

Bidding Documents
Tender No. 23-18
FRAME WORK CONTRACT
OF ANNUAL GENERAL STORE ITEMS FOR FINANCIAL
YEAR 2017-2018
KING EDWARD MEDICAL UNIVERSITY, LAHORE



BIDDING DOCUMENTS
KING EDWARD MEDICAL UNIVERSITY, LAHORE
FINANCIAL YEAR 2017-18

KING EDWARD MEDICAL UNIVERSITY, LAHORE

TENDER No. 23-18



FRAME WORK CONTRACT OF ANNUAL GENERAL STORE ITEMS FOR FINANCIAL YEAR 2017-2018

KING EDWARD MEDICAL UNIVERSITY, LAHORE ON FOR BASIS UNDER PROCEDURE PPRA REVISED RULES 2014.

Tender Fee: Rs 500/-
Last date of Issuance: 06/11/2017
Receiving Date & Time: 06 /11/2017 TILL 10.00 a.m.
Opening date & Time: 06/11/2017 at 10.30 a.m.
Venue: Patiala Block, King Edward Medical
University, Lahore
Bid Security: 2% of quoted value in the shape of
CDR in the name of Vice Chancellor, KEMU,
Lahore
(with Financial Proposal).

PARTICULARS OF THE PARTICIPATING FIRMS

Name of Firm. -----
Complete Address -----
Office Telephone /Fax No. -----
Name of authorized representative -----
Cell No. (Authorized Representative) -----
I.D. Card No. (N.I.C.) (Copy attached) -----
Sales Tax Reg. No. -----
Income Tax No. (N.T.N.) -----
Amount of Tender Fee deposited -----
(Copy Attached)

(CERTIFICATE (MUST BE PROVIDED ON STAMP PAPER OF Rs. 20/-)

We M/S -----are not suspended/Black listed/defaulters of any Government/Autonomy Institution at any time. We accept the terms & conditions of the bidding documents. In case of any violation of any of the terms and conditions, our security/call deposit may be forfeited. We further hereby undertake that such an action of the administration shall not be challenged in any court of law.

We also confirm to abide by all the terms and conditions laid down in the tender inquiry or any subsequent amendment made by the KEMU. Maintenance of equipment and replacement of the defective parts will be done without any cost during warranty.

**SIGNATURE OF THE BIDDER
STAMP**



KING EDWARD MEDICAL UNIVERSITY, LAHORE

TENDER ENQUIRY

FRAME WORK CONTRACT

OF ANNUAL GENERAL STORE ITEMS FOR FINANCIAL

YEAR 2017-2018

OF KING EDWARD MEDICAL UNIVERSITY, LAHORE UNDER RULE 38(2)a
KING EDWARD MEDICAL UNIVERSITY, LAHORE ON FOR BASIS.

TERMS & CONDITIONS

Sealed offers are invited from all Suppliers/manufacturers having good repute for the -----
-----King Edward Medical University, Lahore on FOR Basis according to attached specifications, as per schedule in this Tender Enquiry. Tender should be addressed in the name of the Vice Chancellor, King Edward Medical University, Lahore along with the following arranged documents:-

S. No.	KNOCK OUT CLAUSES	YES/NO	PAGE#
1	Original receipt for purchase of tender (Receipt No. & Date)		
2	Acceptance of terms and conditions of tender documents duly signed and stamped.		
3	Attested Copies of National Tax Number and General Sale Tax Number.		
4	Original CDR of bid security (demanded in the tender form)		

The bid shall be received under the Punjab Procurement Rules, 2014.as specified below:-
Only that rule will be mentioned under which Tender is being floated.

1. **i. Sing Stage Two Envelopes Bidding Procedure {PPRA, 2014 Rule 38(2) (a)}:-**

Single stage two envelopes bidding procedure shall be used for procurement of such goods where the bids are to be evaluated on technical and financial grounds and the procedure for single stage two envelopes shall be:

- (i) the bid shall be a single package consisting of two separate envelopes, containing separately the financial and the technical proposals;
- (ii) the envelopes shall be marked as "Financial Proposal" and "Technical Proposal";
- (iii) in the first instance, the "Technical Proposal" shall be opened and the envelope marked as "Financial Proposal" shall be retained unopened in the custody of the procuring agency;
- (iv) the procuring agency shall evaluate the technical proposal in the manner prescribed in advance, without reference to the price and shall reject any proposal which does not conform to the specified requirements/specifications;
- (v) during the technical evaluation no amendments in the technical proposal shall be permitted;
- (vi) after the evaluation and approval of the technical proposals by approving authority, the procuring agency shall open the financial proposals of the technically accepted bids, publically at a time, date and venue announced and communicated to the bidders in advance, within the bid validity period;
- (vii) the financial bids found technically nonresponsive shall be returned un-opened to the respective bidders; and
- (viii) the lowest evaluated bidder shall be awarded the contract.

