**TERMS & CONDITIONS**

**Tender No. 5M/2020, Dated 24.07.2020**

**FOR THE YEAR 2020-2021 & 2021-2022**

**Supply & installation of Bi Pap Machines for NICVD Satellite Centers Qty. =50**

1. Cost of Tender is **Rs. 1000/-** (Rupees One Thousand only) [Not refundable].
2. Tender Selling Date from **04-07-2020 to 20-07-2020.**
3. Tender Submission Date **24-07-2020** before 11:30 a.m. (in Procurement Department)
4. Tender will be opened on **24-07-2020** at 12:00 Noon in Conference Hall/Nursing Hostel Building of NICVD, Karachi.

**NOTE:**

Read the Terms & Conditions carefully.

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

1. In this tender TWO Envelopes procedure of SPPRA-2010 46(2.a) will be followed i.e. (i) The bid shall comprise **two separate envelopes.** Each envelope shall contain separately the financial proposal and the technical proposal (ii) The envelopes shall be marked as “Financial Proposal” and “Technical Proposal” in bold and legible letters to avoid confusion **each envelope should be dropped in separate box** (iii) initially, only the envelope marked “Technical Proposal” shall be opened (iv) The financial proposals of bids will be opened publicly, time date and venue will be announced later.
   a) In Technical Bid, the bidder must provide original data sheet and technical brochure and all other documents; otherwise, the bid will be ignored. The technical evaluation will be done on the basis of data sheet provided by the vendor as per technical bid.
   b) In Financial Bid, the vendor should mention financial offer along with a **Bank Draft/Pay Order/Bank Guarantee of 1% value of the quoted item** in the name of Executive Director, NICVD, Karachi. In case the tender is accepted by competent authority and the supplies are not made according to samples/specification within stipulated time (i.e. 90days) the bid security for the tender would be forfeited to the NICVD account. In case of default the firm may be black listed or financial penalties may be imposed depending upon the gravity of defaults/circumstances in each case as mentioned in Ministry of Health letter No. F.11.9/96-PHC of June 04, 1996. In-time supply must be assured
2. The disclosure of firm’s Product price at the time of opening of technical bid will result in the rejection of the bid.
3. No tender will be entertained without bid security, 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 other letter.
4. Conditional Tender(s) will not be accepted.
5. The previous bid security or security money will not be carried forward. If any tenderer encloses a cheque with the tender their tender will be rejected out rightly.
6. Principle, Sole Agent, Authorized Distributor can participate in the tender.
7. The rates once mentioned in tender will be final and no change therein will be accepted after the tender opening. Rates should be inclusive with sales tax / without sales tax on taxable articles.
8. The rate should be quoted on FOR (C & F price will be required for imported items).
9. First Scrutiny of technical bids will be performed by the technical committee. Financial Bids of those firms will be opened which qualify technically.
10. The successful bidder will be required to submit security money in shape of pay order/ deposit / Bank Guarantee at call @ 5% of the total value of order in the name of NICVD, Karachi within Seven (7) days which will be kept with NICVD till the end of the Warranty period of Three (3) years.
11. The vendor has to quote only one rate for each item as per tender specifications. No alternate model will be accepted, only first offer will be considered. Hand written tenders or any over writing, cutting, erasing will liable to be ignored.
12. Bid validity period will remain for 90 days as per SPPRA rules 2010 (Amended 2019).
13. Vendor will be responsible for pre-requisition installation, free of cost and also responsible for pre-installation work, if required.
14. Goods will be handed over to the Stores Department, NICVD, Karachi, with a copy of Delivery Challan.
