



**MEDICAL TEACHING INSTITUTION AYUB TEACHING HOSPITAL (MTI ATH)
ABBOTTABAD**

**Standard Bidding Documents (SBDs)
For National Competitive Bidding (NCB) Pakistan**

**For
SELECTION OF VENDERS/SUPPLIERS FOR LOCAL PURCHASE OF SPECIALIZED
MEDICINES FOR PAKISTAN BAIT UL MAAL/ZAKAT/SSP/Lisa il Walmahroom FOR
THE FINANCIAL YEAR
2026-2028**

PREFACE

These Standard Bidding Documents have been prepared for use & prepared by the Ayub Teaching Hospital Abbottabad, for selection of venders/suppliers for purchase of Specialized Medicines for Pakistan Bait ul Mall, Zakat, SSP and Lisail Walmahroom Patients for the year 205-2028 through National Competitive Bidding (NCB) Khyber Pakhtunkhwa via E-PADS. The standard bidding documents for procurement of the said Bidding Documents are grouped in five parts.

Part-I	Mandatory Documents
Part-II	Instructions to Bidders (ITB)
Part-III	Technical Evaluation Performa
Part-IV	Demand list.
Part-V	Bid Forms
Part-VI	Contract Agreement

PART -I

Mandatory Documents

- a) Bidder shall be Authorize Distributor of the Manufacturer/Importer in Abbottabad, having valid drug sale license.
- b) Income tax registration with last year income tax return and shall be active on ATL at the time of submission of bid.
- c) Sales tax registration and shall be active on ATL at the time of submission of bid.
- d) Last year bank statement.
- e) Performance certificate issued by the MTI ATH end user in case the supplier has previously executed a contract with MTI ATH.
- f) Original CDR Amount of **Rs. 500,000 PKR** in the name of Hospital Director MTI ATH Abbottabad shall be provided in hard and also uploaded on E-PADS.
- g) Integrity Pact on a judicial stamp paper.
- h) Under taking on judicial stamp paper (Hard copy as well as upload on E-PADS) for the following:
 - 1 Bidder is NOT blacklisted in any Govt. (Federal, Provincial or Local) or a public sector Organization.
 - 2 No employee of Ayub Teaching Hospital is shareholder in the company business

Note: Any Document Missing in the mandatory documents will lead to disqualification.

PART -II

Instructions to Bidders (ITB)

(A) General:

1 Scope of Bid

AMTI invites bids for for selection of venders/suppliers for purchase of Specialized Medicines for Pakistan Bait ul Mall, Zakat, SSP and Lisail Walmahroom Patients for the year 205-2028 through National Competitive Bidding (NCB) Khyber Pakhtunkhwa via E-PADSsupply specified in Schedule of Requirements along with Technical Specifications and related services incidental thereto to meet the requirements AMTI Abbottabad with Bid Reference Number for the procurement activity as mentioned in Bid Data Sheet (BDS).

2 Source of Funds

AMTI Abbottabad

3 Eligible Bidders

3.1 This Invitation for Bidders (IFB) is open to all eligible registered Authorize local Distributor of manufacturer/importer for supply of specialized medicines (list attached) and must be Drug Sale Lisence

3.2 Bidders under the declaration of ineligibility for corrupt and fraudulent practices issued by the Government (Federal, Provincial or Local) or a public sector organization are NOT ELIGIBLE.

4. Corruption and Fraud.

4.1 The Government of Khyber Pakhtunkhwa defines Corrupt and Fraudulent Practices as, *“offering, giving ,receiving or soliciting of anything of value to influence the action of the public official or the supplier or the contractor in the procurement process or in contract execution to the detriment of the Procuring agencies; or misrepresentation of facts in order to influence a procurement process or the execution of contract, collusive practices among bidder (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive and any request for or solicitation of anything of value by any public official in the course of the exercise of this duty”*.

4.2 Indulgence in corruption and fraudulent practices is liable to result in rejection of Bids, cancellation of contract, debarring and blacklisting of the bidder, for a stated or indefinite period of

5. Bidding for Selective Items.

A Bidder, if he so chooses, can bid for selective items from the list of goods provided for the schedule of Requirements. A Bidder is also at liberty to bid for all the goods mentioned in the Schedule of Requirements provided he fulfills the requirements.

However, a Bidder cannot bid for partial quantities of an item in the Schedule of Requirement. THE BID MUST BE FOR THE WHOLE QUANTITY OF AN ITEM REQUIRED IN THE SCHEDULE OF REQUIREMENT

(B) The Bidding Procedures:

1. The Governing Rules.

The Bidding procedure shall be governed by the Khyber Pakhtunkhwa Public Procurement of Goods, Works and Services KPPRA Rules, 2014.

2. Applicable Bidding Procedure.

The bidding procedure is governed by thy Rule 06 Para (2) KPPRA Rules, 2014.

3. The bidding procedure is explained below:

Single Stage, Two Envelop Procedure (Rule 2(b) KPPRA 2014) via E-PAD KPPRA.

- i) The bid shall be submitted through E-PADS both the Technical Proposal and the Financial Proposal.
- ii) The uploaded files shall be marked as “TECHNICAL PROPOSAL” and “FINANCIAL PROPOSAL” OF Specilized Medicnes in bold and legible letters to avoid confusion.

