



Contact No: 0992-381284

BID SOLICITATION DOCUMENTS
For
Hospital Signage's (2018-2019)

Note: The prospective bidder is expected to examine the Bidding Documents carefully, including all Instructions, Terms & Conditions, and Specifications etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

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Hospital Signage's 2018-2019

1. INTRODUCTION:

Medical Teaching Institution Ayub Teaching Hospital (ATH) Abbottabad invites. Item wise sealed bids from the eligible bidders (Suppliers) for procurement of **Hospital Signage's** for Hospital through open Competitive Bidding under rule 6(2) (b) "**Single Stage Two Envelope**" bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.

<i>Description</i>	<i>Dates</i>
Date of publication of Tender Notice	<i>AS per advt.</i>
Pre-bid meeting	<i>AS per advt.</i>
Last date and time for Bid submission	<i>AS per advt.</i>
Bid Security	<i>Rs: 100,000/-</i>

2. INSTRUCTIONS TO BIDDERS:

1. This Bidding procedure will be conducted in light of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Laws, Rules made there under along with Standard Bidding Documents.
2. Both Technical Bids and Financial Bids must be submitted in two separate sealed inner envelopes marked "**1-Technical Bids**" and "**2-Financial Bids**" which should be packed in one outer envelope.
3. The technical bids will be opened on the date as mentioned in the advertisement in presence of the bidders/representatives who choose to attend while the financial bids will be opened later on after the evaluation of technical bids. Financial bids of only technically qualified responsive bidders will be opened while the financial bids of technically unqualified bidders will be returned unopened.
4. An affidavit is mandatory; in the Technical Bid that bid security is placed in the financial bid.
5. Any bid received after the deadline for submission of bids shall not be entertained and shall be returned unopened to the Bidder.
6. All the bidders are required to provide annexure wise complete requisite documents with page marking for their Technical Evaluation / Qualification as prescribed under the rules.

8. The bid should be complete in all respect and must be signed by the bidder.
9. All prices quoted must be in Pak Rupees (PKR) and should include all applicable taxes. If not specifically mentioned in the Quotation, it will be presumed that the prices include all the taxes. ATH is exempted from GST.
10. Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.
11. For any query, clarification regarding Services / Bid Solicitation Documents, the applicants may send a written request at least one day prior to the opening date.
12. The Bidder may after its submission withdraw its bid prior to the expiry of the deadline prescribed for submission of bids. Withdrawn bids will be returned unopened to the Bidders.
13. Any bid not received as per terms and conditions laid down in this document are liable to be ignored. No offer shall be considered if:
 - a. Received without earnest money;
 - b. It is received after the date and time fixed for its receipt;
 - c. The tender document and the bid is unsigned;
 - d. The offer is ambiguous;
 - e. The offer is conditional i.e. advance payment, or currency fluctuations etc.;
 - f. The offer is from blacklisted firm in any Federal / Provincial Govt. Deptt:
 - g. Only typed tender on original prescribing letter pad, sealed & signed (Every Page) should be submitted, The quoted Price must be pre printed and hand written quoted price will not be acceptable. The tenders must be according to hospital specification; alternate rates will not be acceptable.
14. Usage of correction fluid & corrections are strictly prohibited unless duly initiated.
15. Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
16. Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
17. In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation in front of the bidders.
18. Any direct or indirect effort by a bidding firm to influence this institution during the process of selection of a bidder or award of contract may besides rejection of its bid result into its disqualification from participation ATH in the future bids.

3. ELIGIBILITY CRITERIA:

- Bidders must give compliance to the below mentioned clauses as these are mandatory to being eligible for the bidding process. Relevant certificates must be attached.
- **The bidder must be registered with Income / Sales Tax Department, reflected as Active Tax Payer on the list of FBR.NTN/KNTN and Professional tax**
- The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental/ Semi-Governmental institutions.
- Bidders shall not be eligible to bid if they are under a declaration of Ineligibility for corrupt and fraudulent practices issued by any government organization in accordance with the Section 44(1) KPP Rules 2014.

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4. GENERAL CONDITIONS:-

1. MTI, ATH shall evaluate the proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements.
2. Alternative bid shall not be considered and shall be rejected by the Competent Authority.
3. At any time prior to the deadline for submission of bids, ATH Abbottabad may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the bidding documents by amendment.
4. If a bid is not substantially responsive, it will be rejected by the Procuring Entity and may not subsequently be made responsive by the Bidder by correction of the nonconformity.
5. MTI ATH, ABBOTTABAD may accept or reject any or all of the bids under Rule 47 of KPPRA Rules, 2014.

