the consignee that the import has been made for the Hospital/health facility so as to avail the facility of expansion of duties/taxes as per Government rules.
12. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain.
13. Separately the financial proposal and the technical proposal.
14. The envelope shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" and in bold and legible letter to avoid confusion.
15. Initially, only envelope marked as "TECHNICAL PROPOSAL" shall be opened.
16. The envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the procuring agency without being opened.

DELIVERY PERIOD: -----VALIDITY-----

General Condition in Instructions:

- 1.1 The tenders shall be submitted with all documents and drawing literature and catalog (in equipment) in sealed envelopes, with sealing wax. The envelopes must contain tender inquiry No. on the top. The name of manufacturer and the supplier should be affixed on the face of envelopes at the left side.
- 1.2 Tenders must be filled in with Blue or Black ink in the column provided / on separate letterhead duly signed.
- 1.3 The tenders must be free erasing, cutting and over writing. In case of erasing, cutting and over writing, authorized person should initial it.
- 1.4 The rates of each item should be written in figure as well as in words. Arithmetical errors will be rectified on the basis: if there is discrepancy between the unit price and the total price is obtained by multiplying the unit price and the quantity, the unit price shall prevail and the total price shall corrected. In case of discrepancy the price in words will be taken as authenticated and final.
- 1.5 Conditional tenders will be ignored and will not be considered/entertained/accepted.
- 1.6 Tender from both registered and un-registered firm shall be accompanied by earnest Money @ 2.5% of the value of stores quoted by then in form of call deposit / pay order.
- 1.7 Original purchase receipt must be enclosed with their offer and for alternate offer separate purchase receipt shall be submitted, other wise the original offer will be considered and alternate offer will be ignored.
- 1.8 The tendered rate should be inclusive of all taxes, Income & Sales Tax etc payable to Federal & Provincial Government or Local bodies and no claims on this account shall be entertained.
- 1.9 The bidder shall furnish General Sales Tax (GST) Registration Certificate of the firm failing which the offer will be ignored. In case the items the item is exempted from G.S.T either documentary evidence or certificate from competent authority shall be attached with the offer.

- 1.10 The bidder shall furnish copy of valid Professional Tax (Excise & Taxation) Certificate / Income Tax Certificate.
- 1.11 One "SAMPLE TENDER PERFORMA" is supplied with the list of items to be purchased. The items have to be quoted on the Performa, duly filled in stamped by the authorized bidder. No other Performa for tender will be accepted. Only those items shall be typed on the Performa for which the rates are to be quoted. In case of need of more Performa a photocopy can be used. Any alternation / correction must be initialed and each page is to be signed and stamped at the bottom.

2. SPECIAL CONDITIONS:

- 2.1 Store is required immediately. The tenders may, however, give their short guaranteed delivery period by which the supply will be completed on _____ positively. No extension will be granted/accorded for the supply of initial quantity.
- 2.2 Tenderers are required to specify make country of origin and furnish detailed technical description literature / catalog along with their offer.
- 2.3 The Bidders shall quote their firm and final price both in figures & words on "Free Delivery basis to Consignee end.
- 2.4 Tenderer shall submit guarantee letter that the supplied machinery / Equipment is the original / brand new product / latest model non of the part is replaced, old or refurbished.
- 2.5 No manufacturer shall authorize their distributor/agent/any firm or person to quote the same item, which the manufacturer is quoting itself in any tender. Failing those offers of both the manufacturer as well as other bidder shall be ignored.
- 2.6 Tenderer must be enclosed list of users of the quoted items (S), availability of workshop & trend + qualified person at sindh for after sale service.
- 2.7 Tenderer shall purchase separate tender document furnish purchases receipts for each alternate offer in case they want to submit alternate offer for any items. All the bids with alternate offer without separate purchases receipt (original) are suppose to be rejected. Also, choice to select/ignore any their alternate offer shall rest with the purchase.
- 2.8 The bidder shall confirm the refund of cost difference if the same goods is/was supplied at lower rates to any other Govt./Semi Government institution or Armed Forces in the province or out side in the same fiscal year.
3. **PURCHASER'S RIGHT TO VARY QUANTITIES.**
The Purchase Committee reserves the right to increase/decrease or delete the quantities of medicines, Drugs/surgical/disposable items etc at the time of award of contract and also reserves the right to enhance the quantities of goods/service originally specified in the Schedule of Requirement without any change in unit price or other terms and conditions of goods at any time during contract period.
4. **PURCHASERS RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS:**
The Purchase Committee reserves the right to accept or reject any bid, and to annual the bidding process and reject all bids at any time prior to contract award without thereby incurring any liability to the affected bidder or bidders, on the grounds for the Purchaser's action.
5. **NOTIFICATION OF AWARD/ADVANCE CONTRACT.**
- 5.1 Prior to the expiration of the period of bid validity, the Purchaser will notify the successful bidder in writing about the acceptance of the offer delivery by hand or by registered letter, by cable to confirmed in writing by registered letter that is bid has been accepted.
- 5.2 The notification of award will constitute the formation of the contract.
6. **AWARD OF CONTRACT & CONTRACT AGREEMENT.**
Subject to the fulfillment of all codal formalities, the Purchaser will award the contract the successful Bidder whose bid has been determined to be qualified to perform the contract satisfactory.
7. **PERFORMANCE SECURITY.**
The successful tenderers will have to deposit with the Purchaser Security Deposits as under in shape of Call Deposit/Pay Order 2.5%.

Same will be released after successful completion of stores, NOC from consignee and clearance certificate from Excise & Taxation department etc.

8. CRITERIA FOR EVALUATION OF BIDS.

- Quoted prices.
- Specification compliance.
- After sale service facility (in case of equipment)
- Operational cost (in case of equipment & Vehicles)
- Delivery schedule.
- Past performance of manufacturer/sole distributor in terms of supply and after sale service.
- Submission of catalogue, Diagram & Service Manual.
- Authority letter from manufacturer.
- Original brushers of product
- Earnest money.

9. **OF AWARD OF CONTRACT.**

Service Charges @ 0.25% of the value of the Contract will realized/charged by the A.G sindh will make payment to the contractors for award of each contract.

10. **UNDERTAKING:**

10.1. That I/We agree whether our tender accepted for total, partial or enhanced quantity for all or any single item. I/We also agreed to supply and accept the said item at the rates for the supply of contracted quantity within the stipulated period shown in the contract.

10.2 I/We understand and confirm the refund of cost difference if the same goods is/was supplied at lower rates to any other Govt/Semi Govt: Institution, Armed Forces, in the province in the same fiscal year.

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

CERTIFICATE

WE GUARANTEE TO SUPPLY THE STORES AXACTLY IN ACCORDDING WITH THE REQUIRMENT SPECIFIED IN THE INVITAION TO THIS TENDER.

Signature of Tenderer _____

Name of Firm _____

Name & Designation _____

Address: _____



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