- iii) Initially the “TECHNICAL PROPOSAL” shall be downloaded; technical proposal is to determine the technical strength and consideration of the illegibility of the firm for the bidding process, which is to be carried out before the opening the financial bids.
- iv) The “FINANCIAL PROPOSAL” shall only be downloaded and opened after the successful Technical evaluation.
- v) The Technical Evaluation committee shall evaluate the technical proposal, without reference to the price and reject any proposal which do not conform the specified requirements.
- vi) During the technical evaluation no amendments in the technical proposal shall be permitted.
- vii) The financial proposals of bids shall be opened publicly at a time, date and venue to be announced and communicated to the Bidders in advance.
- viii) After the evaluation and approval of the technical proposal the Purchase committee shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted bids only.
- ix) The bid found to be the lowest offered price shall be accepted.

Preparation of Bids

(A) The Bidding Documents:

1. Contents of the Bidding Documents

The Bidding Documents include

2. Language of Bids.

2.1 All Correspondences, communications associated with preparation of Bids, clarifications, amendments, submissions shall be written in English/Urdu. Supporting documents and printed literature furnished by the Bidder may be in any language provided they are accompanied by an accurate translation of the relevant passages in English/urdu, in which case, for purpose of interpretation of the Bid, the said translation shall take precedence.

3. Bid Price

3.1 The Bidders should quote the prices of the goods according to the technical specifications the technical specifications of goods; different from the required specifications shall straightway be rejected.

3.2 The Bidder is required to offer a competitive price which must include all the taxes, levies, duties, prescribed prices.

If there is no mention of taxes, the offered/quoted price shall be considered as inclusive of all prevailing taxes/duties, etc.

3.3 The benefit of exemption from or reduction in the taxes and duties shall be passed as per Govt. rules.

3.3 Prices offered should be for the entire quantity of an item demanded in the Schedule of Requirement; partial quantity offered shall be straightway rejected. Conditional or alternate offer shall also be considered as non-responsive bid.

3.4 While making a price quote, trends/inflation in the rate of goods and services in the market should be kept in mind. No request for increase in price due to market fluctuation in the cost of goods or services shall be entertained.

4. Bid Currencies

Price shall be quoted in Pakistani Rupees.

5. Bid Validity

5.1 Bid Validity is for 90 days.

5.2 The TEC shall ordinarily be under an obligation to process and evaluate the bid within the stipulated bid validity period. However, under exceptional circumstances and for reason to be recorded in writing, if an extension is considered necessary, all those who have submitted their bids shall be asked to extend their respective bid validity period. Such extension shall be for not more than the period to the period of original bid validity.

5.3 Bidders who;

- a) Agree to the Competent Authority request for extension of bid validity period shall not be permitted to change the substance of their bids; and
- b) Do not agree an extension of the bid validity period shall be allowed to withdraw their bids without forfeiture of their bid securities.

6. Format and Signing Of Bids

6.1 While uploading the bids on E-PADS the bidder shall ensure that original documents are scanned in clear readable form and uploaded accordingly. In case of copies, documents must be stamped and signed by the bidders.

6.2 The Bid shall be accompanied by the original receipt for the payments made for the purchase of the bidding document. In an event

Where the Bidder has downloaded the bidding document from the web, they will require to get the original payment receipt of the prescribed fee from the Procuring cell well before the date of submission of bid.

6.3 The original bid shall be typed or written in indelible ink and shall be signed by the bidder or a person or persons duly authorized to bind the bidder to Contract. The person or person signing the bid shall initial all pages of the bid form.

6.4 Any interlinear actions, erasures or overwriting shall valid only if they are initiated by the person or persons signing the bid.

6.5 Any tempering, illegitimate inclusion or exclusion in any part of the Standard Bidding Documents shall lead to disqualification of the bidder.

7. Submission of Bids

The “TECHNICAL PROPOSAL” and “FINANCIAL PROPOSAL” of Specialized Medicines shall be uploaded on E-PADS according to the dates mentioned in the advertisement.

8. Late Bids

Any bid if not uploaded to portal before the end time shall Not be entertained later.

9. Withdrawal of Bids

9.1 The Bidder may withdraw its bid after the bid’s submission and prior to the deadline prescribed for opening of bids.

9.2 No bid may be withdrawn in the period between deadline for submission of bids and the expiration of the period of bid validity specified. Withdrawal of a bid during this period may result in forfeiture of the Bid Security submitted by the Bidder

Opening and Evaluation of Bids

1. Opening of Bids by Procuring Agency

1.1 All bids received through E-PADS shall be opened by the Tender opening committee (Purchase Committee) publicly in the presence of the Bidders or their representatives on the date, time and venue prescribed in Advertisement.

1.2 All Bidders in attendance shall sign an attendance sheet.

1.3 The Purchaser shall open one bid at a time and read out aloud its contents which may include name of the Bidder, the presence or absence of requisite bid security **CDR amounting 500,000 PKR**, and such other details as the Purchaser, at its discretion, may consider appropriate if not in conflict with Khyber Pakhtunkhwa Public Procurement of Goods, Works and Services Rule 2014 specifically Rule 37.

1.4 The Procuring cell shall have the minutes of the Bid opening (technical and when applicable financial) recorded.

1.5 No Bid shall be rejected at technical proposal/bid opening, except for late bids, Tender fee receipt & non submission of Original CDR and judicial stamp papers.

