



The Head Office,
People's Primary Healthcare Initiative,
Balochistan.
Admin Section
Ref No. PPHI-B/H.O BLN/03-18/BHUs-
Medicines/2025-26/03
Dated: _____

Technical Proposal

People's Primary Healthcare Initiative (PPHI) - Balochistan

**Bidding Document for the Procurement of Essential
Medicines Items 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 from eligible Pharmaceutical manufacturers, importers, and authorized sole agent/distributor having relevant expertise in the supply of essential medicines and disposable/surgical items on a free delivery to Consignee's end basis.

REQUIRED BIDDING INFORMATION	TO BE FILLED BY THE PEOPLES PRIMARY HEALTHCARE INITIATIVE (PPHI-B)
DESIGNATION OF PROCUREMENT OFFICER	MANAGER ADMIN
POSTAL ADDRESS OF THE PROCURING AGENCY	PEOPLE'S PRIMARY HEALTHCARE INITIATIVE (PPHI-BALOCHISTAN) HOUSE NO. 8-A, SAMUNGLI ROAD, JINNAH TOWN, QUETTA-BALOCHISTAN
PHONE NUMBER	081-2863620 & 081-2863623
E-MAIL ADDRESS & WEBSITE (IF AVAILABLE)	E-MAIL: PPHIBLN@GMAIL.COM WEBSITE: HTTPS://WWW.PPHIB.ORG
METHOD OF PROCUREMENT	OPEN COMPETITIVE BIDDING
BIDDING PROCEDURE	SINGLE STAGE TWO ENVELOPE BIDDING PROCEDURE
EVALUATION MECHANISM	ELIGIBILITY CHECK WITH RESPONSIVENESS BASED ON MARKING MECHANISM THEN FINANCIAL EVALUATION BASED ON AGGREGATE OF QUALITY & COST MARKS.
EVALUATION TYPE	ITEM WISE
ISSUANCE OF BIDDING DOCUMENTS	WEBSITE: HTTPS://WWW.PPHIB.ORG
PRE BID MEETING	26 MARCH 2026 & TILL 11:00 A.M AT HEAD OFFICE, ADMIN SECTION, PPHI-BALOCHISTAN.
DEADLINE FOR SUBMISSION OF BIDS	06 APRIL 2026 & TILL 11:00 A.M DIRECT SUBMISSION AT HEAD OFFICE, ADMIN SECTION, PPHI-BALOCHISTAN.
OPENING DATE/TIME OF BIDS	06 APRIL 2026 & TIME 12:00 P.M AT THE HEAD OFFICE OF PPHI-BALOCHISTAN.
OPENING DATE/TIME OF FINANCIAL BIDS	SHALL BE COMMUNICATED BY THE PROCURING AGENCY ON THE COMPLETION OF TECHNICAL EVALUATION
BIDDING DOCUMENT FEE	AMOUNT: 2,000 PKR. MANNER OF PAY ORDER/DEMAN DRAFT, BENEFICIARY: PPHI- BALOCHISTAN. SUBMISSION OF BIDDING DOCUMENT FEE IS MANDATORY WITH TECHNICAL PROPOSAL, IT WILL BE CHECKED DURING THE ELIGIBILITY ASSESSMENT.
BID SECURITY	AMOUNT: <u>2 %</u> OF THE QUOTED AMOUNT MANNER OF PAYMENT: <u>CALL DEPOSIT</u> IN FAVOR OF PPHI-BALOCHISTAN , WITH FINANCIAL BID.
SCOPE OF BIDDING	NATIONAL
BID VALIDITY PERIOD (DAYS)	60
JV-CONSORTIUM ALLOWED	No

ELIGIBILITY CRITERIA FOR BIDDERS:

