

# TENDER DOCUMENT

➤ Annual Maintenance/ Repair contract for Elevators Machine.

## **(Single Stage One Envelope Procedure)**



Issued By

Account Section Medical Superintendent  
Office Saidu Wing

Saidu Group of Teaching Hospital, Swat  
Khyber Pakhtunkhwa, Pakistan

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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 (IFB)



**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 <sup>st</sup>	1,000,000
2.	Purchase Of X-Ray & CT Scan Films Different Sizes	1 <sup>st</sup>	1,000,000
3.	Purchase of Lab chemicals and blood bank Items	1 <sup>st</sup>	600,000
4.	Car Parking Saidu Wing (Monthly Rent)	1 <sup>st</sup>	500,000
5.	Annual Maintenance/ Repair contract for CT scan TOSHIBA AQUILION 64 Slice	1 <sup>st</sup>	500,000
6.	Annual Maintenance/ Repair contract for CT scan Alexion 04 Slice	1 <sup>st</sup>	500,000
7.	Annual Maintenance/ Repair contract for V R F System	1 <sup>st</sup>	500,000
8.	Annual Maintenance/ Repair contract for Elevators Machine	1 <sup>st</sup>	500,000
9.	Annual Maintenance & Repair of Building	1 <sup>st</sup>	500,000
10.	Hospitals Canteen Central Wing Monthly Rent	1 <sup>st</sup>	500,000
11.	Diagnostic Services (For SSP) Laboratory Tests	1 <sup>st</sup>	100,000
12.	Procurement of Canteen Services TMO's Hostel Monthly Rent	1 <sup>st</sup>	50,000
13.	Procurement of Laundry Services	1 <sup>st</sup>	20,000
14.	Purchase of Electric Items	1 <sup>st</sup>	20,000
15.	Purchase of Stationery Items	1 <sup>st</sup>	20,000
16.	Purchase of Sanitary items	1 <sup>st</sup>	20,000
17.	Purchase of Printing Items	1 <sup>st</sup>	20,000
18.	Purchase of Bedding Clothing Items	1 <sup>st</sup>	20,000
19.	Purchase of Surgical & Disposable Items	1 <sup>st</sup>	20,000
20.	Purchase of Contingency Items	1 <sup>st</sup>	20,000
21.	Purchase of Computer Toner Items	1 <sup>st</sup>	20,000
22.	Purchase of Computer and I.T Accessories	1 <sup>st</sup>	20,000
23.	Purchase of Anesthesia Machine Parts & Disposable Items.	1 <sup>st</sup>	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

1. Tender Application Form



OFFICE OF THE MEDICAL SUPERINTENDENT  
SAIDU GROUP OF TEACHING HOSPITAL, SWAT  
Phone # 0946-9240126 Fax # 0946-9240122 Email: [mssthswat@yahoo.com](mailto:mssthswat@yahoo.com)

**Tender Application Form**

1. Registered name of the firm (Block Letter) \_\_\_\_\_
2. Name of CEO/B(Block Letter) \_\_\_\_\_
3. CNIC No: \_\_\_\_\_
4. **Contact Information:**
  - i. Head Office: \_\_\_\_\_
  - ii. Franchise/Outlet: \_\_\_\_\_
  - iii. Postal Address \_\_\_\_\_  
\_\_\_\_\_
  - iv. Office No: \_\_\_\_\_ Cell No: \_\_\_\_\_  
Email: \_\_\_\_\_

5. Registration with sale tax (Copy to be attached) \_\_\_\_\_
6. National Tax No (NTN) \_\_\_\_\_
7. Amount of CDR \_\_\_\_\_

Past CNIC Front should be attested	Past CNIC Back should be attested
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Signature of CEO Bidder

Dated\_\_\_\_\_/\_\_\_\_\_/2024

2. The BIDDING PROCEDURE/METHOD OF PROCUREMENT

Single stage - one envelope procedure. -

- 1. Single Stage – One Envelops Bidding procedure as per KPPRA Act 2012 and KPPRA Rules 2014 framed there under shall be applied.
- 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. The bidders are requested to give their highest possible discount on standard market rates for diagnostics & any other goods/services etc, no negotiations on quoted rates are allowed under the KPPRA rules 2014.
- 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.
- 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.
- 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)

Signature of CEO Bidder

Dated\_\_\_\_\_/\_\_\_\_\_/2024

3. Terms & Conditions

For Services Maintains Contract of Annual Maintenance/ Repair contract for Elevators Machine (8 No’s MP Lifts (Spain) & 2 No’s Lift in Casualty) for Financial Year 2024-25.