1.6 The Envelope without Bid Security CDR shall also be returned unannounced to the bidders. However, prior to return to the bidder, the Chairman of the Purchase/Procurement Committee shall record a statement giving reasons for return of such bid(s).

2. Clarification of Bids

During evaluation of the bids the TEC may, at its discretion, ask the bidder for a clarification and the response shall be in writing and no change in the prices or substance of the bid shall be sought, offered or permitted.

3. Examination of Technical BIDS

After opening of the bids by Tender opening committee, the bids will be submitted to TEC FOR Technical Evaluations.

4. Examination of Financial BIDS

4.1 The firms achieving the qualified marks in technical evaluation against the quoted items so as its financial bids will be opened by Purchase Committee.

4.2 In the financial bids the arithmetical errors shall be rectified on the following basis.

- a) If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected.
- b) If the Bidder does not accept the correction of the error, its bid shall be rejected, and its Bid Security may be forfeited.
- c) If there is a discrepancy between words and figures, the amount in words shall prevail.
- d) For the purpose of comparison of bids quoted in different currencies, the price shall be converted into Pak Rupees. The rate of exchange shall be the Selling rate, prevailing on the date of opening of bids specified in the bidding documents, as notified by the State Bank of Pakistan/National Bank of Pakistan on that day.
- e) A bid once opened in accordance with the prescribed procedure shall be subject to only those rules, regulations and policies that are in force at the time of issue of notice for invitation of bids.
- f) The procurement cell prepared the comparative statements of the product and purchase committee approved the items

5. Announcement of Evaluation Report

The TEC may announce the results of the bid evaluation in form of a report through its website of the institution or display office notice board, giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement Contract.

6. Re-Bidding

6.1 If the TEC has rejected all bids under Rule 47, it may call for a re-bidding Khyber Pakhtunkhwa Public Procurement of Goods, Works & Services Rules 2014 (Rule-48).

6.2 The TEC before invitation for re-bidding shall assess the reasons of rejection and may revise specifications, evaluation criteria or any other condition for Bidders as it may deem necessary.

Award of Contract

7. Acceptance of Bid and Award Criteria

The Bidder, whose bid is found to be most closely conforming to the Evaluation Criteria and having the lowest evaluated responsive bid, if not in conflict with any other law, rule, regulation or policy of the Government of Khyber Pakhtunkhwa, shall be awarded to the Contract within the original or extended period of bid validity.

8. Competent Authority Right to vary quantities at the time of Award

The competent Authority reserves the right at the time of the award of the Contract to increase or decrease, the quantity of goods originally specified in the Schedule of Requirements without any change in unit price or other terms or conditions

9. Notification of Award

9.1 Prior to the expiration of the period of the bid validity, the procurement cell shall notify to the successful Bidder in writing that its bid has been accepted Rule 46 in conformity with provision of Section 31 of the act in these rules.

9.2 The notification of the award shall constitute the formation of the Contract between the competent authority and the successful Bidder.

9.3 The enforcement of the Contract shall be governed by the Rule 50 of the Khyber Pakhtunkhwa Public Procurement of Goods, Works & Services Rules 2014.

10. Limitation on Negotiations

10.1 Negotiations that may be undertaken in finalization of the Contract shall not relate to the price or substance of bid specified by the Bidder but only to minor technical, contractual or logistical details.

10.2 Negotiations may relate to the following areas; (the list is being provided as guidance as only and under no circumstances be treated as exhaustive and final):

- Minor alternation to technical details, such as scope of work, the specification or drawings;
- Minor amendment to the Special Condition of Contract;
- Finalization of payment schedule and ancillary details;
- Mobilization arrangements;
- Agreement on final delivery or completion schedules to accommodate any changes required by the Procuring Agency;
- The proposed methodology or staffing;
- Inputs required from the Procuring Agency;
- Clarifying details that were not apparent or could not be finalized at the time of the bidding;
- The Bidder's tax liability in Pakistan, if a Bidder is a foreign company.

11. Negotiations shall not be used to:

- Substantially change the technical quality or details of the requirement, including the task and responsibilities of the Bidder or the performance of the goods;
- Substantially alter the terms & conditions of the Contract;

- Reduce unit rates or reimbursable costs;
- Substantially alter anything which formed a crucial or deciding factor in the evaluation of the bids or proposals;
- Alter the submitted financial bid.

12. Signing of Contract

- I. After the completion of Contract Negotiations, the Purchaser shall send the Bidder the Contract Agreement Form provided in Part-Two: Section IV of these Standard Bidding Documents, incorporating all agreements between the Parties.
- II. Within one week of the receipt of the Contract Agreement Form, the successful Bidder and the Purchaser shall sign the Contract in accordance with the legal requirements in vogue. Failure to the submission of Contract agreement may lead to disqualification, forfeiting of bid money and offer will be given to next lowest bidder.
- III. Unless the procurement contract has already entered into force a contractor or supplier feeling aggrieved by the Order of a Purchaser accepting a bid may file an application for review.
- IV. If a successful Bidder, after completion of all codal formalities show an inability to sign the Contract then its Bid Security shall stand forfeiture and the firm may be blacklisted and de-barred from future participation, whether temporarily or permanently. In such situation the Purchaser may award the Contract to the next lowest evaluated Bidder or call for a new bid.
- V. The Contract shall become effective upon affixation of signature of the Purchaser and the selected Bidder on the contract document, shall be governed for the period of one year or till the finalization of new contract.
 - a) All Goods and related Services to be supplied under the contract that are required to be imported in Pakistan shall have their origin in eligible source countries as prescribed by the commercial polices of Federal Government Of Pakistan and all expenditures made under the contract shall be limited to such goods and services.
 - b) For purpose of this Clause “origin” means the place where the goods are produced, or the place where the related services are supplied. Goods are produced when, through manufacturing or processing.