S No.	Bidders Eligibility Factors	Mandatory Requirements	Document Required
1	Experience	Minimum 03–05 similar supply assignments of pharmaceutical/medical items, valuing Rs.10 million or above, completed during the last three (03) years.	Copy's of Supply Order's with relevant completion certificate's or Inspection Report's or delivery challan (items must cross-verify with supply order)
2	Financial Capacity	Minimum annual turnover of Rs. 30 million in the last three financial years, supported by audited financial statements or Annual Tax Returns.	Audited Financial statements OR Annual Tax Return only (Bank Statement are not acceptable)
3	Status As Active Tax Payer	Presence in Active Tax Payer List	NTN Certificate (Verifiable as Active Tax Payer at FBR Web Portal)
4	Sales Tax Registration	Sales Tax Certificate	GST Registration Certificate
5	Non Blacklisted Certificate	The bidding firm must not be currently blacklisted by any procuring agency of Pakistan	Declaration of non-blacklisting on company letter head by the bidder
6	Separate Bid Of Bidding Firm With Each Manufacturer	The Bidder Must submit Separate Bid For Each Manufacturer.	Technical Proposal Of Bidder /Manufacturer Shall Be submitted separately for each manufacturer (On Bidder/Manufacturer Letter Head).
7	Bid Security	AMOUNT:2 % OF THE QUOTED AMOUNT MANNER OF PAYMENT: CALL DEPOSIT IN FAVOR OF PPHI-BALUCHISTAN, WITH FINANCIAL BID.	The Bidder Must submit Valid And Readable CDR with Financial Bid.
8	Manufacturer's Authorization To Quote His Items	Authorization From The Manufacturer/ In Favor Of The Bidder (If Manufacturer In Not Participating Directly)	Authorization Letter(S) OR Dealership Certificate(S) OR Sole-Agent-Ship Letter From The Manufacturer
9	DRAP Registration Certificate	Registration With DRAP	Registration Certificate Of ALL Quoted Items With DRAP (Quoted Items Must Be Highlighted) If DRAP Registration Of Any Quoted Item Is Missing That Item Will Be Rejected During Technical Evaluation In Data Sheet

10	Drug Manufacturing License And Sale License	Registration With Drug Regulatory Authority Of Pakistan As Drug Manufacturer & Drug Seller. (Where applicable)	Valid DML Of Manufacturer & Valid DSL Of Bidder (Moreover Application For Renewal Of DML,DSL Is Acceptable)
11	<p style="text-align: center;">AFFIDAVIT</p> <p>A:- Past Performance Of The Manufacturer B:- Delivery Time C:- Shelf Life D:- Non- Blacklisting E:- Agreement With All The Terms & Conditions F: Sample Provision G: Stamping H: Expiry Replacement</p>	<p>A: - Non-Declaration Of Substandard, Spurious, Adulterated, Mis-Branded Or Any Other Section Of The Drug Act 1976 imposed Or Declared Absconder By Any Drug Court In Pakistan OR Regulatory Body Of Any Quoted Items Within Last Two Years.</p> <p>B:- Bidder Must Agree To Serve The Contract Within 45 Days for locally manufactured products(items) and 55 Days for imported items From The Date Of Supply Order.</p> <p>C:- Shelf-Life Must Be 75% (From The Date Of Supply Of Medicine).</p> <p>D: The Bidding Firm Must Not Be Black Listed By Any Procuring Agency During Last Two Fiscal Years.</p> <p>E: Must Unconditionally Agree With All The Instructions, Terms & Conditions Specified In The Bidding Documents & Contract Agreement.</p> <p>F: The Bidder Must Provide 02 Fresh Sample Of Quoted Item/s Once They Are Declared Technically Responsive And Must Supply To Procuring Agencies As per Specification of Provided Samples. (Samples And Supply Should Be Provided With Adequate Cold Chain Maintenance Mechanism, Where Applicable)</p> <p>G: All The Items Which Will Be Supplied After Being Successful in Tender Process Must be Laser Stamped From Inside and Outside (Box) with The Narration for All Items "PPHI-Balochistan – NOT FOR SALE"</p> <p>H: The Near Expiry Stock Must Get Replaced By Fresh Stock Upon 90-Days Prior In Written Intimation By The End User To The Supplier With</p>	<p>Undertaking on Attested Judicial Stamp Paper of PKR 100/- By the Bidder.</p>

		Justification (replacement will be one time).	
12.	Bidding Document Fee	Submission of Rs:2000/- Bidding document Fee in form of Pay Order/Demand Draft in favor of PPHI-Balochsitan.	Tender Fee: Must be attached with Technical Bid.

