



The Head Office,
People's Primary Healthcare Initiative,
Balochistan.
Admin Section
Ref No. PPHI-B/H.O BLN/BHUs-Furniture/2025-26/01
Dated: _____

Technical Proposal

People's Primary Healthcare Initiative (PPHI) - Balochistan

**Bidding Document for the Procurement and Supply of Furniture
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 People's Primary Healthcare Initiative (PPHI-Balochistan) procurement rules, by the PPHI-Balochistan from Eligible Bidders having expertise in manufacturing/provision of furniture:

REQUIRED BIDDING INFORMATION	TO BE FILLED BY THE PEOPLES PRIMARY HEALTHCARE INITIATIVE (PPHI-B)
DESIGNATION OF PROCUREMENT OFFICER	MANAGER ADMIN
POSTAL ADDRESS OF THE PEOPLE'S PRIMARY HEALTH CARE INITIATIVE (PPHI-BALOCHISTAN)	PEOPLE'S PRIMARY HEALTHCARE INITIATIVE (PPHI-BALOCHISTAN) SAMUNGLI ROAD, QUETTA-PAKISTAN
PHONE NUMBER & FAX NUMBER	081-2863620 & 081-2863623
E-MAIL ADDRESS & WEBSITE	E-mail: PPHIBLN@GMAIL.COM Website: https://www.pphib.org
METHOD OF PROCUREMENT	SINGLE STAGE - TWO ENVELOPE BIDDING PROCEDURE
PRE-BID MEETING	DATE: 30 JANUARY 2026 AT 3:00PM , PPHI-B HEAD OFFICE, 8-A JINNAH TOWN, SAMSUNGLI ROAD, QUETTA. ALL COMPETITIVE BIDDERS ARE REQUESTED TO ATTEND THE PRE BID MEETING.
ISSUANCE OF BIDDING DOCUMENTS	The tender documents can be downloaded from the PPHI-Balochistan website: http://pphib.org/
DEADLINE FOR SUBMISSION OF BIDS	Date: 10 February 2026 & Till 11:00 A.M directly submitted to the Head Office, PPHI-Balochistan.
OPENING OF TECHNICAL BIDS	Date: 10 February 2026 & Time 12:00 P.M at the Head Office of PPHI-Balochistan.
SAMPLE SUBMISSION	Date: Shall be communicated to responsive bidders after being evaluation 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-BALOCHISTAN , WITH FINANCIAL PROPOSAL.

ELIGIBILITY CRITERIA FOR BIDDERS:

S. No	Bidders Eligibility Factor	Mandatory Requirement	Document Required
1	Legal Status & Tax Registration.	The bidder must possess a valid NTN Certificate, be registered with FBR under the tariff code of 'Furniture & Fixture', and must be an Active Taxpayer at the time of bid documents	Copies of valid NTN Certificate , GST Registration Certificate , and Active Taxpayer Profile , duly verifiable from FBR IRIS / official FBR website."
2	Relevant Experience	05 (Five) successfully completed similar assignments for Provision of Furniture (total worth of PKR 30 million of assignment during FY of 2023, 2024 and 2025).	Copy/ies of Work Order/s and relevant completion certificate/s, where quantities & amount are clearly mentioned duly attested by Senior Executive of the firm.
3	Financial Capacity (For Firms)	Turn Over of PKR. 30 million for the past 3 years (i.e 2023, 2024 and 2025).	Audited Financial Statements OR Annual Tax Return only.
4	Non-Blacklisting and disclosure of litigation cases	Must not be presently black-listed by any Government/ Semi Govt or Private Organization must disclosed the litigation cases.	Declaration of Non-blacklisting and disclosure of litigation cases on Non-Judicial Stamp paper by the Bidder/Individual.
5	Manufacturing Unit / shop Pakistan	Must have established Manufacturing Unit in Pakistan.	Complete address and registration certificates along with relevant documents if any
6	Delivery time compliance	Must agree to serve the Contract within agreed time i.e., Within 90 days period after award of Work Order.	Written acceptance must be provided in the Technical Bid.
7	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.
8	Submission of Bidding Document Fee	As required by the Peoples Primary Healthcare Initiative (PPHI-B) in the Tender Notice.	AMOUNT: PKR. 2,000/- Tender Fee in separate envelope with technical proposal. AMOUNT: 2 % Security deposit with financial proposal.
9	Specification of the required Items	Shall submit on Firms letter Head of the specification of each item.	Provide letter head for the said requirement.