PART –III

TECHNICAL EVALUATION PERFORMRA

	Evaluation	Criteria	Marks
1	Valid Retail Sale License and availability of qualified person as mentioned in Drug Sales License.(Non-availability of any of These will lead to disqualification)	Category-A	05
2	No. of staff employed (each employ 1 mark)		05
3	Air conditioning system at all levels (to be functional at the time of inspection, maintaining room temperature at 25°C.Verification will be done at the time of inspection.	Met	05
		Not Met	0
4	Availability of cooled chain facility maintaining the temperature at 2-8°C As evaluated by the panel of MTIATH expert/s at the time of inspection.	Met	05
		Not Met	0
5	Physical infrastructure and tidiness of the pharmacy verification in respect of Good storage Practices will be done at the time of inspection, as evaluated by the panel of MTIATH expert/s at the time of inspection.	Excellent	05
		Good	03
		Satisfactory	01
6	Tax Returns of the firm submitted in previous three (03) years	Valid evidence	05
		No evidence	0
7	Bank statement of the Business of last years in yearly	Met	05
		Not Met	0
8	Covered Area as evaluated by the panel of MTIATH expert/s at the time of inspection.	300sqft and above	05
		Below 300 Sq.feet and Above 200sq.ft	03
		Below 200sqfeet and Minimum 96 sq. ft	01
9	Sales data of Last year (computerized data)	Average sale above thirty million per annum	10
		Average sales below thirty million per annum	05
10	Suitable sources for backup support for electricity as evaluated by the panel of MTIATH expert/s at the time of inspection.	Met	05

11	Information System (IT Software) and computerized data of previous year purchases and sales.	Met	05
		Not Met	0
12	Current value of on Hand stock report. Stock report should be furnished at the time of inspection. Report will be randomly verified by the panel of MTI ATH expert/s at the time of inspection.	Above 2 million	10
		Above 1 M and Below 2million	05
		Below 1 million	2.5
	Maximum Technical Score	70	

Qualifying Marks 70% of 70marks

PART IV

DEMAND LIST.

Attached

**Pharmacy Services Department
Ayub Medical Teaching Institution, Abbottabad**

List of Leftover Items for Bait ul Mal (Specialized Items) Retender

s.no	Generic name
1.	Inj. 5 Flurouracil 500mg
2.	Cap Aprepitant 80+125mg
3.	Tab Bicalutamide 50mg
4.	Inj. Bleomycin 15mg
5.	Cabazitaxel
6.	Bortezomib 3.5mg
7.	Inj. Cisplatin 50mg
8.	Inj. Cytaribine 1g
9.	Inj. Cytaribine 500mg
10.	Inj Carboplatine 150mg
11.	Inj Carboplatine 450mg
12.	Inj. Cabazitaxel 60mg
13.	Inj. Capsosfungin 50mg
14.	Inj. Cyclophosphamide 500mg
15.	Inj. Cyclophosphamide 1000mg
16.	Inj.Docetaxel 20mg
17.	Inj.Docetaxel 80mg
18.	Letrozole
19.	Inj. Irinotecan 100mg
20.	Topotecan
21.	Inj. Doxorubicin 10mg
22.	Inj. Doxorubicin 50mg
23.	Inj. Dacarbazine 200mg
24.	Tab Kunyrin 100mg
25.	Tab. Defrasirox 500mg
26.	Inj. Daunorubicin 20mg
27.	Inj Epirubicin 50mg
28.	Inj Etoposide 100mg
29.	Tab. Eltrombopag 25mg
30.	Tab. Eltrombopag 50mg
31.	Tab Exemestane 25 Mg
32.	Inj.Fulvestrant 250mg
33.	Inj. Gemcitabine 200mg
34.	Inj. Gemcitabine 1000mg
35.	Cap Imatinib 400mg
36.	Cap Imatinib 100mg
37.	Inj. Ifosfamide 1g
38.	Inj. Ifosfamide 2g
39.	Cap Ibrutinib
40.	Tab Lapatinib 250mg
41.	Tab Lenalidomide 10mg
42.	Tab Lenalidomide 25mg
43.	Inj Leucovorin Calcium 50mg