NOTE:

- It is mandatory for the bidders to score **“YES”** in all the above-mentioned requirements of eligibility. In-case of single **“NO”** to any requirement, the Bid shall be declared **NON-RESPONSIVE** resulting disqualification for sample submission or financial bid opening.
- DRAP Registration or Provisional Certificate confirming permission for sale in Pakistan.
- The Procuring Agency reserves the right to cancel the bidding process at any stage prior to award of contract, in accordance with applicable procurement rules.

DATA SHEET OF THE SCHEDULE OF REQUIREMENT

- 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 Procuring Agency is left unmentioned hereunder, 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 for further evaluations in accordance with the evaluation criteria.

DATA SHEET I (MEDICINE ITEMS)

MEDICINE ITEMS					
S.No	Generic Name	Dosage Form / Type	Strength / Specification	Packing	Required Quantity
1	Sulfamethoxazole + Trimethoprim (Plain)	Tablet	400 mg + 80 mg	Poly pack of 400 tablets	21840 Boxes
2	Lignocaine Hydrochloride (Plain)	Injection	2% w/v (20 mg/mL) without adrenaline	5 mL or 10 mL ampoule	2286 Boxes
3	Methylergometrine Maleate	Injection	0.2 mg/mL	1 mL ampoule	9144 Each
4	Magnesium Sulfate	Injection	50% w/v	10 mL ampoule	9144 Each
5	Piracetam	Injection	800 mg / 5 mL (160 mg/mL)	5 mL ampoule	15240 Each
6	Cord Clamp	Medical Consumable	Neonatal size, ~5–6 cm length, plastic	Disposable, sterile	3048 Each
7	Tourniquet (Rubber)	Medical Consumable	Adult standard size, latex or latex-free rubber	Reusable, rubber	3048 Each

Bidding Instructions and General Conditions

1. Bid Submission Requirements

- I. The bidder must quote for the entire quantity specified in the tender. Partial bids shall be summarily rejected.
- II. All bids must be submitted in tape binding, properly sealed, and clearly labeled. Each page must be numbered, signed, and stamped by the authorized representative of the firm.
- III. All documents shall be attached **in sequence as prescribed in the tender document** for evaluation purposes.
- IV. Any interlineations, erasures, or overwriting shall be valid only if initialed by the person(s) signing the bid.
- V. Blank fields in the bid forms must be duly filled. Incomplete or unsigned bids shall be treated as non-responsive.

2. Method and Deadline of Submission

- I. 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. However, 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 shall, however, remain preferred.
- II. The bid shall comprise a single package containing two separate envelopes:
 - o Technical Proposal
 - o Financial Proposal
- III. Each envelope shall be sealed and marked in bold letters as "**TECHNICAL PROPOSAL**" and "**FINANCIAL PROPOSAL**."
- IV. Both envelopes shall then be placed in an outer sealed envelope clearly marked with the Tender Reference Number and Subject.
- V. Bids received after the specified deadline shall be rejected without opening.

3. Conditions for Opening and Validity

- I. 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.
- II. A bidder may **withdraw** its bid before the deadline for submission.
 - o No withdrawal is permitted after the submission deadline until the expiry of the bid validity period.
 - o Any withdrawal during the validity period may lead to legal action under applicable rules.

4. Eligibility of Bidders

- I. The invitation is open to all **pharmaceutical manufacturers/Importer/Authorized Distributor** of manufacturers **registered in Pakistan** for the supply of medicines and laboratory items.
- II. The **manufacturer** must provide documentary proof of being the **original producer** of the quoted goods.
- III. The **sole agent/distributor/importer** must submit:
 - o Valid **authorization letter** from the manufacturer.

