



The Head Office,
People's Primary Healthcare Initiative, Balochistan.
Admin Section
Ref No. PPHI-B/H.O BLN/CWH/2026/01
Dated: _____

Technical Proposal

People's Primary Healthcare Initiative (PPHI) - Balochistan

**Bidding Document for the Procurement and Supply of Warehouse
Equipment and Storage Accessories for 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 Individuals/Firms/Contractors having expertise in provision of Warehouse Equipment, Storage, and Material Handling :

REQUIRED BIDDING INFORMATION	TO BE FILLED BY THE PEOPLES PRIMARY HEALTHCARE INITIATIVE (PPHI-B)
DESIGNATION OF PROCUREMENT OFFICER	DIRECTOR ADMIN & PROCUREMENT
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: 20 JULY 2026 AT 2:00PM , 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: 24 JULY 2026 & Till 11:00 A.M directly submitted to the Head Office, PPHI-Balochistan.
OPENING OF TECHNICAL BIDS	Date: 24 JULY 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 BID.

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, and must be an Active Taxpayer at the time of bidding.	Copies of valid NTN Certificate, GST Registration Certificate (if applicable), and Active Taxpayer Profile, duly verifiable from FBR IRIS/official FBR website.
2	Relevant Experience	Minimum 02 (Two) successfully completed similar assignments for the supply of warehouse equipment, storage accessories, or allied items during FY 2023, 2024 and 2025, having a minimum cumulative value not less than PKR 2 million assignment.	Copies of Work Orders/Purchase Orders and relevant Completion Certificates or Delivery Challans where quantities and amounts are clearly mentioned, duly attested by the authorized representative of the firm.
3	Financial Capacity (For Firms)	Minimum average annual turnover of PKR 03 million during the last three financial years (2023, 2024 and 2025).	Audited Financial Statements OR Annual Tax Return only.
4	Non-Blacklisting	Must not be presently black-listed by any Government/ Semi Govt or Private Organization.	Declaration of Non-blacklisting on Non-Judicial Stamp paper by the Bidder/Individual.
5	Business Presence in Pakistan	The bidder must have an established office/outlet/warehouse, or business premises in Pakistan.	Complete address along with utility bill, tenancy agreement, or any other supporting documents.
6	Delivery time compliance	Must agree to serve the Contract within agreed time i.e., Within 30 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.

NOTE:

- It is mandatory for the bidders to score "YES" in all the above-mentioned Eight 08 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.
- 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 review 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. Financial evaluation shall be conducted only against the approved samples. Bids with rejected samples shall not be considered for financial evaluation. The bidders shall not quote multiple items..
- 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 venders or technically disqualified or unsuccessful bidders will be returned accordingly.
- e) Please avoid to attach documents not required in the above criteria and it would be convenient to tag each eligibility criteria documents.
- f) 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.

Mailing 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 on the scope of work specified in the tender. Partial or incomplete bids shall be summarily 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 Service Coverage Requirement

- a) Prices must be quoted for the entire scope of work and delivery as specified in the tender, at designated locations i-e PPHI-B Central Warehouse Quetta.
- b) Partial 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.

5. Eligibility of Bidders

- a) The invitation is open to all firms registered with the Federal Board of Revenue (FBR) under relevant business.

- b) Bidders must have demonstrated experience in supplying and delivering warehouse supplies in institutional or government settings.
- c) Bidders under declaration of ineligibility, suspension, or blacklisting by any government or public-sector 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 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 (02) 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.
- 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, and transportation/delivery to the designated site.
- 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 work 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 60 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.

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 Warehouse Equipment, Storage, and Material Handling from its warehouse/manufacturing facility to the designated Warehouse of PPHI-Balochistan.

2. Delivery Time & Schedule

A) Delivery Period

- a) The successful bidder shall complete delivery of all furniture items to the designated locations within 30 (thirty) 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 30 days.

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 30-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 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 Warehouse Equipment, Storage, and Material Handling items to designated

location.

- 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 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

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.

Warehouse Equipment, Storage, and Material Handling for Basic Health Units of PPHI Baluchistan

S#	Items Name	Description		Estimated Qty Required
1	Stacking Pallet			No.s (300)
		Feature	Specifications	
		Size (L x W x H)	Approximately (1000 x 1200 x 150 mm)	
		Design	Perforated Top Deck	
		Lift Ability	4-Way Entry	
		Color	Blue or Black	
		Material	Polypropylene or equivalent	
		Loading Capacity	2,000 Kgs (2 Ton)	
2	Warehouse Loading Trolley			No.s (03)
		Feature	Specifications	
		Load Capacity	500 kg (minimum)	
		Frame Material	Heavy-duty steel (or equivalent industrial grade material)	
		Mobility	Four-wheel trolley system with industrial-grade wheels	
		Finish	Powder-coated / anti-corrosion finish (or equivalent)	
		Platform Type	Flat, reinforced loading surface	
		Design	Rigid and dimensionally stable structure	
		Usage	Suitable for warehouse, industrial, and general material handling	
		Operation	Manual push/pull trolley system	

