

The Head Office,
People's Primary Healthcare Initiative,
Balochistan.
Admin Section
Reference No. PPHI-B/H.O
BLN/2024/05/Medicines/002
Dated:

Technical Proposal

People's Primary Healthcare Initiative (PPHI) - Balochistan

Bidding Document for the Procurement of Medicines for Health Facilities 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 bids are invited under the Peoples Primary HealthCare Initiative (PPHI)-Balochistan procurement rules, by the PPHI-B from well reputed pharmaceutical firms registered with tax department having valid drug sales license for pharmacy/retail, sale/authorized distributors or importers for the sale of drugs/medicines at institutional rates.

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-BALOCHISTAN)	PEOPLES PRIMARY HEALTHCARE INITIATIVE (PPHI-BALOCHISTAN) 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-BALOCHISTAN WEBSITE: http://pphib.org/
DEADLINE FOR SUBMISSION OF BIDS	DATE: 30TH MAY 2024 & TIME 11:30 AM DIRECTLY SUBMITTED TO THE HEAD OFFICE, PPHI-BALOCHISTAN.
OPENING OF TECHNICAL BIDS	DATE: 30TH MAY 2024 & TIME 12:00 PM AT THE HEAD OFFICE OF PPHI-BALOCHISTAN.
OPENING OF FINANCIAL BIDS	DATE AND TIME SHALL BE COMMUNICATED AFTER TECHNICAL EVALUATION BY THE PROCURING OFFICER AT THE HEAD OFFICE OF PPHI-BALOCHISTAN.
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 as pharmaceutical manufacturers/ authorized distributor/ importer/ authorized sole agents	NTN Certificate as pharmaceutical manufacturers/ authorized distributor/ importer/ authorized sole agents AND must be on Active Tax Payer list FBR	Copy of <u>NTN</u> AND duly verifiable <u>Active Tax Payer Certificate</u> from FBR website
2	Relevant Experience	For Experienced (Old Firms): 03 successfully completed comparable & similar assignments for Procurement of Medicines (each 1 million or above)	Copy/ies of Work Order /s or relevant completion certificate/s
3	Register As Authorized Distributor/Manufacturer Wholesaler as Medicine Supplies	Mandatory Certification	Manufacturer Certificate Or Distributor License Or Wholesaler License Of Medicines
4	Financial Capacity (For Firms)	Turn Over of PKR. 02 million for the last three (03) year	Audited <u>Financial Accounts</u> OR Annual Tax Return only
5	Non-Blacklisting	Must not be presently black-listed by any Government Organization	Declaration of Non-blacklisting on Non-Judicial Stamp paper by the Bidder/Individual
6	Local presence (For Firms)	The Distributor must be Balochistan based. If Manufacturer then the National level presence is Acceptable	Copy of <u>Tenancy agreement</u> or <u>ownership documents</u> of the distributor registration documents with pharma company AND Copy of recently paid <u>utility Bill</u> (maximum 3 months old)
7	Delivery time compliance	Must agree to serve the Contract within agreed time i.e., Two (02) weeks period after award of contract	Completion time must be <u>clearly</u> <u>specified</u> in the Technical Bid
8	Agreement with all the terms & conditions	Must unconditionally agree with all the instructions, terms & conditions specified in the bidding documents & contract agreement	Signature & company seal on every page of the bidding document.
9	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 AMOUNT: 2 % Security Fee

NOTE:

• It is mandatory for the bidders to meet all the above-mentioned requirements of eligibility. In-case of not meeting any single requirement, the Bid shall be declared NON-RESPONSIVE

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

1.	Name of company/Individual:							
2.	Complete Postal Address:							
3.	Tel No:4. Em	ail address:						
5.	Fax No:	_6. Mobile No:						
7.	Authorized Representative's name & desig	nation:						
8.	Type of Business:							
	(1) Sole Proprietorship (2)	Partnership \square						
	(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)						
		(In Days, Months please						
Spe	ecify)							

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.

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.

