

# BIDDING DOCUMENTS

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**TENDER NO. 72-19  
PROCUREMENT OF REFRIGERATORS FOR VARIOUS DEPARTMENTS OF KING  
EDWARD MEDICAL UNIVERSITY, LAHORE.**

**FINANCIAL YEAR (2018-19).**



**KING EDWARD MEDICAL UNIVERSITY, LAHORE**



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**FINANCIAL YEAR (2018-19).**

**KING EDWARD MEDICAL UNIVERSITY, LAHORE  
UNDER PPRA RULES 2014(amended up to 30.11.2017).**

|                        |   |
|------------------------|---|
| Tender Fee:            | Rs. 500/-   |
| Last date of Issuance: | As per tender notice.   |
| Receiving Date & Time: | As per tender notice.   |
| Opening date & Time:   | As per tender notice.   |
| Venue:                 | <u>Patiala Block KEMU, Lahore</u>   |
| Bid Security:          | 2% of estimated value in the shape of<br>CDR in the name of Vice Chancellor, KEMU, Lahore<br>(A copy with technical Proposal also). |

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## **PARTICULARS OF THE PARTICIPATING FIRMS**

**Name of Firm:** -----

**Complete Address:** -----

**Office Telephone /Fax No:** -----

**Name of authorized representative:** -----

**Cell No. of Authorized Representative:** -----

**CNIC No. (Copy attached):** -----

**Sales Tax Reg. No:** -----

**Income Tax No. (N.T.N):** -----

**Amount of Tender Fee deposited:** -----  
(Copy Attached)

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

We M/S -----solemnly affirm that we are not suspended/Black listed/defaulters of any Government/Autonomous 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 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 bidding documents or any subsequent amendment made therein by the KEMU. Maintenance of equipment/items and replacement of the defective items / parts will be done without any cost during warranty.

**SIGNATURE OF THE BIDDER  
STAMP**



# KING EDWARD MEDICAL UNIVERSITY, LAHORE

TENDER NO. 72-19

## PROCUREMENT OF REFRIGERATORS FOR VARIOUS DEPARTMENTS OF KING EDWARD MEDICAL UNIVERSITY, LAHORE.

FINANCIAL YEAR (2018-19).

UNDER PPRA RULE 38(2)(a)

### TERMS & CONDITIONS

1. Sealed offers are invited from all manufacturers and authorized dealers/ distributors having good repute for the Purchase of above mentioned goods for King Edward Medical University, Lahore on F.O.R basis on Turnkey (supply, installation, commissioning) according to the specifications attached with the bidding documents, as per schedule.
2. Tender should be addressed to the Vice Chancellor, King Edward Medical University, Lahore.
3. The following documents must be attached with the tender. Otherwise the tender shall be rejected without consideration: -

| S. No. | KNOCK OUT CLAUSES  | YES/NO | PAGE# |
|--------|--|--------|-------|
| 1      | Original receipt for purchase of tender  |        |       |
| 2      | An affidavit on stamp paper of Rs. 20/- regarding acceptance of terms and conditions of the bid/contract, and not being blacklisted (as per sample). |        |       |
| 3      | Original CDR of bid security (2% of estimated price) in the name of VC KEMU.   |        |       |
| 4      | Certificate of authorized dealership/distributor ship/sole agent.  |        |       |

The bid should be submitted, all pages numbered with an index, bound in pin.

4. The bid shall be received under the following PPRA rule:

#### **38(2) (a) Single Stage Two Envelopes Bidding Procedure: -**

The bids shall be evaluated on technical and financial grounds and the procedure for single stage two envelopes shall be:

- a. The bid shall be a single package consisting of two separate envelopes, containing separately the financial and the technical proposals.
- b. The envelopes shall be marked as "Financial Proposal" and "Technical Proposal".
- c. 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.
- d. 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.

- e. During the technical evaluation no amendments in the technical proposal shall be permitted.
- f. 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.
- g. The financial bids found technically nonresponsive shall be returned unopened to the respective bidders.
- h. The lowest evaluated bidder shall be awarded the contract.

### **Evaluation Criteria**

#### A. Technical Evaluation

- a) Company's Profile & Performance
- b) Product specifications, manufacturer, model, authorization, warranty etc.

