





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

Bid Solicitation Documents (BSDs)

For Selection of Vendor for X-RAY FILMS DIFFERENT SIZES for the Year 2024-25

Saidu Group of Teaching Hospitals (SGTH) Swat

(September-2024)





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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 for 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 Bidding Documents (BSDs). 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 Pads, 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.	Purchase Of X-Ray & CT Scan Films Different Sizes	2 nd	1,000,000
2.	Purchase of Lab chemicals and blood bank Items	2 nd	100,000

- 1. BSDs, 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.
- 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 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 12-09-2024.
- 5. Tender opening will be held on <u>12-09-2024</u> 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).
- 7. The firms/bidders must be on FBR Active Taxpayer list.
- 8. All the taxes will be deducted as per the rules.
- 9. 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.
- 10. During the Selection of the above Pads 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

Advertisement ID: INF(P) 2058/24

Urdu Express News Paper Dated: 18-08-2024





2. TERM & CONDITIONS

The following "X-Ray Films Different Sizes" are required for the FY 2024-25 Which may be extendible for another financial year through written mutual consent after approval from the purchase committee SGTH and or the contract may be extended as per KPPRA rule, 2014 and or the contract may be extended till the finalization of the next tender if not finalized before 30th June 2025 due to unavoidable circumstances.

Special Conditions & Eligibility Criteria:

1. The selection of X-Ray Films Different Sizes for the specified procurement shall be sample based. The sample (2 films in printed form and 2 blank films of each size, along with the external package or packing clearly labelled with the quoted brand name) shall be submitted to the Purchase Committee/End User for best evaluation purposes, on the bid opening day. The Purchase Committee/End-User will examine the samples with remarks of either poor quality or good quality with valid reasons. The poor-quality film the bid will be consider as non-responsive bid.

2. Required Valid Authorization Certificate

a) For Manufacture

If the bidder is a local manufacture, he will attach certificate of registration from DRAP and other relevant documents. i.e. international product certificate, CE, EU, FDA, MHLW/JIS, ISO & Company profile etc.

b) Valid Authorization Certificate for Sole Distributor/Importers.

- . If the bidder is a Sole Distributor or Direct Importer of the principal foreign manufacturer he will submit valid authorization certificate from the principal foreign manufacturer with company profile, international product certificate e.g. CE, EU, FDA, MHLW/JIS & ISO etc. and other relevant documents.
- II. The bidder will submit their own company profile and other relevant documents.
- III. The Importer must possess valid authorization from the Manufacturer and shall have to submit a copy of Memorandum of Association/Partnership deed registered with the Registrar of Firms and Security Exchange Commission of Pakistan as the case may be.
- c) Valid authorization certificate for Sub-Authorized dealer/distributers: If the bidder is a sub-distributor Valid Authorization Certificate from Sole Distributor/Authorized dealer/Importer to the bidder for specified procurement. (The bidder will submit their sole distributor authorization certificate as well as the above (2/b, I, II & III) along with data of the principal manufacturer.
- 3. In case of provision of low-quality films, the firm will have to submit an affidavit of Rupees (100/-) that the sole agent/ distributor/ importer will equally be responsible for such issues, from the sole agent/ distributor/ importer. However, the principle/manufacturer firm will also be responsible for quantity & quality of the product.
- 4. The successful bidder will be bound to provide new/fresh/Latest Printers for X-Ray films (and one printer provide for backup) at all stations of the Radiology Department, SGTH, on needed basis and also provided Engineer 24/7 for the repair and maintenances, Free of Cost (FOC).
- 5. The bidder is bound to provide brand name of all quoted items in the bid Form-1.
- 6. The bidder should be registered with Income / Sales Tax Department, reflected as Active Taxpayer on the list of FBR/KPRA. The firm should attach tax returns record as proof.
- 7. Joint venture / consortium is **NOT ELIGIBLE** for this tender in the Bid Form-7.
- 8. Bidders under a declaration of ineligibility for corrupt and fraudulent practices issued by any Government (Federal, Provincial or Local) or a public-sector organization are **NOT ELIGIBLE** as per rule 44(1) KPPRA Rules 2014.
- 9. The price quoted by the bidder shall be considered as "Final Price" and No Hidden / consumable / control charges shall be claimed by the successful bidder(s) and no separate payment shall be made for that item(s).





- 10. The quoted price should be in Pak Rupees, inclusive of all applicable taxes, duties, levies, insurance, freight etc. applicable under the Laws of Khyber Pakhtunkhwa as well as Pakistan.
- 11. All services to be provided under the contract shall include related services such as transportation, installation, commissioning, maintenance, routine, servicing, calibration, and training.

