



The Head Office,
Primary Healthcare Initiative, Balochistan.
Admin Section
Ref No. PPHI-B/H.O BLN/09-0/BHUs-DHIS-II/2026-27
Dated: _____

Technical Proposal

People's Primary Healthcare Initiative (PPHI) - Balochistan

**"Bidding Document for Procurement and Printing of DHIS-II
Material for BHUs (Basic Health Units) of PPHI-Balochistan"**

NAME OF BIDDER: _____
(To be filled-in by the Bidder)

Address: People's Primary Healthcare Initiative, PPHI - Balochistan
House # 8-A, Jinnah Town Samungli Road, Quetta-Pakistan.

Phone: 081-2863620
Website: www.pphib.org

LETTER OF INVITATION FOR BIDS:

Sealed proposals are invited under the Primary Healthcare Initiative (PPHI)-Balochistan procurement rules, by the PPHI-B from Eligible bidders having expertise and running business of printing press in Pakistan:

REQUIRED BIDDING INFORMATION	TO BE FILLED BY THE PEOPLE'S PRIMARY HEALTHCARE INITIATIVE (PPHI)-BALOCHISTA
DESIGNATION OF PROCUREMENT OFFICER	DIRECTOR ADMIN & PROCUREMENT
POSTAL ADDRESS OF THE PRIMARY HEALTH CARE INITIATIVE (PPHI)-BALOCHISTAN	PRIMARY HEALTHCARE INITIATIVE (PPHI)-BALOCHISTAN SAMUNGLI ROAD, QUETTA-PAKISTAN.
PHONE NUMBER & FAX NUMBER	081-2863620 & 081-2863623
E-MAIL ADDRESS & WEBSITE	WEBSITE: https://www.pphib.org E-MAIL: PPHIADMIN@PPHIB.ORG
METHOD OF PROCUREMENT	SINGLE STAGE - TWO ENVELOPE BIDDING PROCEDURE
ISSUANCE OF BIDDING DOCUMENTS	The tender documents can be downloaded from the PPHI-B website: http://pphib.org/
PRE-BID MEETING	Date: 08th Oct, 2026 & Time 11:30 A.M at the Head Office, PPHI-Balochistan.
DEADLINE FOR SUBMISSION OF BIDS	Date: 19th October, 2026 & Till 11:30 A.M directly submitted to the Head Office, PPHI-Balochistan.
OPENING OF TECHNICAL BIDS	Date: 19th October, 2026 & Time 12:00 P.M at the Head Office of PPHI-Balochistan.
SAMPLE SUBMISSION	Date: Shall be communicated by responsive bidders after being responsive as per eligibility criteria.
OPENING OF FINANCIAL BIDS	Date: Shall be communicated to qualified bidders after technical evaluation.
BIDDING DOCUMENT FEE	AMOUNT: PKR. 2,000/- PAY ORDER IN THE NAME OF (PPHI)-Balochistan with TECHNICAL BID IN SEPARATE ENVELOPE.
BID SECURITY/EARNEST MONEY	AMOUNT: 2 % OF THE QUOTED AMOUNT MANNER OF PAYMENT: <u>CALL DEPOSIT/ PAY ORDER</u> IN FAVOR OF PPHI-B BALOCHISTAN , WITH FINANCIAL BID ONLY.

ELIGIBILITY CRITERIA FOR BIDDERS:

