

INVITATION FOR BIDS

Tender Name:
**SERVICE AND MAINTENANCE
CONTRACT OF MRI MACHINE**

(FINANCIAL YEAR 2024 – 25)



**Medical Teaching Institution
Ayub Teaching hospital
Abbottabad**
Mansehra Road, Mandian Abbottabad
Ph # 0992-9311159

Copy of Advertisement

Bidding Schedule

Description	Detail
Commencement date for Sale of Bidding Documents	After the advertisement onward till last date (on all working days during office timing).
Last date and time for the receipt of bids	As per Advertisement
Date, time and venue of opening of technical bids	_____As per Advertisement Conference room Ayub Teaching Hospital
Bid Currency	1. PKR on free delivery to the consignee's end basis including all ex-work, transportation, storage charges till the destination.
Language of bid	English
Amount of bid security (earnest money)	2% of the estimated prices of the quoted items in the shape of call deposit (CDR).
Performance Guarantee	10% of the contract value in the shape of Bank Guarantee
Bid validity period	90 Days
Bidding procedure	Single Stage – Two Envelop Procedure
Tender Fee	Rs. 1500/-(non-refundable)
<p>Address for communication:-</p> <p>PROCUREMENTCELL</p> <p>Ayub Teaching Hospital Mansehra road Abbottabad Ph # 0992-9311159</p>	

: PARTICULARS OF THE BIDDING FIRM

Bidders/Firms are directed to place the properly filled following form as the first page (title page) of their completed bidding documents. Failing this may render your document unacceptable.

BIDDING DOCUMENTS FOR TENDER PURCHASEAIH (2024-25)

Tender Name: SERVICE AND MAINTENANCE CONTRACT OF MRI MACHINE

Name of Firm: -----

Complete Address: -----

Office Telephone/Fax No:

Name of Authorized Representative: -----

Cell no.

CNIC no.:

(Attach copy)

(Firm is bound to duly inform procuring agency and end-user if any of the above bio-data is changed.)

Sales Tax Reg. No: -----

Income Tax No. (N.T.N):

**Amount of Tender Fee
Deposited (with receipt no):**

Instructions for the Bidders

1. **All the procurement procedures will be done strictly according to the KPPRA, 2014.**
2. The participating firms must submit their Technical Proposal in manner as given in BID Technical Evaluation form.
3. Single stage/two envelopes bidding procedure shall be adopted as per KPPRA rules. The envelopes shall be marked as “**FINANCIAL PROPOSAL**” and “**TECHNICAL PROPOSAL**” in bold and legible letters. The envelopes shall then be sealed in an outer envelope. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.
4. The firm will submit their documents as per specification form (mandatory and technical evaluation form) .
5. **The bidder is required to provide Financial Proposal according to the requirement with the name of items, model number, and technical specifications in the exact manner as quoted in the Technical Proposal.**
6. Bids shall remain valid for a period of 90 days (03 months) after opening of Technical Bid by the Procuring Agency. A bid valid for a shorter period shall be rejected by the procuring agency as non-responsive.
7. **The rates should be quoted in PAK Rupees.**
8. Clarification of bids: No bidder shall be allowed to alter or modify his bid after the bids have been opened. However, the procuring agency may seek and accept clarifications to the bid that do not change the substance of the bid.
9. **Limitation on negotiations:** As per KPPRA rules
10. **Rejection of bids:** The authority may reject all bids or proposals at any time prior to the acceptance of a bid.
11. **Acceptance of bids:** The bidder with the lowest evaluated bid, if not in conflict with any other law, rules, regulations or policy of the Government of the KP, shall be awarded the procurement contract.
12. The 2% security must be attached with Financial bid and certificate of bid security on stamp paper also be attached with technical bid failing which tender will be rejected.
13. **Performance Guarantee:** The successful bidder shall furnish a performance guarantee which will be 10 percent of the contract amount. The performance security shall be in the shape of Bank Guarantee.
14. **Qualification of Suppliers and CONTRACTORS:** A procuring agency, at any stage of the procurement proceedings, may require the suppliers or contractors to provide information concerning their professional, technical, financial, legal or managerial competence

15. No offer will be considered valid if it:

- i. Is received after the date and time fixed for its receipt.
- ii. Is unsigned.
- iii. Is conditional.
- iv. Is given by a firm that is black listed, suspended or removed from the approved list of the Health Department, Government of the KP, Autonomous Health Institutions or by the Federal Health Ministry.
- v. Is received with a validity period shorter than that required in the tender inquiry.
- vi. Does not conform to the general conditions of the tender inquiry.
- vii. Is received without earnest money as specified in the tender.

16. Any erasing/cutting/crossing etc. appearing in the offer must be properly signed by the person signing the BID. All pages of the BID must be securely bound, properly numbered and duly signed at the bottom of each page in case of **Financial Proposal. Offers with any overwriting shall, in no circumstances, be accepted.**

17. The service and Maintenance contract of the machine will be without parts.

18. In case of fault and machine need parts then the firm will submit their lowest possible quotation and will also submit the fair price certificate.

