



University of Health Sciences, Lahore

Khayaban-e-Jamia Punjab Lahore-54600, Pakistan
Phone: 042-111333366 Ext: 321, Fax: 042-99230870

Tender/Bidding Document

**FRAMEWORK CONTRACT (ONE YEAR) FOR THE
PROCUREMENT OF PRINTING ITEMS, STATIONARY &
MISCELLANEOUS ITEMS, TONER, PLANT & MACHINERY,
REPAIR OF PLANT & MACHINERY ITEMS & I.T.
EQUIPMENT ITEMS FOR EXAMINATIONS DEPARTMENT
FY 2022-2023**

Important Note

In order to conduct procurement process in a fair & transparent manner and to bring value for money to the Procuring Agency i.e., University of Health Sciences, Lahore through national and open competitive bidding, Tenderer/Bidder(s) (who intend to take part in the instant Tender) are required to submit the requisite information and documents mentioned in the Tender/Bidding Document. Bids received without, undertakings, legitimate documentary evidence, relevant documents and contrary to the method of submission as per requirement mentioned in the Bidding Document or Certificates are liable to be rejected ab initio i.e. at the initial stage. The supporting data alongwith valid documentary evidence for critical components as detailed herein should be submitted in the form of Index by the Tenderer/Bidder for scrutiny.



UNIVERSITY OF HEALTH SCIENCES LAHORE
Khayaban-e-Jamia Punjab, Lahore

TENDER NOTICE

1. Sealed tenders are invited from sale tax/income tax registered companies/firms for the Framework Contract (One Year) for the Procurement of Printing Items, Stationery & Miscellaneous Items, Toner, Plant & Machinery, Repair of Plant & Machinery Items & I.T. Equipment items for Examinations Department 2022-2023. Single stage two envelopes bidding procedure under PPRA Rule 38, 2(a) shall be followed.
2. The detail of items as given in the tender documents will be available from Finance Department (Room No. 09) of UHS Lahore during working hours (09:00AM to 05:00 PM) after depositing **Rs. 1000/-** (Non Transferable) to CE-UHS Account # **3164498127** NBP (Sheikh Zayed Hospital Branch, Lahore), from the date of publication.
3. The bidding firms / companies must attach 2% (refundable) as per PPRA Rule 27 bid security as earnest money of the estimated amount in the form of Bank guarantee/pay order/Bank Draft drawn in favour of UHS,

Category	Estimated Cost	Earnest Money
(Category-I) Printing	Rs.24,805,550/-	Rs. 496,111/-
(Category-II) Stationery & Miscellaneous	Rs.4,647,000/-	Rs. 92,940/-
(Category-III) Toner	Rs.3,750,120/-	Rs. 75,002.4/-
(Category-IV) Plant & Machinery	Rs.70,000/-	Rs.1400/-
(Category-V) Repair of Plant & Machinery	Rs.3,525,000/-	Rs. 70,500/-

4. The sealed bid(s) can be put into the Tender Box placed at reception desk of UHS Lahore by 11:00 AM **31.01.2023**. The tender will be opened at 11:30 AM by the Tender Committee in the presence of representatives of the participating firms / companies.
5. The procurements including rejection or acceptance of bids will be governed by PPRA Punjab rules.
6. The Procuring Agency has the due right to disqualify a supplier or contractor if it finds at any stage that information submitted by him was false/in accurate /in complete under PPRA rule 19.
7. Tender document will also be available at UHS (www.uhs.edu.pk) and PPRA Punjab website <http://ppra.punjab.gov.pk> from the date of publication.

REGISTRAR

University of Health Sciences Lahore.
 Khayaban-e-Jamia Punjab, Lahore-54600, Pakistan.
 Ph: 111-33-33-66, 042-99231304-9

B.O.Q

**Framework Contract (one year) For the Procurement of Printing
Items, Stationary & Miscellaneous Items, Toner, Plant &
Machinery, Repair of Plant & Machinery Items & I.T. Equipment
items for Examinations Department FY 2022-2023**

**CATEGORY-I
Printing Items**

Sr. #	Items / Specifications	Estimated Quantity	Unit Rate (in Figure) Rs.	Unit Price (in words) Rs.	Total Price Rs.
1.	<p>Printing of Answer Book Set of 2 <i>Question No. = 1-2-3 4-5-6</i> <i>Paper Color = White</i> <i>Leaves = 8 (Eight)</i> <i>Paper weight = 70gm (AK-Gold, Century or equivalent) Paper quality = High finish</i> <i>Bar Code = Sr. No. in Barcode which should be clearly readable</i> <i>Watermark = UHS logo as watermark on each page</i> <i>Stitching = Double stitching on one side (as per sample)</i> <i>Perforation = On first page (as per sample)</i> <i>Bundle No. = 1306 to 2105</i> <i>Sr. No. = From 65251 to 105240</i> <i>No of Sets = 40000 Sets</i> <i>Printing = As per sample</i> <i>Copy size = 11.5" X 9"</i> <i>Packing = Insertion of tags (set wise) and packed in laminated craft with white sootri.</i></p>	80000 Copies			
2.	<p>Printing of Answer Book Set of 3 <i>Question No. = 1-2-3 7-8-9</i> <i>Paper Color = White</i> <i>Leaves = 8 (Eight)</i> <i>Paper weight = 70gm (AK-Gold, Century or equivalent) Paper quality = High finish</i> <i>Bar Code = Sr. No. in Barcode which should be clearly readable</i> <i>Watermark = UHS logo as watermark on each page</i> <i>Stitching =</i></p>	250050 Copies			

