



**SAIDU GROUP OF TEACHING HOSPITALS SWAT
HEALTH DEPARTMENT,
GOVERNMENT OF KHYBER PAKHTUNKHWA**

Standard Bidding Document

**For Selection of Contractor for Diagnostic Services (For SSP) Laboratory
Tests for the Year 2024-25**

Saidu Group of Teaching Hospitals (SGTH) Swat

(June-2024)



Contents

1. SECTION-1: INVITATION FOR BIDS 3

1.1 Notes on the Invitation for Bids 3

1.2 Invitation for Bids 4

2. SECTION-2: TERMS & CONDITIONS 5

3. SECTION-3: THE BIDDING PROCEDURE 6

4. SECTION-5: MANDATORY STANDARD FORMS (1 to 6) 7

Bid Form-1 8

Bid Form 2..... 11

Bid Form-3 12

Bid Form-4 13

Bid Form-5..... 14

Bid Form-6 15



1. SECTION-1: INVITATION FOR BIDS

1.1 Notes on the Invitation for Bids

The Invitation for Bids (IFB) has been issued as an advertisement in leading newspapers of general circulation in the Province of Khyber Pakhtunkhwa by allowing at least fifteen days for National Competitive Bid (NCB) for bid preparation and submission.

The Invitation for Bids provides information that enables interested bidders to decide whether to participate. The Invitation for Bids indicates the important bid evaluation criteria or qualification requirement so that the bidders should give their best and final prices as no negotiations are allowed.

The Invitation for Bids is incorporated into these Standard Bidding Documents (SBDs). The information contained in the Invitation for Bids (IFB) conforms to the bidding documents and to the relevant information in the Bid Data Sheet.



1.2 Invitation for Bids



INVITATION FOR BIDS (IFB)

FOR SAIDU GROUP OF TEACHING HOSPITALS, SWAT

Under National Competitive Bidding (NCB) For the Financial Year 2024-25

Office of the Medical Superintendent Saidu Group of Teaching Hospitals, Swat (SGTH) invites sealed bids under National Competitive Bidding from reputed national manufactures and authorized agents/importers for the procurements of the following heads, items etc, to meet the requirement of the Hospitals, through Single Stage-One Envelope bidding procedure on FOR Basis as per Rule 06 (2a) of the Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014, for the financial year 2024-25. The quoted rates will be valid till 30 June 2025 as per KPPRA Rule 31(A) framework contract for successful bidders.

S#	Name of Items	Tender No	CDR as Security Deposit (Rs)
1.	Medical Gas Re-Filling	1 st	1,000,000
2.	Purchase Of X-Ray & CT Scan Films Different Sizes	1 st	1,000,000
3.	Purchase of Lab chemicals and blood bank Items	1 st	600,000
4.	Car Parking Saidu Wing (Monthly Rent)	1 st	500,000
5.	Annual Maintenance/ Repair contract for CT scan TOSHIBA AQUILION 64 Slice	1 st	500,000
6.	Annual Maintenance/ Repair contract for CT scan Alexion 04 Slice	1 st	500,000
7.	Annual Maintenance/ Repair contract for VRF System	1 st	500,000
8.	Annual Maintenance/ Repair contract for Elevators Machine	1 st	500,000
9.	Annual Maintenance & Repair of Building	1 st	500,000
10.	Hospitals Canteen Central Wing Monthly Rent	1 st	500,000
11.	Diagnostic Services (For SSP) Laboratory Tests	1 st	100,000
12.	Procurement of Canteen Services TMO's Hostel Monthly Rent	1 st	50,000
13.	Procurement of Laundry Services	1 st	20,000
14.	Purchase of Electric Items	1 st	20,000
15.	Purchase of Stationery Items	1 st	20,000
16.	Purchase of Sanitary items	1 st	20,000
17.	Purchase of Printing Items	1 st	20,000
18.	Purchase of Bedding Clothing Items	1 st	20,000
19.	Purchase of Surgical & Disposable Items	1 st	20,000
20.	Purchase of Contingency Items	1 st	20,000
21.	Purchase of Computer Toner Items	1 st	20,000
22.	Purchase of Computer and I.T Accessories	1 st	20,000
23.	Purchase of Anesthesia Machine Parts & Disposable Items.	1 st	20,000

