

# **National Institute of Cardiovascular Diseases,** **Karachi.**

## **Bidding Documents**

*Total Pages: 22 Pages*

**Single Stage – Two Envelope Procedure**  
**As per Rule 46 (2) of SPPR, 2010 (Amended 2019)**

**NIT No: NICVD/TN/Khi/SC/No.16/21-22 Dated 10 February 2022**

**Selling Date: 21-01-2022 to 04-02-2022**

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**Supply of PVC MR CARD (Qty as per list)**  
**Re-Tender no. 43-2021**

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## **Part One - Section I**

### **Instructions to Bidders**

# Instructions to Bidders

## A. Introduction

### 1. Eligible Bidders

- 1.1 This Invitation for Bids is open to all suppliers from eligible source as defined in the SPP Rules, 2010 (Amended 2019) and its Bidding Documents except as provided hereinafter.
- 1.2 Tenders are to be submitted by the Manufacturers/Importers or their duly authorized agents / distributor. An undertaking has to be given by the importers and authorized agents that the supply would be made available within 10 days after placing the order for local supply only. Imported items will be made available through L/c or after importing the items within 60 days.

### 2. Eligible Goods and Services

- 2.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, defined in the SPP Rules, 2010 (Amended 2019) and its Bidding Documents, and all expenditures made under the contract will be limited to such goods and services.
- 2.2 The origin of goods and services is distinct from the nationality of the Bidder.
- 2.3 Samples should be provided for all quoted items one day before tender opening (except those items which are already used in NICVD) .Without samples, tender will not be accepted.
- 2.4 The supplier should submit a guarantee certificate that the items they will supply are new and the suppliers is fully responsible for any wrong shipment or supply etc and also replace near expiry and already expired items.
- 2.5 The prices once offered by the firms will not be changed during the same fiscal year. Documentary proof by the competent authority should be submitted along with the tender for price quoted. All documents should be produced for any imported items.
- 2.6 Last year paid Income Tax Certificate should be submitted along with technical bid.
- 2.7 Proof for the payment of custom duties and paid taxes must be attached at the time of delivery of all items otherwise payment will not be released and tender will be rejected out right.
- 2.8 One SAMPLE TENDER PROFORMA is being supplied with the list. Any items have to be quoted ON THIS PROFORMA OR TYPED ON SAME PATTERN. No other proforma for the tender would be accepted only those items may be typed on the proforma for which the rates are to be quoted. **(All items should be quote as per Serial Number of Tender list otherwise tender will not be considered).**
- 2.9 Specification with detail of items with catalogue Name of manufacturer, Country of Origin, Registration number must be mentioned in technical bid against each item, for which quotation is given, otherwise tender will not be considered.
- 2.10 The Price Quoted by the Bidder will not be higher for NICVD as compared from other hospital or Local market. Bidder Shall Provide Undertaking that price quoted for NICVD is not higher. In case of false undertaking his Bid will be rejected.

- 2.11 Printed price list of the Manufacturers/Importer indicating Trade Price and Retail Price should be attached.
- 2.12 The Bidder must provide Undertaking for Return and Replace of Expired / Near Expiry Stock as Per NICVD policy.
- 2.13 As far as possible, all supply will be made by the actual manufacturers directly or nominate their authorized distributors. If the manufacturers has nominated the authorized agent, any penalty in case of breach of terms and conditions will be levied on the agent but the distributors may not be nominated/changed after finalization of the tender throughout the tender period. In exemption case changes may be approved by the tendering authority.
- 2.14 The supplies will have to be delivered at the premises of NICVD on the suppliers risk and cost. Any breakages or shortage of stock will be recovered from the suppliers. Undertaking must be submitted for recover of any breakage or shortage.
- 2.15 In case, the tenderer fails to execute the purchase order strictly in accordance with terms and conditions laid down in the tender the purchase order will stand cancelled after 02 contiguous reminders and the procuring agency can ask the second bidder in tender for supply of the concerned items without the “NO-PROVISION LETTER” by the first bidder as items are of utmost important for the care & management of Cardiac Patients and also the earnest money shall be forfeited and the store will be purchased on supplier’s expense.
- 2.16 The Manufacturers/Retailers/tenderer’s must be registered with the Sales Tax Department under sales tax act 1990 and sales invoice issued must shown element of sales tax if applicable separately copy of Sales Tax Registration Certificate must be attached with technical bid.
- 2.17 As per instructions of Ministry of Health vide Letter No. F.10-6/2002-I&E dated April 6, 2002: -