S. No.	Bidders Eligibility Factor	Mandatory Requirement	Document Required
1	Registration with Income Tax and GST	NTN Certificate and must be registered with FBR under tariff code of "Stationary or Printing Press".	Copy of Valid NTN, GST registration and Tax Inquiry Profile duly verifiable from FBR IRIS / website.
2	Tax Payer status	Tax payer status is "Active" or "In-Active"?	Tax payer status must be "Active" and 100% compliance incase of GST.
3	Relevant Experience	(5) five successfully completed similar printing assignments during the last three completed financial years having an aggregate value of at least Rs.30 million.	Copy/ies of Work Order/s or relevant completion certificate/s / Delivery Challans, where quantities & amount are clearly mentioned duly attested by Senior Executive of the firm
4	Financial Capacity (For Firms)	The bidder must have a minimum cumulative turnover of PKR 30 million during the last three financial years (2023, 2024 and 2025).	Audited Financial Statements OR Annual Tax Return of 2023, 2024 and 2025 only.
5	Non-Blacklisting	Must not be presently black-listed by any Government/ Semi Govt or Private Organization and disclose litigation if any.	Declaration of Non-blacklisting on Non-Judicial Stamp paper & declaration of litigation (if any) by the Bidder/Individual.
6	Printing Press / shop Pakistan	Must have established printing press in Pakistan.	Complete address and registration certificates, proof of printing facility.
7	Delivery time compliance	Must agree to serve the Contract within agreed time i.e., Within 60 days period after award of contract.	Completion time must be clearly specified in the Technical Bid.
8	Agreement with all the terms & conditions	Must unconditionally agree with all the instructions, terms & conditions specified in the bidding documents & contract agreement.	Signature & company seal on every page of the bidding document and/or declaration by the bidder on the firms' letter pad to agree with all terms and conditions.
9	Submission of Bidding Document Fee	As required by the People's Primary Healthcare Initiative (PPHI)- Balochistan in the Tender Notice.	AMOUNT: PKR. 2,000/- Tender Fee in separate envelope with technical proposal. AMOUNT: 2 % Security deposit with financial proposal only.

NOTE:

- I. It is mandatory for the bidders to score **"YES"** in all the above-mentioned mandatory requirements of eligibility. In-case of single **"NO"** to any requirement, the Bid shall be declared NON-RESPONSIVE resulting disqualification for financial bid opening.
- II. Responsive Bidders / Eligible bidders will be required to submit samples within three working days of the quoted items for Procurement Committee review/approval. Bidders can resubmit sample in case of rejection without any change to the scope & financial proposal. The bidder shall not submit multiple or alternative offers against the same item. Only one offer shall be accepted for each item quoted by the bidder.
- III. No document shall be added in bidding documents once bid documents are submitted.
- IV. Retention & Return of Bidder Samples, samples provided by qualified bidders will be retained by PPHI-B until the completion of the supplies. Samples from non-responsive bidders will be returned accordingly.

- V. Please avoid to attach documents not required in the above criteria and it would be convenient to tag each eligibility criteria documents.
- VI. Bidders from other provinces may send their bids via courier at below mentioned mailing address and can participate in the bidding process virtually through online link (subject to prior intimation to the procuring officer) if desired, otherwise physical presence is preferred.
- VII. Preferably, the owner of the firm/company is required to participate personally. However, if the owner is unable to attend, an authorized representative may participate, provided they carry a formal authorization letter on the company's official letterhead to participate.
- VIII. The tender may be withdrawn through a written request on the firm's letterhead before opening of technical proposal. However, once the technical proposal has been opened, withdrawal of bid shall not be permitted. In such a case, forfeiture of bid security and other action in accordance with applicable procurement rules/policy, after due process. Subsequent upon said assessment, Bidders shall be categorized as:
 - 1. Eligible Bidders
 - 2. Ineligible Bidders
- IX. Bidders may quote for one or more items. However, the bidder shall quote for the entire tendered quantity of each item for which it participates. Partial quotation against the quantity of an individual item shall not be accepted. Technical evaluation, sample approval and financial evaluation shall be conducted on an item-wise basis, and each item may be awarded to the Lowest Evaluated Responsive Bidder whose offered item/sample conforms to the prescribed specifications.

Exact Address: PPHI-B Head Office House # 8-A, Jinnah Town, Samungli Road, Quetta.

BIDDER'S INFORMATION: (To be filled-in by the Bidder)

1. Name of company/Individual: _____

2. Complete Postal Address: _____

3. Tel No: _____ 4. Email address: _____

5. Fax No: _____ 6. Mobile No: _____

7. Authorized Representative's name & designation:

8. Type of Business:

(1) Sole Proprietorship ☐ (2) Partnership ☐

(3) Corporation (Private Ltd.) ☐ (4) Corporation (Public Ltd.) ☐

9. National Tax Number& Date of issuance: _____

10. Sales Tax Registration No. _____

11. Bid Validity _____ (Please specify in no. of days)

12. Total Completion Time _____ (Date of completion)

DATA-SHEET OF THE ASSIGNMENT / SCOPE OF WORK

The objective of the below given Data-Sheet / Schedule of Requirements is to provide sufficient information to bidders to understand complete scope of this procurement such that no requirement of the People's Primary Healthcare Initiative (PPHI)-Balochistan is left un-mentioned here under, so as to enable the bidders to prepare their bids accordingly:

It is mandatory for the bidders to meet the following given specifications. All offers meeting or exceeding the following minimum required specification shall be considered as equally responsive.