- SBDs, TORs for each category can be obtained from the Main Store Office (Room#8), Admin Block-MS Office SGTH Swat in personal / representatives during office hours **(08:00 AM to 02:00 PM)** before the tender opening date & time.
- Quotations must be typed & printed; on original company prescribing letter pad sealed & signed, stamped (Every Page) and the offered rates must be written both in figure & words **(Handwritten tenders will be rejected)**.
- The bidders are requested to give their highest possible discount on standard market rates for diagnostics & any other goods etc, no negotiations on quoted rates are allowed under the KPPRA rules 2014.
- Bids shall be delivered to the Main Store Office, Room# 08, Administration Block, SGTH Swat, given above before **10:00 am 13-06-2024**.
- Tender opening will be held on **13-06-2024** in the Conference Room, Administration Block, SGTH Swat, at **10:30 AM** by the Purchase Committee in the presence of those bidders or their authorized representatives, who choose to attend the bids opening process.
- Any bids received later than the specified time and date given in point No-04 shall be rejected as per KPPRA rules (37-4).
- The firms/bidders must be on FBR Active Taxpayer list.
- All the taxes will be deducted as per the rules.
- No offer shall be considered,
(A) If the offer received is without requisite earnest money (CDR). (B) If the Firm/Bidder is not on the active taxpayer list of FBR. (C) If the Firm/Bidder is not registered with KPRA, where applicable. (D) If the Tender is received after the last date and time given in clause 4 of this invitation. (E) If the tender is ambiguous, unsigned, conditional. (F) If the firm/Bidder is blacklisted or suspended by the Health Department, KP. (G) If the firm is being convicted in or under trial in any court of law.
- During the Selection of the above heads the firms shall bring the sample (Mandatory) where applicable.

Note: The Medical Superintendent SGTH Swat reserves the right to reject any or all the bids under clause 47 of the KPPRA Procurement Rules 2014.

Bid submission / Opening:
Office of the Medical Superintendent Saidu Group of Teaching Hospitals, Swat
Telephone 0946-9240126-27 fax No.0946-9240122