1. The contract will be for the period of one year for the financial year 2024-25 from the date of issuance of contract, further extendable for further 01 year if agreed by both parties on the satisfactory report by the end user OR the price shall be fixed and valid till 30<sup>th</sup> June 2025 & may be extended for a period of three months or till the finalization of new tender with mutual consensus.
2. Sealed bids are invited from the reputed firms, with established credential in terms of technical, financial, and managerial capabilities and registered with income & sale tax departments for the Annual Service and Maintenance contract of Elevators Machine (8 No’s MP Lifts (Spain) & 2 No’s Lift in Casualty)).
3. The Annual Service and Maintenance contract of Elevators Machine (8 No’s MP Lifts (Spain) & 2 No’s Lift in Casualty)) only for services repair & Maintenance without parts. Services will not include replacement of parts.
4. The firm will also submit the parts price in a bid.
5. The firm will be bound for the Service & Maintenance with all parts including of the mentioned equipment during the contract period.
6. The sealed bids are required to be brought in person by the authorized representative of the interested bidders on the proposed dates and to be dropped in the tender box by the closing time. The late arrivals and bids sent by post will not be entertained. The tenders will be opened by the purchase committee in the presence of the bidders or their authorized bidders (who choose to be present) in the Committee Room of Saidu Group of Teaching Hospital, Swat.
7. Offer of the firm not quoting rates both in words/figures shall not be considered for competition.
8. Any offer not received as per terms and conditions of the tender enquiry is liable to be ignored.
9. The offer must be in Pak Rupees.
10. The contract will be awarded to successful & lowest bidder.

11. **Technical Evaluation Criteria**

- For evaluation of bids KNOCKED DOWN CRITERIA will be applied.
- The firm must provide Valid Authorization letter and spare parts availability certificate from original manufacturer.
- Infrastructure for execution of after sales services mentioned by the bidder shall be evaluated for its suitability as per provisions given in specification of other requirements mentioned in the bidding documents.
- The firms shall also declare the make, model, country of origin of all accessories to be replaced with new one of the Elevators Machine (8 No’s MP Lifts (Spain) & 2 No’s Lift in Casualty).
- An affidavit from bidders shall be submitted on stamp paper of Rs.100/- stating that their firm (s) has never been blacklisted by any of the Federal and Provincial Government or organizations of the State/ Central Government in Pakistan in the past three years.
- Bidders are required to submit the following information in the following format along with documentary evidence as under.

a) **Profile of the Bidder**

Sr. #	Particulars		
1.	Name of the company		
2.	Registered Office		

	Address		
	Office Telephone Number		
	Fax Number		
3.	Contact Person		
	Name		
	Personal Telephone Number		
	Email Address		
4.	Local Office if any		
	Address		
	Office Telephone Number		
	Fax Number		
5.	Bid Signing Authority		
	Name		
	Address		
	Personal Telephone Number		
	Email Address		
	Please enclose Authorization or power of Attorney to sign and submit the Bidding		
6.	Address for communication under the current bidding		
7.	Registration Details		
	NTN Registration Number		
	GST Registration Number		
	Banker's Name, Address and Account Numbers		

**b) Bid Security**

Sr. #	Particulars	Please furnish details
1.	Name of the Bank	
2.	CDR No	
3.	Date	

**c) Details of Balance Sheet (Last three years)**

Sr. #	Audited Balance Sheets		
1.			
2.			
3.			
4.	Please enclose audited annual balance sheets		

**d) Details of Income Tax (Last three years)**

Sr. #	Years		
1.			
2.			
3.			
4.	Please enclose Income Tax Returns		

**d) Details about Annual Turnover (Last three years)**



Sr. #	Years		
1.			
2.			
3.			