3	Aluminium Ladder (Multi-Purpose / Folding Type)			No.s (01)
		Description	Specifications	
		Ladder for indoor and outdoor maintenance, warehouse and general use.	Made of high-quality aluminium or equivalent lightweight corrosion-resistant material; foldable or extension type; suitable for industrial, commercial and household use; anti-slip steps for safety; stable base with firm grip; minimum load bearing capacity suitable for standard adult use; available in various heights as per requirement; portable, durable, and easy to handle.	
4	Small Packaging Box			No.s (100)
		Description	Specifications	
		Box for packing and storage of small items.	Made of durable corrugated cardboard or equivalent material; strong enough for light to medium load; foldable design; suitable for storage, transport, and stacking; standard commercial quality.	
5	Medium Packaging Box			No.s (200)
		Description	Specifications	
		Box for packing and storage of small items.	Made of strong corrugated cardboard or equivalent; suitable for medium weight goods; rigid structure with good stacking strength; foldable and reusable for multiple handling cycles; standard commercial quality.	
6	Large Packaging Box			No.s (200)
		Description	Specifications	
		Box for bulk storage and	Made of heavy-duty corrugated	

		transportation of goods.	cardboard or equivalent material; high strength for bulk and heavier items; suitable for stacking and warehouse storage; durable and tear-resistant; standard commercial quality.	
7	Carton Sealing Tape (2 Inch)			No.s (300)
		Description	Specifications	
		Adhesive tape for sealing cartons and packaging boxes.	BOPP (Biaxially Oriented Polypropylene) or equivalent material; width approximately 2 inches (48–50 mm); strong acrylic or hot-melt adhesive; suitable for sealing corrugated cartons; high tensile strength; good adhesion on paper and cardboard surfaces; resistant to tearing and normal handling during transport and storage; standard commercial quality.	
8	Tape Cutter / Tape Dispenser			No.s (02)
		Description	Specifications	
		Hand tool for cutting and applying carton sealing tape.	Durable handheld tape dispenser suitable for 2-inch (48–50 mm) BOPP carton sealing tape or equivalent; sturdy plastic or metal body; built-in sharp cutting blade for clean cutting; ergonomic handle for easy grip and operation; lightweight, portable, and suitable for continuous warehouse packing use; standard commercial quality.	
9	Plastic Rope			Rolls (50)
		Description	Specifications	

		Rope for packing, bundling, and general warehouse use.	Made of durable polypropylene (PP) or equivalent synthetic material; strong tensile strength suitable for bundling and securing goods; lightweight and flexible; resistant to moisture, rot, and mild chemical exposure; suitable for warehouse, transport, and general handling use; supplied in standard rolls of commercial quality.	
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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 Factor	Requirement	Documents Attached	
			YES	NO
1	Legal Status & Tax Registration.	Copies of valid NTN Certificate, GST Registration Certificate (if applicable), and Active Taxpayer Profile, duly verifiable from FBR IRIS/official FBR website.		
2	Relevant Experience	Copies of Work Orders/Purchase Orders and relevant Completion Certificates or Delivery Challans where quantities and amounts are clearly mentioned, duly attested by the authorized representative of the firm.		
3	Financial Capacity (For Firms)	Audited Financial Statements OR Annual Tax Return only.		
4	Non-Blacklisting	Declaration of Non-blacklisting on Non-Judicial Stamp paper by the Bidder/Individual.		
5	Business Presence in Pakistan	Complete address along with utility bill, tenancy agreement, or any other supporting documents.		
6	Delivery time compliance	Written acceptance must be provided in the Technical Bid i-e 30 days		
7	Agreement with all the terms & conditions	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	AMOUNT: PKR. 2,000/- Tender Fee in separate envelope with technical proposal. AMOUNT: 2 % Security deposit with financial proposal.		

- 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.

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 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-BALUCHISTAN at any stage.

3. **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:

FINANCIAL EVALUATION OF BIDS							
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
Stacking Pallet	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
Warehouse Loading Trolley	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
Aluminium Ladder (Multi-Purpose / Folding Type)	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
Small Packaging Box	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
Medium Packaging Box	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
Large Packaging Box	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
Carton Sealing Tape (2 Inch)	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
Tape Cutter / Tape Dispenser	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX	XXXX
Plastic Rope	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.

4. Recommendation of Procurement Committee

After Financial Evaluation (of only technically approved bidders), the contract will be awarded to the “Lowest Financially Evaluated bidder” 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.

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.

NOTE:

Any bidder having a grievance relating to the technical evaluation, financial evaluation, bid responsiveness, qualification, sample assessment, or bid comparison, shall submit the grievance in writing to the Chief Executive Officer, PPHI-Balochistan, for onward submission to the Grievance Redressal Committee, within five (05) working days from the date of issuance/communication of the relevant evaluation, financial declaration and, in any case, prior to the award of contract. Any grievance received after the prescribed period or after the award of contract shall not be entertained. Failure to submit a grievance within the stipulated time shall constitute a waiver of the bidder's right to challenge the procurement proceedings before the Procuring Agency.



The Head Office,
People's Primary Healthcare Initiative,
Balochistan.

Admin Section

Ref No. PPHI-B/H.O BLN/CWH/2025-26/01

Dated: _____

Financial Proposal

People's Primary Healthcare Initiative (PPHI) - Balochistan

**Bidding Document for the Procurement and Supply of Warehouse
Equipment and Storage Accessories for 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: _____

5. 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:

S. No.	Item Description	Quantity	Unit Price Exclusive of GST	GST %age	Unit Price Inclusive of GST	Total Price (Including Taxes)
		A	B	C	$D = (B * C) + B$	$E = A * D$
1						
2						
3						
4						
Total						

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

4. **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:
 - a. Subsequently, the prepared Financial Evaluation Report shall duly be signed by all the members of the Procurement Committee.
 - b. Comparatives of Financial will be prepared and signed by the procurement Committee in detail.
 - c. If there is any discrepancy between Unit rate and total rate, the unit rate will always govern.
 - d. If there is any discrepancy in tender documents clause and Work Order Clause, the work order Clause will always govern.
 - e. If there is any discrepancy between amount in words and amount in figures, the amount in words will always govern.

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.

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 **30 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 **60 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 0.5% 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 40% 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 & 60 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. _____