

The Head Office,
People's Primary Healthcare Initiative,
Balochistan.
Admin Section
Reference No. PPHI-B/H.O
BLN/2024/03/Fur & M.EQ/001
Dated:

Technical Proposal

People's Primary Healthcare Initiative (PPHI) - Balochistan

Bidding Document for Provision and Supply of Medical Equipment and Furniture for 400+ Basic Health Units (all Districts) 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: <u>081-2863620</u>
Website: <u>www.pphib.org</u>

LETTER OF INVITATION FOR BIDS:

Sealed proposals are invited under the Peoples Primary HealthCare Initiative (PPHI-Balochistan) procurement rules, by the PPHI-B from Eligible Individuals/Firms/Constructors having expertise in Provision of Medical Equipment and 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 PEOPLES PRIMARY HEALTH CARE INITIATIVE (PPHI-B)	PEOPLES PRIMARY HEALTHCARE INITIATIVE (PPHI-B) SAMUNGLI ROAD, QUETTA-PAKISTAN
PHONE NUMBER & FAX NUMBER	081-2863620 & 081-2863623
E-MAIL PPHIBLN@GMAIL.COM ADDRESS &WEBSITE	https://www.pphib.org
METHOD OF PROCUREMENT	SINGLE STAGE - TWO ENVELOPE BIDDING PROCEDURE
ISSUANCE OF BIDDING DOCUMENTS	The tender documents can be downloaded from the PPHI-B website: http://pphib.org/
DEADLINE FOR SUBMISSION OF BIDS	Date:27, March 2024 & Time 03:00 PM directly submitted to the Head Office, PPHI-Balochistan.
OPENING OF TECHNICAL BIDS	Date: 28 th March 2024 & Time <u>12:00 PM</u> at the Head Office of PPHI-Balochistan.
SAMPLE SUBMISSION	Date: 29 th March 2024 & Time Before 03:00 PM at the Head Office of PPHI-Balochistan.
OPENING OF FINANCIAL BIDS	Will be communicated to 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: CALL DEPOSIT/ PAY ORDER IN FAVOR OF PPHI-B BALOCHISTAN, WITH FINANCIAL BID

ELIGIBILITY CRITERIA FOR BIDDERS:

S. No.	Bidders Eligibility Factor	Mandatory Requirement	Document Required
1	Registration with Income Tax and GST	NTN Certificate and must be registered with FBR under tariff code of "Furniture Fixture" and "Medical Equipment". Further, must be in Active Tax Payer List.	Copy of NTN, GST registration and Tax Inquiry Profile duly verifiable from FBR IRIS / website.
2	Relevant Experience	05 successfully completed similar assignments for Provision of Furniture, Fixtures and medical equipment.	Copy/ies of Work Order/s with relevant completion certificate/s.
3	Financial Capacity (For Firms)	Turn Over of PKR. 30 million for the past 3 years each (2021, 2022 and 2023) (For Firms).	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	Local presence (For Firms)	The Bidder must have functional corporate/support office at Provincial level.	Copy of <u>Tenancy agreement</u> or <u>ownership documents</u> of the office premises AND Copy of recently paid <u>utility Bill</u> (maximum 3 months old).
6	Delivery time compliance	Must agree to serve the Contract within agreed time i.e., Within 45 days period after award of contract.	Completion time must be <u>clearly</u> <u>specified</u> 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.
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 Fee with financial proposal.

NOTE:

- It is mandatory for the bidders to meet all the above-mentioned requirements of eligibility. Incase of not meeting any single requirement, the Bid shall be declared NON-RESPONSIVE.
- Responsive Bidders/technically qualified will have to provide samples for approval of committee as mentioned in Technical Bids.
- No document shall be added in bidding documents once bid documents are opened.
- Qualified bidder (after technical and financial evaluation) is required to deliver one set of sample to PPHI-B from the total in head office within 5 working days after award of contract.

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)
	(3) Corporation (Private Ltd.) \square (4) Corporation (Public Ltd.) \square
9.	National Tax Number& Date of issuance:
10	. Sales Tax Registration No
11	. Bid Validity(Please specify in no. of days)
12	Total Completion Time (Date of completion)

DATA-SHEET OF THE ASSIGNMENT / SCOPE OF WORK

The objective of the below given Data-Sheet / Schedule of Requirements is to provide sufficient information to bidders to understand complete scope of this procurement such that no requirement of the Peoples Primary Healthcare Initiative (PPHI-B) is left un-mentioned here under.