Note: All bids will be evaluated according to the eligibility check list (Bid Form-2 & 3), these TORS and the advertisement. If any of the given specifications/parameters does not meet the required specifications, their offer will not be considered and shall summarily be rejected by SGTH Swat.





3. BID PREPARATION

- 3.1. **Bid Cover Sheet:** The bid shall contain a cover sheet/page on official letter pad, which shall contain complete information about the office/warehouse-location addresses, phone numbers, email addresses.
- 3.2. **Table of contents or index:** Details of items present in the bid or any attachments as annexures, page numbers shall be clearly mentioned. Details of items is given below.
- 3.3. **Cover letter:** every bid shall contain a cover letter on the company's letter pad, to the Medical Superintendent, SGTH, Swat.
- 3.4. **Personnel details of the bidder/owner** of the firm or his authorized agent for this purpose shall be attached; photocopy/photocopies of the CNIC (s) shall be pasted on the letter pad.
- 3.5. **Call Deposit Receipt (CDR):** CDR in the name of the Medical Superintendent Saidu Group of Teaching Hospital, Swat of Rupees as given in the advertisement shall be attached on official letter pad.
- 3.6. Attach Bid Form-1 (List & Specification of Items to be Quoted on Official Letter Pad) as per the BSD requirements. 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).
- 3.7. Attach Bid Form-2 (Sample Demonstration to be Provided, on Official Letter Pad).
- 3.8. Attach Bid Form-3 (Eligibility Check List to be Provided, on Official Letter Pad).
- 3.9. Attach Bid Form-4 (Letter of intention, on official letter pad)
- 3.10. Attach Bid Form-5, AFFIDAVIT (on Judicial Stamp Paper)
- 3.11. Attach Bid Form-6, INTEGRITY PACT (on Judicial Stamp Paper)
- 3.12. Attach Bid Form-7, (Bidder Conflict of Interest Disclosure Form, on official letter pad)
- 3.13. Attach Bid Form-8, (No Joint Venture/Consortium Certificate (Official Letter Pad)
- 3.14. **Tax Registration:** Copy of Fresh FBR ATL, Tax Returns Record, Copy of fresh KPRA Certificate (if applicable)
- 3.15. Mandatory record pertaining to the fulfillment of TORs (Special Conditions): Related Proofs, copies of certificates etc. shall be attached as annexures with proper page numbers in the requested sequence as per TOR of the BSD.

Note: The bid shall be properly compiled to booklet form. The envelop shall be properly sealed, having name of the bidding category mentioned, addressed to the Medical Superintendent, Saidu Group of Teaching Hospital, Swat, from the bidder (complete name and address of the bidder).





4. THE BIDDING PROCEDURE

- 4.1. **Single Stage One Envelop** Bidding procedure as per KPPRA Act 2012 and KPPRA Rules 2014 framed there under shall be applied.
- 4.2. The bidders are requested to give their lowest rates (including all applicable taxes) for the requested items/goods etc, no negotiations (post bid) on quoted rates are allowed under the KPPRA rules 2014.
- 4.3. Bids shall be delivered to the Main Store Office, Room# 08, Administration Block, SGTH Swat, given above before 10:00 am 12-09-2024.
- 4.4. Tender opening will be held on 12-09-2024 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.
- 4.5. Any bids received later than the specified time and date given in point No-04 shall be rejected as per KPPRA rules (37-4)





5. STANDARD FORMS (1 to 9)

BID FORM 1:	LIST & SPECIFICATION OF ITEMS (To be Quoted on Official Letter Pad)
BID FORM 2:	SAMPLE DEMONSTRATION (ON OFFICIAL LETTER PAD)
BID FORM 3:	ELIGIBILITY CHECK LIST (To be Quoted on Official Letter Pad)
BID FORM 4:	LETTER OF INTENTION (Official Letter Pad)
BID FORM 5:	AFFIDAVIT (On Judicial Stamp Paper)
BID FORM 6:	INTEGRITY PACT (On Judicial Stamp Paper)
BID FORM 7:	VENDOR CONFLICT OF INTEREST DISCLOSURE FORM (Official Letter Pad)
BID FORM 8:	NO JOINT VENTURE/CONSORTIUM CERTIFICATE (Official Letter Pad)
BID FORM 9:	CONTRACT AGREEMENT (for information only, shall be signed by the successful bidders only)





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

X-RAY FILMS DIFFERENT SIZES TENDER FOR THE FINANCIAL YEAR 2024-25, Saidu Group of Teaching Hospital, Swat