#### B. Financial Evaluation

Lowest rate

### **Company's Profile & Performance/Eligibility Criteria.**

For the purposes of evaluation, the word "Product" means the specific item included in the bid. Marking will be as follows: -

**DO NOT FILL THIS FORM. JUST ATTACH THE REQUIRED DOCUMENTS. THIS IS A SAMPLE FOR YOUR INFORMATION.**

| Sr. No. | Parameters   | Details  | Total Marks | Remarks                   |    |    |                                |    |     |   |   |    |               |   |    |  |
|---------|--|--|-------------|---------------------------|----|----|--------------------------------|----|-----|---|---|----|---------------|---|----|--|
| 1.      | Market experience / Business experience ( Attach supporting documents in proof thereof)  | 01 mark for each year.   | 10          |                           |    |    |                                |    |     |   |   |    |               |   |    |  |
| 2.      | Income tax & sales tax registration.   | <table border="1"> <tr> <td>i</td> <td>Income tax registered</td> <td>5</td> </tr> <tr> <td>ii</td> <td>Sale tax registered</td> <td>5</td> </tr> </table>   | i           | Income tax registered     | 5  | ii | Sale tax registered            | 5  | 10  | Authorized certificate issued by the concerned Authority is required. |   |    |               |   |    |  |
| i       | Income tax registered  | 5  |             |                           |    |    |                                |    |     |   |   |    |               |   |    |  |
| ii      | Sale tax registered  | 5  |             |                           |    |    |                                |    |     |   |   |    |               |   |    |  |
| 3.      | Financial statement last two years   | <table border="1"> <tr> <td>i</td> <td>Last 02 years audit sheet</td> <td>05</td> </tr> <tr> <td>ii</td> <td>Last 02 years Income tax sheet</td> <td>05</td> </tr> </table>  | i           | Last 02 years audit sheet | 05 | ii | Last 02 years Income tax sheet | 05 | 10  |   |   |    |               |   |    |  |
| i       | Last 02 years audit sheet  | 05   |             |                           |    |    |                                |    |     |   |   |    |               |   |    |  |
| ii      | Last 02 years Income tax sheet   | 05   |             |                           |    |    |                                |    |     |   |   |    |               |   |    |  |
| 4.      | Company's capacity to provide after sales service. (Attach CVs of Technical Staff)<br>Minimum 2 diploma technicians; Minimum 1 Graduate Engineer;<br>Minimum 1 Person with | Warranty will be examined as per following parameters: <table border="1"> <tr> <td>i</td> <td>Good</td> <td>20</td> </tr> <tr> <td>ii</td> <td>Acceptable</td> <td>10</td> </tr> <tr> <td>iii</td> <td>Average</td> <td>5</td> </tr> <tr> <td>iv</td> <td>Un-acceptable</td> <td>0</td> </tr> </table> | i           | Good                      | 20 | ii | Acceptable                     | 10 | iii | Average   | 5 | iv | Un-acceptable | 0 | 20 |  |
| i       | Good   | 20   |             |                           |    |    |                                |    |     |   |   |    |               |   |    |  |
| ii      | Acceptable   | 10   |             |                           |    |    |                                |    |     |   |   |    |               |   |    |  |
| iii     | Average  | 5  |             |                           |    |    |                                |    |     |   |   |    |               |   |    |  |
| iv      | Un-acceptable  | 0  |             |                           |    |    |                                |    |     |   |   |    |               |   |    |  |

|    |   |                       |   |    |    |  |
|----|---|-----------------------|---|----|----|--|
|    | training from the manufacturer.   |                       |   |    |    |  |
| 5. | Company's goodwill & reputation.<br>(Market reputation and/or KEMU experience).   | i                     | Good  | 10 | 10 |  |
|    |   | ii                    | Average   | 05 |    |  |
|    |   | iii                   | Un-acceptable   | 0  |    |  |
| 6. | Valid Letter of Authorization from the Principal  | i                     | Valid letter of Authorization from Principal/ sole propriety certificate etc. | 10 | 10 |  |
|    |   | ii                    | Not attached  | 0  |    |  |
| 7. | Previous Performance regarding the product being quoted. (Attach relevant Purchase / Work orders)   | 01 mark for each year |   |    | 10 | Institutions may include Private or Public Organizations or individuals. |
| 8. | Certificate from the manufacturer that the after sales services / backup services shall be provided jointly with the local sole agent and in case of change of local agent, they will provide the after sales services themselves or through newly appointed agent for the period mentioned from the date of commissioning. | Yes                   | 10  | 10 |    |  |
|    |   | No                    | 0   |    |    |  |
| 9. | Under taking of Pre-shipment Inspection<br>Yes/No   | Yes                   | 10  | 10 |    |  |
|    |   | No                    | 0   |    |    |  |

**Total marks: 100**

**Qualifying marks: 65%**

### **Product/Services Evaluation**

|    |  |                           |                   |
|----|--|---------------------------|-------------------|
| 1. | Acceptance of Make/manufacturer/model                                    | Yes/ No                   | Approved/Rejected |
| 2. | Conformation to desired specifications.                                  | Yes/ No                   |                   |
| 3. | Acceptance of country of manufacturer/origin of product                  | Yes/ No                   |                   |
| 4. | Availability of model on official website                                | Yes/ No                   |                   |
| 5. | Product availability in market for min. 1 year from date of QC issuance. | Yes/ No                   |                   |
| 6. | Delivery time  | Acceptable/not acceptable |                   |

**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 specified in the bidding document.
- vi. Does not conform to the general conditions in the bidding documents.
- vii. Is received without the bid security as specified in bidding documents.
- viii. Is not duly signed by the bidder or the authorized representative.

