

**Medical Teaching Institution (MTI)**

Lady Reading Hospital (LRH)  
Peshawar

Contact No: 091-9211927

**BID SOLICITATION DOCUMENTS**

**For**

**Dialysis Chair and Recliner Sofa 2020-2022**

**Note:** The prospective bidder is expected to examine the Bidding Documents carefully, including all Instructions, Terms & Conditions, and Specifications etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

## INTRODUCTION:

Medical Teaching Institution (MTI)/ Lady Reading Hospital Peshawar invites sealed bids from the eligible bidders for procurement of Multimedia Items and Accessories for Hospital under Open Competitive Bidding under rule 6(2) (b) “*Single Stage Two Envelope*” bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.

### 1) INSTRUCTIONS TO BIDDERS:

1. This Bidding procedure will be conducted in light of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Laws, Rules made there under, along with Standard Bidding Documents.
2. The bids will be opened on **06<sup>th</sup> May 2021 at 11:30 AM** in presence of the bidders/representatives who choose to attend
3. An affidavit is mandatory, without indicating the figure in the Technical Bid that bid security is placed in the financial bid.
4. Pre-bid meeting with the interested bidders will be held on Committee Room **30<sup>th</sup> April 2021** at 09:30 AM in MMD.
5. For Single stage Two Envelops the envelopes shall be marked as "**TECHNICAL BID**" and "**FINANCIAL BID**" and in **BOLD** and **LEGIBLE** letters to avoid confusion. Similarly, the bidder shall seal both bids in Separate envelopes. The said two envelopes shall then be sealed in an outer envelope.
6. Any bid received after the deadline for submission of bids shall not be entertained and shall be returned unopened to the Bidder.
7. All the bidders are required to provide annexure wise complete requisite documents with page Qualification as prescribed under the rules.
8. The bid should be complete in all respect and must be signed by the bidder.
9. All prices quoted must be in Pak Rupees (PKR) and should include all applicable taxes. If not specifically mentioned in the Quotation, it will be presumed that the prices include all the taxes. LRH Peshawar is exempted from GST.
10. Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.
11. For any query, clarification regarding Services / Bid Solicitation Documents, the applicants may send a written request at least one day prior to the opening date.
12. The Bidder may after its submission withdraw its bid prior to the expiry of the deadline prescribed for submission of bids. Withdrawn bids will be returned unopened to the Bidders.

13. Any bid not received as per terms and conditions laid down in this document are liable to be ignored. No offer shall be considered if:
- Received without earnest money;
  - It is received after the date and time fixed for its receipt;
  - The offer is ambiguous;
  - The offer is conditional i.e. advance payment, or currency fluctuations etc.;
  - The offer is from blacklisted firm in any Federal / Provincial Govt. Deptt;
  - Only typed tender on original prescribing letter pad, sealed & signed should be submitted, the quoted Price must be preprinted and hand written quoted price will not be acceptable. The tenders must be according to hospital specification; alternate rates (**Double rates for single Items**) will not be accepted.
14. Usage of correction fluid & corrections are strictly prohibited unless duly initialed.
15. Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
16. Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
17. In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation in front of the bidders.
18. Any direct or indirect effort by a bidding firm to influence this institution during the process of selection of a bidder or award of contract may besides rejection of its bid result into its disqualification from participation in the LRH Peshawar's future bids.

## 2) **ELIGIBILITY CRITERIA:**

- Bidders must give compliance to the below mentioned clauses as these are mandatory to being eligible for the bidding process. Relevant certificates must be attached.
- The bidder must be registered with Income / Sales Tax Department, reflected as Active Tax Payer on the list of FBR.NTN and for services KNTN.
- The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental/ Semi-Governmental institutions.
- Bidders shall not be eligible to bid if they are under a declaration of Ineligibility for corrupt and fraudulent practices issued by any government organization in accordance with the Section 44(1) KPP Rules 2014.
- **Local office (Peshawar)**

### **3. GENERAL CONDITIONS: -**

1. LRH Peshawar shall evaluate the proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements.
2. Alternative bid shall not be considered and shall be rejected by the Competent Authority.
3. At any time prior to the deadline for submission of bids, LRH Peshawar may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the bidding documents by amendment.
4. If a bid is not substantially responsive, it will be rejected by the Procuring Entity and may not subsequently be made responsive by the Bidder by correction of the nonconformity.
5. LRH MTI Peshawar may accept or reject any or all of the bids under Rule 47 of KPPRA Rules, 2014.