- The following words shall be printed prominently on product in red color, in English and Urdu: -  
“Government Supply” “Not for Sale”

- 2.18 In case of L/C contract 10% of the total amount must be deposit (Refundable) in the name of Executive Director, NICVD, Karachi as Security Amount.
- 2.19 The successful bidder will be required to submit **Security Money** in shape of pay order/deposit at call @ **3%** of the total value of order in name of Executive Director, NICVD, Karachi within Seven (07) days which will be kept with NICVD till the end of the tender period.
- 2.20 The competent authority will blacklist the firm/importer and distributor for supply of sub-standard items, incomplete supply, late supply, inferior quality supply, short supply or wrong supply etc., and hence their earnest money will not be released and amount will be forfeited in the NICVD Account, which will be considered as final.
- 2.21 After finalization of the tender, this Institute will intimate the tenderer regarding approval of their items and they will acknowledge receipt letter for acceptance the supply for fiscal year 2021-2022.
- 2.22 The tenderer will also give their permanent and business address with telephone numbers which can be inspected by tender committee or their number as and when deemed necessary. No tender will be accepted if no proper address will found.
- 2.23 Tender is valid for one year, supply order what so ever convenient to the Institute will be given after awarding contract. Once tender accepted by the competent authority cannot be withdrawn within the period of one year after decision of the tenderer.
- 2.24 The tenderer will assure us for the policy of replacing the items.
- 2.25 Bidders must provide USB with scan copy in PDF format of required documents i: e Sale tax certificate, NTN Certificate, Latest income tax certificate, Original agency certificate/Agreement valid for till next financial year, FDA/ CE Approved certificate, quoted item Catalogues & DRAP registered certificate.
- 2.26 **Executive Director, NICVD, Karachi reserve the rights to increase or decrease the**

**quantity mentioned in the tender in terms of SPPRA Rules, 2010’.**

- 2.27 NICVD may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The NICVD shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
- 2.28 The NICVD shall announce the results of bid evaluation in the form of a report giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract.
- 2.29 Tenders will be allotted to only Manufacturers and their local agents. Those who have not provided complete papers as required will not be considered.
- 2.30 The rates should be quoted in FOR basis separately.
- 2.31 Conditional Tenders will not be accepted.
- 2.32 If any supplier is found supply of poor quality material/items, or not according to the specification will be disqualified and penalty will be imposed.
- 2.33 The mentioned documents in **DATA SHEET** should be submitted along with technical bid.
- 2.34 Defaulter in previous tender will not be considered in any case.
- 2.35 It is also very important that a soft copy (USB) of the quoted typed items must be provided as per technical bid sheet with technical bid for urgent processing of the tender.
- 2.36 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. Such affixing of signatures shall take place with a reasonable time. Provided that where the coming into force of a contract is contingent upon fulfillment of a certain condition or conditions, the contract shall take effect from the date whereon such fulfillment takes place.
- 2.37 NICVD will not pay any Sales Tax or other taxes to any supplier as per serial No.52A, 6<sup>th</sup> schedule of Sales Tax Act, 1990. “Goods supplied to hospital run by the Federal or Provincial Governments or charitable operating hospital of fifty beds or more or the teaching hospital of statutory universities of two hundred or more beds.
- 2.38 Any bid received by the NICVD after the deadline for submission of bids prescribed by the NICVD pursuant to ITB Clause 19 will be rejected and returned unopened to the Bidder.
- 2.39 The NICVD will open all bids in the presence of bidders’ representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders’ representatives who are present shall sign a register evidencing their attendance.