NOTE:

- It is mandatory for the bidders to score **"YES"** in all the above-mentioned Nine 09 requirements of eligibility. In-case of single **"NO"** to any requirement, the Bid shall be declared NON-RESPONSIVE resulting disqualification for sample submission and financial bid opening.
- After technical qualification, responsive/eligible bidders shall be required to submit samples of the quoted items within three (03) working days of communication by PPHI-Balochistan for inspection and approval by the Procurement Committee. In case a sample is rejected, the bidder may resubmit the sample within one (01) working day without any change to the financial proposal and technical specification. Financial evaluation shall be evaluated only against the approved samples. Bids with rejected samples shall not be considered for financial evaluation.
- No document shall be added in bidding documents once bid documents are submitted.

- d) Retention & Return of Bidder Samples, samples provided by qualified bidders will be retained by PPHI-Balochistan until the completion of bid/supplies. Samples from rejected vendors or technically disqualified or unsuccessful bidders will be returned accordingly.
- e) The bidders shall not quote multiple items..
- f) Please avoid to attach documents not required in the above mentioned criteria and it would be convenient to tag each eligibility criteria documents.
- g) Bidders from other cities/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.

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

Bidding Instructions and General Conditions

1. Bid Submission Requirements

- a) The bidder must quote for the entire delivery scope of furniture items specified in the tender. Partial or incomplete bids shall be rejected.
- b) All bids must be tape-bound, properly sealed, and clearly labeled. Each page must be numbered, signed, and stamped by the authorized representative of the firm.
- c) All documents shall be attached in the sequence prescribed in the tender document for evaluation purposes.
- d) Any interlineations, erasers, or overwriting shall be valid only if initialized by the person(s) signing the bid.
- e) Blank fields in the bid forms must be duly filled. Incomplete or unsigned bids shall be treated as non-responsive.

2. Total Supplies Coverage Requirement

- a) Prices must be quoted for the entire quantity of furniture supply and delivery as specified in the tender, including all designated facilities and locations.
- b) Partial/multiple or conditional offers, such as quoting only for selected items or locations, shall be considered non-responsive and rejected.

3. Method and Deadline of Submission

- a) Preferably, bids shall be submitted by hand through the firm's authorized representative on or before the date and time specified in the Letter of Invitation / Bid Data Sheet. Bidders from other provinces may dispatch their bids via courier to the address mentioned below. Such bidders may also participate in the bid opening proceedings virtually through an online link, subject to prior intimation to the Procuring Officer. Physical presence of bidders or their representatives is preferred.
- b) The bid shall comprise a single package containing two separate envelopes:
 - a. Technical Proposal
 - b. Financial Proposal
- c) Each envelope shall be sealed and marked in bold letters as "TECHNICAL PROPOSAL" and "FINANCIAL PROPOSAL."
- d) Both envelopes shall then be placed in an outer sealed envelope clearly marked with the Tender Reference Number and Subject.
- e) Bids received after the specified deadline shall be rejected without opening.

4. Conditions for Opening and Validity

- a) If the submission or opening date falls on a public holiday or non-working day, the bids shall be opened on the next working day at the same time and venue.
- b) A bidder may withdraw its bid before the submission deadline.
 - a. No withdrawal is permitted after the submission deadline until the expiry of the bid validity period.
 - b. Any withdrawal during the validity period may lead to legal action under applicable rules of PPHI-B.

5. Eligibility of Bidders

- a) The invitation is open to all firms registered with the Federal Board of Revenue (FBR) under the tariff code of "Furniture & Fixtures" subject to fulfilling all mandatory criteria.
- b) Bidders must have demonstrated experience in supplying and delivering furniture in institutional or government settings or similar organizations.
- c) Bidders under declaration of ineligibility, suspension, or blacklisting by any government or other organization are not eligible to participate.