44.	Inj. Methotrexate 500mg
45.	Inj. Methotrexate 1000mg
46.	Tab. Methotrexate 10mg
47.	Tab. Mercaptopurine 50mg
48.	Inj. Mesna 400mg
49.	Inj. Mitomycin 10mg
50.	Tab Mycophenolate Mofetil 500mg
51.	Tab Nilotinib 200mg
52.	Inj. Oxaliplatin 50mg
53.	Inj. Oxaliplatin 100mg
54.	Tab Osimertinib 80mg
55.	Inj. Paclitaxel 30mg
56.	Inj. Paclitaxel 100 Mg
57.	Inj. Paclitaxel 150 Mg
58.	Inj. Paclitaxel 300mg
59.	Inj. Palonosteron 0.25mg
60.	Inj. Peg-L-Asparaginase 3750 IU
61.	Inj. Peg-L-Asparaginase 10000 IU
62.	Inj Pemetrexed 100mg
63.	Inj Pemetrexed 500mg
64.	Tab Palbociclib 125mg
65.	Tab Palbociclib 100mg
66.	Tab Pazopanib 200mg
67.	Tab Pazopanib 400mg
68.	Tab Regorafenib 40mg
69.	Tab Ruxolitinib 5mg
70.	Cap Sunitibib (As Maleate) 12.5mg
71.	Cap Sunitibib (As Maleate) 25mg
72.	Cap Sunitibib (As Maleate)50mg
73.	Tab. Sorafenib 200mg
74.	Tab Thalidomide 100mg
75.	Tab. Tamoxifen 10mg
76.	Tab. Tamoxifen 20mg
77.	Inj. Vinblastine10mg
78.	Inj. Vincristine 1mg
79.	Inj. Vincristine 2mg
80.	Inj. Vinorelbine 50mg
81.	Inj. Zolendronic Acid 4mg
82.	Tab: Jaklitinib 5mg
83.	Tab: Jaklitinib 15mg

84.	Tab Abemaciclib 150mg
85.	Tab Abemaciclib 200mg
86.	Peg-filgrastim
87.	Nab-Paclitaxel
88.	Olaparib 150mg
89.	Axitinib 5mg
90.	Crizotinib
91.	Afatinib
92.	Cabozantinib 20mg
93.	Cabozantinib 80mg
94.	Pegylated Liposomal Doxorubicin
95.	Tab Letrozol 2.5mg
96.	Idarubicin 1mg
97.	Busulfan
98.	Globulin
99.	Eribulin Mesylate
100.	Apalutamide
101.	Niratinib
102.	Niraparib
103.	Inj Azacitidine
104.	Pembrolizumab 100mg
105.	Nivolumab 40mg
106.	Nivolumab 100mg
107.	Druvalumab 500mg
108.	Trastuzumab
109.	Pegaspargase
110.	Enzalutamide 40mg
111.	Infliximab 100mg powder
112.	Carfilzomib
113.	Deferiprone
114.	Desferoramine
115.	Dasatinib
116.	Ponatinib 15mg
117.	Ponatinib 45mg
118.	Azacitidine
119.	Acalbrutinib
120.	Asciminib
121.	Trifloridine+Tipiracil
122.	Tucatinib
123.	Tab. Venetoclax
124.	Ivosidenib
125.	Enasidenib

126.	Sotorasib
127.	Capivasertib
128.	Selpercatinib
129.	Cap Capecitabine
130.	Tab Abiraterone Acetate 250mg
131.	Lenvatinib 4mg
132.	Lenvatinib 10mg
133.	Dectabine
134.	Arsenuc Trioxide
135.	Al-trans-retinoic acid (ATRA)
136.	Anti-thymousle Globulin (ATG)
137.	Otinluzumat
138.	Cyctosporin
139.	IVIG
140.	Cladribine
141.	Fludarabine
142.	Pomalidomide
143.	Melphalan (Oral)

PART - V

MANDATORY STANDARD FORMS (1to5)

BID FORM 1: BID COVER SHEET

BID FORM 2: LETTER OF INTENTION

BID FORM 3: AFFIDAVIT

BIDFORM4: PRICE SCHEDULE FORMAT FOR FINANCIAL BID

BID FORM 5: INTEGRITY PACT

BIDFORM6: CONTRACT AGREEMENT

(For information only, shall be signed by the successful bidders only)

Bid form 1

BID COVER SHEET

Mandatory General Information of Applicant Firm

NOTE: Complete filling of this form along with the provision of all requisite information is mandatory. Missing or not providing any of the requisite information may lead to disqualification of the bidder/s from the bidding competition without any correspondence. Any appeal from bidder/s, for whatsoever reasons, shall not be entertained in such a case.

S/No	Name of Bidder
1	Please indicate whether the firm is: Retailer having valid drug retail sales licensed on FORM 9 and 11
2	Please provide names, attested copies of CNICs, two recent attested photographs, valid street addresses in Pakistan, all working landline and mobile phone numbers of the following: i. Owner/Proprietor of the Firm; and ii. Focal person officially made responsible and authorized by the Firm for day-to-day official correspondence/communication with the MTI ATH related in relation to this bidding competition. Note: Please provide clear, legible and visible attested photocopies of all the valid requisite items mentioned above)
3	Please provide the following valid information regarding applicant Firm: i. Complete street address of the Setup as mentioned in Drug Sales Licenses including Shop No. ii. Main depot if any; and iii. Valid & working official Landline Phone and Fax Numbers; and iv. Valid Mobile phone number/s of the Focal Person registered which should be registered his/her CNIC No. and name; and v. Valid and functional Email address; and
4	Please provide, in original, the bids security instrument amounting to as mentioned in Bid data sheet clause ITB 15.1. along with the Financial Proposal in the sealed envelope in the form of valid Call Deposit Receipt / Bank Draft / Pay Order from a scheduled Bank of Pakistan in the name of Hospital Director MTI, ATH Abbottabad Important Note: Please also provide an attested photocopy of the same bid's security document in the sealed envelope of technical Proposal.
5	Please provide attested copies of the following Tax related valid documents: i. National Tax Number (NTN) of the Firm for Income Tax, and ii. Last year Income Tax Return of the Firm; and iii. Sale Tax Registration Certificate of the Firm
6	Please provide attested copies of the following documents also: i. Duly attested photo copy of C.N.I.C of Executive / Authorized Representative ii. Copies of National Tax Number (NTN), General Sales Tax registration certificate and valid retail Drugs Sales License and Narcotic Sale licensee (Form9 and 11) iii. Qualified Person CV, C.N.I.C along with educational credentials and copy of Pharmacy Category issued by Pharmacy Council of Pakistan.

