

Lady Reading Hospital (LRH)
Medical Teaching Institution (MTI)
Peshawar



Contact No: 091-9211927

AFTER PRE-BID
BID SOLICITATION DOCUMENTS
(Single Stage Two Envelop)
FOR
HOUSEKEEPING ITEMS (22-23)

S.N	Name of Items	Call Deposit (RS)
1.	Housekeeping Items	100,000

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.

Manager Material Management
LRH- MTI Peshawar

AD Legal
LRH- MTI Peshawar

Manager Housekeeping
LRH- MTI Peshawar

Director Finance
LRH- MTI Peshawar

Nursing Director
LRH- MTI Peshawar

Associate Hospital Director
LRH- MTI Peshawar

Medical Director
LRH-MTI Peshawar

Hospital Director
LRH-MTI Peshawar

INTRODUCTION:

Lady Reading Hospital Peshawar Medical Teaching Institution (MTI)/ invites. Item wise sealed bids from the Eligible Bidders (Suppliers) / Manufacturers / Authorize Dealers for “_____” for Hospital. Open Competitive Bidding under rule 6(2) (a) “**Single StageTwo 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 _____ at **11:30 AM** in presence of the bidders / representatives who choose to attend.
3. Pre-bid meeting with the interested bidders will be held on _____ at **11:00 AM** in Conference Room / MMD Office of the Institution.
4. Any bid received after the deadline for submission of bids shall not be entertained and shall be returned unopened to the Bidder.
5. The bid should be complete in all respect and must be signed by the bidder.
6. All prices quoted must be in Pak Rupees (PKR) and should include all applicable taxes by Govt (at any stage of Tender process/ till the validity of rates).If not specifically mentioned in the Quotation, it will be presumed that the prices include all the taxes.
7. Bidders are essentially required to provide correct and latest postal / email / web addresses, phone / mobile / fax numbers for actively and timely communication.
8. 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.
9. 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:
 - a. Received without earnest money;
 - b. It is received after the date and time fixed for its receipt;
 - c. The offer is ambiguous;
 - d. The offer is conditional i.e. advance payment, or currency fluctuations etc.;
 - e. The offer is from blacklisted firm in any Federal / Provincial Govt. Deptt:
 - f. Only typed tender on original prescribing letter pad, sealed & signed (Every Page) 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 acceptable and the item will be considered rejected.
10. Usage of correction fluid & corrections are strictly prohibited unless duly initiated.
11. Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.

12. Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
13. In case of Bid Tie, the decision will be taken by making toss / draw / Recall sealed quotation in front of the bidders.
14. 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.

1. Computerized National Identity Card (photo-copy).
2. The bidder must be registered with Income / Sales Tax Department, reflected as Active Tax Payer on the list of FBR.NTN/KNTN and Professional tax.
3. The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental / Semi-Governmental institutions.
4. 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.

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 (LRH)
Medical Teaching Institution (MTI)
Peshawar**

"TENDER NOTICE"
(Single Stage Two Envelope)

Sealed Bids are invited from the Manufacturers/ Importer/authorized Dealers for the supply of following items for LRH Peshawar. Tender should reach to the office of the undersigned on or before _____ **at 11:00 AM** which will be opened on the same day at **11:30 AM** in presence of bidders or their representatives. The Bid security shall be submitted from the account of the firm/bidder/contractor who submits the bid in favor of Hospital Director, Lady Reading Hospital Medical Teaching Institution Peshawar.

S. N	Name of Work	Call Deposit	Pre-Bid Time	Procurement Method
1.	Housekeeping Items	100,000	Date: / /2022 Time: 11:00AM	Single Stage Two Envelope

TERMS AND CONDITION:

- Only typed tender on original prescribed letter pad, sealed & signed should be submitted, the quoted Price must be printed and hand written quoted price is not be acceptable. The tenders must be according to hospital specification; **double rates** for one item will not be accepted.
- Pre-bid Meeting will be held on dated: / /2022 at **11:00 AM** in the office of Material Management Department of LRH-MTI Peshawar.
- The envelopes shall be marked as **"TECHNICAL BID"** and **"FINANCIAL BID"** and **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.
- The tender must be according to Bid Solicitation Documents (BSDs).
- The Income Tax, stamp duty and Professional Tax or any other Government tax will be charged as per rules. (Only those firms will be honored that are on Active Taxpayer's List FBR).
- No conditional tender will be acceptable.
- A detailed Bid Solicitation Documents (BSDs) can be obtained from the Material Management Department of LRH-MTI during working hours (**Saturday is not working day**) or also available on our web-site www.lrh.edu.pk
- The bid security in the shape of CDR only will be accepted.**
- The competent authority has the right to reject all bids under Rule 47 of the Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Procurement Rules 2014 after giving valid reason.
- LRH's FTN Number is 9050181.
- Note: Text in Bold will be treated as mandatory.**

Associate Hospital Director

Lady Reading Hospital /MTI

Peshawar

Address of Pre-Bid Meeting & Bid Submission/Opening:

Hospital Director

Lady Reading Hospital / MTI

Peshawar

4. BID SECURITY:

Bid security @ **100,000** drawn in favor of “Hospital Director LRH Hospital” should be kept sealed in the proposal.