1. Evaluation Criteria

For the purposes of evaluation the word “Product” would mean the specific item included in the bidders bid, the specific make and model the bidder is including in the bid. Marking will be as follows:-

PLS. DONOT FILL THIS FORM, JUST ATTACH THE REQUIRED DOCUMENTS. THIS IS A SAMPLE FOR YOUR INFORMATION

COMPANY / BIDDER EVALUATION CRITERIA:

a. COMPULSORY DOCUMENTS TO BE ATTACHED WITH TECHNICAL BID / BID

a) COMPANY PROFILE / QUALIFICATION PARAMETERS

Sr. No.	Parameters	Details	Total Marks	Remarks															
i.	Performance of Last one year Of the Equipment or machinery being quoted. (Attach relevant Purchase / Work orders)	institutions served: <table border="1"> <tr> <td>i</td> <td>No institution served</td> <td>0</td> </tr> <tr> <td>ii</td> <td>1</td> <td>5</td> </tr> <tr> <td>iii</td> <td>2 to 4</td> <td>10</td> </tr> <tr> <td>iv</td> <td>5 to 7</td> <td>15</td> </tr> <tr> <td>v</td> <td>8 and above</td> <td>20</td> </tr> </table>	i	No institution served	0	ii	1	5	iii	2 to 4	10	iv	5 to 7	15	v	8 and above	20	20	Institutions may include Private or Public Organizations, or individuals.
i	No institution served	0																	
ii	1	5																	
iii	2 to 4	10																	
iv	5 to 7	15																	
v	8 and above	20																	
ii.	Market experience / Business experience (Attach supporting documents in proof thereof)	<table border="1"> <tr> <td>i</td> <td>1 - 3 years</td> <td>5</td> </tr> <tr> <td>ii</td> <td>3 - 5 years</td> <td>10</td> </tr> <tr> <td>iii</td> <td>Above 5 years</td> <td>15</td> </tr> </table>	i	1 - 3 years	5	ii	3 - 5 years	10	iii	Above 5 years	15	15	Bidders having less than 1 year market experience are ineligible.						
i	1 - 3 years	5																	
ii	3 - 5 years	10																	
iii	Above 5 years	15																	
iii.	Income tax & sales tax registration along with employees salary statement	<table border="1"> <tr> <td></td> <td>Income tax registered (attach G –Form for salary of</td> <td></td> </tr> <tr> <td>i</td> <td>Technical staff)</td> <td>10</td> </tr> <tr> <td>ii</td> <td>Sale tax registered</td> <td>5</td> </tr> </table>		Income tax registered (attach G –Form for salary of		i	Technical staff)	10	ii	Sale tax registered	5	15	Authorized certificate issued by the concerned Authority is required.						
	Income tax registered (attach G –Form for salary of																		
i	Technical staff)	10																	
ii	Sale tax registered	5																	
iv.	Valid Letter of Authorization from the Principal	<table border="1"> <tr> <td>I</td> <td>Valid letter of Authorization from Principal/ sole propriety certificate etc.</td> <td>10</td> </tr> <tr> <td>Ii</td> <td>Not attached</td> <td>0</td> </tr> </table>	I	Valid letter of Authorization from Principal/ sole propriety certificate etc.	10	Ii	Not attached	0	10										
I	Valid letter of Authorization from Principal/ sole propriety certificate etc.	10																	
Ii	Not attached	0																	

v.	Company capacity to provide after sales service. (Attach CVs of Technical Staff, with Salary Statements duly attested)	Warranty will be examined as per following parameters:		20	Marks obtained
		I	Good	20	
		ii	Acceptable	10	
		iii	Average	5	
		Iv	Un-acceptable	0	
vi.	Company's goodwill & reputation. (Market reputation, and KEMU experience)	i	Good	20	
		ii	Average	10	
		iii	Un-acceptable	0	