12. For the public interest the institution authority reserves the rights to cancel the work order without any assigning any reason.
13. The payment will be made through cheque which will be issued by the Medical Superintendent Saidu Group of Teaching Hospital, Swat, on production of satisfactory report / certification from the End-user as well as from M&R Deputy Medical Superintendent Saidu Group of Teaching Hospital, Swat.
14. In case of any dispute and violation of aforementioned clauses of the agreement, the decision of the Institution will be final.
15. The firm will be bound to replace the brand new parts after proper entry into the stock register of the store and duly checked & verified by Authority and M&R Deputy Medical Superintendent of this hospital prior to be replaced/ installed in the relevant equipment.
16. The envelopes must be properly sealed.
17. In case the offer is withdrawn, amended or revised during the validity period of the offer, the earnest money is liable to be forfeited.
18. The Medical Superintendent, Saidu Group of Teaching Hospital, Swat reserves the right to claim compensation for the loss caused by the delay or damage during repair process.
19. Tenders should be addressed to the Medical Superintendent Saidu Group of Teaching Hospital, Swat.
20. Any conditional, ambiguous or incomplete offer in any respect shall be ignored. No supplementary or revised offer after the opening the tenders shall be entertained.
21. Tenderer should indicate in their tenders, the complete address of office as well as workshop.
22. Any erasing/cutting/crossing etc. appearing in the offer must be properly signed and stumped by the person signing the tender. Moreover, all pages of the tender must also be properly signed, offers with any over- writing shall in no circumstances be accepted.
23. The firm quoting the rates must be registered with the Income Tax Department and Sales Tax Department.
24. All rates must be quoted including Sales Tax.
25. The firm / bidder quote the rate with parts (if any) will be given a list.
26. Any offer not fulfilling any terms and condition shall be straight way rejected.
27. Offer of the firm not quoting rate both in words / figures shall be rejected.
28. The firm must have past performance in the relevant field. The certificate must be attached to this effect.
29. **NO OFFER SHALL BE CONSIDERED IF:**
  - i. It is received after the time and date fixed for its receipt.
  - ii. The tender is unsigned.
  - iii. The offer is ambiguous.
  - iv. The offer is conditional.
  - v. The offer is submitted as JVA (Joint Venture Bid).
  - vi. The offer is from a firm black listed by any Govt. authority.
  - vii. The offer is received by the telegram/WhatsApp/fax ETC.
  - viii. The offer is received with shorter validity than required in the tender enquiry.
  - ix. The offer is without copy of registration of sales tax and income tax.
  - x. The offer is without call deposit already mentioned in the tender advertisement.
  - xi. The firm shall keep the stock of all the spare parts to minimize down time. If any part or parts of the Elevators Machine (8 No’s MP Lifts (Spain) & 2 No’s Lift in Casualty)) become unserviceable during the contract period, it shall be promptly replaced with a new part / parts.
  - xii. The service record of each Elevators Machine (8 No’s MP Lifts (Spain) & 2 No’s Lift in Casualty)) including details of parts replaced or any additional information that the

authority may require shall be maintained at the end of concerned firm and end user/  
M&R Deputy Medical Superintendent.