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 or to furnish performance Guarantee.
- iii) If a successful Bidder unable to supply the items after issuance of 3 reminder, orders will be placed to the next lower bidder.

5. BID VALIDITY:

- i) The bids should be valid for a period of 90 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.
- iii) Approved rates will be valid till 30-06-2023

6. TECHNICAL SPECIFICATION

S.No	Item Name and Specification	Specification	Unit	Price
1	Air Freshener (300ml)	Air Wick	No	
2	Phenyl (2-3 liters)	Finis/Typhon	No	
3	Deodorizer for washrooms per liter		No	
4	Furniture polish/ clean spray		No	
5	Hand Wash Anti-Bacterial (500ml)	Dettol/Safeguard	No	
6	Caustic Soda (1Kg)	ICI	KG	
7	Tuatry (1Kg)		KG	
8	Washing Bleach (4 Liters Can)	smart ultra clean	No	
9	Descaler Limescale Remover (750ml)		No	
10	Inseckt Killer Chemical Attack (400ml)	Mortein	No	
11	Floor Cleaner (10 Liters)	Klenex Floral	No	
12	GPC (General Purpose Cleaner) (30 Liters)		No	
13	Potassium permanganate (Per kg)		KG	

14	Window Cleaner (750ml)	Glint Insta	No	
15	Wax Polish for Floor		No	
16	Zinc phosphate powder (Per kg)		KG	
17	Chlorine Bleach (10 liter)		No	
18	Drain Opener Fast Acid (Gandak)		Liters	
19	Toilet Cleaner 500 ml	Harpic	No	
20	Kitchen Roll (one Piece)		No	
21	Hi-Jeen Paper Towel	Rose patel	No	
22	Tissue Box Large	Rose pattel/Jasmin	No	
23	Dry Mop	Frame+cloth+set	No	
24	Dry Mop Cloth		No	
25	Wet Mop	Frame+cloth+set	No	
26	Wet Mop cloth		No	
27	Water Bucket (30 Liters)		No	
28	Dustbin (10 Liters)		No	
29	Dustbin (30 Liters)		No	
30	Dustbin (50 Liters)		No	
31	Dustbin (70 Liters)		No	
32	Dustbin with Bucket cover (30 Liters)		No	
33	Dustbin with Bucket cover (50 Liters)		No	
34	Dustbin with Bucket cover (70 Liters)		No	
35	Wet Floor caution board Yellow		No	
36	Dusting Mat/Cloth		No	
37	Feather Duster		No	
38	Floor palla Puchara		No	
39	Hand Brush Wooden		No	
40	Hanger Plastic		No	
41	Hard Brush for Carpet cleaning		No	
42	Hanger Wooden		No	
43	Hand Broom 1 Kg	Not less than 25 inches with Ring or Clip	No	
44	Liquid Soap Dispenser		No	
45	Liquid Soap (Per liter)		No	
46	Automatic Air freshener Dispenser with 1 Refill and battery cells	Best Quality	No	
47	Refill for Air freshener Dispenser	Fresco or Air Wick	No	

48	Nylon Brush Long Handle		No	
49	Nylon Brush Short Handle		No	
50	Dish wash brush		No	
51	Cob webs Brush with long handle		No	
52	Dust Pan	Plastic	No	
53	Scraper with handle		No	
54	Synthetic Door Mat	4x8	No	
55	Synthetic Door Mat	4x6	No	
56	Toilet Brush		No	
57	Commode pump		No	
58	Wiper 18"	single piece	No	
59	Wiper 36"	single piece	No	
60	Trash Bin Liner Bio Degradable	Blue 35X40	KG	
65	Trash Bin Liner Bio Degradable	Yellow 32X38	KG	
68	Plastic Bag Bio Degradable	5kg,10kg capacity	KG	
69	Plastic Bag with Seal	200g,400g,500g,1kg	KG	
70	Soap 75gm	lifebuoy /Safeguard/Dettol/Hi-Clean	No	
71	Robin Neel Powder		No	
72	Robin Neel Liquid (1 Liter pack)		No	
73	Vim/ Max lemon bottle (450 gm)		No	
74	Scotch Brite		No	
75	Washing Powder (One Kg Pack)	Bonus / Express /Wheel/Surf Excel/ Ariel Economy Pack	No	
76	Washing Powder (5 Kg Pack)	Bonus / Express /Wheel/Surf Excel/ Ariel Economy Pack	No	
77	Washing Soap (per packet)	Sufi Soap	No	
78	Washing Soda ICI (Per Kg)		KG	
79	Danger box for syringes		No	
80	Plastic Lota		No	
81	Rommi for Washroom		No	
82	Housekeeping gloves (Long size)		No	
83	Coopex Powder (100gram)		No	
84	DDVIP Oil (500ml)		No	