**General Terms.**

1. 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.
2. The bidder shall submit the bid 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.
3. Alternate offers without separate tenders will not be considered.
4. 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.
5. Prices shall be in Pak Rupee on FOR basis and in case of CPT/CIF/C&F in the currency of the country of origin.
6. 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 with mutual consent of the parties. A bid valid for a shorter period shall be rejected as non-responsive.
7. If the bid acceptance within the bid validity period is not accepted by the bidder, the bid security shall be forfeited.
8. The successful bidder shall furnish a Performance Security equal to 5% of the bid value in the shape of Pay Order/CDR in the name of VC KEMU before the final order.
9. No interest shall be payable by the procuring agency on the securities.
10. The KEMU authorities, at any stage of the procurement may ask the contractors to provide information concerning their professional, technical, financial, legal or managerial competence whether already pre-qualified or not.
11. Failure to submit the tender in the manner prescribed in the invitation to tender may render the tender unacceptable.
12. The authority reserves the right of accepting the quantity offers fully or in part subject to technical scrutiny.
13. The offer should be strictly as per specifications of the tender.
14. A bidder quoting against this Invitation to bids shall be deemed to have read and understood the conditions thereof and the particulars of the goods/services required by the purchaser and their specification etc.

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### SPECIAL TERMS

1. The equipment/machinery shall be supplied on "Turn Key" basis, meaning thereby that all the pre-requisites for the efficient working of the machinery to be supplied and installed by the contractor are fulfilled.
2. The supplies shall be delivered/ shipped within 90 to 120 days w.e.f. the next date after the date of issue of Purchase Order (without penalty)/ opening of LC.
3. Vermin protection & Rodent proof measures shall be the responsibility of the contractor/supplier.
4. Downtime (the period during which a machine is out of action or unavailable for use) shall not be allowed beyond 12 hours. If it exceeds it will result in a deduction of 0.1% of the cost of purchase per day from security deposit and the contractor may face blacklisting.
5. **GUARANTEE CERTIFICATE.** The manufacturer/supplier shall submit a certificate at the time of delivery that the products being supplied are brand new, of latest approved model, absolutely free from material and manufacturing defects and are in accordance with the specifications given in the bidding documents. The contractor shall supply two copies of service manual.
6. The manufacturer/Supplier shall give an undertaking to provide the after sale services for a **comprehensive warranty period of Three Years (03 Years) from the date of Installation / commissioning etc.**
7. The inspection committee of King Edward Medical University, Lahore will conduct inspection of the supplied items.
  - a. 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.
  - b. If the supplier fails to replace the goods rejected by the inspection committee within the stipulated time, the goods thus supplied would be usurped, bid security forfeited and proceedings for blacklisting initiated.
8. The transportation of the goods/equipment to their final destination shall be arranged and paid for by the contractor/supplier.
9. **LATE DELIVERY:** Supply should be done in accordance with the time schedule mentioned in the purchase order. In case of late supply, beyond the specified period, a penalty @ of 0.067 % per day of the cost of contract will be deducted from the final payment.
10. **INCIDENTAL CHARGES.** The supplier shall be responsible for all the incidental service charges including taxes. The procuring agency shall not pay any extra amount against any expenditure incurred, as the contract shall be construed as fixed amount and includes all costs.
11. A bidder quoting against this Invitation to bid 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.
12. In case of a dispute, the decision of the Vice Chancellor, KEMU, Lahore shall be final.

End User  
AAH

End User  
Najafgasm

  
**The Vice Chancellor,**  
King Edward Medical University,  
Lahore. *Schmid*

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**GENERAL SPECIFICATIONS OF REFRIGERATORS**

| Sr. No. | Item Name    | Specification  | Country of Origin   | Quantity                   | PPRA Rules                       |
|---------|--------------|--|---|----------------------------|----------------------------------|
| 1.      | Refrigerator | <ul style="list-style-type: none"> <li>- Interior volume 300-700 liters,</li> <li>- Double Door / Four Door</li> <li>- Temperature range for Refrigerator: 02°C to 8°C</li> <li>- Temperature for Deep Freezer: -4°C to -22°C.</li> <li>- No frost/Indirect or Direct Cool.</li> <li>- Temperature controller with alarm / monitor system.</li> <li>- Compatible stabilizer</li> <li>- Warranty: 1 year manufacture + 3 years compressor, parts and labor</li> </ul> | EU, U.S.A, Japan, U.K, China, Korea Through Authorize Dealer Imported Branded | 01 Two Door & 01 Four Door | 38(2) a Single Stage Two Envelop |

  
End User