15. Price escalation will not be allowed.
16. The original tender purchase receipt issued by the NICVD should be submitted along with Technical Bid.
17. If vendor doesn’t supply of goods in accordance with the supply order or fails to supply according to terms and conditions or in case of any other default, it will be black listed and the bid security will be forfeited.
18. The payment will be made after getting the Satisfactory Report of the Incharge of User Department. Warranty of each equipment will be consider from date of signed satisfactory report.
19. Income tax will be deducted according to Government Rules. A Copy of income Tax and GST Registration Certificate should be submitted along with Technical Bid.
20. The Vendor should submit a Data Sheet according to the Tender Specifications Format mentioned in the tender and highlight the tender specifications in their Technical Data Sheet. Additional Feature can be mentioned separately.
21. The vendor should attach copy of last three year Income Tax return. Original copy should be provided on request.
22. Tender which does not fulfill the prescribed conditions in the tender is liable to be ignored.
23. The Executive Director, NICVD, Karachi, reserve the right to increase or decrease the quantity mentioned in the tender.
24. All amendments charges in the L/C will be bear by the tenderer/tender winner.
25. Certification that no Government servant has directly or indirectly has a share or interest with our firm.
26. Providing of Sample is Mandatory if demanded.
27. The equipment offered must be of latest version/generation and in case the old model is offered, it will not be considered, even though it is as per the tender specifications.
28. Up-gradation of Software(s) as well as FMIS for the life of system should be provided from the manufacturer if required.
29. Quality Assurance Tools/test equipment availability with local tenderer for PPM (Periodic Preventive Maintenance) and periodic calibration along with list of test tools with calibration validity be provided by firms before entering in the agreement.
30. Certificate from the Sole Agent/Manufacturer that the vendor has fully equipped workshop, along with the list of Trained Personnel/Engineers and Equipment should be provided with technical bid and it can be physically verified by the Technical committee of NICVD, Karachi.
31. Firm must provide complete details of their financial standing, listing of similar equipment supplied in Pakistan, bio-data of engineers with training certificates/test equipment, details of local stock of spare parts for similar equipment and details of office with number of personals.
32. The vendor will provide technical / operational training to electro-medical engineer / end user from factory trained engineers. The supplier should provide detail of training program.
33. All equipment to be supplied should be accompanied with Three (3) original copies of the operation, service / maintenance and schematic diagram and spare parts list manual in the English language.
34. The bidder shall submit with the bid, an Undertaking on judicial paper, stating that the equipment to be supplied is brand new and of latest generation, free from detects in design material and workmanship and will bind himself for availability of spares for a period of 10 years from the date of supply. In case of winding up of his business, the supplier shall be bound to make an alternate arrangement of spares and maintenance of equipment. In case of default, depreciated cost of equipment will be recoverable from him.
35. All equipment should be Dicom Compatible, if applicable, and must be FDA/CE/JIS marked.
36. The attached questioner Performa must be properly filled and should be complete in all respect. In case questioner Performa is incomplete or information formations provided are incorrect, the tender shall be rejected.
37. A copy of technical Bid in CD should be attach with technical proposal in word / Excel Format.