85	Instruments Disinfectant Solution for Cleaning	As per Approved Sample	No	
86	Presept Tablet 5 gram (50 tablets per bottle)		No	
87	Formalin (5 liters Cane)		No	
88	Surface Disinfectant Solution for Cleaning	As per Approved Sample	No	
89	Belcha Large with Handle		No	
90	Belcha Small with Handle		No	
91	Gentree with Handle		No	
92	Wheel Barrow single Tyre	18 Gauge Chadar	No	
93	Khurpa		No	
94	Kudala		No	
95	Plant Cutting Scissor (Large Size)		No	
96	PVC Flexible Plastic Pipe	1/2 Per Kg) (2.5mm Thickness	KG	
97	PVC Flexible Plastic Pipe	3/4 Per Kg) (2.5mm Thickness)	KG	
98	PVC Flexible Plastic Pipe	(1" Per Kg) (2.5mm Thickness)	KG	
99	PVC Flexible Plastic Pipe	1 1/2" Per Kg) (2.5mm Thickness)	KG	
100	PVC Flexible Plastic Pipe	2" Per Kg) (2.5mm Thickness)	KG	
101	PVC Flexible Plastic Pipe	3" Per Kg) (2.5mm Thickness)	KG	
102	Hand Disinfected Solution Cleaning	As per Approved Sample		
103	Bamboo for broom 5 feet length with (Jublie clamp 4 inch)		No	
104	Danger Box Plastic	5 liters puncture free, liquid proof can/gallon type	No	
105	Danger Box Plastic	7 liters puncture free, liquid proof can/gallon type	No	
106	Danger Box Plastic	10 liters puncture free, liquid proof	No	

		can/gallon type		
107	Danger Box Plastic	12 liters puncture free, liquid proof can/gallon type	No	
108	Ultras sound Gel (5 liter)		Cane	
109	Salt (1 Kg)		No	
110	Jumbo Filter for RO System		No	
111	Disaf filter for RO System		No	
112	Water Filter 3 stages water filtration		No	
113	Scrubbing brush Numatics UK		No	
114	Hand sanitizer Dispenser		No	
115	Fumigation Machine		No	
116	Fog Machine		No	
117	Electric Grass Cutter Machine		No	
118	Microwave Oven (25 Liters)		No	
119	Electric Saw For Cutting Trees		No	
120	Plants Pots (Small/Medium/Large)		No	
121	Flower Pots (Stainless Steel) (Small/Medium/Large)		No	
122	Snake Machine	As per Approved Sample	No	

7. EVALUATION CRITERIA: -

The bids / proposals will be evaluated on the basis of advertisement, bid solicitation documents and the point system as specified below.

A proposal shall be rejected during the technical evaluation if the bid does not fulfill the minimum specified requirements OR if it fails to achieve the minimum score as indicated in the below mentioned table. Relevant certificates / documents must be attached.

S #	Parameters	Sub-parameters	Marks
1	Financial Status		18
		Sales Tax Registration Certificate (04 Marks)	4
		NTN Registration Certificate (04 Marks)	4
		Bank statement of last 2 years (each year carry 2 marks) (04 Marks)	4
		Audit report of last 2 years (each year carry 3 marks) (06 Marks)	6
2	Product Sample		22

		Product that 100% comply with the advertised specifications will be considered for evaluation Sample(s) of successful bidders shall be kept by LRH. Supplies, when received will be crossed checked against the Samples. Should the supplies fall below the standard of the supplied samples, they will be rejected and subsequently returned to the vendors.					
		<table><tr><td>satisfactory</td><td>22</td></tr><tr><td>Unsatisfactory</td><td>0</td></tr></table>	satisfactory	22	Unsatisfactory	0	
satisfactory	22						
Unsatisfactory	0						
3	Past Performance (3 marks for each certificate)		15				
	Institute include government department and private institute customer satisfaction certificate from the procuring entity of the last accomplished assignment must be attached.	Required up to 05 Certificates (Each certificate carries 03 Mark)					
4	Relevant Market experience (3 marks for each year)		15				
	Supply orders/purchase orders/ contract agreement should be attached	Required up to 05 years' experience (Each year carries 03 Mark)					
	Total Marks		70				
	Qualifying Marks		49				

Total Marks in Technical Criteria: **70**

Qualifying Percentage in Technical Criteria: **70%**

Qualifying Marks: 49

Financial Criteria (30 Marks):

S #	Parameters	Sub-Parameters	Total Marks:
	Price		30
		Lowest Price will get full marks. The formula to calculate the marks for the price submitted is: [Lowest Price (Fm)/Price of Bid under consideration (F)] x100 x 0.30	30

Bids having items not fulfilling/in compliance with the required specifications shall be treated as non-responsive bids.

8. 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 05 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.

9. Award of Contract:

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

10. 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 items.