

National Institute of Cardiovascular Diseases

Rafiqi (H.J) Shaheed Road, Karachi
Tel. No. 35218530, 99201271 Ext. 419, Fax. 99201289
Website: www.nicvd.org

Pages: 09

Ref: NICVD/TN/Khi/SC/No.11/24-25

TENDER DOCUMENT

TENDER NO-16/2024

**TENDER FOR PROCUREMENT OF DRUGS MEDICINE/SURGICAL
DISPOSABLE THROUGH LOCAL PURCHASE ON DAY TO DAY
EMERGENCY BASIS AT NATIONAL INSTITUTE OF CARDIOVASCULAR
DISEASES, KARACHI
DUE ON 22-01-2025**

COST OF TENDER	Rs. 2000/- (Rupees Two Thousand Only) Non-Refundable
TENDER SELLING DATE	From 07-01-2025 to 22-01-2025
TENDER SUBMISSION PLACE	EPADS online portal
TENDER SUBMISSION DATE	22-01-2025
TENDER SUBMISSION TIME	Upto 11:00 a.m (22-01-2025)
TENDER OPENING PLACE	Head of Procurement Office NICVD, Karachi.
TENDER OPENING DATE	22-01-2025
TENDER OPENING TIME	11:30 a.m. (22-01-2025)

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TENDER NO-16/2024 **TERMS & CONDITIONS**

TENDER FOR PROCUREMENT OF DRUGS MEDICINE/SURGICAL DISPOSABLE THROUGH LOCAL PURCHASE ON DAY TO DAY EMERGENCY BASIS AT NATIONAL INSTITUTE OF CARDIOVASCULAR DISEASES, KARACHI

Bidders are required to comply all the clauses mentioned in the Terms and Conditions of the Tender and any deviation will forbid them in competing for the tender.

1. Single stage – One Envelope procedure as per SINDH PPRA-2010 Rule 46(1) will be followed (single stage one envelope procedure) i.e. TECHNICAL and FINANCIAL PROPOSAL will be placed in one sealed envelope. This envelope should be addressed to the Executive Director, NICVD, Karachi with Tender number and inserted in the tender box on scheduled date and time.
2. The **Proposal** must contain original data sheet, technical brochure and all other relevant documents as mentioned in Annexure-A (b) and photo copy of pay orders / bank draft after hiding the amount.
3. Bidding documents containing detailed Terms & Conditions, can be viewed / downloaded from <https://portalsindh.eprocure.gov.pk/#/> Electronic Bids should be submitted through EPADS only. Manual bids will not be submitted. Interested Bidders are required to register themselves on EPAD System at the link:<https://sindh.eprocure.gov.pk/#/supplier/registration> for submission of electronic-bids.
4. The vendor should submit a pay order of bid security amounting to **1%** of the estimated cost in favor of Executive Director, NICVD, Karachi otherwise, the bid will be rejected.
5. Only original bid security should be submitted in sealed envelope.
6. Bid validity period will remain for 90 days as per SPPRA rules 2010 (Amended 2019).
7. Bid security should be in shape of pay order / bank draft CDR, any other form as bid security is not acceptable.
8. The successful bidder will deposit security money in shape of pay order @ **2%** of the estimated cost in the name of Executive Director, NICVD, Karachi within seven (7) days after the issue of award letter, which will be kept in Accounts Section of NICVD till the completion of tender period.
9. The bid security will be forfeited to Government Accounts in case of non-submission of security money within seven (7) days of receipt of the award letter.
10. Manufacturing and expiry dates must be written on each pack. No Drug / Medicine item will be accepted having expiry less than 60% of shelf life in case of local manufacturing and 50% shelf life for imported items