INSTRUCTION FOR PURCHASE ON C&F BASIS.

If contract / purchase order place on C&F basis following instructions / terms and conditions will also be followed:

I. NICVD will issue Proforma Invoice Request. The vendor will carry out all works regarding the import of equipment i.e. from opening of L/C to delivery and installation.
II. The vendor has to open Letter of Credit in the name of Director, NICVD, Karachi. For items as per Proforma Invoice. A copy of all documents should be submitted to NICVD time to time. NICVD is also the consignee of the equipment or NICVD will open L/C after getting the Performa Invoice from Vendor as per agreed rates/quotations/approved rates.

III. NICVD will assist the vendor in clearing the consignment. NICVD will provide UNDERTAKING and other letter for the exemption of the payment of Sale Tax, Customs Charges, Income Tax and Other Taxes applicable on such import.

IV. NICVD will not be responsible for escalation of currency rate after opening the tender.

V. Vendor should mention / Include all expenses related to the import until clearance.

I / We agreed above mentioned terms & conditions:

Note: Only one representative of a firm who has been authorized will be present at the time of opening of tender.

Name of Supplier / Bidder ______________________________ Signature________________

Full Address__________________________________________________________

Contact person Name: __________________________

CNIC #: __________________________

Postal Address: __________________________

E-mail Address: __________________________

Stamp: __________________________

Phone No. __________________________

Fax No. __________________________

Mobile No. __________________________

WITNESSES

1. __________________________

2. __________________________
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<tr>
<th>S. No</th>
<th>DESCRIPTION</th>
<th>Qty</th>
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<tbody>
<tr>
<td>01</td>
<td>Bi-Bap Machine: Individually responsive with Intelligent Air. Non-invasive ventilator for non-dependent patients with respiratory insufficiency. Device is set up to enable personalized ventilation easily. Should have Software’s PC-based clinical analysis and patient data management software which enables to update and review device therapy settings, and download, analyze and store therapy data.</td>
<td>50</td>
</tr>
<tr>
<td>02</td>
<td><strong>Specifications</strong>&lt;br&gt;<strong>Therapy Modes:</strong>&lt;br&gt;• CPAP (Continuous Positive Airway Pressure)&lt;br&gt;• S (Spontaneous)&lt;br&gt;<strong>Features:</strong>&lt;br&gt;• VSync&lt;br&gt;• TiControl&lt;br&gt;• Trigger and cycle&lt;br&gt;• Ramp&lt;br&gt;• Ramp Down&lt;br&gt;• Climate Control Auto&lt;br&gt;• Essentials mode</td>
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<tr>
<td>03</td>
<td><strong>COMPONENTS:</strong>&lt;br&gt;• Bi-level Machine&lt;br&gt;• Full Face Mask&lt;br&gt;• Slim-Line Tubing&lt;br&gt;• Carrying Case&lt;br&gt;• Disposable Filter (10)&lt;br&gt;• Patient Manual&lt;br&gt;• SD Memory Card</td>
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<td>04</td>
<td><strong>Training:</strong>&lt;br&gt;International technical/Application training for one biomedical engineer. <strong>Manuals:</strong> Original Operator and technical manuals (Hard copy &amp; soft copy) along with error codes and part number wise catalogue of spare parts. <strong>Demo:</strong> Demonstration &amp; Recommendation is mandatory from End User. To be delivered with complete original accessories.</td>
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<tr>
<td>05</td>
<td>Certification (FDA /CE )&lt;br&gt;Country of Origin: USA/ Japan/ Western Europe&lt;br&gt;Warranty 3 years with parts</td>
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### ANNEXURE- “A”

**DATA SHEET**

Tender No. 5M/2020, Dated 24.07.2020

FOR THE YEAR 2020-2021 & 2021-2022

Supply & installation of Bi Pap Machines for NICVD Satellite Centers Qty. =50

<table>
<thead>
<tr>
<th>S.NO</th>
<th>A- MANDATORY</th>
<th>Tick relevant box</th>
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<tbody>
<tr>
<td>1</td>
<td>Name, Address, Tel, Fax# E-mail Address</td>
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<tr>
<td>2</td>
<td>National tax Number (NTN)</td>
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<td>3</td>
<td>Latest Income Tax Certificate or Income Tax exemption certificate.</td>
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<tr>
<td>4</td>
<td>Copy of Sales Tax Registration.</td>
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<tr>
<td>5</td>
<td>Latest Sales Tax Certificate or exemption certificate.</td>
<td></td>
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<tr>
<td>6</td>
<td>Name of Banker with Current Bank statement.</td>
<td></td>
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<tr>
<td>7</td>
<td>Bid Security (1% of Bid Value of the quoted items) As per clause no 1-b with commercial bid.</td>
<td></td>
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<tr>
<td>8</td>
<td>A copy of valid agency certificate/agreement valid for till next financial year, against tender no. 5M/2020</td>
<td></td>
</tr>
</tbody>
</table>
| 9    | 1. Literature and catalogue of quoted items in English.  
 | 2. Demonstration must required |                  |
| 10   | Affidavit that the firm has never been black Listed and List of litigation with clients(if any) and nature of litigations |                  |
| 11   | Original tender purchase receipt. |                  |