Medical Superintendent
Saidu Teaching Hospitals, Swat



2. SECTION-2: TERMS & CONDITIONS

1. Any bidding firm submitting any false/bogus/fake/forged document and/or previously involved in submitting any false/bogus/fake/forged document shall be disqualified, as well as shall be dealt with as per law.
2. These TORs shall be read along with the TORs given in the advertisement, where applicable, which by no means be in derogation of each other.
3. The firm shall submit their original price list per unit quantity per item/test along with the maximum discount in percentage (%) in total, on their original letter pad (complete address, reference #, or any other requirement), duly signed and stamped every page by the authorized person.
4. The dealing currency will be Pakistani Rupees. Conditional bidding will be rejected.
5. The rates shall be computer typed and printed. Handwritten rates or mutilated or cut or modified by hand will be considered rejected.
6. Bidders having minimum one (01) year of relevant experience Government/ Private Teaching Hospitals of the provision of services. Experience certificate of good services provision shall be attached.
7. The bidders are requested to give their highest possible discount on standard market rates for diagnostics, no negotiations on quoted rates are allowed under the KPPRA rules 2014.
8. The firm's facility shall be in the nearest possible vicinity to the hospital i.e., The Saidu Wing, and the Central Wing, SGTH Or within a range of 500 meters radius of/to the hospital, or at least there should be collection point at the other wing, if the facility is near to one of the above wings.
9. The facility shall remain open 24/7/365 for the provision of services.
10. The firm should be a well-reputed and Category-A registered facility, for which the copy of Cat-A shall be attached duly attested from the concerned department and shall be attached with the bid.
11. The firm shall provide names, attested copies (legible/visible) of CNICs, two recent attested photographs, valid street addresses, all working landline and mobile phone numbers of the following:
 - a) Proprietor/owner of the firm; and
 - b) Qualified person of the firm; and
 - c) Focal person officially made responsible by the firm for day-to-day collection of samples and services delivery.
12. The firm should be on the active Tax-Payer list of FBR. Fresh Copy of the active FBR/NTN certificate shall be attached with the bid. The Firm shall be registered with KPRA, for which a fresh copy as a proof of registration shall be attached with the bid.
13. The firm shall provide record of the Tax Returns of at least 1 year (if applicable) as well as bank statement of last 1 to 3 years.
14. The award of contract will be given to the bidder providing maximum Discount percentage (%) / lowest rates on "aggregate basis" for all items mentioned in their provided list.
15. Every matter pertaining to this bidding shall be subjected to the KPPRA Act, 2012 and KPPRA Rules 2014.
16. Tests and investigations which are not available or temporarily not available in the Saidu Group of Teaching Hospital, Swat's own Pathology Department shall only be sent to the successful bidder.
17. All histopathological biopsies needing specialized markers/immunohistochemical stains shall be sent to the successful bidder/contractor which will further be decided by the contractor to forward the same to other well refuted national laboratories for up-to the mark results, and to meet the criteria of single point services to the ailing public.



3. SECTION-3: THE BIDDING PROCEDURE

- 3.1. Single Stage – One Envelops Bidding procedure as per KPPRA Act 2012 and KPPRA Rules 2014 framed there under shall be applied.
- 3.2. Quotations must be typed & printed; on original company prescribing letter pad sealed & signed, stamped (Every Page) and the offered rates must be written both in figure & words (Handwritten tenders will be rejected).
- 3.3. The bidders are requested to give their highest possible discount on standard market rates for diagnostics & any other goods etc, no negotiations on quoted rates are allowed under the KPPRA rules 2014.
- 3.4. Bids shall be delivered to the Main Store Office, Room# 08, Administration Block, SGTH Swat, given above before **10:00 am 13-06-2024**.
- 3.5. Tender opening will be held on **13-06-2024** in the Conference Room, Administration Block, SGTH Swat, at 10:30 AM by the Purchase Committee in the presence of those bidders or their authorized representatives, who choose to attend the bids opening process.
- 3.6. Any bids received later than the specified time and date given in point No-04 shall be rejected as per KPPRA rules (37-4)



4. SECTION-5: MANDATORY STANDARD FORMS (1 to 6)

BID FORM 1:	LIST & SPECIFICATION OF ITEMS TO BE QUOTED ON OFFICIAL LETTER HEAD.
BID FORM 2:	LETTER OF INTENTION
BID FORM 3:	AFFIDAVIT
BID FORM 4:	INTEGRITY PACT (on Judicial Stamp Paper)
BID FORM 5:	CONTRACT AGREEMENT (for information only, shall be signed by the successful bidders only)
BID FORM 6:	Vendor Conflict of Interest Disclosure Form



Bid Form-1

LIST & SPECIFICATION OF ITEMS TO BE QUOTED ON OFFICIAL LETTER HEAD

DIAGNOSTIC SERVICES (FOR SSP) LABORATORY TESTS TENDER FOR THE FINANCIAL YEAR 2024-25,
Saidu Group of Teaching Hospital, Swat

Note: This form is to be submitted by the bidder/firm through an official letter head duly signed & stamped by the contractor or his representative.
Moreover, cutting or erasing is not allowed in this form.