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11. The drugs shall be accompanied by the necessary warranty in accordance with the provision of the Drugs Act 1976 and rules framed there under
12. Tender should be submitted in EPADS & manually as well.
13. If a sample of a batch of drug or item is declared in contravention of section 3/23 of drugs act 1976 on the basis of test analysis report of CDL, Karachi or on presence of any foreign particle seen by the competent authority, those will be destroyed and payment will not be made to the supplier. The supplier will be responsible to provide the fresh stock of standard quality against the defected/rejected batch. Otherwise amount equivalent to the supplied quantity of defective goods will be deducted from their bill and action will be initiated against the offending firm according to the Drugs Act. 1976.
14. The chemist must be financially sound and should be capable of doing a business per year of at least Rs. 20 Million.
15. Distance of Retailer Chemist Shop from NICVD should not be more than 5km.
16. The bidder must have valid Drug Sale Licenses (Form-6 & Form-9) otherwise their offer will not be considered and rejected straightaway.
17. Bidder(s) must fill the financial offer carefully and the quoted discount offered in terms of percentage (%) on Retail Prices of the goods should be inclusive of all applicable prevalent Government taxes.
18. Each item shall be supplied to Procuring Agency in the packing and packaging unit as approved and registered by the DRAP.
19. The labels shall comply with all the requirements as laid down under the Drugs Labeling and Packing Rules 1986.
20. If goods are declared sub-standard the bidder will be bound to supply additional quantity of whole batch free of cost.
21. The supplier of sub-standard adulterated spurious, counterfeit, misbranded or contaminated medicine(s) item(s) etc. may be black listed by the competent authority as per judgment of the drugs court or any other authority whose decision will be final and in accordance with the offence and hence their performance security may not be released till the case is decided by the court or any other authority.
22. The bidder or their representative should be present at the time of opening of tender and shall sign the attendance sheet.
23. A Contract shall be signed for a period of one year effective from the signing of contract agreement, extendable on the same discount offered and terms and condition of the Contract Agreement with the consent of both parties for further 90 days or till the finalization of new contract of next financial year, whichever comes first.
24. All the goods supplied shall conform to the specifications approved by the DRAP.

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25. Goods of near expiry date, free medical physician samples shall not be acceptable.
26. Delivery should be completed within allocated time from the date of issuance of purchase order.
27. The Vendor should submit Data Sheet according to the Tender Specifications Format mentioned in the tender document and highlight the tender specifications in their Technical Data Sheet / Literature Additional Feature can be recorded separately.
28. The first scrutiny of I bids will be performed by the procurement committee on the basis of data sheet and literature provided.
29. The approved chemist will collect daily requirement of items from procurement department of NICVD by 12:00 P.M and required items will be delivered by the Chemist on same day till 04:00 P.M.
30. Bids will be evaluated with following evaluation criteria.
 - Only manufacturer/Sole agent and authorized agent for local manufacturer.
 - The vendor should have proper licensed medical store, office and list of trained Pharmacists.
 - Financial standing of 20 million from bank.
 - Specifications compliance.
 - All mandatory documents (as per Annexure-A).
31. The bidder must provide complete details of their financial standing and list of similar items supplied in Pakistan, Bio-data of staff with training certificates.
32. The approved chemist will supply all supplies in commercial packing with following words in shape of insignia (Large size) which should be printed/stamped with indelible ink in bold letters. (NICVD PROPERTY)
33. In case of mass emergency the approved chemist is bound to open the Pharmacy/Store even on Sunday and Other declared holidays and would remain on call for 24 hours.
34. Hand written tenders or any over writing, cutting, erasing will not be accepted and will be rejected.
35. The bidder shall submit with the bid, an **UNDERTAKING** on judicial paper of Rs. 200/- duly attested by Oath Commissioner, stating that the items to be supplied is brand new, free from defects.
36. Items will be handed over to the (Store Department of NICVD Karachi with Delivery Challan.
37. Income tax and other taxes (if any) will be deducted according to existing Government Rules. NICVD is exempted for the payment of GST.
38. Conditional tender(s) will not be entertained.
39. Tender which does not fulfill the prescribed conditions according to the tender is

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liable to be rejected.

40. Profile of the technical staff and address of the Pharmacy/Offices as well as list of hospitals in which the quoted items is supplied must be attached.
41. The Executive Director, NICVD Karachi, reserve the right to increase or decrease the quantity mentioned in the tender and the decision will be final.
42. The Chairman Procurement Committee/Executive Director reserves the right to reject or accept any/all tender(s).
43. If you have any query regarding tender, contact Head of Procurement Office # 0219-9201289.
44. During holiday or other emergency, bidder follow the instructions of Head of Procurement.

Note: After finalization of tender procuring agency requires signing of a written contract agreement on stamp paper with 0.35% of total awarded amount as per instruction of Sindh Revenue Board, duly attested by Oath Commissioner from the date on which the signatures of both the procuring agency and the successful bidder are affixed to the written contract. Or/ 0.35% Stamp duty of the value of the contract amount will be affixed on the bills.

I/we agreed above mentioned terms & condition:

Name of Contractor _____ Signature _____

Full Address _____

Witness: _____

N.I.C # : _____

Annexure-I

Following documents should be attached with Technical Proposal.