Lot-1 (Furniture for 400 Basic Health Units)

S.No	Items Name	Description	Qty Required
1	Chairs	Shesham Wood Chapti	888
2	Tables	3 drawers tea tray laminated 5x3	222
3	Cupboards	steel cupboard 20 gauge 4 shelves	222
4	Benches	pipe 18 gauge wooden top strips 1.5 inch	222
5	Stools	best quality steel top	222
6	Examination Couch	6x3 frame made of shesham wood top cushioned	222
7	Stretcher	steel round pipe 18 gauge folding with cloth	222
8	Bed	2 fowler made of steel best quality	222

Lot-2 (Medical Equipment for 400 Basic Health Units)

S.No	Items Name	Description	Qty Required
1	Stethoscope	Bidder may quote multiple qualities	740
2	Thermometer	Bidder may quote multiple qualities	7400
3	Tongue Depressor with Jar (set of small, medium and large)	Bidder may quote multiple qualities	370
4	Sphygmomanometer	Bidder may quote multiple qualities	370
5	Mid Upper Arm Circumference	Bidder may quote multiple qualities	370
6	Minor Surgery Set **	Bidder may quote multiple qualities	370
7	Fetoscope	Bidder may quote multiple qualities	370
8	Sterilizer	Bidder may quote multiple qualities	185
9	Torch	Bidder may quote multiple qualities	740
10	Ambo Bag Adult	Bidder may quote multiple qualities	370
11	Ambo Bag Neonatal	Bidder may quote multiple qualities	370
12	I.V Stand	Bidder may quote multiple qualities	370
13	Pulse Oximeter	Bidder may quote multiple qualities	370
14	Glucometer with Strips	Bidder may quote multiple qualities	370

** Minor surgery set description

S.No	Item Name	Qty
1	Needle Holder	1
2	Surgical Knife	1
3	Tooth Forceps	1
4	Simple Forceps	1
5	Artery Forceps small	2
6	Surgical Blade Number 16	5
7	Pair of Scissors	1
8	Silk 0"	1 roll
9	Silk 1"	1 roll
10	Cutting Needle State	6
11	Cutting Needle Curve	6
12	Bowl Small	1
13	Kidney Tray	1
14	Surgical Tray	1
15	Surgical Gloves	5 Boxes

Delivery Schedule & Requirements:

- Place of Provision of supplies is: Delivery schedule shall be communicated by the procuring officer once supplies are ready for delivery.
- Delivery sites and number of supplies (Furniture only) are following

S. No	Delivery Place	Chairs	Tables	Cupboards	Benches	Stools	Examination couch	Stretcher	Bed
1	Zhob	155	39	39	39	39	39	39	39
2	Sibi	160	39	39	39	39	39	39	39
3	Khuzdar	158	40	40	40	40	40	40	40
4	Noshki	100	25	25	25	25	25	25	25
5	Loralai	73	17	17	17	17	17	17	17
6	Quetta	143	38	38	38	38	38	38	38
7	Kech	99	25	25	25	25	25	25	25
	Total	888	222	222	222	222	222	222	222

• Medical Equipment shall be delivered to Head Office.

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.
 - i. Technical Proposal shall be prepared keeping in view the specifications provided ``` in the during the bidding process.
- 3. Following information should be attached/contained in the Technical Proposal:
 - a. Receipt of payment of <u>bidding Document Fee</u> May be in terms of Pay Order in favor of PPHI BALOCHISTAN
 - b. <u>Completion time/Delivery time</u>, which means; actual execution time for the titled Work.
 - c. Documentary <u>evidence of fulfillment of eligibility criteria</u> for Bidders as required by the Peoples Primary Healthcare Initiative, Balochistan. (PPHI-B).
 - d. Documentary evidence of <u>fulfillment of complete schedule of requirements as</u> <u>per evaluation criteria</u> including technical, administrative and service requirements of the Peoples Primary Healthcare Initiative, Balochistan (PPHI-B)
 - e. <u>Description of status</u> 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-B) in the schedule of requirements.
 - f. <u>Defect Liability Period</u>: details. (As applicable) as required by the Peoples Primary Healthcare Initiative, Balochistan (PPHI-B) in the schedule of requirements as mentioned.
 - g. Every page of the <u>Bid must be numbered, signed & stamped</u> by the authorized representative.
- 4. Attachment of any document not demanded by the Peoples Primary Healthcare Initiative (PPHI-B) at instruction 4 of "Instruction for preparation of Technical Bid" is strictly prohibited.