	iv. List of Staff along with their C.N.I.C and Educational Credentials. v. Salary details of all the staff as a proof of salary. vi. Retail outlet layout of the total covered area with Measurements. vii. Copy of Retail Outlet's Rent/Tenancy/Lease Agreement/Ownership deed duly attested. viii. Last year bank Statement of the firm duly attested by the respective bank manager. ix. Utility bills of the firm. x. Computerized Sales data of the last three years. xi. Computerized formulary list along with stock on hand report mentioning the total stock value. xii. Temperature Maintenance Record of at least one year. xiii. Cold chain facility maintaining the temperature at 2-8 °C.
7	The bidding Firm should also provide an Affidavit to undertake on Judicial Stamp Paper of the value of at least Rs.100/- (Rs. One Hundred Only) to the effect that: i. They have carefully read the whole set of Standard Bidding Documents for this bidding competition and that they have fully understood and agree to the terms and conditions, evaluation criteria, mechanism of evaluation & selection of bidders. ii. They fully understand and agree that the bidding competition for which they have applied to enter in, shall be based on merit based scoring system for the evaluation of technical bids which has inverse relationship with the rates quoted by the bidders in their financial bids submitted; and that in this situation, the highest rebate financial bid/s may or may not win the bidding competition; and iii. They shall provide to the inspection team/s of expert/s authorized for the purpose by the Hospital Director; an uninterrupted and free access to all relevant documents, sections of the facilities / unit, storage as well as any other area relevant, as deemed appropriate by such team for their purpose of visit/s. iv. In case any documents submitted in relation to this bidding competition or any undertaking given by the Firm, if found incorrect or false or misleading or diverting the decision making for the competition, shall be liable to be proceeded for blacklisting for any business with / by the MTI ATH Abbottabad and/or Government of Khyber Pakhtunkhwa, Health Department, confiscation of bids security and / or any other lawful action as deemed appropriate by the MTI ATH, including that to be taken in concert with the Provincial Drug Controller any other body / entity of the Federal Government; and v. They have fully understood that the medical devices and items in the categories of cotton, bandages, adhesive tapes, etc. including other non-drug items may be evaluated by MTI ATH expert/s, if so require, to verify the quality of goods at its sole discretion; and that the Firm shall fully agree and abide by the decision, whatsoever, of the expert/s regarding the selection or vi. They have fully understood that no such documents shall be entertained by the MTI ATH, which is issued after due date of Bid opening. vii. They have fully understood that for status of Bank transaction statement the closing date is bid/tender advertisement date.
8	I certify and affirm that I have attached /provided all the requisite mandatory documents / information including Bids Security with this Bid and that I fully

	understand that any document if not provided / missing shall result in the disqualification and declaring my bid as ineligible and thus non-responsive. Signatures: _____ Name: _____ CNIC No. _____ Designation: _____ Address: _____
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Bid Form 2

Letter of Intention

Bid Ref No.

Date of the Opening of Bids

Name of the Contract :{ Add name, e.g, Supply of Dugs and Medicines, etc. }

To: [Name and address of Procuring Agency]

Dear Sir/Madam,

Having examined the bidding documents, including Addenda Nos. [insert numbers& Date of individual Addendum], the receipt of which is hereby acknowledged, we, the undersigned, offer to supply and deliver the Goods under the above-named Contract in full conformity with the said bidding documents and at the rates/unit prices described in the financial bid are not more than a MRP in case of registered drugs/medicines and in case of non-drugs items (NDI), the prices are not more than the market rates.

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

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

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

We understand that you are not bound to accept the 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.

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

Signed:

In the capacity of [insert: title or position]

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

Bid Form-3

AFFIDAVIT (on official letter head)

I/We, the undersigned [.....] 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 enunciated in the bidding documents.
- 3) The Goods that we propose to supply under this contract are eligible goods within the meaning of this SBD.
- 4) The undersigned are also eligible Bidders within the meaning of the Standard Bidding Documents.
- 5) The undersigned are solvent and competent to undertake the subject contract under the Laws of Pakistan.
- 6) The undersigned have not paid nor have agreed to pay, any Commissions or Gratuities to any official or agent related to this bid or award or contract.
- 7) The undersigned are not blacklisted or facing debarment from any Government, or its organization or project.
- 8) That undersigned has not employed any child labor in the organization/unit.
- 9) We understand that the Selection and Rate Contracting Committee of the Procuring Agency is not bound to accept the lowest or any other bid they may receive.
- 10) That no employee of MTI ATH Abbottabad is shareholder in my business

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. [Name of Supplier] _____

Bid Form-4

Note: This form is to be submitted in a separate sealed envelope to be kept within the main sealed envelope

Price Schedule format for Financial Bid of MTI ATH for the year 2025-2028

The Bidder shall provide maximum discount offer on retail price of the quoted item along with any offer/FOC from the manufacturer/importer on firm's official letter head.