6. Blacklisting and Debarment

The following actions shall render a bidder liable for blacklisting/debarment:

- a) Submission of false, fabricated, or forged documents.
- b) Failure to deliver furniture items as per agreed specifications, quantity, or timeline.
- c) Persistent non-compliance with contract terms or specifications.
- d) Engagement in corrupt, fraudulent, or unethical practices.
- e) Tender fixing or any conduct detrimental to the integrity of the procurement process.
- f) Security concerns or actions affecting the reputation of the Procuring Agency or the State.

7. Clarifications and Amendments

- a) A prospective bidder may seek clarification(s) in writing not later than ten (10) days prior to the submission deadline at the Procuring Agency's address indicated in the Bid Data Sheet.
- b) The Procuring Agency shall issue written responses (without disclosing the identity of the inquirer) to all bidders who have obtained the documents no verbal response shall be accepted.
- c) The Procuring Agency may, at any time before the submission deadline, amend the bidding documents through a written addendum.
- d) Such amendments shall be notified through official correspondence (letter, email, fax) or publication on the official PPHI-B website.
- e) To accommodate the amendment(s), the Procuring Agency may extend the bid submission deadline, if deemed necessary.

8. Corrupt or Fraudulent Practices and Mechanism for Debarment / Blacklisting

A. Definition of Corrupt and Fraudulent Practices

For the purpose of this tender, the following practices shall constitute corrupt, fraudulent, coercive, collusive, or obstructive behavior, which are strictly prohibited:

- a) **Corrupt Practice:** Offering, giving, receiving, or soliciting directly or indirectly anything of value to influence the actions of a public official, procuring entity, or any party in the procurement process or contract execution for wrongful gain.
- b) **Fraudulent Practice:** Any act, omission, or misrepresentation that knowingly or recklessly misleads or attempts to mislead another party to obtain undue advantage or avoid an obligation.
- c) **Collusive Practice:** Any agreement or arrangement between two or more parties designed to establish bid prices at non-competitive, artificial levels to the detriment of fair competition.
- d) **Coercive Practice:** Direct or indirect actions, threats, or harm to any party or its property to improperly influence their participation or decisions in the procurement process.
- e) **Obstructive Practice:** Deliberate acts intended to impede investigation or audit processes, including falsifying or concealing evidence, making false statements, or intimidating witnesses.

9. Bid Price

- a) **Price Indication:** The bidder shall indicate, in the prescribed form, the unit price and total bid price.
- b) **Completion and Authentication:** Price schedules must be carefully filled, preferably typed, and signed/stamped on each page.
- c) **Compliance with Technical Specifications:** Bids must comply with all technical specifications; any deviation shall render the bid non-responsive.
- d) **Inclusive Pricing:** Prices must include all taxes, duties, transportation/delivery, loading and unloading to the designated sites.
- e) **Tax Exemptions:** Any exemption or reduction in taxes or duties available under law shall be passed on to the Procuring Agency.
- f) **Total Service Requirement:** Prices must be quoted for the complete scope of furniture supply and delivery. Partial, conditional, or incomplete offers shall be considered non-responsive and rejected accordingly.

10. Bid Security

The bidder shall submit a bid security amount equal to 2% of the total quoted bid price, in favor of PPHI-Balochistan. The bid security shall be submitted as part of the Financial Bid envelope.

11. Bid Validity

- a. Bids shall remain valid for 45 days from the date of technical bid opening.
- b. Bidders agreeing to extend validity must not change the substance of their bids.
- c. Bidders declining to extend may withdraw without forfeiting bid security.

Bidders who:-

- a) Agree to the Procuring Agency's request for extension of bid validity period shall not be permitted to change the substance of their bids; and
- b) Do not agree to an extension of the bid validity period shall be allowed to withdraw their bids without forfeiture of their bid securities.

12. Sub-Contracting, Subletting Clause

The bidder shall not assign, transfer, or sublet the whole or any part of the contract without the prior written approval of the Procuring Agency to subcontractor.