- xiii. The firm will base a permanent technical Engineer person full time basis in Saidu Group of Teaching Hospital, Swat KPK.
30. The firms shall be bound to hand over the part or parts replaced, to the concerned department under proper report and detail of entry of such parts in breakage book.
31. The firm shall be bound to keep up time of Elevators Machine (8 No's MP Lifts (Spain) & 2 No's Lift in Casualty)) of (95%) uptime during the period of contract. It will be the responsibility of the firm failing which the down time calculated by the institution and firm on the log book duly verified by End User & M&R Deputy Medical Superintendent of Saidu Group of Teaching Hospital, Swat. The down time will not be paid.
32. The following formula will be applied for down time calculation.
  - I. 100-95% No penalty.
  - II. 95-85% the service contract will be extended by 2 times the number of days as extra down time.
  - III. 85-75% the service contract will be extended by 3 times the number of days as extra down time.
  - IV. 75% or below the service contract will be extended by 4 times the number of days as extra down time.
  - V. Planned preventive maintenance (PPM) will not be considered as downtime.
  - VI. The firm shall be bound to keep the system fully functional for 24 hours 07 days a week and 365 days a year. The down time calculation will be on the basis of 365 days a year.
33. Performance of the firm and bills of firm will be cleared on the satisfactory report of the firm duly satisfied by End-User & M&R Deputy Medical Superintendent of Saidu Group of Teaching Hospital, Swat of every quarter of the contract.
34. Quoting firm would not be allowed to withdraw his offer during the contract period.
35. The decision of the committee / authority will be considered as final and would be decided as per law.
36. Tender form should be signed for acceptance of terms and conditions by the tenderer and submit along with quotation.
37. Tender must be submitted under sealed cover.
38. Firms should indicate in their tenders, the complete address of the office and workshop with telephone No. and cell No.
39. The tenderers must have their own workshop physically and can be checked at any time by the committee / authority. In case of bogus information and if the workshop does not exist physically, then the tender will be cancelled. CDR and security will be forfeited and the firm will be blacklisted.
40. The contract is subject to agreement in writing on judicial paper worth Rs. 1200/-. It should be made within 07 days after the finalization of contract. In case of failure the contract will be cancelled and call deposit/security will be forfeited.
41. The firm shall pay the income tax chargeable @ prescribed by the Government (if any) and all other taxes levied during their contract period, will also be paid by the firm.
42. The firm will abide by any condition, rules and regulations.
43. The firm shall be bound to complete the repair, service and maintenance work of Elevators Machine (8 No's MP Lifts (Spain) & 2 No's Lift in Casualty)) inside the hospital premises. If any part is needed to take outside hospital premises for repair work it should be done only with prior permission from the authority.
44. In the light of section 22(A)(b) of schedule-I of Stamp Duty Act 1899 read with Finance Act 1995 (Act VI of 1995), the firm will pay stamp duty @ 25 paisa for every one hundred rupees or part thereof of the amount of the contract.
45. Call deposit / security will be released after the expiry of contract period and satisfactory report from the end user / M&R Deputy Medical Superintendent.

- 46. The firm should have (03) Years experiences of repair & Maintenances Elevator Machines.
- 47. In case of violation of any terms and conditions of the contract / agreement the call deposit / security will be forfeited and the firm will be blacklisted.
- 48. In case of any dispute and violation of aforesaid clause of the agreement the decision of the Medical Superintendent Saidu Group of Teaching Hospital, Swat will be final and will not be challenged in any court of Law.
- 49. The firm will be bound to repair, service and maintenance of the Elevators Machine (8 No's MP Lifts (Spain) & 2 No's Lift in Casualty)) from the fully qualified/trained engineers.
- 50. The firm will be bound to repair, service and maintenance of the Elevators Machine (8 No's MP Lifts (Spain) & 2 No's Lift in Casualty)) within prescribed period according to the satisfaction of the End user & M&R Deputy Medical Superintendent, failing in 95% uptime, the contract can be extended free of cost. Old parts / replaced parts will be handed over to the firm under proper receipt.
- 51. The firm will be bound to make the Elevators Machine (8 No's MP Lifts (Spain) & 2 No's Lift in Casualty)) fully functional according to the satisfaction of the End User & M&R Deputy Medical Superintendent, failing which payment will not be made.
- 52. The firm will be responsible to rectify any loss occurred during its repair /service, at its own cost and expenses.
- 53. The firm will directly be responsible for maintaining and full functioning of the Elevators Machine (8 No's MP Lifts (Spain) & 2 No's Lift in Casualty)), in case of replacement of any part / parts, the firm is bound to inform End User & M&R Deputy Medical Superintendent and will also include it in Log book held by Department.
- 54. The response time of the firm for any complaint or any non-functionality of the machine in whatever condition is 24 hours.
- 55. Firm must have tools, calibration equipment regarding repair and calibration of Elevators Machine (8 No's MP Lifts (Spain) & 2 No's Lift in Casualty)) and a certificate must be provided regarding list of calibration tools.
- 56. The services agreement is payable in 04 equal installments per year.
- 57. The company should have proper workshop with required test tools for calibration for the system which can be verified by the hospital if required.
- 58. Manufacture confirmation that factory technical support will be available in case of a major fault.