Bid Form-5

INTEGRITY PACT (on Judicial Stamp Paper)

Declaration of Fees, Commission and Brokerage Etc. Payable by Suppliers of Specialized Items **PAKISTAN BAIT UL MAAL/ZAKAT/SSP/Lisa il Walmahroom** for The Financial Year 2025-28

In response to advertisement related to the bidding process / competition regarding **PAKISTAN BAIT UL MAAL/ZAKAT/SSP/Lisa il Walmahroom** for The Financial Year 2025-28 specialized items 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 MTI ATH/Government of Khyber Pakhtunkhwa (KP) or any administrative subdivision or agency thereof or any other entity owned or controlled by MTI ATH/Govt. of KP 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 MTI ATH /Govt. of KP, 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 MTI ATH /Govt. of KPK 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 MTI ATH /Govt. of KPK under any law, contract or other instrument, be voidable at the option of MTI ATH /Govt. of KPK and

5. That notwithstanding any rights and remedies exercised by MTI ATH /Govt. of KPK in this regard, _____[Name of Supplier] agrees to indemnify MTI ATH /Govt. of KPK for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to MTI ATH /Govt. of KPK 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 MTI ATH /Govt. of KPK.

Signatures with stamp

Name: _____

Designation: _____

CNIC No. _____

For Messrs. [Name of Supplier] _____

Witness No. 1

Witness No. 2

(Signatures, name, father's name, CNIC & address of each Witness)

Bid form-6

MTI ATH RATE CONTRACT AGREEMENT (for successful bidders)

FINAL

THIS CONTRACT AGREEMENT is made and agreed today dated / /2026 between the MTI ATH Abbottabad through Hospital Director (*hereinafter referred to as the Procuring Agency or the first party, which expression shall, where the context admits, be deemed to include the assignee/s of the provincial Government of Khyber Pakhtunkhwa*); and the M/s _____ through

Mr. _____ Designation _____ CNIC No. _____, (*hereinafter referred to as the Local Purchase Contractor/Supplier or the second party or he/his, which expression, unless repugnant to the context, means and includes their legal heir/s, successors-in-interest, assignee/s and legal representative/s*) that:

WHEREAS the Procuring Agency has made a bidding competition for selection and rate contracting of Local Purchase (Specialized Items **PAKISTAN BAIT UL MAAL/ZAKAT/SSP/Lisa il Walmahroom**) for medicine (*hereinafter referred to as goods*) for actual purchases of the selected and rate contracted goods to be made by the MTI ATH (*hereinafter called the Procuring Agency or Procuring Agency where the context so admits*); and

WHEREAS the Supplier declares that he is a valid retailer/wholesaler under the Drugs Act 1976 and rules framed thereunder; and

WHEREAS both the parties have agreed that the Procuring Agency shall purchase all or some or none of the goods from the Supplier at the sole discretion of the individual Procuring Agency; and that

1. The Khyber-Pakhtunkhwa Public Procurement Agency (KPPRA) rules 2014 and MTI ATH Manual of blacklisting shall be the part of this contract agreement.
2. The Supplier agrees to take full responsibility for the validity and implications, that may arise in the future, of declaration as submitted by him through an affidavit on judicial stamp paper along with the SBDs in his submitted bid; and also that in case of any kind of breach of the said declaration, the Supplier shall be liable to be proceeded against by the Procuring Agency as per the clauses of this contract agreement as well as relevant laws, rules and regulations of the Government of Khyber Pakhtunkhwa, as amended from time to time, to govern the situation/s.
3. The supplier must supply the medicines of PBM patients within 2 hours' time. Using fast routes of internet and WhatsApp services the orders will be placed to supplier, the supply against which must be between 30 mins to 2 hours depending on the condition of patient
4. The Supplier shall be solely responsible for the safe and appropriate method and mode of transportation, loading, and/or unloading at the time of delivery to the destination address indicated by the Procuring Agency.
5. The Supplier shall also ensure the advanced mode of communication and latest technology (Internet, Phone or whatever the case may be, etc.) for placing orders.
6. The Supplier shall be solely responsible for any damage or untoward incidence, maintenance of required temperature and protection from light and other environmental conditions as well as other hazards that may or potentially affect the safety, quality, and efficacy of the supplied goods till the time of delivery and the consequences arising therefrom till the utilization of the same, if any.
7. The Supplier shall not claim or charge any transportation, loading/unloading, labor, or any other charges, whatsoever, related to or in the name of logistics, accidents, insurance, freight, toll tax, etc.
8. The Supplier shall supply all the goods in full conformity to the specifications as required by Pharmacy Services Department MTI ATH Abbottabad.