<u>Evaluation Criteria:</u> Selection of the successful bidder shall be based on the **Single Stage-Two**<u>Envelop Method</u>

The procedure shall be applied as follows: -

1. <u>Bidders Eligibility Assessment.</u> 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:

Diddous Flisibility Fostor	Tootou Bossissment		Bidder 2	Bidder 3
Bidders Eligibility Factor	Requirement	YES / NO	YES / NO	YES / NO
	I. Copy of NTN attached?			
	II. GST Certificate Copy?			
Registration with Income Tax (For Firms),GST (if	III. Active Tax Payer?			
applicable)	IV. Registered with FBR & BRA in			
аррисавісу	relevant tariff code?			
	Five (05) No. of Work Orders with			
B	relevant completion certificate of			
Relevant Experience	successfully completed similar			
	assignments attached?			
	Annual Audited Financial Statement			
Financial Canacity /For	OR Annual Tax Returns to Clarify the			
Financial Capacity (For Firms)	Minimum turnover of PKR. 30 million			
FIIIIS)	for the past 3 years each (2021, 2022			
	and 2023) attached?			
Agreement with all the	Signature & company seal at every			
terms & conditions	page of bidding document affixed?			
Delivery time	Is the quoted completion time within			
Delivery time	the stipulated time period?			
	Declaration of non-blacklisting by			
Non Blacklisting	any govt, semi-govt or private			
Tron Blackmounig	organization, on judicial stamp paper			
	attached?			
	Copy of tenancy agreement or			
Local Presence	ownership documents and last three			
	months paid utility bills attached?			
	Pay order of Rs. 2,000/- in favor of			
Bidding Documents Fee	PPHI-B as bidding document fees			
	attached?			

- 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. Subsequent upon said assessment, Bidders shall be categorized as:
 - 1. Eligible Bidders

- 2. Ineligible Biddersz
- 2. <u>Return of Financial Proposals from Ineligible Bidders.</u> Proposals from Ineligible Bidders shall be declared "Non-Responsive", consequently shall **NOT** be accepted for any further evaluation:
 - i. Their Financial Proposals shall be returned without being opened.
 - ii. Their Bid security shall be released upon their written request.
- 3. 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. Their Bid security shall be released upon their written request.
 - iii. 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.
 - iv. Technical Evaluation concludes at this stage.
- 4. <u>Financial Evaluation.</u> Financial Proposals of the Responsive Technical 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** in the following manner:

	FIN	IANCIAL E	VALUATIO	N OF BID	<u>S</u>		
Item/s Name / Model & description	Quantity	Responsive Bidder 1		Responsive Bidder 2		Responsive Bidder 3	
		Unit	Total	Unit	Total	Unit	Total
		Price	Price	Price	Price	Price	Price
Service 1							
Service 2							
Service 3							

- i. Subsequently, the prepared Financial Evaluation Report shall duly be signed by all the members of the Procurement Committee.
- ii. Comparatives of Financial will be prepared and signed by the procurement Committee in detail
- iii. If there is any discrepancy between Unit rate and total rate, the unit rate will always govern
- iv. If there is any discrepancy in tender documents clause and Work Order Clause, the work order Clause will always govern.

v. If there is any discrepancy between amount in words and amount in figures, the amount in words will always govern

5. Recommendation of Procurement Committee

After Technical Qualification, the contract will be awarded to the "Lowest Financially Evaluated bidder" with minimum quoted rates among all the Technical qualified Contractors.

PPHI-B 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.