### **3. NICVD’s Right to Accept any Bid and to Reject any or All Bids**

- a. The NICVD reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the NICVD’s action.

### **4. Signing of Contract**

- 4.1 At the same time as the NICVD notifies the successful Bidder that its bid has been accepted, the NICVD will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.
- 4.2 Within thirty (30) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the NICVD.

### **5. Performance Security**

- 5.1 Within twenty (20) days of the receipt of notification of award from the NICVD, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the bidding documents, or in another form acceptable to the NICVD.

# **National institute of Cardiovascular Diseases, Karachi.**

## **Bidding Documents**

### **Single Stage – Two Envelope Procedure**

**As per Rule 46 (2) of SPPR, 2010 (Amended 2019)**

**NIT No: NICVD/TN/Khi/SC/No.16/21-22 Dated 10 February 2022**

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### **Supply OF PVC MR CARD (Qty as per list)** **Re-Tender no. 433-2021**

#### **PART TWO (PROCUREMENT SPECIFIC PROVISIONS)**

- Invitation for Bids (IFB)
- Bid Data Sheet (BDS)
- Special Conditions of Contract (SCC)
- Schedule of Requirements
- Technical Specifications
- Sample Form
- Eligibility

## **Part Two - Section I.**

### **Invitation for Bids**



# National Institute of Cardiovascular Diseases

**Rafiqui (H.J) Shaheed Road, Karachi**

Tel. No. 3521-8530, 9920-1271-75 Ext. 419 & 335, Fax: 9920-1289

Website: www.nicvd.org

Ref: NICVD/TN/Khi/SC/No.16/21-22

## **TENDER NOTICE FOR NICVD HEALTH CARE NETWORK**

### **HOSPITALS & CHEST PAIN UNITS**

**(NICVD KARACHI, LARKANA, TMK, HYDERABAD, SEHWAN, SUKKUR, NAWABSHAH, MITHI, KHAIRPUR &**

**LIYARI)**

**Tender No. 50, 51, 52, 53, 54, 55, 56/2021 & Re Tender No. 39, 40, 41, 43/2021**

Sealed tenders addressed to Executive Director NICVD, Karachi are invited under SPPRA rules, 2010 (Amended 2019) from well reputed firms, suppliers, Authorized distributors, sole agents, must be registered with Sales Tax Department on FOR basis for the following supply items for the financial year 2021-2022.

S No.	Description	Tender Nos.	Quantity & Specifications are available in Tender Documents	Last Date of Submission	Opening Date of Technical Bids
1	Supply of Desktop Computers (Qty as per list)	50-2021		07-02-2022 Monday At 11:30 a.m.	07-02-2022 Monday At 12:00 p.m.
2	Supply of Printers (Qty as per list)	51-2021		07-02-2022 Monday At 11:30 a.m.	07-02-2022 Monday At 12:00 p.m.
3	Supply of Toners (Qty as per list)	52-2021		07-02-2022 Monday At 11:30 a.m.	07-02-2022 Monday At 12:00 p.m.
4	Supply of UPS for IT (Qty as per list)	53-2021		08-02-2022 Tuesday At 11:30 a.m.	08-02-2022 Tuesday At 12:00 p.m.
5	Supply of Network Items (Qty as per list)	54-2021		08-02-2022 Tuesday At 11:30 a.m.	08-02-2022 Tuesday At 12:00 p.m.
6	Supply of Hardware ancillary items. (Qty as per list)	55-2021		08-02-2022 Tuesday At 11:30 a.m.	08-02-2022 Tuesday At 12:00 p.m.
7	Supply & installation of Face ID machines & Biometric Devices (Qty as per list)	Re-Tender 39-2021		09-02-2022 Wednesday At 11:30 a.m.	09-02-2022 Wednesday At 12:00 p.m.
8	Supply of Laptop (Qty as per list)	Re-Tender 40-2021		09-02-2022 Wednesday At 11:30 a.m.	09-02-2022 Wednesday At 12:00 p.m.
9	Supply of Software License	Re-Tender 41-2021		10-02-2022 Thursday At 11:30 a.m.	10-02-2022 Thursday At 12:00 p.m.
10	Supply of PVC MR Card (Qty as per list)	Re-Tender 43-2021		10-02-2022 Thursday At 11:30 a.m.	10-02-2022 Thursday At 12:00 p.m.
11	Supply of Hospital IT Infrastructure Items (As per List)	56-2021		10-02-2022 Thursday At 11:30 a.m.	10-02-2022 Thursday At 12:00 p.m.