				Unit Price (Including		
Sr#	GENERIC NAME	ESTIMATED QUANTITY	ТҮРЕ	STRENGTH	PACKING	all Taxes & Transport ation)
	Medicines for I	Health Facilities	PPHI-B			
1	ASPIRIN PLAIN (ENTERIC COATED	560	TAB	75MG	ВОХ	
2	ASPIRIN	17632	TAB	500mg	BOX	
3	PARACETAMOL	268400	SYP	120MG/5ML	BOTTLE	
4	ANTACID (MAGNESIUM HYDROXXIDE + ALUMINIUM HYDROXIDE + SIMETHICONE)	133640	SYP	20ML	BOTTLE	
5	PAROXETINE	112	TAB	5MG	BOX	
6	CITALOPRAM	168	CAP	20MG	BOX	
7	CARBAMAZIPINE	112	CAP	200MG	BOX	
8	SODIUM VALPROATE	56	TAB	250MG	BOX	
9	RISPERIDONE	112	TAB	2MG	BOX	
10	METRONIDAZOLE	44248	TAB	400MG	BOX	
11	ORS	94140	SACH	200ML	BOX	
12	PHENIRAMINE	35320	TAB	4MG	BOX	
13	PHENIRAMINE	264200	SYP	4MG	BOTTLE	
14	MEBENDAZOLE	1120	SUS	10ML	BOTTLE	
15	POLYMIXIN-B SULPHATE (EYE)	1120	OIN	6GM	EACH	
16	NYSTAN ORAL DROP	1120	DROP	50ML	EACH	
17	POVIDINE IODINE 10%	9040	SOL	450ML	EACH	
18	CHLOROXYLENOL	8816	LIQ	1000ML	EACH	

Delivery Schedule & Requirements:

- Place of Execution of Works is: Successful bidder shall be an independent Medicine supplies provider liable and able to provide all the Supplies including transportation of the medicines/drugs to the site i.e., District Support Unit (DSU) of Districts Chaman, Pishin, and Quetta. All arrangements will be the responsibility of the successful bidder. The Bidder will also be required to the office of the organization stamp inside and outside of each Medicine Package/Packet.
- Successful bidders shall be liable to stamp all medicine as "Not for Sale PPHI-Balochistan".
- The Sole Agent/Importer/Distributor/Wholesaler must possess valid authorization from the Manufacturer and shall have to submit a copy of Memorandum of Association/Partnership deed registered with the Registrar of Companies. However, in case of Manufacturer, they should have a documentary proof, to the effect that they are the original Manufacturer of the required specifications of MEDICINES AND DRUGS.
- This tender has been established for the procurement of listed medicines for 3 Districts i-e Chaman, Quetta and Pishin. However, the quantities of the items will be finalized during the time of Work Order and also be varied district wise.
- No item shall have expiry date less than 2 Years.

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. <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.
- 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 Envelop Method**

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 Fligibility Footou	Dogwinsmont	Bidder 1	Bidder 2	Bidder 3
Bidders Eligibility Factor	Requirement	YES / NO	YES / NO	YES / NO
Registration with Income Tax	NTN Certificate as pharmaceutical			
as pharmaceutical	manufacturers/ authorized			
manufacturers/ authorized	distributor/ importer/ authorized sole			
distributor/ importer/	agents AND must be on Active Tax			
authorized sole agents	Payer list FBR			
	For Experienced (Old Firms):			
	03 successfully completed			
Relevant Experience	comparable & similar assignments			
	for Procurement of Medicines			
	(each 1 million or above)			
Register As Authorized	,			
Distributor/Manufacturer	Manufatan Castification			
Wholesaler as Medicine	Mandatory Certification			
Supplies				
Financial Capacity (For	Turn Over of PKR. 02 million for the			
Firms)	last three (03) years			
Non-Blacklisting	Must not be presently black-listed by			
	any Government Organization			
Local presence (For Firms)	The Distributor must be Balochistan			
	based. If Manufacturer then the			
	National level presence is Acceptable			
Delivery time compliance	Must agree to serve the Contract			
	within agreed time i.e., 20 days period			
	after award of contract			
Agreement with all the	Must unconditionally agree with all			
terms & conditions	the instructions, terms & conditions			
	specified in the bidding documents &			
	contract agreement			
Submission of Bidding	As required by the Peoples Primary			
Document Fee	Healthcare Initiative (PPHI-B) in the			
	Tender Notice			

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 Bidders
- 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 returned with financial bid.

NOTE: It is mandatory for the bidders to meet all the requirements of eligibility. In-case of not meeting any single requirement, the Bid shall be declared NON-RESPONSIVE.

Financial Evaluation. 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:

Item/s Name / Model &	Quantity	Responsive Bidder 1	Responsive Bidder 2	Responsive Bidder 3
description		Unit Price	Unit Price	Unit Price
Item 1				
Item 2				
Item 3				

- iii. Subsequently, the prepared Financial Evaluation Report shall duly be signed by all the members of the Procurement Committee.
- iv. Comparatives of Financial will be prepared and signed by the procurement Committee in detail
- v. If there is any discrepancy in tender documents clause and Work Order Clause, the work order Clause will always govern.
- vi. If there is any discrepancy between amount in words and amount in figures, the amount in words will always govern

3. Recommendation of Procurement Committee

After Technical Qualification, the contract will be awarded to the Vender of the acceptable and reputed Brand "Lowest Financially Evaluated bidder" with maximum quoted discount offered on Trade Price.