Any subletting or subcontracting carried out without such approval shall constitute a material violation of the Contract and shall render the Contractor liable to termination of the Contract, forfeiture of Performance Security, blacklisting, and any other action permissible under the prevailing procurement rules and laws.

(Mailing 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)

DELIVERY SCHEDULE CONDITIONS

1. Scope of Delivery & Locations

The successful bidder shall be responsible for the supply and delivery of furniture items from its warehouse/manufacturing facility to the designated District offices of PPHI-Balochistan, as specified in the Distribution plan.

2. Delivery Time & Schedule

A) Delivery Period

- a) The successful bidder shall complete delivery of all furniture items to the designated locations within 90 (ninety) days from the date of issuance of the Supply Order.
- b) Deliveries shall be completed strictly within the approved delivery timeline unless an extension is granted in writing by PPHI-Balochistan.

B) Partial / Phased Deliveries

- a) Partial or phased deliveries may be permitted only with prior written approval of PPHI-Balochistan.
- b) Each approved partial delivery shall remain within the overall delivery period of 90 days.

C) Delivery Documentation

Each delivery must be accompanied by:

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

Note: At the time of delivery the vendor must ensure to issue three copies of delivery . The delivery challan must be sign and dated with delivery date of receipts of items with condition of maintaining the condition of delivery items, One copy of PPHI record whereas the second copy at the time of payment and one copy for Vendor.

D) Penalty for Delay

Delay in delivery beyond the stipulated 90-day period, without prior written approval, shall attract a penalty of 0.25% 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 furniture 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 furniture items to designated locations as per the distribution plan.
- b) Safe unloading and handover at consignee sites
- c) Provision of required manpower, tools, and handling equipment

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/Transportation Vehicles For Furniture 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

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.

Furniture's for Basic Health Units of PPHI Baluchistan

S#	Items Name	Description		Estimated Quantity
		Feature	Specifications	
1	Chair	Overall Type	Office / Visitor Chair with armrests	1243
		Material	Seasoned Sheesham Wood	
		Seat & Back	Solid Sheesham wood chapti seat and back	
		Dimensions (Approx.)	Width: 20 inches Depth: 19 inches Overall Height: 36 inches	
		Armrests	Two solid wooden arms, integrated with frame	
		Structure / Frame	Fully wooden construction using seasoned Sheesham wood for strength and durability	
		Finish	High-quality lacquer polish	
		PPHI-B logo	The PPHI-Balochistan logo must be printed or affixed in standard size and proper proportion on each chair.	
2	Table	Overall Type	Office work table with integrated side storage cabinet.	230
		Dimensions (Approx.)	Length: 5 feet Width (Depth): 2.5 feet Height: 2.5 feet (Standard Office Height)	
		Table Top	Material: High-quality Lasani Wood board lamination with Met Thickness: 16 mm minimum Finish: Scratch-resistant laminated surface Edge: PVC edge banding for durability and safety	
		Side Cabinet / Drawer Unit	Configuration: 3 drawers. Width: 16 Inches Depth: 20 Inches Height: 22 Inches Drawer material: Same laminated board as table. Drawer mechanism: Smooth metal runners. Locking system: Central lock with key.	
		Table Structure / Frame	Legs: Chrome-plated / powder-coated Iron pipe legs Shape: Modern U-shape / loop style	