Discount Rate offered by the bidder for Diagnostic Services (For SSP) Laboratory Tests (in PKR)

We are offering a Lump Sum Discount of

_____ (In Figures)

_____ (In Words)

For the prices given in the list of diagnostic tests as attached here

S No	Test Name	Price In PKR
1.	PCR FOR HCV (QNT)	
2.	PCR FOR HBS (QNT)	
3.	PCR FOR Genotype	
4.	TREPHINE BIOPSY	
5.	BIOPSY (Large)	
6.	BIOPSY (Small)	
7.	FNAC	
8.	FLUID R/E	
9.	CYTOLOGY	
10.	BLOOD CULTURE	
11.	URINE CULTURE	
12.	CSF Examination	
13.	Urine for BJP	
14.	BONE MARROW	
	Routine testes	
15.	STOOL R/E	
16.	Stool for Occult blood	
17.	URINE R/E	
18.	SKIN SCRAPINGS (For fungus)	
19.	Gram Stain	
20.	ZN stain	
21.	H-Pylori (Screening)	
22.	HBS (Screening)	
23.	HCV (Screening)	
24.	HIV (Screening)	
25.	DENGUE TEST (IgM, IgG) screening	
26.	Dengue NS 1	
27.	SEMEN ANALYSIS	
28.	ICT (TB)	
29.	MOUNTOUX TEST	
30.	TPHA	
31.	PREGNANCY TEST	



S No	Test Name	Price In PKR
32.	TOXO IgG Screening	
33.	WIDAL TEST	
34.	TYPHIDOT	
35.	BRUCELLA	
36.	Blood group complete	
37.	Anti DNA (ANA)	
38.	CRP (Quantitative)	
39.	RA Factor	
40.	ELISA by Architect Abbott system	
41.	D-DIMER	
42.	TROP-I	
43.	HBs	
44.	HBe	
45.	Anti HBe	
46.	HBc	
47.	Anti HCV	
48.	HIV	
49.	TOXO IgM	
50.	TORCH	
51.	B-HCG	
52.	AFP	
53.	PSA 0	
54.	Free T3	
55.	T3 Total	
56.	T4 Total	
57.	Free T4	
58.	TSH	
59.	TESTOSTERON	
60.	LH	
61.	FSH	
62.	ATTG	
63.	Hep-A IgM	
64.	Syphilis (VDR by elisa)	
65.	CMV	
66.	RUBELLA	
67.	HERPEZ SYMPLEX	
68.	Syphilis (Elisa)	
69.	MYOGLOBIN	
70.	Vit-B12	
71.	FOLIC ACID	
72.	CA-125	
73.	CEA	
74.	Vit-D	
75.	PTH	
76.	Anti-CCP	
77.	PROLACTIN	
78.	S-CORTISOL	
79.	Ds-DNA	
80.	S FERITIN 0	
81.	S-Progesterone	
82.	S- Estradiol	
83.	S-Estrogen	
84.	HBA1C	
	Turbidometry	
85.	ASO (Quantitative)	
86.	CRP (Quantitative)	
	Chemistry	
87.	CPK	
88.	CK-MB	
89.	LDH	
90.	SGOT (AST)	
91.	S-CHOLESTROL	
92.	HDL Cholesterol	
93.	LDL Cholesterol	
94.	TRIGLYCERIDE	
95.	UREA	
96.	CREATANIN	



S No	Test Name	Price In PKR
97.	AG Ratio	
98.	CREATANIN CLEARANCE	
99.	24Hrs URINE PROTEIN	
100.	BILIRUBIN Total	
101.	DIRECT BILIRUBIN	
102.	SGPT (ALT)	
103.	ALK-PHOSPHATASE	
104.	ABG's	
105.	γ-GT	
106.	BLOOD SUGAR	
107.	GTT	
108.	AMYLASE	
109.	URIC ACID	
110.	S-Calcium	
111.	S-Chloride	
112.	Magnesium	
113.	Phosphorus	
114.	C3, C4	
115.	T-Protein	
116.	S-Albumen	
117.	S-Iron	
118.	ANF	
119.	URINE Protein/ creatinine Ratio	
120.	URINE Albumen/creatinine Ratio	
121.	SAAG	
122.	Electrolytes	
	HEAMOTOLOGY	
123.	FBC BY ANALYZER	
124.	Platelets count	
125.	Blood smear 0	
126.	RETIC COUNT	
127.	ESR	
128.	MP	
129.	G6PD	
130.	PT	
131.	APTT	
132.	BT	
133.	CT	
134.	SICKLING TEST	
135.	RBC Frigidity	
136.	COMB'S Direct	
137.	COMB'S Indirect	
138.	RH-Antibody TITER	
139.	TB-IgM	
140.	HB-Electrophoresis (Capillary method)	
141.	PROTEIN Electrophoresis (Capillary method)	