19. The Old replaced item will be the property of the hospital and the firm will hand over the part(s) to Electro medical department after dismantling it.

20. The firm will submit the frequency and type of preventive maintenance (monthly, quarterly, required ensuring the machine's continuous performance.

21. The contract shall be valid for one year with the option to renew based on performance of the firm.

22. Tender will be received and open as per advertisement notice.

23. Tender will be considered according to KPPRA rules.

24. Rate Quoted must be in printed form: hand written quoted rate will be rejected.

25. Penalties may apply for non-compliance with KPIs, including delayed response or repair times.

26. The firm should ensure minimum downtime.

27. Response time in case of any problem should not be more than 24 hours.

28. Arbitration and Resolution of Disputes: In case of any dispute, concerning the interpretation and / or application of this contract shall be settled through arbitration. The Hospital Director Ayub Teaching Hospital or his nominee shall act as sole ARBITRATOR. The decision taken and / or award made by the sole arbitrator shall be final and binding on the parties.

29. Income Tax / Sales Tax / Excise Duty and other GOVT Taxes will be levied according to the Government rules.

30. Payment of the bills will be made subject to approval of Successful PPM and the signatures of the radiology and electro medical department.
31. Payment terms will be as per the agreed-upon contract, typically issued in installments aligned with performance milestones or quarterly schedules.
32. **In case of dispute, decision of the Hospital Director Ayub Teaching Hospital shall be final.**
33. The old replace item will be the property of the ATH and firm will hand over the parts to Electro medical store.
34. The KPPRA standing bidding document/ General condition of the contract are part of the bidding documents.

Name of the Firm: _____

Signature: _____

Seal & Stamp of firm: _____

Hospital Director,
Ayub Teaching Hospital
Abbottabad

: MANDATORY PARAMETERS FOR BIDDERS' ELIGIBILITY

Every bidder must fill this form carefully and attach the relevant documents along-with it in the same sequence as prescribed here in this form. These criteria will describe the **eligibility of bidder** failing which bidder will be disqualified and no document will be received later on.

Name of the Firm _____ Name of Tender _____

Date of Opening of Bids -----

Sr. no	KNOCK OUT CLAUSES (Mandatory)	YES/NO	PAGE#
1	Registration Certificate for NTN, STRN.		
2	Status on ATL for NTN,STRN		
3	The firm must be registered with KPRA		
4	The firm must have valid Pakistan Nuclear Regulatory Authority (PNRA) license for the import of radiological equipment		
5.	Original receipt for purchase of tender.		
6.	2% of the estimated cost of quoted items in shape of CDR in the name of Hospital Director Ayub Teaching Hospital		
7.	100 % compliance of technical specification form in bid documents attached herewith. (The technical specification form will be evaluated by the end-user and technical expert)		
8.	Last three year bank statement and audit report of the firm.		
9.	An affidavit on stamp paper of Rs. 100/- (as per sample; Bid Form-III), regarding acceptance of terms and conditions of the bid and not being blacklisted. AND that “the price quoted to this institute against the quoted items bid are not more than the prices charged from any Procurement Organization in the country and in case of discrepancy the bidder hereby undertakes to refund the price charged in excess”.		
11	All pages of Bid are numbered, with an index page and bound ina SECURED pin binding.		

TECHNICAL EVALUATION FORM OF BID

Bidders are required to attach each and every related document as per the evaluation parameters. .

Sr. no	EVALUATION PARAMETERS	Total Marks	Remarks
1	Past Performance (for more than three year; minimum; in Govt. /semi govt. institutions) similar nature of work	1. 3 to 4 years 4	The require documentation of service and maintenance contracts of the institution (s)
		3. 4 to 5 years 7	
		5. > 5 years 10	
2	Successful contract of MRI machines list of institutions (Govt/Private where served)	1. 3-5 institutions 4	The good performance report of the institution will be required.
		2. 4-5 institutions 7	
		3. Above 5 institutions 10	
3	Similar nature Assignments in hand (repair and maintenance contract of same equipment)	1. 2-3 assignments 04	Evidence of the contract agreements.
		2. 4-5 assignments 06	
		3. More than 5 assignments 10	
4	Financial Position	Bank Statement of last 01 year showing credit transactions	Authorized certificate issued by the concerned Authority is required.
		30– 40 Million 04	
		40 – 50 Million 06	
		More than 50 Millions 10	
	Office (the office of the firm must be within 200 km)	The office of the firm	The firm will provide the firm addresses with technical bid.
		300-500km 04	
		200-300 Km 07	
		Below 200 10	
Total Marks		50	-----
Qualifying Marks (70%)		35	-----
Total Marks Obtained		-----	

Award of contract will be given to the lowest Financial Bid offer amongst the Technical qualified bidders.