**Lady Reading Hospital  
Medical Teaching institute  
Peshawar**

Phone: 091-9211927

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**INVITATION FOR BIDS**

Hospital Director, Medical Teaching Institute, **Lady Reading Hospital Peshawar** invites sealed tenders under National Competitive Bidding for the procurement of Dialysis Chairs and Recliner Sofa for Hospital, under rule 6(2)(b) ***“single stage two envelope procedure”*** of KPPRA Rules 2014, from Income / Sales tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security Rs 100,000/- in shape of Call Deposit Receipt (CDR) in the name of **Hospital Director LRH Peshawar**.

The tenders complete in all respect must reach the undersigned by 11:00 AM on **06<sup>th</sup> May 2021** which will be opened at 11:30 AM on the same day in conference room / AHD office of the Hospital in the presence of the procurement committee and the bidders / representatives who may choose to attend.

Competent Authority reserves the right to reject any or all the bids as per provisions contained in Rule 47 of KPPRA Rules 2014.

#### **4. BID Security**

Bid security Rs-**100,000/-** in shape of Call Deposit refundable drawn in favor of “Hospital Director LRH Hospital”

The bid security may be forfeited:

- i) If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
- ii) In the case of a successful Bidder, if the Bidder fails to sign the contract
- iii) If a successful Bidder unable to supply the items after issuance of 3 reminders, order will be placed to the next lowest bidder.

#### **5. BID VALIDITY:**

- i) The bids should be valid for a period of 180 Days.
- ii) In exceptional circumstances, LRH Hospital may solicit the Bidder's consent to an extension of the period of validity reasons shall be recorded in writing. The request and the responses there to shall be made in writing. The bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

## Dialysis Chair and recliner Sofa 2020-2022

Sr. No	Name	Description/ Specification
1	Dialysis Chair	<ul style="list-style-type: none"> <li>Fully remote-control movements</li> <li>Adjustments possible according to the choice of patient</li> <li>Heavy duty steel frame covered with decorative fiber glass Rexene cover</li> <li>Backrest and headrest provided with cushioned pad</li> <li>Arm rests adjustable with universal lever</li> <li>Mobile on dia. 75mm twin lockable castors</li> <li>Single motor movements for Trendelenburg to chair position</li> </ul>
2	Recliner Sofa	<ul style="list-style-type: none"> <li>PU Leather (A+)</li> <li>High Quality Mechanism</li> <li>Italian faux leather upholstery</li> <li>High grade fiber cushioning</li> <li>Glider mechanism</li> </ul>

**Samples may be called for the above items.**

### 7. Award of Contract:

Contracts shall be confirmed through a written agreement signed by the successful bidder and the MTI /LRH Peshawar.

### 8. Payment:

- a. No advance payment will be permissible.
- b. The payment will be made after successful supply, installation/inspection and test run of all requisite



9.

**Evaluation Criteria for Dialysis Chair and recliner Sofa**

S #	Parameters	Sub-parameters	Marks
1	Legal Requirement		10
		Chamber of commerce Certificate (Mandatory)	Mandatory
		NTN Registration Certificate (Mandatory)	Mandatory
		Professional Tax Certificate (Mandatory)	Mandatory
		Bank Statement of Last 2 Years	05
		Audit Report of Last 2 Years	05
2	Compliance with Specifications		15
	Product that 100% comply with the advertised specifications	Product that 100% comply with the advertised specifications will get full marks	15
3	Relevant Experience		10
	Market experience (Purchase/supply/work orders.	i. 1- 2 years 05 marks ii. 3- 5years 10 marks	10
4	Financial Capabilities		10
	Turnover in Millions IT 1 or 2 form must be attached	i. 1-05 million ii. 05-10 million	05 10
5	Local Office	Local Office in Peshawar	05
	Total Marks		50
	Qualifying Marks		35