**Medical Superintendent**  
Saidu Teaching Hospital, Swat

**UNDERTAKING**

**It is certified that the above terms & conditions have been read, learned & accepted.**

Signature of CEO Bidder  
Dated \_\_\_\_/\_\_\_\_/2024

4. LIST OF SERVICEABLE PARTS/SCOP OF WORK

- 1. Maintenance and servicing including emergency maintenance, regular maintenance and preventive maintenance of lift:
- 2. The General Servicing will be rendered once a month and shall include:
  - Manual cleaning of control panel.
  - Cleaning of Machine room.
  - Check adjustment of Brake.
  - Check Gear oil level/Condition.
  - Check the condition of main traction rope.
  - Check and clean Speed Governor.
  - Check the condition of Speed Governor Rope.
  - Check and clean all safety switches.
  - Check and clean induction plates.
  - Clean and grease MAIN and C.W Guides.
  - Check and adjust the Guide Shoes.
  - Check Guide Clips of the brackets.
  - Check and clean main emergency breaks.
  - Filling of oil in oil cups (Car & C.W
  - Check and clean door locks and door contacts.
  - Check and clean door drive unit.
  - Check and clean landing doors and sills.
  - Check and Clean Lift Car, False Ceiling and Sills.
  - Check the operation of Car Control Panel.
  - Clean Car Top and Maintenance Box Buttons.
  - Check and Clean Landing Push Buttons Boxes.
  - Checking all safety system.
  - Checking and cleaning of hoisting unit.
  - Checking and greasing of guide rails.
  - Checking tension of suspension ropes
  - Checking of all safety devices.
  - Checking electric wires.
  - Checking smooth travel of car.
  - Checking smooth opening and closing of doors.
  - Checking power supply voltage.
  - Checking weight/capacity.
  - Checking floor to floor speed(1m/second)

**UNDERTAKING: - It is certified that the above scop of work have been read, learned & accepted.**

\_\_\_\_\_  
Signature of CEO Bidder  
Dated \_\_\_\_/\_\_\_\_/2024

5. CHECK LIST

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

S.No	Item Name	Yes	No
1.	Original CDR (Bid Security)		
2.	Tender Documents for Record. Offered terms as per attached proposal.		
3.	Price Schedules/Quotation with Computerized Print		
4.	Copy of FBR Active Income Tax Certificate Attached		
5.	Copy of FBR Active Sales Tax Certificate Attached		
6.	WEBDOC Registration proof.		
7.	Copy of Professional Tax Certificate.		
8.	Copy of NTN Certificate.		
9.	Company Bank Account Maintenance Certificate.		
10.	Copy of KPPRA Certificate Attached		
11.	Copy of Bank Statements, Audits Reports of last 3 Years.		
12.	Non Black Listing Certificate Attached Proved on Affidavit RS 100/-		
13.	Copy OF Experience Certificate of Three Years Govt/Private Hospital		
14.	Must have maintained at least 01 project of similar nature (Govt Institute), Performance Certificate, Work Order Should be attached.		
15.	Copy of Manufacturer’s Authorization Form		
16.	Copy of Spare parts availability certificate from original manufacturer.		
17.	Copy of ISO Certification.		
18.	Company Profile.		
19.	List of Technical Staff.		
20.	List of Test Tools		
21.	Services Maintenance Contract Proposal.		
22.	Availability of office, Workshop in KPK.		

**Note:** *Submit document as per mentioned check list incase if the bidder filled or not submitted above mention required documents will be rejected. The above copy of certificate should be attested stamped & sign from the CEO/Authorized bidders. All required documents will be submitted annexure wise.*

Signature of CEO Bidder

Dated \_\_\_\_/\_\_\_\_/2024

6. PRICE SCHEDULES

(To be printed computerized at company letter head)

To,

Medical Superintendent

Saidu Group of Teaching Hospital, Swat.

Subject:- **Financial Proposal for services maintenance contract of MP Lifts (Spain) Elevator.**

S No	Specifications of Items	Charges in PKR	
		Unit Rate / Per Lift/ Per Month	Final Rate Of All Lifts Per Month
1.	Charges for Annual Maintenance & Servicing of 8 No's MP Lifts (Spain) Installed at Saidu Group of Teaching Hospital, Swat.		
2.	Charges for Annual Maintenance & Servicing of 2 No's Installed at Casualty Saidu Group of Teaching Hospital, Swat.		
Total Amount in Words Per Lift (Per-Month Rate)			
Total Amount in Words (Over All Lifts Per-Month Rate)			

*Note: - The rate will be quoted computerized both figure & words and included all applicable taxes.*

➤ *The contract will be awarded to lowest bidder.*

\_\_\_\_\_  
Signature of CEO Bidder

Dated \_\_\_\_/\_\_\_\_/2024

7. LIST FOR MP LIFT (SPAIN) SPARE PARTS

(To be printed computerized at company letter head)