Bid Form-I

LETTER OF INTENTION (To be attached with Eligibility Criteria of Bidder)

Tender No. -----

Title of Tender/Contract -----

Date of the Opening of Bid -----

To: *[Name and address of Procuring Agency]*

Dear Sir/Madam

Having examined the bidding documents, the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the goods under the about-named contract in full conformity with the said bidding documents and at the rates/unit prices described in the Price Schedule or such other sums as may be determined in accordance with such other sums as may be determined in accordance with the terms and conditions of the contract. The above amounts are in accordance with the price schedules attached herewith and are made part of this bid.

We undertake, if our bid is accepted, to deliver the Goods in accordance with the delivery schedule specified in the schedule of requirements.

If our bid is accepted, we undertake to provide a performance security/guaranty (if required) in the form, in the amounts and within the times specified in the bidding documents.

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 lowest or any bid you may receive.

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.

Date -----

Signed -----

(In the capacity of {insert: title or position})

Duly authorized to sign this bid for and on behalf of {insert: name of Bidder/Firm}

Bid Form-II

AFFIDAVIT

(To be attached with Eligibility Criteria of Bidder)

I/We, the undersigned solemnly state 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 enunciated in the bidding documents.
- 3) The undersigned are solvent and competent to undertake the subject contract under the Laws of Pakistan.
- 4) 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.
- 5) The undersigned are not blacklisted or facing debarment from any Government, or its organization or project.
- 6) 2% call deposit in shape of CDR is attach with financial bid.

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

Signed -----

In the capacity of *[insert: title or position]*

Duly authorized to sign this bid for and on behalf of *[insert: Name of Bidder/Bidding firm]*

Technical Specifications form

Following items quoted for financial year 2024-25 with required specification are provided in under mentioned quantities.

SR.	Tender No	Equipment name	Description	Make / Model	QTY.
		MRI Machine	SERVICE AND MAINTENANCE CONTRACT OF MRI MACHINE	Vantage Orian. MRI Machine 1.5 Tesla Canon Medical System	01

MANDATORY TERMS AND CONDITIONS:

1. The firm must be registered with Khyber Pakhtunkhwa Revenue Authority (KPRRA).
2. The firm must have valid Pakistan Nuclear Regulatory Authority (PNRA) license for the import of radiological equipment in case of part requirement for the said machine.
3. The firm must have factory trained qualified engineer of the same model.
4. The firm should provide the inventory list of available parts of the same model of MRI machine, so that in any case, if the machine needs parts then there should be minimum downtime.
5. The firm will must provide evidence that they provide services of the same model in different government institutions in Pakistan and will submit "GOOD SERVICE REPORT" of past performance of at least 05 government institutions for the same model with the technical bid.
6. The firm will provide the manufacturer surety certificate that factory technical support will be available in case of major fault.

7. The firm should have proper workshop with the required test tools for calibration and repair of the system, which can be verified by the hospital if required.
8. The firm should confirm to provide Field Modification instruction (FMI) / software up-date as and when required or advised by the manufacturer.

Sign & Stamp of Bidder

Date

PRICE SCHEDULE
(Financial Proposal)

Note: This form is to be filled by the Bidder for service and maintenance contract of MRI machine and shall submit with Financial Proposal.

Name of the Firm: -----

Tender No. -----

Date of opening of Bid. -----

Sr. #	Make/ Model and country of Manufacturer and origin	Description of service and maintenance (with parts and without parts Complete Detail)	Rate offered in PKR	Sale and Other taxes (Specify the type and kind of taxes applied)	Discounts (if any)	Final offer (Inclusive of all taxes in PKR)
1. Rates with parts	Vintage Oriani 1.5 tesla , canon medical system					
2. Rates without parts						

Note:-

Signature **Designation**

Date **Official Stamp**

Bidder's Signature and Stamp

Name: - _____ Designation:- _____

CNIC No. _____ Address:- _____

Phone Office _____ Fax No. _____

Mobile No. _____ Email Address _____

Bid Form-VII**Performance Guarantee Form**

To: *[Name & Address of the Procuring Agency]*

Whereas *[Name of firm]* (hereinafter called “the firm”) has undertaken, in pursuance of Contract No. *[number]* dated *[date]* to *[description of agreement]* (hereinafter called “the Contract”).

And whereas it has been stipulated by you in the said Contract that the Supplier shall furnish you with a Bank Guarantee by a scheduled bank for the sum of 10% of the total Contract amount as a Security for compliance with the Supplier’s performance obligations in accordance with the Contract.

And whereas we have agreed to give the firm a Guarantee: Therefore we hereby affirm that we are Guarantors and responsible to you, on behalf of the firm, up to a total of *[Amount of the Guarantee in Words and Figures]* and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[Amount of Guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____, 2024-25.

Signature and Seal of the Guarantors/Bank

Address

Date

Note: The contract will be signed/ issued after submission of this Performance Security.

Engr Sajjad Alam (DDEM)

Murtaza Khan (DDP)

Dr. Khiyal ur Rehman Afridi (SM, MM)

Maj R Dr. Tariq Abbasi (HOD Anesthesia)

Approved by Hospital Director