Bid Form 2

Letter of Intention

Bid Ref No. _____

Date of the Opening of Bids: 13/06/2024

Name of the Contract: **Diagnostic Services (For SSP) Laboratory Tests**

To: The Medical Superintendent
 SGTH Swat
 Saidu Sharif, Swat

Dear Sir/Madam,

Having examined the bidding documents, including the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the Goods under the above-named Contract in full conformity with the said bidding documents and at the offered/quoted rates (excluding all applicable taxes).

We undertake, if our bid is accepted, to deliver the Goods in accordance with the terms and conditions of the contract agreement.

We agree to abide by this bid for the Bid Validity Period specified in the Bid Data Sheet and it shall remain binding upon us and may be accepted by you at any time before the expiration of that period.

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

We understand that you are not bound to accept the rates offered/quoted or any bid you may receive until provision of the requisite information as required in the SBD for this tender.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in Pakistan.

Dated this [insert number] day of [insert: month], [insert: year].

Signed:

In the capacity of [insert title or position]

Duly authorized to sign this bid for and on behalf of [insert name of Bidder]



Bid Form-3

AFFIDAVIT (on Judicial Stamp Paper)

I/We, the undersigned [Name of the Supplier] hereby solemnly declare and undertake that:

- 1) We have read the contents of the Bidding Document and have fully understood it.
- 2) The Bid being submitted by the undersigned complies with the requirements described in the bidding documents.
- 3) The Goods that we propose to supply under this contract are eligible goods within the meaning of this SBD.
- 4) The undersigned are also eligible Bidders within the meaning of the Standard Bidding Documents.
- 5) The undersigned are solvent and competent to undertake the subject contract under the Laws of Pakistan.
- 6) The undersigned have not paid nor have agreed to pay any Commissions or Gratuities to any official or agent related to this bid or award or contract.
- 7) The undersigned are not blacklisted or facing debarment from any Government, or its organization or project.
- 8) That undersigned has not employed any child labor in the organization/unit.
- 9) We understand that the Selection and Rate Contracting Committee of the Procuring Agency is not bound to accept the lowest or any other bid they may receive.

We affirm that the contents of this affidavit are correct to the best of our knowledge and belief.

Signatures with stamp

Name: _____

Designation: _____

CNIC No. _____

For Messrs. [M/S Name of Supplier]



Bid Form-4

INTEGRITY PACT (on Judicial Stamp Paper)

Declaration of Fees, Commission and Brokerage Etc. Payable by the contractor/Suppliers of DIAGNOSTIC SERVICES (FOR SSP) LABORATORY TESTS for SGTH Swat 2024-25

In response to advertisement related to the bidding process / competition regarding award of DIAGNOSTIC SERVICES (FOR SSP) LABORATORY TESTS contract of for 2024-25 for SGTH Swat, I, Mr. _____ s/o _____ bearing CNIC No. _____, and having the Designation of _____ in Messrs (M/S) [Name of Supplier] do hereby solemnly affirm, declare and certify on behalf of M/S [Name of Supplier] that:

1. [Name of Supplier] has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from SGTH Swat/Government of Khyber Pakhtunkhwa (GoKP) or any administrative subdivision or agency thereof or any other entity owned or controlled by SGTH Swat/GoKP through any corrupt business practice; and
2. That without limiting the generality of the foregoing, [Name of Supplier] 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 SGTH Swat/GoKP, except that which has been expressly declared pursuant hereto; and
3. That [Name of Supplier] has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with SGTH Swat/GoKP and has not taken any action or will not take any action to circumvent the above declaration, representation, or warranty; and
4. That [Name of Supplier] 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 rights and remedies available to SGTH Swat/GoKP under any law, contract, or other instrument, be voidable at the option of SGTH Swat/GoKP; and
5. That notwithstanding any rights and remedies exercised by SGTH Swat/GoKP in this regard, [Name of Supplier] agrees to indemnify SGTH Swat/GoKP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to SGTH Swat/GoKP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Supplier] 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 SGTH Swat/GoKP.

Signatures with stamp

Name: _____

Designation: _____

CNIC No. _____

For Messrs. [Name of Supplier]

Witness No. 1

Name: _____

Father Name: _____

CNIC No. _____

Address/ _____

Witness No. 1

Name: _____

Father Name: _____

CNIC No. _____

Address/ _____



Bid Form-5

SGTH SWAT RATE CONTRACT AGREEMENT (for successful bidders)

CONTRACT AGREEMENT

The agreement is made between ----- through Mr. ----- (herein after referred as **Contractor**, Supplier, which expression shall unless repugnant to the context and include his heirs, executors, administrator successors and assignee)

The **Medical Superintendent** SGTH Swat, Saidu Sharif (herein after referred as **Contractee**, procuring entity, expression shall unless repugnant to the context and include its successors-in-interest and assignee)

Whereas the **Contractor** has succeeded as bidder for the Supply of DIAGNOSTIC SERVICES (FOR SSP) LABORATORY TESTS contractor for the FY 2024-25 to the **Contractee**. The **Contractor** shall supply DIAGNOSTIC SERVICES (FOR SSP) LABORATORY TESTS for SGTH Swat, entitle for the same out of the fresh Stock to **Contractee** on the following terms and Conditions.

- 1. A
- 2. B
- 3. C
- 4. d

Contractor
Name----- **Father Name**-----
Designation-----
CNIC-----

Contractee

Medical Superintendent
SGTH Swat

Witness No. 1
Name: _____
Father Name: _____
CNIC No. _____
Address/_____

Witness No. 1
Name: _____
Father Name: _____
CNIC No. _____
Address/_____



Bid Form-6

Vendor Conflict of Interest Disclosure Form

All vendors interested in conducting business with SGTH Swat must complete and return the Vendor Conflict of Interest Disclosure Form in order to be eligible to be awarded a contract. Please note that all vendors are subject to comply with SGTH Swat’s conflict of interest policies as stated within the certification section below.

If a vendor has a relationship with any SGTH Swat official or employee or an immediate family member of any SGTH Swat official or employee, the vendor shall disclose the information required below.

Certification: I hereby certify that to my knowledge, there is no conflict of interest involving the vendor named below:

- 1. No SGTH Swat’s official or employee or their immediate family member has an ownership interest in vendor’s company or is deriving personal financial gain from this contract.
- 2. No retired or separated SGTH Swat official or employee who has been retired or separated from the organization for less than one (1) year has an ownership interest in vendor’s company.
- 3. No SGTH Swat official, or employee is contemporaneously employed or prospectively to be employed with the vendor.
- 4. Vendor hereby declares it has not and will not provide gifts or hospitality of any dollar value or any other gratuities to any SGTH Swat official or employee to obtain or maintain a contract.
- 5. Please note any exceptions below:

Vendor Name _____

Vendor Phone Number _____

Conflict of Interest Disclosure *

Name of SGTH Swat official, employees () Relationship to employee

_____ or immediate family members with whom there () Interest in vendor’s company
may be a potential conflict of interest. _____

() Other