S No	Name of Item	Specification	Unit Price In	Total Price In
			PKR	PKR
1.	Right Bridge Support Assembly	4166ROVR0019		
2.	Reveco Ii Trigger Spring	4166ROVR0072		
3.	Reveco Ii Operator Trigger	4166ROVR0070		
4.	Reveco Ii Lever Stop	4166ROVR0071		
5.	Door Slider			
6.	Cabin Oil Cup			
7.	Counter Oil Cup			
8.	Limit Switch			
9.	Leveling Switch			
10.	Led Light			
11.	Cabin Guide Shoe Pad			
12.	Counter Guide Shoe Pad			
13.	Lop Button Up And Down			
14.	Cop Communication Card			
15.	Cop Display			
16.	Cop Floor Numbering Button			
17.	Cop Door Open Button			
18.	Cop Door Close Button			
19.	Cop Buzer Button			
20.	Cop Key Switch			
21.	Photocell			
22.	Car Up Down Indicator			
23.	Main Board/ Card Controller			
24.	Mcb Card			
25.	Door Drive Card			
26.	Safety Card(Main Control Panel)			
27.	Maintenance Box/ CAR TOP BOX			
28.	Maintenance Box Card.			
29.	Doc Card			
30.	Micro Basic Card 192			
31.	Microbasic Control Main Inverter			
32.	Door Shoes			
33.	Hall Lantern			
34.	Door Lock Switch			
35.	Break			
36.	Safety Gear			
37.	Door Contacts			
38.	Ard(APC) With Dry Battery			
39.	Contactors			
40.	Magnetic/ Red Switches			
41.	Car Up Down Indicators			
42.	Pre-Limit Switch			
43.	Transfarmer			
44.	Weighing Device/Overload Device			

S No	Name of Item	Specification	Unit Price In	Total Price In
			PKR	PKR
45.	Encoder			
46.	Display Board For Cop			
47.	Infrared Light Curtain/ Photocell			
48.	Tensioner Switch			
49.	Phase Sequence			
50.	Inspection Switch			
51.	Emergency Stop Switch			
52.	Inspection Up Button			
53.	Inspection Down Button			
54.	Shoe Guide			
55.	Shoe Door			
56.	Magnetic Sensor			
57.	Landing Door Lock			
58.	Door Operator Belt			
59.	Cwt Pulleys			
60.	Car Pulleys			
61.	Speed Governor			
62.	Traveling Cable			
63.	Traction Machine			
64.	Cell			
65.	Guide Rail			
66.	Rope			

Note: - The bidders will be responsible the above mention parts list to be quoted all the items. The blank items is not acceptable will be rejected.

Signature of CEO Bidder

Dated \_\_\_\_/\_\_\_\_/2024



8.     WARRANTY/GUARANTEE CERTIFICATE

Firm Name: \_\_\_\_\_

Contract No: \_\_\_\_\_

- 1. I hereby guarantee that the items supplied against the above contract are in accordance with the relevant specifications and terms of the contract and that material used (whether or not of our manufacture) are in accordance with the latest approved standard specifications are of good quality throughout, and that we shall replace free of cost, every Parts/Disposable or part thereof which before use or in use, shall be defective or not within the limits and tolerance of specifications requirements, or in any way not in accordance within the terms of the contract.
- 2. In case of our failure to replace the defective Items free of cost within the period specified by the purchaser, we will refund the cost involved.

Signature of CEO Bidder

Dated \_\_\_\_/\_\_\_\_/2024

9. Form-1 (INTEGRITY PACT)

INTEGRITY PACT (on Judicial Stamp Paper)

Declaration of Fees, Commission and Brokerage Etc. Payable by the contractor/Suppliers of Elevators Machine for SGTH Swat 2024-25

In response to advertisement related to the bidding process / competition regarding award of contract of Elevators Machine 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/ \_\_\_\_\_

10. CONTRACT AGREEMENT

(To be enclosed with Bid Document)

THIS CONTRACT is made at \_\_\_\_\_ day of \_\_\_\_\_ between the Saidu Group of Teaching Hospital, Swat (hereinafter called the "Purchaser") of the First Part and M/S\_\_\_\_\_ a firm registered under the laws of Pakistan and having its registered office at\_\_\_\_\_. (Hereinafter called the "Supplier") of the Second Part.