Hospital Signage's 2018-2019

Medical Teaching Institution
Ayub Teaching Hospital (ATH)
Abbottabad
Phone: 0992-380412

5. INVITATION FOR BIDS

Hospital Director, Medical Teaching Institute, **Ayub Teaching Hospital (ATH) Abbottabad** invites sealed tenders on turnkey basis under National Competitive Bidding for the procurement of **Hospital Signage's** for Hospital , under rule 6(2)(b) "*single stage two envelope procedure*" of KPPRA Rules 2014, from (General order supplier) registered with the Income / Sales tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security @ 100,000/- in shape of Call Deposit Receipt (CDR)/Bank Guarantee in the name of Hospital Director ATH, Abbottabad. An affidavit is mandatory, in the technical bid that bid security is placed in the financial bid. Pre-bid meeting with the interested bidders will be held on 20-11-2018 at 10:00 hrs at the address given below.

The tenders complete in all respect must reach the undersigned by 10:00 hrs on 30-11-2018, which will be opened at 10:30 hrs on the same day in conference room of the Complex in the presence of the procurement committee and the bidders / representatives who may choose to attend.

Competent Authority reserves the right to reject any or all the bids as per provisions contained in Rule 47 of KPPRA Rules 2014.

6. BID SECURITY

Bid security @ 100,000/- in shape of Call Deposit/Bank Guarantee (refundable) drawn in favor of "Hospital Director ATH" should be kept sealed in the financial proposal. An affidavit is mandatory in the technical bid that bid security is placed in the **Financial proposal**.

The bid security may be forfeited:

- i) If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
- ii) In the case of a successful Bidder, if the Bidder fails to sign the contract.

7. BID VALIDITY:

- i) The bids should be valid for a period of 60 days.
- ii) In exceptional circumstances, ATH, Abbottabad may solicit the Bidder's consent to
an extension of the period of validity reasons shall be recorded in writing. The request and the responses there to shall be made in writing. The bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

8. Specification Hospital signage's

S.No	Signage specifications	Remarks
1	<p>Aluminum Alloy Structure</p> <p>1.2mm Wall Thickness 15 Micron Anodizing</p> <p>Inserts</p> <p>MS / PVC Strips Acrylic / Sign Sheet High Resolution Digital Printing Scratch Resistant Lamination Changeable Message Option</p> <p>Sign Backing</p> <p>Imported Painted MS Sheet 22 Gauge</p>	<p>Rates required Per square Inch</p> <p>With Installation</p>

9. EVALUATION CRITERIA

The bids / proposals will be evaluated on the basis of advertisement, bid solicitation documents and the point system as specified below.

A proposal shall be rejected during the technical evaluation if the bid does not fulfill the minimum specified requirements OR if it fails to achieve the minimum score as indicated in the below mentioned table. Relevant certificates / documents must be attached.

S #	Parameters	Sub-parameters	Marks
1	Legal Requirement		10
		Sales Tax Registration Certificate	Mandatory
		NTN Registration Certificate	Mandatory
		Professional Tax Certificate	Mandatory
		Most recent Sales Tax Return from FBR	3
		IT-1 or IT-2 Form showing net annual sales	3
		Bank Statement of Last Years (2 Marks for each year)	4
2	Product Sample		30

Product that **100%** comply with the advertised specifications will be considered for evaluation

Samples will be examined & accepted by the Technical & Evaluation Committee

Sample(s) of successful bidder(s) shall be kept by ATH. Supplies, when received, will be cross checked against the samples. Should the supplies fall below the standard of the supplied samples, they will be rejected and subsequently returned to the vendors.	Satisfactory		30
	Unsatisfactory		0
	Note : Sample of the Quoted Item shall be submit to the technical Evolution Committee at the time of Tender Opening		
3 Relevant Experience			10
Market experience of the	I	1 – 2 years	5
Quoted Product	ii	3 – 5 years	10
4 Financial Capabilities			15
Turnover in Millions	i.	1-2 millions	5
	ii.	3-4 millions	10
	iii.	5-8 millions	15
5 Local office			05
Supplier's office	Availability of Office in khyber pakhtunkhwa		05
Total Marks			70
Qualifying Marks			49

Total Marks in Technical Criteria: **70**

Financial Criteria (30 Marks):

S #	Parameters	Sub-Parameters	Total Marks: 30
	Price		30
		Lowest Price will get full marks. The formula to calculate the marks for the price submitted is: [Lowest Price (Fm)/Price of Bid under consideration (F)] x100 x 0.30	30

Total Marks (Technical Criteria + Financial Criteria): 100

Financial bids of only technically responsive bidders will be opened publicly at the time to be announced by the Procuring Agency. The Financial Bids of technically disqualified bidders will be returned un-opened to the respective Bidders. After getting the financial score from the remaining 30 marks, the two scores will be combined to identify the best evaluated bid.

Merit Point Evaluation Methodology: Contract will be awarded to the best evaluated responsive bid which gets the maximum marks and becomes the highest ranking in the Combined Evaluation calculated through the Merit Point Average Methodology which puts greater emphasis on non-price factors like stringent global certifications on Conformance Specifications (i.e., meeting the required technical specifications), Performance Specifications (i.e., meeting the requirements the product is designed for) leading to customer satisfaction verification, certifications of the technical staff, provision of maintenance & services and post-warranty services etc.