S.NO	Name of Items	Size	Brand Name	Make/ Manufacturer	Country of Origin	Pack Size	Per Film/Unit Price (PKR)
1.	Thermal X-Ray Films	8X10					
2.	Thermal X-Ray Films	10X12					
3.	Thermal X-Ray Films	14X17					
4.	Laser X-Ray Films	8X10					
5.	Laser X-Ray Films	10X12					
6.	Laser X-Ray Films	14X17					
7.	Thermal Dental X-Ray Films	22x35mm					





SAMPLE DEMONSTRATION (ON OFFICIAL LETTER PAD)

X-RAY FILMS DIFFERENT SIZES TENDER FOR THE FINANCIAL YEAR 2024-25, Saidu Group of Teaching Hospital, Swat

S.N O	List Of Required Specification of Tender	Size	Quoted Size with Brand	Subm	Sample Submitted as Per BSD		Result Of Sample Demonstration		OR Not le for valuation ess
				Yes	No	Good	Poor	Eligible	Not Eligible
1.	Thermal X-Ray Films	8X10							
2.	Thermal X-Ray Films	10X12							
3.	Thermal X-Ray Films	14X17							
4.	Laser X-Ray Films	8X10							
5.	Laser X-Ray Films	10X12							
6.	Laser X-Ray Films	14X17							
7.	Thermal Dental X-Ray Films	22x35 mm							

Note: - The above proforma will be filled by the Purchase Committee at the time of bid opening.





ELIGIBILITY CHECK LIST TO BE PROVIDED ON OFFICIAL LETTER PAD

X-RAY FILMS DIFFERENT SIZES TENDER FOR THE FINANCIAL YEAR 2024-25, Saidu Group of Teaching Hospital, Swat

Category Name:	X-RAY FILMS DIFFERENT SIZES
Name of Bidder:	
Address of Bidder:	
Contact No of Bidder:	

Eligibility Check List

S No	Eligibility Criteria Details	Explanation	Attached Supporting Document/Proof and Mark Yes/No		
			Yes	No	Not Required
1.	Original CDR (Bid Security)?	Mandatory			
2.	Price Schedules/Quotation with Computerized Print (Words & Figure) on Original Company Prescribing Letter Pad Sealed & Signed Every Page. (Bid Form 1)?	Mandatory			
3.	Letter of Intention (Bid Form 4)?	Mandatory			
4.	Non-Black Listing Certificate Attached Proved on Affidavit (Bid Form 5)?	Mandatory			
5.	Integrity Pact (Bid Form 6)?	Mandatory			
6.	Declaration of no joint venture/ consortium (Bid Form-8)	Mandatory			
7.	Active FBR, ATL Certificates Attached?	Mandatory			
8.	Active KPRA Certificate Attached?	Mandatory			
9.	 a) If the bidder is Manufacture attached Certificate of registration and other relevant documents. b) i. if the bidder is a Sole Distributor or Direct Importer. (The bidder will submit their Valid Authorization Certificate from the Original Manufacturer with company profile, international product certificate e.g. CE, EU, FDA, MHLW/JIS & ISO etc) and other relevant documents, ii. the bidder will submit their own company profile and other relevant documents. c) If the bidder is a sub- distributor Valid Authorization Certificate from Sole Distributor/Authorized dealer/Importer to the bidder. (The bidder will submit of their sole distributor authorization certificate with above (9/b, i & ii) along with certificates and profile of the principal manufacturer, for proof. 	Mandatory			
10.	One international product certificate e.g. CE, EU, FDA, MHLW/JIS & ISO etc of the manufacturer?	Mandatory			
11.	Bank Statement?	Opt.			
12.	Audit Reports?	Opt.			





Letter of Intention

Bid Ref	Bid Ref No					
Date of	Date of the Opening of Bids: 12/09/2024					
Name o	of the Contract:	X-RAY FILMS DIFFERENT SIZES for FY 2024-25				
To:						
		al Superintendent				
		p of Teaching Hospital				
	Saidu Shar	if, Swat				
Dear Si	r,					
1.	undersigned, offer t	e bidding documents, including the receipt of which is hereby acknowledged, we, the o supply and deliver the Goods under the above-named Contract in full conformity with the ents and at the offered/quoted rates (including all applicable taxes).				
2.	contract agreement	r bid is accepted, to deliver the Goods in accordance with the terms and conditions of the We agree to abide by this bid for the Bid Validity Period specified in the Bid Data Sheet binding upon us and may be accepted by you at any time before the expiration of that				
3.		Il Contract is prepared and executed between us, this bid, together with your written id and your notification of award, shall constitute a binding Contract between us.				
4.	We understand that	you are not bound to accept the rates offered/quoted or any bid you may receive until uisite information as required in the BSD for this tender.				
5.	We undertake that,	in competing for (and, if the award is made to us, in executing) the above contract, we will laws against fraud and corruption in force in Pakistan.				
Dated t	his 12/09/2024					
Signed:						
In the c	apacity of [insert title	e or position]				
Duly au	thorized to sign this b	oid for and on behalf of [insert name of Bidder]				