Prescribed Proforma with detailed specifications, terms and conditions can be obtained from Accounts Department **Tel. No- 99201271 Ext-333 against request letter of bidder** N.I.C.V.D, Karachi between 09:00 a.m. to 4:00 p.m. against cash payment of **Rs. 1000/- (Non-Refundable) for each tender** on any working day from **21 January, 2022 to 04 February, 2022.**

Separate Financial & Technical bids should be submitted in two separate envelopes in the office of Head of Procurement. The Technical and Financial bids may be dropped in the tender boxes between **8:30 a.m. to 11:30 a.m.** Technical bids will be opened on the above mentioned dates and time at Conference Hall/Chairman Room of NICVD in the presence of Tender Opening Committee and representative of participants at **12:00 p.m.** Financial bids will be opened a few days later, after scrutinizing the technical bids.

All tenders should be submitted along with a **pay order / bank draft of 1%** of the total bid amount in the name of Executive Director, NICVD, Karachi as bid security.

**Mode of Procurement:** Single Stage – Two Envelope Procedure.

***EXECUTIVE DIRECTOR***

**Note:**

Evaluation criteria would be strictly followed.

This advertisement is also available on SPPRA & NICVD website.

## Bid Data Sheet

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Part One. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

Introduction	
ITB 1.1	<b>Name of NICVD:</b> National institute of Cardiovascular Diseases, Karachi., Karachi (NICVD)
ITB 1.1	<b>Name of Project/Scheme:</b> <u>Supply of PVC MR CARD (Qty as per list)</u>
ITB 1.1	<b>Name of Contract:</b> <u>Supply of PVC MR CARD (Qty as per list)</u>
ITB 2.1	Bids submitted under Joint Venture (JV) will not be considered and rejected as ineligible bidder.
ITB 4.1	<b>Name of NICVD:</b> National institute of Cardiovascular Diseases, Karachi (NICVD).
ITB 6.1	<b>Postal Address:</b> National institute of Cardiovascular Diseases, Karachi. Head of Procurement Office at Rafiqui H.J Shaheed Road, Karachi.
ITB 8.1	Language of the bid shall be ENGLISH.

Bid Price and Currency	
ITB 11.2	The price quoted shall be in <b>Pakistani Rupee</b> for the Goods offered within the NICVD's Country on delivered duty paid (DDP)Price.  The price quoted shall be <b>in foreign Currency</b> for the Goods offered from Outside the NICVD's Country on C&F Karachi Basis Price of incidental services, if any, must be included in price of goods
ITB 11.4	The price shall be fixed during the contract period.