Reference	No.	PPHI-I	B/H.O
BLN/2024/05	/Me	dicine	s/002

Dated:							

Financial Proposal

People's Primary Healthcare Initiative Balochistan

Bidding Document f	for the	Procuremen	nt of	Medicines	for	Health
F	acilitie	s of PPHI-Ba	alochi	stan		

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:
4	4. Authorized Representative's name & designation:
8.	Type of Business:
	(1) Sole Proprietorship (2) Partnership
	(3) Corporation (Private Ltd.) \Box (4) Corporation (Public Ltd) \Box
9.	National Tax Number& Date of issuance:
10	. Sales Tax Registration No. / BRA Registration No
11	. BTSN 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-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	Е	
S. No.	Item Name	Quantity	Unit Price (Including All Applicable Taxes & Costs)	Unit Total Price (Including All Cost)	
Α	В	С	D	(C x D) = E	
1					
2					
3					
4					

- 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 supplies as required in the schedule of requirements of this bidding document
 - iii. Cost including Transportation, Loading Unloading and Stamping (As & where applicable)
- 5. GST Taxes must be included along-with the price of each item/components/service.
- 6. 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 pre numbered, signed & stamped by the authorized representative of the Bidder.

TERMS AND CONDITIONS:

- Completion time may be clearly specified. Where completion time shall mean; time
 consumed execution of required supplies 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 **20 Days** 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. Successful bidders shall be liable to stamp all medicine as "Not for Sale PPHI-Balochistan".
- 7. Financial Bids must be accompanied with Bid Security (for firms) in the form of call deposit @ 2% of quoted bid value favoring the PPHI Balochistan.
- 8. In case of late execution of required works or incase of failure of supplies the bidder may be blacklisted and late delivery penalty (Liquidated Damages) shall be imposed at the rate of 1% per day (of the value of items delivered late) per day, up to a maximum of 30% of the Contract Value.
- 9. 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.
- 10. Bid Security of unsuccessful bidder/s shall be released within thirty days from the date of award of contract to the successful bidder/s.
- 11. Tender will be awarded to the bidder who offered maximum discount on MRP per Item or reputable drugs items.
- 12. Payment release is subject to delivery report from District Support Unit and after verification from the Drug Testing Laboratory duly signed by District Support Manager.
- 13. Payment:

- 100% payment will be released within 20 working days upon complete delivery of purchase order supplies and after DTL (Drug Testing Laboratory) of the supplies of Medicines.
- ii. No Amount will be paid/return incase of Non-Satisfactory/Substandard result of DTL and it will be applied on 100% supplies.

CURRENCY & BID VALIDITY

• Pak Rupees & 45 days

Sr#	GENERIC NAME	SPECIFICATION			Unit Price (inclusive all					
		ТҮРЕ	STRENGTH	PACKING	Quoted Brand	applicable texes if any + transportation charges)	No. of Units (ESTIMATED QUANTITY)	Total Price	Discount (if any)	Final Total (Inclusive off all taxes if any)
				Medicines fo	or Health Facilities F	PPHI-B				
	ASPIRIN PLAIN (ENTERIC COATED	TAB	75MG	ВОХ			560			
	ASPIRIN	TAB	500mg	BOX			17632			
	PARACETAMOL	SYP	120MG/5ML	BOTTLE			268400			
	ANTACID (MAGNESIUM HYDROXXIDE + ALUMINIUM HYDROXIDE + SIMETHICONE)	SYP	20ML	BOTTLE			133640			
	PAROXETINE	TAB	5MG	BOX			112			
	CITALOPRAM	CAP	20MG	BOX			168			
	CARBAMAZIPINE	CAP	200MG	BOX			112			
	SODIUM VALPROATE	TAB	250MG	BOX			56			
	RISPERIDONE	TAB	2MG	BOX			112			
	METRONIDAZOLE	TAB	400MG	BOX			44248			
	ORS	SACH	200ML	BOX			94140			
	PHENIRAMINE	TAB	4MG	BOX			35320			
	PHENIRAMINE	SYP	4MG	BOTTLE			264200			
	MEBENDAZOLE	SUS	10ML	BOTTLE			1120			
	POLYMIXIN-B SULPHATE (EYE)	OIN	6GM	EACH			1120			
	NYSTAN ORAL DROP	DROP	50ML	EACH			1120			
	POVIDINE IODINE 10%	SOL	450ML	EACH			9040			
	CHLOROXYLENOL	LIQ	1000ML	EACH			8816			

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.		