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 BSD.
- 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]





INTEGRITY PACT (on Judicial Stamp Paper)

	ration of Fees, Commission and Brokerage E TH Swat for the FY2024-25.	tc. Payable by the contractor/Suppliers of	of X-RAY FILMS DIFFERENT SIZES					
	oonse to advertisement related to the bidd	ding process / competition regarding aw	vard of X-RAY FILMS DIFFERENT					
	contract of for 2024-25 for SGTH Swat, I, M	1rs/os	bearing CNIC No.					
	, and having the Design	nation of	in Messrs (M/S) [Name of					
Suppli	er (hereby known as supplier, bidder, cont	tractor)] do hereby solemnly affirm, decl	lare and certify on behalf of the					
suppli	er that:							
2.	The supplier has not obtained or induce obligation or benefit from SGTH Swat, subdivision or agency thereof or any othe business practice; and Without limiting the generality of the for the brokerage, commission, fees etc. paid or agree to give to anyone within or outs	/Government of Khyber Pakhtunkhwa er entity owned or controlled by SGTH S regoing, the supplier represents and wa d or payable to anyone and not given or a	(GoKP) or any administrative Swat/GoKP through any corrupt arrants that it has fully declared agreed to give and shall not give					
	person, including its affiliate, agent, asso							
	subsidiary, any commission, gratification		-					
	or otherwise, with the object of obtaining							
	other obligation or benefit in whatsoever							
	declared pursuant hereto; and		, ,					
3.	The supplier has made and will make for respect of or related to the transaction v	with SGTH Swat/GoKP and has not taken	-					
	action to circumvent the above declaration							
5.	The supplier accepts full responsibility disclosure, misrepresenting facts, or to representation, and warranty. It agrees to obtained or procured as aforesaid shall, Swat/GoKP under any law, contract, or or Notwithstanding any rights and remedie indemnify SGTH Swat/GoKP for any loss of further pay compensation to SGTH Swat/gratification, bribe, finder's fee or kickballinducing the procurement of any contract form from SGTH Swat/GoKP.	aking any action likely to defeat the that any contract, right, interest, privileg without prejudice to any other rights a ther instrument, be voidable at the optices exercised by SGTH Swat/GoKP in this or damage incurred by it on account of its /GoKP in an amount equivalent to ten tirack given by the supplier as aforesaid f	e purpose of this declaration, go or other obligation or benefit and remedies available to SGTH on of SGTH Swat/GoKP; and a regard, the supplier agrees to a corrupt business practices and me the sum of any commission, for the purpose of obtaining or					
Signat	ures with stamp							
Name:	:							
Design	nation:							
CNIC N	No							
For Mo	essrs. [Name of Supplier]							
Witn	ess No. 1	Witness No. 1						
Nam	e:	Name:	Name:					
Fathe	er Name:	Father Name:						
CNIC	No	CNIC No.						
Addr	ess/	Address/	Address/					





Bidder 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 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 employed with the vendor.
- 4. The 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	()	Relati	onship	to	employee			
or immediate family members with whom there may be a potential conflict of interest.	()	Interest	in	vendor's	company 			
() Other									





DECLARATION OF NO JOINT VENTURE/ CONSORTIUM Saidu Group of Teaching Hospital, Swat.

To,	
	Medical Superintendent
	Saidu Group of Teaching Hospital, Swat.
Subject:	No Joint Venture/Consortium Certificate
Dear Sir,	
	We M/S are not applying as a joint venture. We are Manufacturer/Sole
Distributor/Sub	-Distributor/Importer and applying by one on one only for the Tender of X-Ray Film Different
Sizes for Finance	cial year 2024-25 of Saidu Group of Teaching Hospital, Swat.
Thanking You Your Sincerely M/S	
Dated:	





SGTH SWAT RATE CONTRACT AGREEMENT (for successful bidders)

CONTRACT AGREEMENT (Draft Format)

The agreement is made between ----- (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 X-RAY FILMS DIFFERENT SIZES contractor for the FY 2024-25 to the Contractee. The Contractor shall supply X-RAY FILMS DIFFERENT SIZES 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 Contractee Name----- Father Name-----**Medical Superintendent** Designation-----CNIC-----**SGTH Swat** Witness No. 1 Witness No. 1 Name: Name: Father Name: _____ Father Name: _____ CNIC No. _____ CNIC No. _____

Address/_____

Address/_____