#### EVALUATION OF CRITERIA

(TOTAL 100 MARKS)

<table>
<thead>
<tr>
<th>S.No</th>
<th>Technical Evaluation</th>
<th>Marks</th>
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<tbody>
<tr>
<td>01</td>
<td>No Major Deviation Specification.</td>
<td>15</td>
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<tr>
<td>02</td>
<td>Bidder is in health care business since last 05 years (Documental evidence required).</td>
<td>10</td>
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<tr>
<td>03</td>
<td>Company staff list at least 02 services Engineers and Company Service back setup in Karachi &amp; interior Sindh. (Documental evidence required).</td>
<td>10</td>
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<tr>
<td>04</td>
<td>Warranty of Machine 3 Years with parts. (Documental evidence required).</td>
<td>15</td>
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<td>05</td>
<td>Vendor install same equipment in at least 2 hospitals of 200 beds since last 03 years. (Documental evidence required).</td>
<td>10</td>
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<tr>
<td>06</td>
<td>Recommendation from end-user.</td>
<td>15</td>
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<tr>
<td>07</td>
<td>Business turnover of 5 million (Documental evidence required).</td>
<td>05</td>
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<tr>
<td>08</td>
<td>Equipment must be CE /FDA/ JIS marked</td>
<td>10</td>
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<tr>
<td>09</td>
<td>Bio Data of key personnel with designation, education &amp; experience and details of man power.</td>
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<td></td>
<td>Detail of experience of the firm of relevant to the subject</td>
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<td>List of orders with cost completed by the firm during last 2 years</td>
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<td>Detail of Registration with major organizations</td>
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<td>Original terms and conditions duly signed and stamped including all papers should be signed and stamped by competent authority.</td>
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<td>Undertaking that the firm will supply the stock within 20 days &amp; items will be stamped.</td>
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<td>Certificate that the prices quoted are not high or more than local/imported market.</td>
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<td>A certificate that the firm will abide all terms and conditions of the tender infringement for consequence as recommended by the competent authority.</td>
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<td>A certificate that the Quoted price will remain unchanged till the completion of the tender period.</td>
<td></td>
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<td></td>
<td>A Certificate that the items has registered by country of origin and they are using for local population</td>
<td></td>
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</tbody>
</table>
National Institute of Cardiovascular Diseases  
Rafiqui (H.J.) Shaheed Road, Karachi  
Tel No. 3521-8530, 9920-1271 Ext. 419 – Fax No. 9920-1289  
Website: www.nicvd.org

SUPPLIERS QUESTIONNAIRE / PERFORMA  
(To be filled in by the vendor)

<table>
<thead>
<tr>
<th>Equipment ______________________________</th>
<th>Model ______________________________</th>
<th>Supplier ______________________________</th>
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</table>

1- Year of Introduction of the offered model:  
Version (if same model revised):  

2- Number of equipment installed (Please provide number and names of institution for Pakistan / Islamabad).  

- World wide.  
- In Pakistan.  
- In Islamabad/Rawalpindi.  

3- Manuals to be provided: Yes No  
- Service.  
- Parts List  
- Electrical Drawing / Schematics  
- Operational / Application  

4- Spare parts Availability Guarantee (No of years)  

5- Source of spares availability Lead time  
- Local  
- Overseas  

6- Equipment life period (number of years)  

7- Do you hold specialized tools/test equipment required for.  

- Maintenance Yes No  
- Calibration  

Please provide list of tools / test equipment including their calibration status on a separate sheet.