DHIS-II Material for Basic Health Units of PPHI – Balochistan

S#	Items	Parameter	Technical Specification	Required Qty
1	OPD Register	Page Size	13.5 × 8.3 inches (W × L), finished size	2,242
		Pages	250 leaves / 500 pages	
		Inner Paper	68 GSM	
		Printing	Offset printed, front and back; 29 rows per page, as per approved artwork	
		Cover	Hardboard, printed/wrapped	
		Binding	Strong and durable register binding	
		Finishing	Properly trimmed, square and clean edges	
		Quality	Clear, sharp and uniform printing; no loose/missing pages	
		Proof	Physical sample/artwork to be approved before bulk production	
		Packing	Secure packing suitable for transportation and storage	
		Unit	Per Register	
2	Maternal Health Register	Size	13.5 × 8.3 inches (W × L), finished size	1,062
		Pages	250 leaves / 500 pages	
		Inner Paper	68 GSM	
		Printing	Offset printed, front and back, as per approved artwork	
		Cover	Hardboard cover, front and back	
		Binding	Strong and durable register binding	
		Finishing	Properly trimmed, square and clean edges	
		Quality	Clear, sharp and uniform printing; no loose/missing pages	
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Register	
3	OPD Tickets	Size	5.5 × 6.5 inches (W × L), finished size	66,172
		Format	Pad of 200 pages (100 original + 100 duplicate)	
		Paper	Carbonless (NCR) paper	
		Printing	Offset printed, as per approved artwork	
		Serial Number	Consecutive serial number printed on each page	
		Binding	Pad glued at one edge for easy detachment	

S#	Items	Parameter	Technical Specification	Required Qty
		Finishing	Clean cutting, proper alignment and sequential numbering	
		Quality	Clear printing and legible duplicate copy; no smudging or numbering errors	
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Pad	
4	Daily OPD Form	Size	Finished Size: Approximately 16.7–17.5 inches (W) × 13.0–13.5 inches (L).	214,916
		Paper	68 GSM, green-colored paper	
		Printing	Offset printing, both sides, as per approved artwork	
		Print Quality	Clear, sharp and uniform printing with proper registration on both sides	
		Finishing	Cut to specified finished size, properly aligned and free from defects	
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Sheet	
5	Monthly Reporting Form	Size	Finished Size: Approximately 16.7–17.5 inches (W) × 13.0–13.5 inches (L).	12,744
		Paper	68 GSM, green-colored paper	
		Printing	Offset printing, both sides, as per approved artwork	
		Print Quality	Clear, sharp and uniform printing with proper front/back registration	
		Finishing	Cut to specified finished size, properly aligned and free from defects	
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Sheet	
6	Lab Register	Size	8.3 × 13.5 inches (W × L), finished size	432
		Pages	250 leaves / 500 pages	
		Paper	68 GSM	
		Printing	Offset printed, front and back, as per approved artwork	
		Cover	Hardboard cover	
		Binding	Strong and durable register binding	
		Finishing	Properly trimmed, square and clean edges	
		Quality	Clear, sharp and uniform printing; no loose/missing pages	
		Proof	Sample/artwork to be approved before bulk production	