9. Supplier shall supply to the Procuring Agency, the goods having maximum possible long expiry dates and/or acceptable to the Pharmacy Services Department MTI ATH Abbottabad.
10. In case of taking any action contravening to any provision/s of the applicable law/s and rules, the Supplier shall render himself liable to such lawful action/s as deemed appropriate and taken against him under any or all the applicable act/s, law/s, rule/s of the Government of Khyber Pakhtunkhwa, terms and conditions of the SBDs and the clauses of this contract agreement.
11. The Procuring Agency shall recommend legal/lawful action against the Supplier regarding non-supply, short supply, substituted supply, delayed supply, or any other unlawful action/shortcoming, without prior approval/information from Pharmacy Services Department, on the part of Supplier, about the Drugs Act 1976 and/or the execution of this contract agreement. The designated person from the Pharmacy Services Department shall report about the non-supply, short supply, substituted supply, delayed supply, or any other unlawful action/shortcoming.
12. The Procuring Agency or its representative shall have the right to inspect the facility, premises, warehouse/s, godown/s, etc. at any time during the financial year 2025-28 and/or till the execution given under this contract agreement by the Procuring Agency. If anything found in contravention of the Good Storage Practices (GSPs), clauses of the Drugs Act 1976, DRAP Act 2012 & rules framed thereunder, Drug Sales Rules 1982 as amended in 2017 or any act or rule where deemed necessary and/or this Contract Agreement the Procuring Agency shall have the sole right and authority to take any lawful action as deemed appropriate, against the Supplier.
13. The Supplier agrees that the contract shall remain valid till and up to 30th June 2028. The contract may be extended till the finalization of the next tender if not finalized before 30/06/2028 due to unavoidable circumstances.
14. Notwithstanding any rights, duties and/or remedial measures and/or managerial actions taken and/or to be taken and/or any powers exercised and/or to be exercised by the Procuring Agency concerning the execution of this contract agreement, the Supplier agrees to indemnify all of them for any loss or damage incurred or inflicted upon by them in individual or official capacity upon the Supplier whether through any of their actions and/or practices and/or otherwise.
15. The supplier agrees to execute the contract strictly as per the terms & conditions laid down in the contract, in case of failure or non-compliance, the security deposit shall be forfeited, and/or the contractor should be blacklisted, or both or as the case may be.
16. The Procuring Agency as the case may be, and the Supplier shall make every effort to resolve amicably by direct negotiation any disagreement or dispute arising between them under or in connection with the contract/supplies. However, despite such negotiation if the Procuring Agency & Supplier have been unable to resolve amicably a contract dispute, either party may refer the case to Hospital Director, MTI ATH Abbottabad for decision through Institutional Management Committee (IMC) with the recommendation to Hospital Director for further approval.
17. The supplier agrees that All the orders shall be directly supplied to the Pharmacy Services Department through a nominated and authorized person of the staff from the Pharmacy Services Department and the contractor. NO supply shall be given to any private, unauthorized, or chit bearer at any cost. All the orders must be sanctioned/approved by the Hospital Director or any other designated person nominated by his office. Furthermore;
 - a. The supplier will depute his staff to collect orders for Inpatients from the Pharmacy Services Department MTI ATH round the clock and must deliver these ordered medicines complete in all respects on the same day within the specified time. Failure to completely provide the sanctioned LP and/or partial supplies shall lead to the imposition of penalty at the rate of 5% of the total amount of the sanctioned order.
 - b. The contractor must note down the Batch No., Expiry date, the quantity provided, and MRP on the warranty invoice for the requested items.

- c. The Contractor must submit the computerized bills on a **WEEKLY** basis for payment along with the original warranty/invoice as per sections 23(1) (a-k) of the Drugs Act 1976. The supplier shall also provide the company invoices, and/or Product/packaging for verification of MRP Values. Overcharging if any, found at any stage shall be a liability for compensation to the Hospital even if the contract is expired or if the bills are under processing.
 - d. The supplier shall be bound to supply the original warranty/invoice track record of the supplied items, failing to which shall be dealt as per the Drugs Act 1976. In case of discrepancy/contravention to any section/s of the Drugs Act 1976, the Supplier shall be solely responsible to lawful action/s for such discrepancy/contravention.
18. The suppliers agree that to pay all the duties and/or taxes required to be paid in compliance with relevant laws in a prescribed manner.
 19. In case of non-supply of the demanded items, the MTI ATH shall have the right to make an alternative arrangement at the risk and cost of the Contractor which shall be,
 - a). arrangement of required items by the Hospital and payment for it by the Contractor.
 - b). Claim or deduction from the bill equal to the amount paid over and above the approved rate to make the losses compensated.
 - c). In case of substitute Medicines, Surgical Disposables, Medical Devices, and Non-Drug Items supply or any default by the Contractor, the MTI ATH upon a report by the Doctor and the Pharmacist shall impose a penalty which may extend to the forfeiture of the Bid security.
 20. In case of breach of the contract agreement on the part of the supplier, the Earnest money shall be confiscated partially or totally in the favor of the Procuring agency.
 21. Both the parties agree that the Hospital Director in the capacity of being the overall head of the MTI ATH and or the Head of Pharmacy Services Department, has the authority to regulate if deemed appropriate, under the provisions for the best institutional interests, through imposing restrictions and/or classifying and/or grouping any demanded item/s for stopping, increasing or decreasing the purchase of such item/s by the Procuring Agency to rationalize and/or control the use and/or misuse of such item/s.

Signature

Hospital Director MTI ATH

For and on behalf of MTI ATH
Abbottabad,

Signature:

Name: _____

Designation _____

CNIC No. _____

Stamp:

WITNESS NO. 1

Name: _____

Father's Name: _____

Address: _____

CNIC

No.

Signature: _____

For and on behalf of successful Bidder

WITNESS NO. 2

Name: _____

Father's

Name: _____

Address: _____

CNICNo.

Signature: _____