8- Annual Maintenance contract Price:  
- Parts and Labor:  
- Labor without parts:  

9- On call service charges:  
- Minimum  
- Per day  

10- In case of in house maintenance by NICVD engineers are you willing to Provide following during post warranty period.  

- Back up engineer support whenever requested Yes No  
- Prompt supply of spares/consumables  

11 Are you authorized representative of manufacturer  

12 No of Factory trained engineer available locally  
Locally on offered equipment(provide training Certificate & years of experience).  

13- Total number of years in business:  

14- Warranty period (Please provide following details):  

- Uptime Guarantee: %  
- Response time to maintenance requested Hrs.  
- No of PPM/Year:  
- Any other:  

15- Do you have any objection/concerns to use similar Specification spares of alternate/other manufacturer during warranty of maintenance contract(if available) Yes No  

16- Comprehensive NICVD Engineer Training Yes No
National Institute of Cardiovascular Diseases
Rafiqui (H.J.) Shaheed Road, Karachi
Tel No. 3521-8530, 9920-1271 Ext. 419 – Fax No. 9920-1289
Website: www.nicvd.org

if yes state what included

- Training Fees
- Airfare
- Boarding/Lodging
- Free of charge
- None of the above

17- Up-gradation possibility.

- Hardware
- Software

If above has any cost please provide the details of up-gradation with estimated price.

________________________________________________________________________
________________________________________________________________________

Please state safety standard conformance (e.g IEO 601, FDA, AAMI etc):

________________________________________________________________________
________________________________________________________________________

18- Pre-Installation services requirements:

Power: ___________________ KW
Voltage: ___________________ Single/Three phase
Gas: ___________________ Cuft/hr
Water: ___________________ Galleons/Liter/Hour
        ___________________ PSI (Pascal)

(If pre-treated water required, please provide details)

Air ___________________ PSI     Vacuum _______________ mmgh
Other: ___________________

(e.g. Drain, Exhaust, Physical facility change etc)

Installation time:

Installation/commissioning by whom:

19- Environmental Parameters Limits:

- Temperature __________ to __________ centigrade / Fahrenheit
- Humidity __________ to __________ %RH

AAMI - American Association for medical instrumentation.

20- Any other specific requirement (e.g. UPS, Voltage Stabilizer etc. provide details):

________________________________________________________________________
________________________________________________________________________

21- Briefly state facilities and benefits provided during warranty period.

________________________________________________________________________
________________________________________________________________________

22- Please give the rates of consumable, Disposable items and parts required for proper functioning of Machine/equipment life period of each item (in days/months).

________________________________________________________________________
**TENDER PROFORMA FOR FINANCIAL BID**

**Tender No. 5M/2020, Dated 24.07.2020**

**FOR THE YEAR 2020-2021 & 2021-2022**

**Supply & installation of Bi Pap Machines for NICVD Satellite Centers Qty. =50**

<table>
<thead>
<tr>
<th>Sr. #</th>
<th>Description</th>
<th>Specification of Quoted Items</th>
<th>Qty.</th>
<th>Unit</th>
<th>Reg #</th>
<th>Make</th>
<th>Country of Origin.</th>
<th>C &amp; F Price</th>
<th>Rate per Unit F.O.R. Price</th>
<th>Delivery Period</th>
<th>With or Without Sales Tax.</th>
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Signature

Official Seal
TENDER PROFORMA FOR TECHNICAL BID

Tender No. 5M/2020, Dated 24.07.2020
FOR THE YEAR 2020-2021 & 2021-2022
Supply & installation of Bi Pap Machines for NICVD Satellite Centers Qty. =50

<table>
<thead>
<tr>
<th>Sr. #</th>
<th>Description</th>
<th>Specification of Quoted items</th>
<th>Qty.</th>
<th>Unit</th>
<th>Model #</th>
<th>Make</th>
<th>Country of Origin</th>
<th>Warranty</th>
<th>Delivery Period</th>
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Signature

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