- i. Tender purchase receipt.
- ii. Proposal.
- iii. Sole agency certificate from the foreign manufacturer or authorized agent of local manufacturer.
- iv. Active GST, SST, STRN Certificate.
- v. Income Tax Registration Certificate.
- vi. Last year paid Income Tax Challan.
- vii. Original terms and conditions duly signed and stamped.
- viii. Original literature.
- ix. List of Institutions to whom similar Medicines/instrument is supplied in Pakistan.
- x. Undertaking on Judicial stamp paper of Rs. 200/-
- xi. Financial position of firm (sealed bank letter).
- xii. Undertaking on stamp paper Rs 100, that firm is not black listed or having pending litigation.

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Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.

Contract Number: _____

Dated: _____

Contract Value: _____

Contract Title: _____

[Name of Supplier/Contractor/Consultant] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, [Name of Supplier/Contractor/Consultant] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid for or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit, whatsoever form, from Procuring Agency (PA) except that which has been expressly declared pursuant hereto.

[Name of Supplier/Contractor/Consultant] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Supplier/Contractor/Consultant] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, **[Name of Supplier/Contractor/Consultant]** agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by **[Name of Supplier/Contractor/Consultant]** as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from PA.

[Procuring Agency]

[Supplier /Contractor/Consultant]

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ANNEXURE- "A" - DATA SHEET

TENDER No: 16/2024 Dated: 22-01-2025

Tender for the Year 2024-2025

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ANNEXURE- "A"

DATA SHEET

S.NO	A- MANDATORY	Tick relevant box
1	Name, Address, Tel, Fax# E-mail Address.	
2	National tax Number(NTN)	
3	Latest Income Tax Certificate or Income Tax exemption certificate.	
4	Copy of Sales Tax Registration.	
5	Latest Sales Tax Certificate or exemption certificate.	
6	Name of Banker with Current Bank statement.	
7	Bid Security (1% of Bid Value of the quoted items)	
8	A copy of valid agency certificate/agreement or registration certificate of Govt. of Sindh (if any).	
9	Bio Data of key personnel/staff strength with designation, education & experience and details of man power.	
10	Integrity pact must be filled and attach in the bid.	
11	Bidder must have pharmacists as his employee.	
12	Literature and catalogue of quoted items in English.	
13	Copy of valid drug license should be attached.	
14	Original tender purchase receipt.	
15	Each page should be signed and stamped by competent authority.	

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Tender for the Year 2024-2025

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EVALUATION OF CRITERIA

(TOTAL 100 MARKS)

S.NO	B- Evaluation	Total Points	YES	NO
1	Registration of firm/store (valid drug license).	20	20	00
2	Financially capability as per bank statement (Minimum 20 Million) in last 05 years.	10	10	00
3	Previous working experience with hospital/healthcare organization.(Must be in one Government Sector hospital)	15	15	00
4	Un-Interrupted Regular Supply undertaking / certificate.	10	10	00
5	Detail of Registration with major organizations.	05	05	00
6	Undertaking that the firm will supply the medicine on daily basis.	05	05	00
7	Certificate that the prices quoted are not high or more than local/imported market.	05	05	00
8	A certificate that the firm will abide all terms and conditions of the tender infringement for consequence as recommended by the competent authority.	05	05	00
9	A certificate that discount offered will remain unchanged till the completion of the tender period.	10	10	00
10	A Certificate that the items has registered by country of origin and they are using for local population.	05	05	00
11	List of orders with cost completed by the firm during last 2 years.	10	10	00
	List of litigation with clients (if any) and nature of litigations			
	Affidavit that the firm has never been black Listed.			
	TOTAL MARKS	100		

Minimum 70% marks out of 100

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TENDER PROFORMA

TENDER FOR PROCUREMENT OF DRUGS MEDICINE/SURGICAL DISPOSABLE THROUGH LOCAL PURCHASE ON DAY TO DAY EMERGENCY BASIS AT NATIONAL INSTITUTE OF CARDIOVASCULAR DISEASES, KARACHI

FOR THE YEAR 2024-2025

TENDER NO-16/2024, DUE ON 22-01-2025 (Tuesday)

S#	Description of Stores		Discount in %age	Maximum Discount in Figures.	Maximum Discount in words
1	Percentage of discount on the Retail Price of all the Local Branded Medicines/Drugs & Surgical & Disposable items for Local Purchase.				
2	Percentage of discount on the Retail Price of all the Imported Branded Medicines/Drugs & Surgical & Disposable items for Local Purchase.				

Signature

Official Seal