			Iron legs Strength: Heavy-duty construction suitable for office use Iron Used: 18 Gauge completely	
		Mobility	Castor wheels provided under drawer cabinet for easy movement Wheels to be lockable for stability	
		Design & Color	Top finish: Wood grain (light brown / beech color) Drawer unit: Matching laminated finish Metal parts: Silver / chrome finish	
		Usage	Suitable for administrative staff, officers, and executive offices.	
		Quality & Workmanship	All joints properly finished No sharp edges Durable for daily office use	
		PPHI-B logo	The PPHI-Balochistan logo must be printed or affixed in standard size and proper proportion on each table.	
3	Cupboard	Overall Type	Steel storage almirah suitable for office / clinical use.	154
		Overall Dimensions	Height: 6 feet Width: 3 feet Depth: 18 inches	
		Material & Thickness	Made of high-quality mild steel sheet Sheet thickness: 20 Gauge	
		Shelves	04 adjustable shelves Shelves made of same 20 gauge steel Suitable for files, records, and medical supplies	
		Doors	Double door steel construction Reinforced edges for durability	
		Locking System	Standard central door lock with key Additional (extra) locking option provided for enhanced security	
		Finish & Paint	Silver painted finish Anti-rust treatment with smooth, uniform coating Paint brand/quality: Hammer / Hammer-finish type	
		Workmanship & Quality	Strong welded joints Smooth edges, no sharp corners Durable and suitable for daily institutional use	
		PPHI-B logo	The PPHI-Balochistan logo must be printed or affixed in standard size and proper proportion on each cupboard.	
4	Benche	Overall Type	Office / Clinical Bench	661

		Overall Dimensions	5 ft (Length) × 18 inches (Depth)	
		Frame	MS Pipe 1½" × 1½", 18 Gauge	
		Top Material	Sheesham Wood Chapti	
		Top Thickness	¾ inch	
		Construction	Welded steel frame	
		Finish	Polished wooden top, anti-rust painted frame	
		PPHI-B logo	The PPHI-Balochistan logo must be printed or affixed in standard size and proper proportion on each bench.	
5	Folding Patient Stretcher	Frame Material	Mild Steel Round Pipe	303
		Pipe Thickness	18 Gauge	
		Construction	Strong welded steel frame	
		Folding Mechanism	Foldable design for easy storage and transport	
		Bed Material	Parachute Cloth (Imported Quality)	
		Cloth Quality	Heavy-duty, tear-resistant, washable	
		Load Capacity	Suitable for adult patient handling	
		Finish	Anti-rust painted steel frame	
		Handles	Integrated steel handles for carrying	
		PPHI-B logo	The PPHI-Balochistan logo must be printed or affixed in standard size and proper proportion on each folding patient Stretcher.	
6	Examination Couch	Frame Material	Mild Steel (MS) Pipe Frame	335
		Construction	Strong welded steel structure	
		Top Surface	Cushioned top with high-density foam	
		Upholstery	Washable, water-resistant Rexine	
		Padding Thickness	Minimum 2 inches foam	
		Legs	MS pipe legs with rubber stopper	
		Finish	Anti-rust painted steel frame	
		Load Capacity	Suitable for adult patient examination	
		PPHI-B logo	The PPHI-Balochistan logo must be printed or affixed in standard size and proper proportion on each examination couch.	

Delivery Schedule & Requirements:

- Distribution shall be made to the following District Offices as per the mentioned Quantities

Furniture Demand for BHUs									
S#	Name of Division	S#	District Office	Chairs	Table	Stretcher	Benches	Examination Couch	Cupboard
1	Quetta	1	Quetta	78	0	40	43	2	0
		2	Pishin	91	16	39	76	43	14
		3	Killa Abdullah	79	17	5	46	11	12
		4	Chaman	74	17	11	28	19	8

2	Nasirabad	1	Nasirabad	29	0	6	6	8	2
		2	Jaffarabad	0	1	8	7	6	4
		3	Usta Muhammad	14	0	8	2	14	0
		4	Jhal Magsi	22	3	0	11	7	1
		5	Kachhi	0	0	0	0	0	0
		6	Sohbat Pur	19	0	2	16	2	1
3	Mekran	1	Kech	5	9	0	32	15	9
		2	Gawadar	0	2	1	0	0	0
		3	Panjgur	8	1	7	14	5	4
4	Loralai	1	Loralai	34	0	0	12	0	0
		2	Musakhail	55	19	7	47	22	11
		3	Barkhan	10	5	0	4	5	2
		4	Dukki	8	2	3	10	8	2
5	Zhob	1	Killa Saif Ullah	16	0	2	1	0	0
		2	Zhob	57	7	2	21	4	0
		3	Sheerani	10	3	1	0	1	0
6	Rakhsan	1	Nushki	0	0	0	0	0	0
		2	Chaghi	25	3	0	14	9	0
		3	Kharan	96	8	18	40	22	0
		4	Washuk	0	0	0	50	23	1
7	Sibi	1	Sibi	35	12	11	11	6	7
		2	Kohlu	120	36	8	62	48	19
		3	Dera Bugti	90	25	26	32	21	5
		4	Ziarat	0	0	0	1	0	0
		5	Harnai	0	0	5	0	0	0
8	Kalat	1	Kalat	37	12	15	17	6	13
		2	Khuzdar	74	12	24	21	16	14
		3	Lasbella	78	0	18	15	1	12
		4	Hub	20	3	8	5	0	5
		5	Mastung	47	14	10	13	10	3
		6	Awaran	12	3	0	2	0	0
		7	Surab	0	0	18	2	1	5
Total Demand				1243	230	303	661	335	154