<b>ITB 12.1</b>	<p><b>For the Goods offered within the NICVD's Country:</b>the price quoted shall be in <b>Pak Rupees on delivered duty paid (DDP) basis.</b></p> <p style="text-align: center;">or</p> <p><b>For the Goods offered from Outside the NICVD's Country:</b> the price quoted shall be in <b>Foreign Currency on C&amp;F Karachi Basis.</b></p>
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<b>Preparation and Submission of Bids</b>			
<b>(A)</b>		Qualification requirements	
<b>S#</b>	<b>Qualification Criteria – Mandatory Requirement</b>	<b>Yes</b>	<b>No</b>
1.	Name, Address, Tel, Fax# E-mail Address		
2.	Technical Proposal on Bidder's Letterhead		
3.	National tax Number(NTN) & STRN (Copy Required)		
4.	Latest Income Tax Certificate or Income Tax exemption certificate.		
5.	Copy of Sales Tax Registration.		
6.	Bank Certificate with turnover of last 3 years		
7.	Earnest Money (1% of Bid) with commercial bid.(Copy of this submitted with technical bid with hiding of amount)		
8.	Country of Origin valid agency certificate/agreement valid for till next financial year.		
9.	Bid should be submit with required relevant documents only and mentioned serial no. on each document.		
10.	Catalogue / Brochures / technical data sheet (having complete technical specifications of the offered good)		
11.	Valid Manufacturer Authorization.		
12.	Copy of CNIC of signatory of the Bid Forms		
13.	Complete Bidding Document, duly signed and stamped on its each/every page as acceptance of all terms & conditions		
14.	Compliance to bid validity period		
15.	Valid General Sales Tax (GST-FBR) Registration with Active Tax Payer Status on FBR website ( <i>for supply of goods</i> )		
16.	Valid Income Tax (FBR) Registration with Active Tax Payer Status on FBR website		
17.	Professional Tax Certificate		
18.	Original Tender Purchase Receipt		
19.	<p>Affidavit on stamp paper of Rs. 100/- duly notarized to theeffect that:</p> <p><b>i.</b> The bidder is neither blacklisted nor suspended by any National / International, including Provincial and Federal Government.</p> <p><b>ii.</b> The bidder is neither blacklisted nor suspended by any National / International, including Provincial and Federal Government.</p> <p><b>iii.</b> Any director or owner of the bidding company is not awarded any punishment from any Court of Law.</p> <p>Bidder has submitted the correct and complete information along with the bid/offer. If any document / information is found forged / engineered / fake / bogus at any stage, the bidder may be declared as Blacklisted in accordancewith law and the performance guarantee and payment, if any may be forfeited.</p>		
20.	Bid Security shall be inserted in the Financial Proposal.		

	However, a copy of the same shall be inserted in the TechnicalProposal after hiding the amount.		
21.	Company Profile of the Bidder		
22.	Original Tender purchase receipt.		

## **TECHNICAL EVALUATION**

S.No.	Technical Evaluation	Marks	Marks Obtained
1	05 Years of experience in the field of PVC card supply	50	
2	Bidder should have experience and documented track of at least 5 years or similar assignments of supply and installation and provision of technical support	50	
	Total Marks	100	

Total Marks: 100  
Qualifying Marks: 70

## **TENDER SPECIFICATIONS**

S.No	Requirement	Qty
1	PVC MR Card	1000000

ITB 15.1	Amount of bid security <b>shall not be less than 1% of the total bid price</b> of the bidder in the form of a Call Deposit, Bank Draft or a Bank Guarantee issued by a scheduled bank of Pakistan, in favour of the National institute of Cardiovascular Diseases, Karachi.
ITB 16.1	Bid validity period shall be <b>90 days</b>
ITB 17.1	Original –Financial and Technical Proposals
ITB 18.2 (a)	National institute of Cardiovascular Diseases, Rafiqui H.J Shaheed Road,Karachi.
ITB 18.2 (b)	<b>Name of Project/Scheme:</b> <b><u>Supply of PVC MR CARD (Qty as per list)</u></b> <b>IFB/NIT Title:</b> Procurement of <b><u>Supply of PVC MR CARD (Qty as per list)</u></b> IFB/NIT No. NICVD/TN/Khi/SC/No.16/21-22 dated 10 February 2022 <b><i>“Must bear the name of the bidder” and a warning “Do Not Opened Before the time and date of bid opening”</i></b>
ITB 19.1	Deadline for bid submission: Date: <b>10 February, 2022</b> Time: up to 11:30 a.m.
ITB 22.1	Date, Time and Place of Bid opening Date: <b>10 February, 2022</b> Time: 12:00 p.m. Place: Head of Procurement office, National institute of Cardiovascular Diseases, Karachi.
<b>Bid Evaluation</b>	
ITB 25.4	Criteria for bid evaluation.