Total marks: 100

Qualifying marks: 70%

SIGNATURES OF THE TECHNICAL EVALUATION COMMITTEE (TEC)

i. End User / Indenter _____ **ii.** _____

iii. _____ **iv.** _____

v. _____ **vi.** _____

General Terms

1. It is mandatory to get 70% marks in the technical evaluation criteria, otherwise bid will be rejected.
2. 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 clarifications to the bid that do not change the substance of the bid.
3. The bidder shall complete the bid form indicating the goods to be supplied, a brief description of the goods, their packing, quantity, price schedule with unit price and total bid price of the goods.
4. Alternate offers without separate tenders will not be considered.
5. The bidder is required to offer competitive price. All prices must include the General Sales Taxes and other taxes/ duties, where applicable. If there is no mention of taxes, the offered/ quoted price shall be considered as inclusive of all prevailing taxes/ duties. The benefit of exemption from or reduction in the GST or other taxes shall be passed on to the procuring agency.
6. Prices shall be in Pak Rupee on FOR basis.
7. Bids shall remain valid for period of (180) days after opening of Technical bid. The bid validity will be extendable equal to the period of the original bid validity. A bid valid for a shorter period shall be rejected as non-responsive.

8. If the acceptance of the bid issued during the validity period is not accepted by the bidder, the bid security will be forfeited.
9. The authority may reject all bids or proposals at any time prior to the acceptance of a bid.
10. No interest shall be payable by the procuring agency on the securities.
11. The KEMU authorities, at any stage of the procurement proceedings, may require the supplier or contractors to provide information concerning their professional, Technical, Financial, legal or managerial competence whether already pre-qualified or not.
12. Failure to submit the tender in the manner prescribed in the invitation to tender will not be accepted
13. The authority reserves the right of accepting the full or partial quantity offers (subject to technical scrutiny).
14. The offer should be strictly as per specifications of the tender.

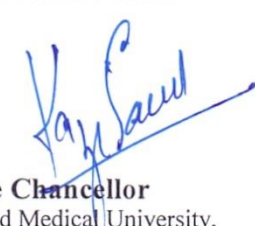
No offer will be considered if it:

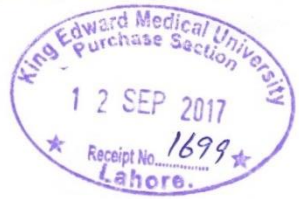
- i. Is received after the date and time fixed for its receipt.
- ii. Is unsigned.
- iii. Is conditional.
- iv. Is given by a firm black listed, suspended or removed from any institution Public or Private in the Country.
- v. Is received with a validity period shorter than that required in the tender inquiry.
- vi. Does not conform to the general conditions of the tender inquiry.
- vii. Is received without earnest money as specified in the tender.

SPECIAL TERMS

1. The tender documents should be signed by the authorized representative of the firm.
2. **LIQUIDATED DAMAGES.**
The delivery period is the essence of the contract, if the contractor fails to adhere to the delivery schedule and intends to seek extension thereof, it will be the sole discretion of Purchase Officer either to grant or refuse extension in Delivery Period. If granted shall be subject to liquidate damages 0.067% per day or part thereof and payment of additional security as per rules.
3. **LATE DELIVERY**
Supply should be done in accordance with the time schedule mentioned in the purchase order. In case of late supply, beyond the stipulated period, penalty @ of 0.1% per day & not exceeding 10% of the cost of contract will be deducted from the final payment.
4. **MANUFACTURER/SUPPLIER'S GUARANTEE CERTIFICATE.**
Manufacturer/Supplier will provide Guarantee Certificate at the time of delivery clearly stating that the store being supplied by them are brand new, of latest model, absolutely free from material and manufacturing defects and are in accordance with the specifications given with the tender.

5. **PANELTY CLAUSE.**
- i. The Inspection Committee of King Edward Medical University, Lahore will conduct inspection of the supplied items, if found substandard and not conforming to the specifications as per data sheet provided by the bidder, the same shall be returned for replacement at the cost of supplier.
 - ii. If the supplier fails to replace the goods rejected by the inspection committee within the stipulated time, the goods supplied by him will be confiscated, his bid security deposit will be fortified and proceeding for his blacklisting initiated.
6. **TRANSPORTATION.**
- a). The Supplier shall arrange transportation of the goods/equipment to their final destination.
 - b). Transportation including loading/unloading of goods shall be arranged and paid for by the supplier.
7. **INCIDENTAL CHARGES.**
- a.) The supplier shall be required to provide all the incidental service charges including taxes.
 - b).The procuring agency will not pay any extra amount against any expenditure incurred on it, as the contract shall be construed as fixed amount and includes all costs.
8. A bidder quoting against this Invitation to bids shall be deemed to have read and understood the conditions thereof and the particulars of the stores required by the purchaser and their specification etc.
9. The Supply should be done within 90 days or earlier from the date of receipt of purchase Orders.
10. In case of dispute, decision of the Vice Chancellor, KEMU, Lahore shall be final.