S#	Items	Parameter	Technical Specification	Required Qty
		Packing	Secure packing for transportation and storage	
		Unit	Per Register	
7	Family Planning Register	Size	13.5 × 8.3 inches (W × L), finished size	1,062
		Pages	250 leaves / 500 pages	
		Paper	68 GSM	
		Printing	Offset printed, front and back, as per approved artwork	
		Cover	Hardboard cover	
		Binding	Strong and durable register binding	
		Finishing	Properly trimmed, square and clean edges	
		Quality	Clear, sharp and uniform printing; no loose/missing pages	
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Register	
8	Obstetric Register	Size	13.5 × 8.3 inches (W × L), finished size	432
		Pages	250 leaves / 500 pages	
		Paper	68 GSM	
		Printing	Offset printed, front and back, as per approved artwork	
		Cover	Hardboard cover	
		Binding	Strong and durable register binding	
		Finishing	Properly trimmed, square and clean edges	
		Quality	Clear, sharp and uniform printing; no loose/missing pages	
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Register	
9	Stock Register – Equipment	Size	13.5 × 8.3 inches (W × L), finished size	1,213
		Pages	250 leaves / 500 pages	
		Paper	68 GSM	
		Printing	Offset printed, front and back, as per approved artwork	
		Cover	Hardboard cover	
		Binding	Strong and durable register binding	
		Finishing	Properly trimmed, square and clean edges	
		Quality	Clear, sharp and uniform printing; no loose/missing pages	
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Register	
10		Size	8.3 × 13.5 inches (W × L), finished size	1,213

S#	Items	Parameter	Technical Specification	Required Qty
	Stock Register – Medicine	Pages	250 leaves / 500 pages	
		Paper	68 GSM	
		Printing	Offset printed, front and back, as per approved artwork	
		Cover	Hardboard cover	
		Binding	Strong and durable register binding	
		Finishing	Properly trimmed, square and clean edges	
		Quality	Clear, sharp and uniform printing; no loose/missing pages	
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Register	
11	ANC Card	Size	11 × 8 inches (W × L), finished size	247,880
		Paper	300 GSM art card	
		Printing	Single-color printing, front and back, as per approved artwork	
		Finishing	Precisely cut to A4 size; clean, straight edges and proper alignment	
		Quality	Uniform card thickness and clear, sharp printing	
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Card	
12	Daily Medicine Expense Register	Size	13.5 × 8.3 inches (W × L), finished size	1,062
		Pages	250 leaves / 500 pages	
		Paper	68 GSM	
		Printing	Offset printed, front and back, as per approved artwork	
		Cover	Hardboard cover	
		Binding	Strong and durable register binding	
		Finishing	Properly trimmed, square and clean edges	
		Quality	Clear, sharp and uniform printing; no loose/missing pages	
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Register	
13	FP Card	Size	4 × 4 inches, finished size	56,520
		Paper	300 GSM art card	
		Printing	Single-color printing, front and back, as per approved artwork	
		Finishing	Precisely cut to specified size; clean, straight edges and proper alignment	
		Quality	Uniform card thickness and clear, sharp printing	

S#	Items	Parameter	Technical Specification	Required Qty
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Card	
14	Community Meeting Register	Size	13.5 × 8.3 inches (W × L), finished size	1,062
		Pages	250 leaves / 500 pages	
		Paper	68 GSM	
		Printing	Offset printed, front and back, as per approved artwork	
		Cover	Hardboard cover	
		Binding	Strong and durable register binding	
		Finishing	Properly trimmed, square and clean edges	
		Quality	Clear, sharp and uniform printing; no loose/missing pages	
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Register	
15	Facility Staff Meeting Register	Size	13.5 × 8.3 inches (W × L), finished size	1,062
		Pages	250 leaves / 500 pages	
		Paper	68 GSM	
		Printing	Offset printed, front and back, as per approved artwork	
		Cover	Hardboard cover	
		Binding	Strong and durable register binding	
		Finishing	Properly trimmed, square and clean edges	
		Quality	Clear, sharp and uniform printing; no loose/missing pages	
		Proof	Sample/artwork to be approved before bulk production	
		Packing	Secure packing for transportation and storage	
		Unit	Per Register	

Note:

- I. The printing materials must contain the following wordings on each page of its Header:
Primary Healthcare Initiative, (PPHI)-Balochistan
(A Company Setup Under Section 42 of the (Repealed) Companies Ordinance, 1984, (Now Companies Act, 2017)).
- II. The logo as PPHI-Balochistan, DHIS-II, UNICEF and Govt of Balochistan on head of cover page.
- III. All printing shall be done in **black and white** color. However, on top of all registers, the monograms of **PPHI-Balochistan, DHIS-II, UNICEF** and **Govt of Balochistan** must be printed in required color.