**i. Technical Bids / Proposals Evaluation:**

- a. The bids not responsive to the MANDATORY QUALIFICATION CRITERIA provided at ITB Clause 13.3(d) shall not be eligible for further Technical Evaluation.
- b. Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after specific date and time and bids of Black Listed firms shall be treated as rejected / non-responsive.
- c. The bids shall be evaluated and compared on itemized basis.
- d. **Bids are invited as per Single Stage – Two Envelope Procedure** in accordance with sub rule 2 of rule 46 of the Sindh Public Procurement Rules, 2010 (Amended 2019). In case, any bidder encloses the financial bid within the technical bid, the same shall be rejected summarily.
- e. The following merit point system for weighing evaluation factors / criteria will be applied for technical proposals.
- f. Bidders achieving **minimum 70% points / marks** will be considered only for further process besides compliance of all mandatory clauses. Documentary evidence must be attached in support of your claim.

**ii. Financial Bids / Proposal Evaluation:**

- a) Technically qualified/successful bidder(s) shall be eligible for Financial Proposal(s). The Financial bids shall be opened in the presence of the Bidders at the scheduled date, time and venue communicated in advance.
- b) Financial Bids / Proposals of Technically disqualified / rejected bidders will not be opened and sealed envelope shall be returned to the bidder.
- c) Bids not accompanied by the Bid Security of required amount and form shall be rejected.
- d) NICVD shall not be responsible for any erroneous calculation of taxes and all differences arising out shall be fully borne by the Successful Bidder.
- e) For the purpose of comparison of bids quoted in different currencies, price shall be converted into Pakistani Rupees. The rate of exchange shall be the selling rate prevailing seven working days before the date of opening of the bids, as notified by the National Bank of Pakistan (NBP) / State Bank of Pakistan (SBP).

<b>Contract Award</b>	
<b>ITB 30.1</b>	NICVD reserves the right to drop any item and increase or decrease the quantity of goods originally specified in Schedule of Requirements / Technical Specifications without any change in unit price and other terms & conditions
<b>ITM 32.1</b>	Successful Bidder and the NICVD will sign the Contract Agreement on the stamp paper with stamp duties as per the article 22-A (Contract) of the schedule of Stamp Act 1899. The expenditure involved on the said contract agreement will be borne by the bidder.

## Section III.

### Special Conditions of Contract

#### Table of Clauses

#### Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

**1. Definitions (GCC Clause 1)**

GCC 1.1 (g)—The NICVD is: National institute of Cardiovascular Diseases, Karachi., Karachi. GCC 1.1 (h)—The NICVD’s country is: Islamic Republic of Pakistan

GCC 1.1 (i)—The Supplier is: \_\_\_\_\_  
[Name and Address of the Bidder]

**2. Country of Origin (GCC Clause 3)**

All countries and territories as indicated in Part Two Section VI of the bidding documents, –Eligibility for the Provisions of Goods, Works, and Services in Government-Financed Procurement.

**3. Technical Specifications (GCC Clause 4)**

The technical specifications of the goods provided in these bidding document are only for widest possible competition and not for favor any single contractor or supplier nor put others at a disadvantage. However, the brand name, catalogue No. / Name etc., if any, has only been used for the reference purpose. Equipment offered **“ATLEAST EQUIVALENT OR HAVING BETTER TECHNICAL SPECIFICATIONS”** shall also be considered.

**4. Performance Security (GCC Clause 7)**

GCC 7.1—The amount of performance security, as a percentage of the Contract Price, shall be Three (3%) percent of the Contract Price in favor of National institute of Cardiovascular Diseases, Karachi., Karachi.