WHEREAS the Purchaser invited bids for procurement of items, in pursuance whereof M/S\_\_\_\_\_ being the supplier/manufacturer/authorized Agent of \_\_\_\_\_ (Item name) in Pakistan and ancillary services offered to supply the required item (s); and Whereas the Purchaser has accepted the bid by the Supplier for the Contract of \_\_\_\_\_ (item name) and services in the sum of Rs (PKR)\_\_\_\_\_ cost per unit.

Whereas: the Saidu Group of Teaching Hospital, Swat is interested to Service Maintenances contract of (item name) at Saidu Group of Teaching Hospital, Swat on the following terms & conditions.

Now, therefore the party agree as under:-

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

IN WITNESS Whereof the Parties here to have caused this Contract to be executed at the place and shall enter into force on the day and year first above mentioned.

For & on behalf of  
(Second party)

For & on behalf of  
(First party)

Signed/sealed by the  
Supplier/authorized agent  
Name:\_\_\_\_\_  
Signature:\_\_\_\_\_  
CNIC No:\_\_\_\_\_  
Address:\_\_\_\_\_  
Contact No:\_\_\_\_\_

Medical Superintendent  
Saidu Group of Teaching Hospital, Swat  
Signature:\_\_\_\_\_  
Stamp:\_\_\_\_\_

Witness 1 of the Second Party  
  
Name:\_\_\_\_\_  
Signature:\_\_\_\_\_  
CNIC No:\_\_\_\_\_  
Address:\_\_\_\_\_  
Contact No:\_\_\_\_\_

Witness 1 of the Second Party  
  
Name:\_\_\_\_\_  
Signature:\_\_\_\_\_  
CNIC No:\_\_\_\_\_  
Address:\_\_\_\_\_  
Contact No:\_\_\_\_\_

Note:- CNIC of photo copy will be attached of both party.

11. Non-Black Listing Certificate

(TO BE ENCLOSED WITH BID DOCUMENT)

I \_\_\_\_\_ S/O \_\_\_\_\_ working as Proprietor/Managing Partner/Director of M/S \_\_\_\_\_ having its registered office at \_\_\_\_\_ do hereby solemnly of firm and declare on oath as under:

- 1. That I am competent to swear this affidavit being proprietor/one or the partners/Director of M/S \_\_\_\_\_
- 2. That M/S \_\_\_\_\_ proprietorship/partnership firm/company is participating in tender process conducted by Institute.
- 3. That I hereby confirm and declare that none of my/our group/sister concern/associate company is participating/ submitting this tender.
- 4. That I hereby confirm and declare that my/our firm/company M/S \_\_\_\_\_ and my/our firm/group/company/ sister concern I associate company have not been black listed/de-listed by any Institutional agencies/Govt. Deptt/ Public Sector Undertaking.
- 5. That there is no change in the Name & Style, Constitution and Status of the firm, after Pre-qualification.
- 6. That I further undertake that in case any of the facts contained above and in-our application is round other-wise or incorrect or false at any stage, my/our firm/company/ group/sister concerns/ associate companies shall stand debarred from the present and future tenders of the Saidu Group of Teaching Hospital, Swat.

(Signature of the Proprietor/ Managing Partner/Director with Seal) DEPONENT

Verified at \_\_\_\_\_ on \_\_\_\_\_ that the contents of paras 1 to 6 of this affidavit are true and correct to best of my knowledge and no part of this is false and nothing material has been concealed or falsely stated therein.

Signature of CEO Bidder

Dated \_\_\_\_/\_\_\_\_/2024

12. Manufacturer’s Authorization Form

[See Clause 13.3 (a) of the Instructions to Bidders.]

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To,

[Name of the Procuring agency]

WHEREAS **[name of the Manufacturer]** who are established and reputable manufacturers of **[name and/or description of the goods]** having factories at **[address of factory]**

Do hereby authorize **[name and address of Agent]** to submit a bid, and subsequently negotiate and sign the Contract with you against IFB No. **[Reference of the Invitation to Bid]** for the above goods manufactured by us.

We hereby extend our full guarantee and warranty for the goods & services offered for supply/services by the above firm against this Invitation for Bids.

**[Signature for and on behalf of Manufacturer]**

*Note: This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the Bidder in its bid.*

Signature of CEO Bidder

Dated \_\_\_\_/\_\_\_\_/2024