- IV. Retention & Return of Bidder Samples: Samples provided by qualified bidders will be retained by PPHI-Balochistan until the completion of supplies. Samples from bidder vendors or technically disqualified or unsuccessful bidders will be returned accordingly.

Delivery Location / Place:

Place of Delivery of Goods: Central Warehouse PPHI-Balochistan, Quetta.

OTHER DELIVERY SCHEDULE CONDITIONS

1. Scope of Delivery & Locations

The successful bidder shall complete delivery of the ordered DHIS-II materials within sixty (60) calendar days from the date of issuance/acknowledgment of the Supply Order at Central Warehouse, Quetta. Any deviation from the approved delivery schedule shall require prior written approval of PPHI-Balochistan.

2. Delivery Time & Schedule

A) Delivery Period

a) The total delivery period shall not exceed 60 days from the date of issuance of the Purchase/Work Order. In case of partial delivery, the bidder shall be required to deliver at least 50% of the ordered quantity within 30 days, while the remaining quantity shall be delivered within the overall period of 60 days.

b) Delivery Period: The successful bidder shall complete the delivery of all required items strictly within the stipulated delivery period. Any extension in the delivery period shall be subject to prior written approval of PPHI-Balochistan, in accordance with the terms and conditions of the contract.

B) Partial / Phased Deliveries

a) Partial delivery is Not-allowed. Phase wise, 50% delivery will be allowed as specified in tender documents.

C) Delivery Documentation

Each delivery must be accompanied by:

- Delivery Challan
- Packing List / Item-wise Details
- Receiving Acknowledgement duly signed by the consignee

D) Penalty for Delay

Delay in delivery beyond the stipulated 60-day period, without prior written approval, shall attract a penalty of 0.15% per day of the value of the undelivered portion, subject to a maximum of 10% of the total contract value.

E) Force Majeure

Delays caused by events beyond the bidder's control such as natural disasters, civil disturbances,

strikes, or other force majeure circumstances must be immediately reported to PPHI-Balochistan with supporting evidence. A reasonable extension may be granted at the discretion of PPHI-Balochistan.

F) Damages & Loss

The bidder shall be fully responsible for any damage, breakage, deformation, or loss of items during transportation, handling, or unloading. Damaged items shall be replaced at the bidder's cost, or the equivalent cost shall be deducted from the payable invoice, as determined by PPHI-Balochistan.

3. Place & Mode of Execution

The successful bidder shall be solely responsible for:

- a) Transportation of DHIS-II Material items to designated location.
- b) Safe unloading and handover at consignee sites

All logistics arrangements including packing, loading, transportation, and unloading shall be the sole responsibility of the bidder.

4. Vehicle & Handling Requirements

The Bidder Must Ensure:

- A) Availability of Suitable Covered Vehicles for Transportation
- B) Proper Packing, Cushioning, And Strapping to Prevent Damage During Transit
- C) Careful Handling During Loading and Unloading

5. Monitoring & Reporting

The Bidder Shall:

- A) Provide Delivery Status Updates as Required
- B) Immediately Report Any Delay, Damage, Or Incident During Delivery
- C) Submit Delivery Completion Confirmation Duly Acknowledged by the Consignee

6. Handover & Completion Documentation

Upon Completion of Delivery, The Bidder Shall Submit:

- a) Delivery Challan
- B) Consignee Acknowledgement
- C) Any Other Documentation Required By PPHI-Balochistan for Verification and Payment

INSTRUCTIONS FOR PREPARING TECHNICAL BID

These Instructions are being given for strict compliance by the Bidders. **Failure to fulfill any instruction given here-under may result in dis-qualification of the Bid/s.**

Proposals shall be prepared on following lines: -

1. Sealed Envelope containing the Technical Proposal should clearly state:
 - a. "Name of Bidder"
 - b. "Name of Tender"
 - c. "TECHNICAL PROPOSAL"
2. Technical Proposal shall be prepared keeping in view the specifications provided in the Data Sheet and the schedule of requirements or otherwise as placed demand further during the bidding process.
3. Following information should be attached/contained in the Technical Proposal: -