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: -

- Sealed Envelope containing the Technical Proposal should clearly state:
 - "Name of Bidder"**
 - "Name of Tender"**
 - "TECHNICAL PROPOSAL"**
- The portion of Technical Proposal of this bidding document duly filled, supported with Bidder's covering Letter and the technical Bid on Bidders Letter Head be attached as the Technical Proposal.
- 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.
- Following information should be attached/contained in the Technical Proposal: -
 - 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 Peoples Primary Healthcare Initiative, Balochistan. (PPHI-Balochistan).
 - d. Documentary evidence of **fulfillment of complete schedule of requirements as per evaluation criteria** including technical, administrative and service requirements of the Peoples Primary Healthcare Initiative, Balochistan (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, Balochistan (PPHI-Balochistan) in the schedule of requirements.
 - f. **Defect Liability Period:** details. (As applicable) as required by the Peoples Primary Healthcare Initiative, Balochistan (PPHI-Balochistan) in the schedule of requirements as mentioned.
 - g. Every page of the **Bid must be numbered, signed & stamped** by the authorized representative.
5. Attachment of any document not demanded by the Peoples Primary Healthcare Initiative (PPHI-Balochistan) at instruction 4 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:

S.No.	Bidders Eligibility Factor	Requirement	Documents Attached	
			YES	NO
1	Registration with Income Tax and GST	I. Is a valid NTN Certificate attached? II. Is the bidder registered for GST and GST Certificate attached? III. Is the bidder registered with FBR under tariff code " Furniture & Fixture " and an Active Taxpayer? IV. Is the status of NTN is active tax payer? V. Is the status of GST is 100% compliant?		
2	Relevant Experience	Has the bidder successfully completed 05 similar assignments for provision of furniture (each worth PKR 15 million during FY 2023, 2024 & 2025)?		
3	Financial Capacity (For Firms)	I. Does the bidder have a minimum turnover of PKR 30 million for each year of the last 03 years (2023, 2024 & 2025) ? II. Does the Financial statement or tax returns attached?		
4	Agreement with all the terms	Has the bidder unconditionally agreed to all		

	& conditions	instructions, terms & conditions of the bidding documents and contract agreement?		
5	Delivery time compliance	Has the bidder agreed to complete delivery within 90 days after award of Work Order?		
6	Non-Blacklisting	i- Has the bidder submitted a declaration confirming that it is not blacklisted by any Government, Semi-Government or Private Organization? ii- Litigation cases disclosed if any?		
7	Outlet / Manufacturing Pakistan	Does the bidder have an established Manufacturing in Pakistan ?		
8	Submission of Bidding Document Fee	Has the bidder submitted the required Tender Fee and Bid Security as per Tender Notice?		
9	Specification of the required Items	Does provided letter head for the said requirement of items specification as required?		

1. 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. Evaluation of rejected samples will not be considered for further process.
- v. Technical Evaluation concludes at this stage.