- Copy of **Memorandum of Association** or **Partnership Deed** duly registered with the Registrar of Companies.
- IV. Bidders under **declaration of ineligibility, suspension, or blacklisting** by any government or public-sector organization are **not eligible** to participate.

5. Blacklisting and Debarment

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

- I. Submission of **false, fabricated, or forged documents**.
- II. Failure to achieve required **quality standards** or **timely completion** of contractual obligations.
- III. Persistent **non-compliance with contract terms** or **specifications**.
- IV. Engagement in **corrupt, fraudulent, or unethical practices**.
- V. **Tender fixing** or any conduct detrimental to the integrity of the procurement process.
- VI. **Security concerns** or actions affecting the reputation of the Procuring Agency or the State.

6. Clarifications and Amendments

- I. A prospective bidder may seek clarification(s) in writing no later than ten (10) days prior to the submission deadline at the Procuring Agency's address indicated in the Bid Data Sheet.
- II. The Procuring Agency shall issue written responses (without disclosing the identity of the inquirer) to all bidders who have obtained the documents.
- III. The Procuring Agency may, at any time before the submission deadline, amend the bidding documents through a written addendum.
- IV. Such amendments shall be notified through official correspondence (letter, email, fax) or publication on the official PPHI-B website.
- V. To accommodate the amendment(s), the Procuring Agency may extend the bid submission deadline, if deemed necessary.

7. Samples

Samples shall be submitted only by technically qualified bidders upon request of the Procuring Agency.

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

1. 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:

- I. **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.
- II. **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.
- III. **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.

- IV. **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.
- V. **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

- I. **Price Indication:** The bidder shall indicate, on the prescribed form included in the bidding documents, the unit price and total bid price of the goods proposed to be supplied on a free delivery to consignee's end basis under the contract.
- II. **Completion and Authentication:** The price schedule must be filled carefully, preferably typed. Any alteration or correction shall be initialed by the authorized person. Each page must be signed and stamped at the bottom.
- III. **Compliance with Technical Specifications:** Prices shall be quoted strictly in accordance with the technical specifications provided in *Schedule of Requirements & Technical Specifications*. Any deviation or variation shall render the bid non-responsive.
- IV. **Inclusive Pricing:** All quoted prices must be comprehensive and inclusive of all applicable taxes, duties, inland transportation, handling, and storage charges up to the consignee's destination. If taxes are not specifically mentioned, the quoted prices shall be deemed inclusive of all applicable taxes and duties.
- V. **Total Quantity Requirement:** Prices must be quoted for the entire quantity of each item specified. Partial or conditional offers shall be considered non-responsive and rejected accordingly.

10. Bid Security.

The bidder shall submit fixed security deposit as mentioned in Tender Documents (data sheets), in the form of Call Deposit Receipt (CDR) from any scheduled bank and shall be part of financial Technical envelop. PERFORMANCE SECURITY WILL BE REQUIRED @ 5% OF THE CONTRACT VALUE, MANNER OF PAYMENT, DEMAND DRAFT, BANK GURANTEE, INSURANCE BOND (AA) RANKING, BENEFICIARY: PPHI-B. (WHERE APPLICABLE)

11. Bid Validity.

Bids shall remain valid for the period identified in the Bid Data Sheet after the date of opening of technical bid prescribed by the Procuring Agency. A bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive.

The Procuring Agency shall ordinarily be under an obligation to process and evaluate the bid within the stipulated bid validity period. However, under exceptional circumstances and for reason to be recorded in writing, if an extension is considered necessary, all those who have submitted their bids shall be asked to extend their respective bid validity period. Such extension shall be for not more than the period equal to the period of the original bid validity.

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. Drugs Act/ DRAP Act Compliance.

All supplies (where applicable) shall comply with the provision of Drugs Act 1976/DRAP Act 2012 and rules framed there under.