- a. Receipt of payment of **bidding Document Fee** May be in terms of **Pay Order in favor of (PPHI)-Balochistan.**
 - b. **Completion time/Delivery time**, which means; actual execution time for the titled Work/ 100% delivery of order supplies.
 - c. Documentary **evidence of fulfillment of eligibility criteria** for Bidders as required by the People's Primary Healthcare Initiative, (PPHI)-Balochistan.
 - d. Documentary evidence of **fulfillment of complete schedule of requirements as per evaluation criteria** including technical, administrative and service requirements of the People's Primary Healthcare Initiative, (PPHI)-Balochistan.
 - e. **Description of status** as Partnership / authorization from the Firm / authorized importer / distributor / manufacturer / retailer etc. (as the case may be) as required by the People's Primary Healthcare Initiative, (PPHI)-Balochistan in the schedule of requirements.
 - f. **Defect Liability Period:** details. (As applicable) as required by the People's Primary Healthcare Initiative, (PPHI)-Balochistan in the schedule of requirements as mentioned.
 - g. **Replacement/Rejection:**
4. Attachment of any document not demanded by the People's Primary Healthcare Initiative (PPHI)-Balochistan at instruction of "Instruction for preparation of Technical Bid" is strictly prohibited.

The procedure shall be applied as follows: -

1. **Bidders Eligibility Assessment.** Initial evaluation of the technical proposals shall be carried-out by the **PROCUREMENT COMMITTEE**, as per the requirements of the eligibility criteria laid down under the heading of "Letter of Invitation for Bids – Eligibility Criteria for Bidders" in the following manner:

Bidders Eligibility Factor	Requirement	Bidder 1	Bidder 2	Bidder 3
		YES / NO	YES / NO	YES / NO
Registration with Income Tax (For Firms), GST (if applicable)	I. Copy of Active NTN attached? II. GST Certificate Copy? III. Registered with FBR & in relevant tariff code of "Printing Press"?			
Tax Payer Status (Active or In-active)	Tax payer status must be " Active " along with 100% GST compliance status			
Relevant Experience	(5) five successfully completed similar printing assignments during the last three completed financial years having an aggregate value of at least Rs.30 million?			
Financial Capacity (For Firms)	The bidder must have a minimum cumulative turnover of PKR 30 million during the last three financial years (2023, 2024 and 2025)?			
Agreement with all the terms & conditions	Signature & company seal at every page of bidding document affixed and/or declaration on official pad of bidder?			
Delivery time	Is the quoted completion time within the stipulated time period?			
Non-Blacklisting	Declaration of non-blacklisting by any govt, semi-govt or private organization, on judicial stamp paper attached?			
Printing Press / shop Pakistan	Must have established outlet in Pakistan			

Bidders Eligibility Factor	Requirement	Bidder 1	Bidder 2	Bidder 3
		YES / NO	YES / NO	YES / NO
	Complete address and registration certificates			
Bidding Documents Fee	Pay order of Rs. 2,000/- in favor of PPHI-B as bidding document fees attached?			

2. **Return of Non-Responsive Proposals & preparation of Technical Evaluation Report.**

Technical Proposals not conforming to the required technical, administrative or legal requirements shall be declared as “Non-Responsive” and consequently shall **NOT** be accepted for any further evaluation:

- i. Their financial proposals shall be returned without being opened.
- ii. Technical Evaluation Report, shall be prepared duly signed by all the members of the Procurement Committee, giving **REASONS** for;
 1. Acceptance of the Eligible & Responsive Bid/s and.
 2. Rejection of the Ineligible &/OR Non-Responsive Bid/s.
- iii. Firms/Bidders conforming technical qualification criteria and approved samples (item-wise or whole) by the procurement committee shall be declared qualified for financial opening for accepted samples only.
- iv. Rejected samples will not be considered for further process in financial bid process.
- v. Technical Evaluation concludes at this stage.

1. Award of Work:

PPHI-Balochistan reserves the right to award the whole quantity of work as per the quantities mentioned in the data sheet of this document, or to award the work partially, depending upon administrative requirements and availability of funds.