**Financial Criteria (50 Marks):**

S #	Parameters	Sub-Parameters	Total Marks:
	Price		50
		Lowest Price will get full marks.	
		The formula to calculate the marks for the price submitted is:	50
		$[\text{Lowest Price (Fm)} \div \text{Price of Bid under consideration (F)}] \times 100 \times 0.50$	

## **Total Marks (Technical Criteria + Financial Criteria): 10**

Financial bids of only technically responsive bidders will be opened publicly at the time to be announced by the Procuring Agency. The Financial Bids of technically disqualified bidders will be returned un-opened to the respective Bidders. After getting the financial score from the remaining 30 marks, the two scores will be combined to identify the best evaluated bid.

Merit Point Evaluation Methodology: Contract will be awarded to the best evaluated responsive bid which gets the maximum marks and becomes the highest ranking in the Combined Evaluation calculated through the Merit Point Average Methodology which puts greater emphasis on non-price factors like stringent global certifications on Conformance Specifications (i.e., meeting the required technical specifications), Performance Specifications (i.e., meeting the requirements the product is designed for) leading to customer satisfaction verification, certifications of the technical staff, provision of maintenance & services and post-warranty services etc.

## **10. BLACKLISTMENT OF DEFAULTED BIDDER/CONTRACTOR**

### **Conditions for Blacklistment of Defaulted Bidder/Contractor under rule 44 of KPPRA Rules 2014**

The following are the events which would lead to initiate (Rule 44 of KPPRA Rules 2014) blacklisting/debarment process;

- Consistent failure to provide satisfactory performances.
- Found involved in corrupt/fraudulent practices.
- Abandoned the place of work permanently

### **Conditions for debarment of Defaulted Bidder/Contractor**

- Failure or refusal to;
- Accept Purchases Order / Services order terms
- Make supplies as per specifications agreed:
- Fulfill contractual obligations as per contract
- Non execution of work as per terms & condition of contract.
- Any unethical or unlawful professional or business behavior detrimental to good conduct and integrity of the public procurement process.
- Persistent and intentional violation of important conditions of contract.
- Non-adherence to quality specifications despite being importunately pointed out.
- Security consideration of the State i.e., any action that jeopardizes the security of the State or good repute of the Lady Reading Hospital MTI Peshawar.

## **Procedure for blacklistment and debarment**

1. Competent authority of Lady Reading Hospital MTI Peshawar may on information, or on its own motion, issue show cause notice to the bidder.
2. The show cause notice shall contain the statement of allegation against the Bidder.
3. The bidder will be given maximum of seven days to submit the written reply of the show cause notice.
4. In case the bidder fails to submit written reply within the requisite time, the competent authority may proceed forth with ex-parte against the bidder.
5. Direct to issue notice of personal hearing to the bidder/ authorized representative of the bidder and the competent authority shall decide the matter on the basis of available record and personal hearing, if availed.
6. The competent authority shall decide the matter within thirty days from the initiation of proceedings.
7. The order of competent authority shall be communicated to the bidder by indicating reasons.
8. The order past as above shall be duly conveyed to the KPPRA and defaulting bidder within three days of passing order.
9. The duration of debarment may vary up to five years depending upon the nature of violation.

## **11. REDRESSING OF GRIEVANCES**

1. The purchaser shall constitute a committee comprising of disagreed & notified by the competent authority proper powers and authorizations to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.
2. Any bidder feeling aggrieved by any act of the purchaser after the submission of his bid may lodge a written complaint concerning his grievances not later than 03 days after the announcement of the bid evaluation report.
3. The grievance redressed Officer shall investigate and decide upon the complaint within 06 days of the receipt of the complaint. The report along with decision shall be forwarded to the purchaser officer within the prescribed period.
4. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
5. Note: Grievance notified & designated who can invite appropriate official as co-opted member for grievance.