Vice Chancellor
King Edward Medical University,
Lahore



LIST OF GENERAL STORE ITEMS FOR THE YEAR 2017-2018

Sr. No.	Item Name	Make/Made	R/Q	L/P Date
1	✓ Acid Pack	5 Liter Pack	300LTR	9/5/2017
2	✓ Air Freshener	B/Q	150Nos	9/5/2017
3	✓ Bath Plastic medium size	B/Q	25Nos	9/5/2017
4	✓ Bath room Viper	B/Q	150Nos	3/6/2016
5	✓ Life Buoy 115 gm	Life Buoy	300	26-9-2016
6	✓ Battery for call bell 12V	B/Q(China)	30	9/5/2017
7	✓ Broom Stick Large Size	B/Q	300Kg	9/5/2017
8	✓ Brush for Bath Room (Nylon) (Flash Brush)	B/Q	200Nos	26-9-2016
9	✓ Carpet Brush (Nylon)	B/Q	100 Nos	24-6-2013
10	✓ Carpet Mat	Stander Size	25Nos	24-6-2013
11	✓ Cleaning Powder Pack	SufiLemon max	200Kg	10/5/2017
12	✓ Dry Mobe	B/Q (Local)	25Nos	24-6-2013
13	✓ Deter Surface Cleaner	Deterl	50bottle	9/5/2017
14	✓ Duster Cotton(Standard Size)	B/Q (Local)	1000Nos	9/5/2017
15	✓ Falaen Duster for vehicle(Standard Size)	B/Q (Local)	400 Nos	9/5/2017
16	✓ Glass for water (Best Quality)	Toyomasic,Omrac	144Nos	9/5/2017
17	✓ Hand Wash Liquid (500ML)	Deterl	100Nos	9/5/2017
18	✓ Jug (Glass)	B/Q	30Nos	9/5/2017
19	✓ Lock China (Small)(Top Security)	Yang Sir/Wohu Top	75Nos	27-4-2017
20	✓ Lock China (Medium)(Top Security)	Yang Sir/Wohu Top	75Nos	27-4-2017
21	✓ Lock China (Large) (Top Security)	(Heavy Duty Lock)	75Nos	27-4-2017
22	✓ Long Handle Brush	Local	30Nos	3/6/2016
23	✓ Lux Soap	Pak	288Nos	9/5/2017
24	✓ Marble Floor Shampoo	Imported	20Bottle	9/5/2017
25	✓ Morten Rate killer	Morten	25Packet	10/1/2014
26	✓ Paint (0.91 Liter) White	Master	30Nos	9/5/2017
27	✓ Pencil Cell AAA Best Quality	Toshiba	300Nos	9/5/2017
28	✓ Phenyl 03 Liter	Finis, Tyfone	150Bottle	9/5/2017
29	✓ Plastic Buckets with top cover (12 Liter)	Best Quality/Local	25	26-9-2016
30	✓ Plastic Dustbin (Height 9 1/2", Width 8")	B/Q (Local)	100Nos	9/5/2017
31	✓ Plastic Dustbin (Height 9 1/2", Width 8")	B/Q (Local)	200Nos	9/5/2017
32	✓ Rubber pipe 1/2"	B/Q (Local)	500FT	9/5/2017
33	✓ Tat Width	B/Q (Local)	150MTR	11/5/2016
34	✓ Tissue Paper(100 x 2 ply)	1000Nos	9/5/2017	9/5/2017
35	✓ Tissue Roll	Rose Patel	500Roll	9/5/2017
36	✓ Towel 27" x 54" White	B/Q (Local)	50 Nos	9/5/2017
37	✓ Towel for Floor Cleaning	Large Size	300Kg	9/5/2017
38	✓ Wash Powder Pack of 1 kg (bonus)	Bonus	300Kg	9/5/2017

Dated: 12-09-2017


 Senior Store Keeper
 King Edward Medical University
 Lahore.
 12/09/17