The Head Office,
People's Primary Healthcare Initiative,
Balochistan.
Admin Section
Ref No. PPHI-B/H.O BLN/BHUs-Furniture/2025-26/01
Dated: _____

Financial Proposal

People's Primary Healthcare Initiative (PPHI) - Balochistan

**Bidding Document for the Procurement and Supply of Furniture
for BHUs (Basic Health Units) of PPHI-Balochistan**

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

Address: Peoples 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: _____
2. 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. Following information should be attached/contained in the financial proposal: -
 - a. Original Bid Security (If required by the Peoples 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:
4. **Financial Evaluation.** Financial Proposals of the Technical Qualified Proposals 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** for the approved samples only the following manner:

<u>FINANCIAL EVALUATION OF BIDS</u>								
S. #	Item/s Name / Model & description	Quantity	Qualified Bidder 1		Qualified Bidder 2		Qualified Bidder 3	
			Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	Chairs	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx
2	Tables	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx
3	Cupboards	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx
4	Benches	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx
5	Starcher	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx
6	Examination Couch	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx	xxxx

- 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. All prices shall quote along with all applicable taxes and all quoted prices will be considered inclusive of all applicable taxes

Note: Each Bidder must mention clearly the rate of GST applicable on each item of its quoted 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 delivery. (As & where applicable)
6. GST Taxes must be included along-with the price of each item components.
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 will be deducted as per Government Policy / Rules.
8. Every page of the Bid must be numbered, signed & stamped by the authorized representative.

5.Recommendation of Procurement Committee

- I- **After Financial Evaluation (of only technically approved bidders of approved samples), the contract will be awarded to the "Lowest Financially Evaluated bidder" with minimum quoted rates among all the Technical Qualified Bidders of approved samples. PPHI-B reserve the right to issue work order to the lowest quoted bidder on items wise or as whole of the financially evaluated Bid**
- II- PPHI-Balochistan reserves the right to award whole quantity of work as per mentioned quantities as detailed in data sheet of assignment of this document or partially as this shall be subject to availability of funds.

BID GRIEVANCES

Any bidder having any grievance over the tender/evaluation process, may present the same in black and white to the "Grievance Redressal Committee" through the Chief Executive Officer PPHI-Balochistan at any stage.

TERMS AND CONDITIONS:

1. Completion time may be clearly specified as per the required number of days. 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. Maximum completion time for the assignment is **90 Days** from the date of issuance of work Order of the said supplies.
3. Tenders must be quoted in Pakistani Rupees (PKR).
4. 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. 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.
 - iv. All tax variations by the Tax Authorities will be borne by the vendor only, there will be no change in contract.

5. Validity of the bid would be at-least **45 Days** (to be specified by the Peoples Primary Health Initiative (PPHI-Balochistan) / office) from the date of Tender opening.
6. Financial Bids must be accompanied with Bid Security Deposit at Call from a scheduled bank @ 2% of quoted bid value favoring the PPHI Balochistan.
7. 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 0.25% per day (of the value of items delivered late) per day, up to a maximum of 20% of the Contract Value.
8. Bid Security of successful bidder/s shall be released after 30 days of completion of all deliveries as per work/supply order.
9. A performance security equivalent to 5% of the contract value, in the form of a Pay Order or Demand Draft, shall be required to cover the warranty period (only for warranty items if any).
10. The bid security of successful bidders submitted by the firm shall be considered as performance security. However, if the firm/vendor opts, a separate Bid Security amounting to 2% of the total work/supply order value in lieu of total bid security or performance Security.
11. Bid Security of unsuccessful bidder/s shall be released within 10 working days from the date of award of contract to the successful bidder/s.
12. Tender will be awarded to the technically qualified (with approved sample) lowest quoted bidder (Item-wise or whole) after financial evaluation.
13. PPHI-Balochistan shall not be responsible for any theft or loss during delivery of supplies at required destination.
14. Payment release is subject to delivery report duly signed by the authorized officials by competent authority PPHI-Balochistan.
15. Payment:
 - i. Advance payment is not allowed.
 - ii. Partial payment shall be made upon successful supply of 50% of the total ordered items. Payment for 50% of the supplied quantity will be processed, while 10% shall be withheld as performance security until completion of the remaining supplies. The balance payment will be released upon 100% successful delivery of the remaining items within 20 working days subject to the submission of all required documents and verification of quality as per the specifications outlined in the tender documents and approved samples.

CURRENCY & BID VALIDITY

- **Pak Rupees & 30 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 & UNDETAKE 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. _____