2. Right to Cancel Tender:

PPHI-Balochistan reserves the right to cancel or annul the tender process at any stage, without assigning any reason thereof.

3. Variation in Quantity:

PPHI-Balochistan reserves the right to increase or decrease the quantity of items, subject to availability of funds and organizational requirements.

NOTE:

Any bidder aggrieved by any act or decision of the Procuring Agency after submission of its bid may lodge a grievance through a written application addressed to the Chief Executive Officer, PPHI-Balochistan, for consideration by the Grievance Redressal Committee (GRC), within seven (07) days of the announcement of the Technical Evaluation Report or within five (05) days of issuance of the Final Evaluation Report, as applicable. The GRC shall consider and decide the grievance within the 10-days period.



The Head Office,
Primary Healthcare Initiative, Balochistan.
Admin Section
Ref No. PPHI-B/H.O BLN/09-0/BHUs-DHIS-II/2026-27
Dated: _____

Financial Proposal

People's Primary Healthcare Initiative, (PPHI)-Balochistan

**"Bidding Document for Procurement and Printing of DHIS-II
Material for BHUs (Basic Health Units) of PPHI – Balochistan"**

NAME OF BIDDER: _____
(To be filled-in by the Bidder)

Address:

People's Primary Healthcare Initiative, (PPHI) - Balochistan House # 8-A, Jinnah
Town Samungli Road, Quetta-Pakistan.

Phone: 081-2863620

Website: www.pphib.org

1. Name of company: _____

2. Complete Postal Address: _____

3. Tel No: _____ 4. Email address: _____

5. Fax No: _____ 6. Mobile No: _____

3. Authorized Representative's name & designation:

8. Type of Business:

(1) Sole Proprietorship ☐ (2) Partnership ☐

(3) Corporation (Private Ltd.) ☐ (4) Corporation (Public Ltd) ☐

9. National Tax Number& Date of issuance: _____

10. Sales Tax Registration No. / BRA Registration No. _____

11. GST No. _____

12. Bid Validity: _____ (Please specify in No. of Days)

13. Total Bid Value: _____ (In Pakistani Rupees)

INSTRUCTIONS FOR PREPARING FINANCIAL PROPOSAL

These Instructions are being given for strict compliance by the Bidders. **Failure to fulfill any instruction given here-under may result in disqualification of the Bid/s.**

Financial Proposals shall be prepared on following lines: -

1. Sealed Envelope containing the Financial Proposal should clearly state:

- a. **"Name of Bidder"**
- b. **"Name of Tender"**
- c. **"Financial Proposal"**

2. The portion of Financial Proposal of this bidding document duly filled, supported with Bidder's covering Letter be attached as the Financial Proposal of the bidder.

3. **Financial Evaluation.**

Financial Proposals of the Responsive Technical Proposals for approved samples only shall be publicly opened in the next meeting as specified in this document under the heading of "Letter of Invitation for Bid" Financial Comparative Statement / Evaluation Report of the "Responsive Proposals" shall be prepared by the **PROCUREMENT COMMITTEE** in the following manner:

<u>FINANCIAL EVALUATION OF BIDS</u>							
Item/s Name / Model & description	Quantity	Responsive Bidder 1		Responsive Bidder 2		Responsive Bidder 3	
		Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Service 1							
Service 2							
Service 3							

- i. Subsequently, the prepared Financial Evaluation Report shall duly be signed by all the members of the Procurement Committee.
- ii. Comparatives of Financial will be prepared and signed by the procurement Committee in detail.
- iii. If there is any discrepancy between Unit rate and total rate, the unit rate will always govern.
- iv. If there is any discrepancy in tender documents clause and Work Order Clause, the work order Clause will always govern.
- v. If there is any discrepancy between amount in words and amount in figures, the amount in words will always govern.
- vi. Financial proposals of technically responsive bidders whose samples have been approved shall be opened and evaluated on an item-wise basis. The evaluated price shall include all applicable taxes, duties, levies, transportation, loading, unloading and all other costs up to delivery at the designated PPHI-Balochistan location. Subject to responsiveness and conformity with the prescribed specifications, each item shall be recommended for award to the Lowest Evaluated Responsive Bidder.