**5. Spare Parts (GCC Clause 14)**

GCC 14.1—Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spares for the Goods. Other spare parts and components shall be supplied as promptly as possible, but in any case within one (1) months of placing the order on DDP basis and in case of import of part within two (2) months after opening the letter of credit.

**6. Prices (GCC Clause 17)**

GCC 17.1—No prices adjustment shall be allowed.

**7. Governing Language (GCC Clause 30)**

GCC 30.1—The Governing Language shall be ENGLISH

**8. Notices (GCC Clause 31)**



**GCC 31.1—*NICVD's address for notice purposes:***

Head of Procurement  
National institute of Cardiovascular Diseases,  
Rafiqui H.J Shaheed Road Karachi.  
Phone No. + 92-21-99201289

***Supplier's address for notice purposes:***

Name of Bidder: \_\_\_\_\_

Name of Contact Person & Designation: \_\_\_\_\_

Phone No. \_\_\_\_\_

Fax No. \_\_\_\_\_

Mobile Phone No. \_\_\_\_\_

Email Address \_\_\_\_\_

## Section IV.

### Schedule of Requirements

#### Schedule of Requirements

**1. For Goods supplied from within the NICVD's country (DDP Basis)**

S#	Description of Goods	Qty.	Required Delivery Schedule	Location
01.	As per the details of items attached in <b>Section V – Technical Specifications</b>		Delivery within 10 days or earlier from the date of Contact Award	National institute of Cardiovascular Diseases, Karachi., Karachi (NICVD)

**2. For Goods supplied from outside the NICVD's country (C&F Basis):**

S#	Description of Goods	Qty.	Required Delivery Schedule	Location
01.	As per the details of items attached in <b>Section V – Technical Specifications</b>		Delivery within 12 weeks or earlier from the date of Contract Award / Establishment of Letter of Credit	Karachi Port

**NOTE:**

- i. The shipment schedule shall be submitted along with the offer, and shall be negotiable and subject to approval by the University.
- ii. Bidder must indicate the name of beneficiary of the LC and port of shipment of goods in their offer.

**Section VI.**  
**Sample Forms**  
**Sample Forms**

1.	BID FORM AND PRICE SCHEDULES
2.	INTEGRITY PACT

## 1. Bid Form and Price Schedules

NIT / IFB N°: \_\_\_\_\_

Date: \_\_\_\_\_

To: *[name and address of NICVD]*

Gentlemen and/or Ladies:

Having examined the bidding documents including Addenda Nos. *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to percent of the Contract Price for the due performance of the Contract, in the form prescribed by the NICVD.

We agree to abide by this Bid for a period of *[number]* days from the date fixed for Bid opening under Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Currency	Purpose of Commission or gratuity
_____	_____	_____
_____	_____	_____
_____	_____	_____

(if none, state -none-)

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this \_\_\_\_\_ day of 20\_\_\_\_\_.

\_\_\_\_\_  
*[signature]*

\_\_\_\_\_  
*[in the capacity of]*

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_

### **TECHINCAL PROFORMA**

Name of Bidder\_\_\_\_\_. IFB / NIT Number\_\_\_\_\_.

S #	Detailed Specification of Goods	Model / Cat No.	Name of Manufacturer	Country of Origin	Port of Shipment	Quantity of Stores	Unit	Remarks
	<b>2</b>	<b>2</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>

Name\_\_\_\_\_

In the capacity of \_\_\_\_\_

Signed\_\_\_\_\_

Duly authorized to sign the Bid for and on behalf of \_\_\_\_\_

Date \_\_\_\_\_

#### **NOTE:**

Country of origin of —MAJOR PART(S) OF THE EQUIPMENT must be clearly reflected separately in the Technical and Financial bids. The —Origin means the place where the —goods are mined, grown, or produced.

Same Financial bid proforma should be submitted with rates in financial envelope.

## 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 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, in whatsoever form, from NICVD (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.

\_\_\_\_\_  
**[NICVD]**

\_\_\_\_\_  
**[Supplier /Contractor/Consultant]**