The Head Office,
People's Primary Healthcare Initiative,
Balochistan.
Admin Section
Reference No. PPHI-B/H.O
BLN/2024/03/Fur & M.EQ/001
Dated:

Financial Proposal

People's Primary Healthcare Initiative Balochistan

Bidding Document for Provision and Supply of Medical Equipment and Furniture for 400+ Basic Health Units (all Districts) 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: <u>081-2863620</u>
Website: <u>www.pphib.org</u>

1.	Name of company:			
2. Complete Postal Address:				
3.	Tel No:4. Email address:			
5.	Fax No:6. Mobile No:			
6	6. 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. <u>"Name of Bidder"</u>
 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-B))
 - 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:

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

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

- 4. 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 Peoples Primary Health Initiative (PPHI-B)
 - ii. Complete services as required in the schedule of requirements of this bidding document
 - iii. Cost including fixation, assembling, dismantling etc. (As & where applicable)
- 5. BST/GST Taxes must be included along-with the price of each item/components/service
- 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
- 7. Every page of the Bid must be numbered, signed & stamped by the authorized representative.

TERMS AND CONDITIONS:

- 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 45Days from the date of work Order.
- 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 **30 Days** (to be specified by the Peoples Primary Health Initiative (PPHI-B)/ 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 10% 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. Bid Security of unsuccessful bidder/s shall be released within thirty days from the date of award of contract to the successful bidder/s.
- 10. Tender will be awarded to the lowest quoted bidder in financial evaluation.
- 11. PPHI shall not be responsible for any theft or loss during delivery of supplies at required destination.
- 12. Payment release is subject to delivery report duly signed by the following committee.
 - 1: Director MER 2: Public Health Specialist 3: Concerned DSM of delivery station
 - 4: Any Co-opted Member & 5: Authorized person from bidder/supplier.
- 13. Payment:
 - i. 100% payment will be released within 20 working days upon complete delivery of purchase order supplies subject to provision of required documents & the quality as per the specifications of tender documents and submitted samples.
 - ii. Partial payment is not allowed.
 - iii. Advance payment is not allowed.
 - iv. Payment is subjected to satisfactory report of above mentioned committee.

CURRENCY & BID VALIDITY

• Pak Rupees & 30 Days

Sr. #	Items	Description/Specifications	Units	Total Quantity	Rate	GST Amount	Total Amount	
	Lot-1 (Furniture for 400 Basic Health Units)							
1	Chairs	Shesham Wood Chapti		888				
2	Tables	3 drawers tea tray laminated 5x3		222				
3	Cupboards	steel cupboard 20 gauge 4 shelves		222				
4	Benches	pipe 18 gauge wooden top strips 1.5 inch		222				
5	Stools	best quality steel top		222				
6	Examination Couch	6x3 frame made of shesham wood top cushioned		222				
7	Stretcher	steel round pipe 18 gauge folding with cloth		222				
8	Bed	2 fowler made of steel best quality		222				
	Lot-2 (Medical Equipment for 400 Basic Health Units)							
1	Stethoscope	Bidder may quote multiple qualities		740				
2	Thermometer	Bidder may quote multiple qualities		7400				
3	Tongue Depressor with Jar (set of small, medium and large)	Bidder may quote multiple qualities		370				
4	Sphygmomanometer	Bidder may quote multiple qualities		370				
5	Mid Upper Arm Circumference	Bidder may quote multiple qualities		370				
6	Minor Surgery Set **	Bidder may quote multiple qualities		370				
7	Fetoscope	Bidder may quote multiple qualities		370				
8	Sterilizer	Bidder may quote multiple qualities		185				
9	Torch	Bidder may quote multiple qualities		740				
10	Ambo Bag Adult	Bidder may quote multiple qualities		370				
11	Ambo Bag Neonatal	Bidder may quote multiple qualities		370				
12	I.V Stand	Bidder may quote multiple qualities		370				
13	Pulse Oximeter	Bidder may quote multiple qualities		370				
14	Glucometer with strips	Bidder may quote multiple qualities		370				

<u>Transportation Cost to delivery sites as mentioned in deliver schedule at page 06 of this document, shall be included in the cost of bid.</u>

^{**} Minor Surgery Set as per description at page 6 of this document.

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, <u>AGREE, ACCEPT & UNDETAKE TO ABIDE BY THE SAME.</u>
- 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.		