4. Following information should be attached/contained in the financial proposal: -

- a. Original Bid Security (If required by the People's Primary Health Initiative (PPHI)- Balochistan.
- b. Taxes must be included along-with the price of each item.
- c. Financial Bid shall be prepared on the Bidders Letter Head in the following format:

A	B	C	D	E		F
S. No.	Item Name	Quantity	Unit Price	GST Amount	GST %age	Total Price (Including Taxes)
A	B	C	C			$(C \times D) + E = F$
1						
2						
3						
4						
Total						

Note: Each Bidder must mention clearly the rate of GST applicable on each item of its Bid.

5. Offer must be quoted on TCA (Total Cost of Acquisition) basis at the risk & cost of the bidder. This means:
 - i. ALL costs (including duties, taxes & other Govt. payables) incurred up-to delivery at the designated location of the People's Primary Health Initiative (PPHI)-Balochistan.
 - ii. Complete services as required in the schedule of requirements of this bidding document.
 - iii. Cost including fixation, assembling, dismantling etc. (As & where applicable)
6. GST Taxes must be included along-with the price of each item/components/service.
7. In-case of any Tax exemptions, exemption certificate from the concerned Tax Office / Regional Tax Office pertaining particularly to this case may be provided; otherwise, taxes shall be deducted as per Government Policy / Rules.
8. Every page of the Bid must be numbered, signed & stamped by the authorized representative.

Recommendation of Procurement Committee

After completing the Financial Evaluation of technically approved bidders, the contract will be awarded to the bidder with the lowest quoted rates among all technically qualified bidders. PPHI-B retains the right to issue work orders to the lowest quoted bidder on an item wise financial evaluation basis.

TERMS AND CONDITIONS:

1. Completion time may be clearly specified. Where completion time shall mean; time required for 100 % deliveries of supplies at the designated location of People's Primary Health Initiative, (PPHI)-Balochistan, including **(Complete delivery as per the schedule of requirements services detailed in the Data-Sheet).**
2. Tenders must be quoted in Pakistani Rupees (PKR).
3. Tax Liability:
 - i. Complete Tax liability is to be borne by the Vendor/individual as per the applicable rate of tax authority.
 - ii. Quoted prices shall be **inclusive of all applicable Taxes with maintaining of %age of GST.**
 - iii. All tax variations by the Tax Authorities will be borne by the vendor only, there will be no change in contract.

4. Delivery Period: The total delivery period shall not exceed 60 days from the date of issuance of the Purchase/Work Order. In case of partial delivery, the bidder shall be required to deliver at least 50% of the ordered quantity within 30 days, while the remaining quantity shall be delivered within the overall period of 60 days.
5. Financial Bids must be accompanied with Bid Security Deposit at Call from a scheduled bank @ 2% of quoted bid value favoring the (PPHI)-Balochistan.
6. In case of late delivery of supplies, the bidder may be blacklisted and late delivery penalty (Liquidated Damages) shall be imposed at the rate of 0.15% per day (of the value of items delivered late) per day, up to a maximum of 10% of the Contract Value.
7. Bid Security of successful bidder/s shall be released after 30 days of completion of all deliveries as per work/supply order.
8. Bid Security of unsuccessful bidder/s shall be released within 10 days from the date of award of contract to the successful bidder/s.
9. Tender will be awarded to the technically qualified (with approved sample) lowest quoted bidder (Item-wise or whole) in financial evaluation.
10. PPHI shall not be responsible for any theft or loss during delivery of supplies at required destination.

CURRENCY & BID VALIDITY

- Pak Rupees & 45 Days

DECLARATION BY THE BIDDER

I solemnly undertake that:

- a. Having read, understood & made myself aware of all the Terms & conditions mentioned in this Bidding Document & the Rules, Regulations & Policies of the Government of Balochistan, governing the procurement & financial matters, **AGREE, ACCEPT & UNDERTAKE TO ABIDE BY THE SAME.**
- b. The information provided in this form is correct to the best of my knowledge & in the event of change; details will be provided as soon as possible

Name & Designation _____

Signature _____ Date _____

Company Stamp. _____