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10. BLACKLISTMENT OF DEFAULTED BIDDER/CONTRACTOR

Conditions for Blacklisting of Defaulted Bidder/Contractor under rule 44 of KPPRA Rules 2014

The following are the events which would lead to initiate (Rule 44 of KPPRA Rules 2014) blacklisting/debarment process;

Consistent failure to provide satisfactory performances.

Found involved in corrupt/fraudulent practices.

Abandoned the place of work permanently

Conditions for debarment of Defaulted Bidder/Contractor

Failure or refusal to;

Accept Purchases Order / Services order terms;

Make supplies as per specifications agreed:

Fulfill contractual obligations as per contract

Non execution of work as per terms & condition of contract.

Any unethical or unlawful professional or business behavior detrimental to good conduct and integrity of the public procurement process.

Persistent and intentional violation of important conditions of contract.

Non-adherence to quality specifications despite being importunately pointed out.

Security consideration of the State i.e., any action that jeopardizes the security of the State or good repute of the Ayub Teaching Hospital (ATH) Abbottabad MTI.

Procedure for blacklisting and debarment

1. Competent authority of Ayub Teaching Hospital (ATH) Abbottabad MTI may on information, or on its own motion, issue show cause notice to the bidder.
2. The show cause notice shall contain the statement of allegation against the Bidder.
3. The bidder will be given maximum of seven days to submit the written reply of the show cause notice.
4. In case the bidder fails to submit written reply within the requisite time, the competent authority may proceed forth with ex-parte against the bidder.

5. Direct to issue notice of personal hearing to the bidder/ authorized representative of the bidder and the competent authority shall decide the matter on the basis of available record and personal hearing, if availed.
6. The competent authority shall decide the matter within thirty days from the initiation of proceedings.
7. The order of competent authority shall be communicated to the bidder by indicating reasons.
8. The order past as above shall be duly conveyed to the PKPRA and defaulting bidder within three days of passing order.
9. The duration of debarment may vary up to five years depending upon the nature of violation.

11. REDRESSING OF GRIEVANCES

1. The purchaser shall constitute a committee comprising of disagreed & notified by the competent authority proper powers and authorizations to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.
2. Any bidder feeling aggrieved by any act of the purchaser after the submission of his bid may lodge a written complaint concerning his grievances not later than 03 days after the announcement of the bid evaluation report.
3. The grievance redressed Officer shall investigate and decide upon the complaint within 06 days of the receipt of the complaint. The report along with decision shall be forwarded to the purchaser officer within the prescribed period.
4. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
5. Note: Grievance notified & designated who can invite appropriate official as co-opted member for grievance.

12 Award of Contract:

Contracts shall be confirmed through a written agreement signed by the successful bidder and the .

13. Payment:

- a. No advance payment will be permissible.
- b. The payment will be made after successful supply, installation/inspection and test run of all requisite items.

14. Terms & Conditions

The delivery should be made within 30 days.

If the supply is not done within the period mentioned in the supply order, penalty

@ 2% will be charged upto 15 days and beyond 15 days the penalty will be charged

@ of 5%.

The bidder must register with Income / Sales Tax Department

No advance payment will be permissible.

The payment will be made after successful supply and inspection of all requisite items.

The Hospital may accept or reject any or all of the bids under Rule 47 of KPPRA Rules, 2014.

Hospital Signage's 2018-2019



MEDICAL TEACHING INSTITUTION AYUB TEACHING HOSPITAL ABBOTTABAD

Advt. No. 178/2018-19

Dated 12/11/2018

TENDER NOTICE

Sealed and postal tenders are invited for the following to Ayub Teaching Hospital Abbottabad for the year 2018-19 or onward till finalization of next year tender from the eligible firms registered with KP Revenue Authority and as per bidding document.

S.#	Description.	Tender cost (non refundable)	Bid Security in shape of CDR
01	Repair / rewinding of transformers.	Rs.1500/-	2 % of the quoted value.
02	Provision of Power Supply cable and distribution board for X-ray Machine.	Rs.1500/-	-do-
03	Supply of Maintenance Store items	Rs.1500/-	-do-
04	Hospital Signage	Rs.1500/-	-do-
05	PVC/Vinyl (imported) anti bacterial aesthetic flooring of Operating Rooms.	Rs.1500/-	-do-

Bidding documents can be obtained from procurement cell till the closing date during working hours after deposit of tender cost are also available on institution website www.ath.gov.pk. And www.kppra.gov.pk The tender documents can also be obtained on written request after deposit of tender cost. In case of the request received through courier the bank draft in favour of undersigned inclusive of courier charges be submitted within due date. The closing date / time is **28/11/2018 at 11:00** and received at **11:30 a.m** which will be opened on the same date at **12:00 (Noon)**.

SAY NO TO
CORRUPTION

HOSPITAL DIRECTOR

MEDICAL TEACHING INSTITUTION
AYUB TEACHING HOSPITAL, ABBOTTABAD
PH: 0992-384085 FAX: 380328 website: ath.gov.pk