(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 & Requirements:

- **Delivery Location:** All deliveries shall be made to the **Head Office Central Warehouse, Quetta**.
- **Place of Execution of Works:** The successful bidder shall act as an independent medicine supply provider, responsible for the complete provision and transportation of medicines/drugs to the designated site, i.e., the **Central Warehouse, Quetta**. All logistical arrangements, including loading, unloading, and safe delivery, shall be the sole responsibility of the successful bidder.
- The bidder shall also ensure that the official organizational stamp is affixed both inside and outside of each medicine package, packet, vial, or ampoule.
- **Stamping Requirement:** The successful bidder shall ensure that all medicines are clearly stamped with the marking **“NOT FOR SALE – PPHI BALOCHISTAN.”**

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. 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.
3. 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.
4. 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 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 Peoples 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 Factors	Mandatory Requirements	Bidder-1 Yes/No	Bidder-2 Yes/No
1	Experience	Minimum 03–05 similar supply assignments of pharmaceutical/medical items, valuing Rs.10 million or above, completed during the last three (03) years.		
2	Financial Capacity	Minimum annual turnover of Rs. 30 million in the last three financial years, supported by audited financial statements or Annual Tax Returns.		
3	Status As Active Tax Payer	Presence in Active Tax Payer List		
4	Sales Tax Registration	Sales Tax Certificate		
5	Non Blacklisted Certificate	The bidding firm must not be currently blacklisted by any procuring agency of Pakistan		
6	Separate Bid Of Bidding Firm With Each Manufacturer	The Bidder Must submit Separate Bid For Each Manufacturer.		
7	Manufacturer’s Authorization To Quote His Items	Authorization From The Manufacturer/ In Favor Of The Bidder (If Manufacturer In Not Participating Directly)		
8	DRAP Registration Certificate	Registration With DRAP		
9	Drug Manufacturing License And Sale License	Registration With Drug Regulatory Authority Of Pakistan As Drug Manufacturer & Drug Seller. (Where applicable)		
	AFFIDAVIT A:- Past	A: - Non-Declaration Of Substandard, Spurious, Adulterated, Mis-Branded Or Any Other Section Of The Drug Act 1976 imposed Or Declared Absconder By Any Drug Court In Pakistan OR Regulatory Body Of Any Quoted Items Within Last Two Years.		

10	<p>Performance Of The Manufacturer B:- Price Reasonability C:- Delivery Time D:- Shelf Life E:- Non- Blacklisting F:- Agreement With All The Terms & Conditions G: Sample Provision H: Stamping I: Expiry Replacement</p>	<p>B:- Bidder Must Agree To Serve The Contract Within 45 Days for locally manufactured products(items) and 55 Days for imported items From The Date Of Supply Order. C:- Shelf-Life Must Be 75% (From The Date Of Supply Of Medicine). D: The Bidding Firm Must Not Be Black Listed By Any Procuring Agency During Last Two Fiscal Years. E: Must Unconditionally Agree With All The Instructions, Terms & Conditions Specified In The Bidding Documents & Contract Agreement. F: The Bidder Must Provide 02 Fresh Sample Of Quoted Item/s Once They Are Declared Technically Responsive And Must Supply To Procuring Agencies As per Specification of Provided Samples. (Samples And Supply Should Be Provided With Adequate Cold Chain Maintenance Mechanism, Where Applicable) G: All The Items Which Will Be Supplied After Being Successful in Tender Process Must be Laser Stamped From Inside and Outside (Box) with The Narration for All Items "PPHI-Balochistan – NOT FOR SALE" H: The Near Expiry Stock Must Get Replaced By Fresh Stock Upon 90-Days Prior In Written Intimation By The End User To The Supplier With Justification (replacement will be one time).</p>		
11.	Bidding Document Fee	Submission of Rs:2000/- Bidding document Fee in form of Pay Order/Demand Draft in favor of PPHI-Balochsitan.		

- i. Firm must score "YES" in all requirements of the eligibility criteria to be categorized as Eligible. "NO" to any requirement of the eligibility criteria, by any bidder shall render the Firm as Ineligible.
- ii. Eligible bidders shall be asked to submit samples of the quoted items for procurement committee review.
- iii. Submitted samples will be evaluated by the procurement committee item wise.
- iv. Bidders can resubmit sample in case of rejection without change to financial proposal.

- v. Subsequent upon said assessment, Bidders shall be categorized as:
 1. Eligible Bidders
 2. Ineligible Bidders
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. Evaluation of rejected samples will not be considered for further process.
 - v. Technical Evaluation concludes at this stage.

NOTE:

1. 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.
2. PPHI-B reserves the right to cancel the Work Order, either in full or in part, at the initial stage or during the delivery process, in the event that the MSD issues a price list for the same or equivalent formulated items.
3. In case the contract or Work Order of PPHI-B is awarded to the same vendor approved by MSD, the applicable rate shall be the lower of the two — either the MSD-approved rate list or the tender rate — effective from the inception of the contract.
4. 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.



The Head Office,
People's Primary Healthcare Initiative,
Balochistan.
Admin Section
Ref No Ref No. PPHI-B/H.O BLN/03-
18/BHUs-Medicines/2025-26/03
Dated: _____

Financial Proposal

People's Primary Healthcare Initiative (PPHI) - Balochistan

**Bidding Document for the Procurement of Essential
Medicines Items 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. 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 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:

A	B	C	D	E	F	G	H	I
S. No.	Item Name	Brand Name	Unit Price(Inclusive of all applicable taxes)	Discount (If any)	Final Price	Specify % of GST (If any)	Total Quantity	Final Total Price (Including All Taxes)
A	B	C	D	E	D-E=F	G	H	FxH=I
1								
2								
3								
4								
			Total					

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

- 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.

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.

Recommendation of Procurement Committee

After Financial Evaluation (of only technically approved bidders), the contract will be awarded to the "Lowest Financially Evaluated bidder of the approved samples" with minimum quoted rates among all the Technical Qualified Bidders. PPHI-B reserve the right to issue work order to the lowest quoted bidder on items wise or as whole.

TERMS AND CONDITIONS:

1. Completion time may be clearly specified. Where completion time shall mean; time consumed execution of required services to the designated location of Peoples Primary Health Initiative (PPHI-B), including but not limited to time required for development of Performa/forms and training (if needed) **(Complete delivery as per the schedule of requirements services detailed in the Data-Sheet)**
2. Maximum completion time for the assignment is **45 Days** for locally manufactured products(items) and **55 Days** for imported items from the date of Work Order and 50% delivery within 30 days.
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 days (to be specified by the Peoples Primary Health Initiative (PPHI-B)/ office) from the date of Tender opening
6. Successful bidders shall be liable to stamp all medicine as "Not for Sale PPHI-Balochistan".
7. In case of late execution of required works, 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 10% of the Contract Value.
8. Bid Security of successful bidder/s shall be released upon their written request after the complete delivery of drugs/medicine to places as mentioned in delivery schedule.
9. The contract shall be awarded to the lowest evaluated responsive bidder on an item-wise basis.
10. Payment release is subject to delivery report duly signed by the Central Warehouse in charge and Pharmacist PPHI-Balochistan.
11. DRAP Registration or Provisional Certificate confirming permission for sale in Pakistan.
12. Copy of DRAP Registration or Provisional Certificate for imported or local items (include current SRO or permission letter for deregulated items)
13. Product should be approved/registered by DRAP (Pakistan Drug Regulatory Authority).
 - A. **Manufacturer:** (Non declaration of substandard, spurious, adulterated, misbranded are any other section of the drug act 1976 imposed are declared absconder by any drug court in Pakistan).
 - B. **Price Reasonability:** Supplies must be below the Trade Price of that product.

C. **Delivery Time:** Must agree to serve the contract within agreed time i.e., 45 days (local) & 55 Days (Imported) w.e.f. award of contract, and 50% delivery within 30 days.

D. **Shel-Life:** Supplied medicines must have minimum 75% shelf life remaining at the time of delivery.

CURRENCY & BID VALIDITY

- **Pak Rupees & 60 Days**

DECLARATION BY THE BIDDER

I solemnly undertake that:

- 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.**
- 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. _____