	<p><i>Double stitching on one side (as per sample)</i> <i>Perforation = On first page (as per sample) Bundle No. = 12829 to 14495</i> <i>Sr. No. = From 641401 to 724750</i> <i>No of Sets = 83350 Sets</i> <i>Printing = As per sample</i> <i>Copy size = 11.5" X 9"</i> <i>Packing = Insertion of tags (set wise) and packed in laminated craft with white sootri.</i></p>				
3.	<p>Printing of Answer Book Set of 4 <i>Question No. = 1-2-3 10-11-12</i> <i>Paper Color = White</i> <i>Leaves = 8 (Eight)</i> <i>Paper weight = 70gm (AK-Gold, Century or equivalent)</i> <i>Paper quality = Imported (High finish)</i> <i>Bar Code = Sr. No. in Barcode which should be clearly readable</i> <i>Watermark = UHS logo as water mark on each page</i> <i>Stitching = Double stitching on one side (as persample)</i> <i>Perforation = On first page (as per sample) Bundle No. = 4326 to 4625</i> <i>Sr. No. = From 215251 to 230250</i> <i>No of Sets = 15000 Sets</i> <i>Printing = As per sample</i> <i>Copy size = 11.5" X 9"</i> <i>Packing = Insertion of tags (set wise) and packed in laminated craft with white sootri.</i></p>	60000 Copies			
4.	<p>Printing of Answer Book Set of 5 <i>Question No. = 1-2-3 13-14-15</i> <i>Paper Color = White</i> <i>Leaves = 8 (Eight)</i> <i>Paper weight = 70gm (AK-Gold, Century or equivalent)</i> <i>Paper quality = Imported (High finish)</i> <i>Bar Code = Sr. No. in Barcode</i></p>	125000 Copies			

	<p>which should be clearly readable Watermark = UHS logo as water mark on each page Stitching = Double stitching on one side (as per sample) Perforation = On first page (as per sample) Bundle No. = 5451 to 5950 Sr. No. = From 272501 to 297500 No of Sets = 25000 Sets Printing = As per sample Copy size = 11.5" X 9" Packing = Insertion of tags (set wise) and packed in laminated craft with white sootri.</p>				
5.	<p>Answer Book (4 Leaf) Paper Color = White Leaves = 4 (Four) Paper weight = 70gm (AK-Gold, Century or equivalent) Paper quality = Imported (High finish)Bar Code = Sr. No. in Barcode which should be clearly readable Watermark = UHS logo as water mark on each page Stitching = Double stitching on one side (as persample) Perforation = On first page (as per sample) Sr. No. = From 2404051 to 2704050 Printing = As per sample Copy size = 11.5" X 9" Packing = Insertion of tags (set wise) and packed in laminated craft with white sootri.</p>	300000Copies			

6.	<p>Printing of Answer Book Set of 5 Question No. = 1-2 9-10 Paper Color = White Leaves = 8 (Eight) Paper weight = 70gm (AK-Gold, Century or equivalent) Paper quality = Imported (High finish) Bar Code = Sr. No. in Barcode which should be clearly readable Watermark = UHS logo as water mark on each page Stitching = Double stitching on one side (as per sample) Perforation = On first page (as per sample) Bundle No. = 5451 to 5520 Sr. No. = From 42501 to 46000 No of Sets = 3500 Set Printing = As per sample Copy size = 11.5" X 9" Packing = Insertion of tags (set wise) and packed in laminated craft with white sootri.</p>	17500 Copies			
7.	<p>Printing of SEQ Answer Book (22 Leaf) Paper Color = White Leaves = 22 (Twenty Two) Paper weight = 70gm (AK-Gold, Century or equivalent) Paper quality = High finish Bar Code = Sr. No. in Barcode which should be clearly readable Watermark = UHS logo as water mark on each page Stitching = Double stitching on one side (as per sample) Perforation = On first page (as per sample) Bundle No. = 1755 to 1954 Sr. No. = From 102501 to 112500 No of Sets = 10000 Sets Printing = As per sample Copy size = 11.5" X 9" Packing = Insertion of tags (set wise) and packed in laminated craft with white sootri</p>	20000 Copies			
8.	<p>Practical Answer Book Paper weight = 70gm (AK-Gold,</p>	300000			

	Century or equivalent) Leaves = 04 (Four) Paper quality = High finish Bundle No. = 001 to 600 Sr. No. = From 208151 to 508150 Packing = in laminated craft with white sootri	Nos			
9.	Attendance (1-2-3 to 13-14-15) Paper Quality = Local 70 Grm Size = (Legal)Color = White	30000 Nos			
10.	Attendance (1 to 16) Paper Quality = Local 70 Grm Size = (Legal) Color = White	6000 Nos			
11.	Cloth Bag (Different Color) <i>with screen printing as per sample</i>	12000 Nos			
12.	Daak Receiving Book (100 Set) <i>as per sample</i>	50 Books			
13.	Detail Marks Certificates <i>as per sample</i>	100000 Nos			
14.	Distinction Certificate <i>A4 Size 100 Grams</i>	5000 Nos			
15.	Examiner File <i>as per sample</i>	6000 Nos			
16.	ID Sheet (Attendance) Paper Quality = Local 70 Grm Size = (A4) Color = White	20000 Nos			

17.	Envelope Lot plain with screen printing Craft Paper <i>as per sample</i>	25000 Nos			
18.	Envelope Lot plain (Craft Paper) <i>as per sample</i>	5000 Nos			
19.	Envelops (9x4) with UHS Logo & Name <i>as per sample</i>	5000 Nos			
20.	Envelop (Window & Acceptance) <i>as per sample</i>	20000 Nos			
21.	No Objection Certificate <i>A4 Size 100 Grams (as per sample)</i>	10000 Nos			
22.	OSPE/Practical Envelops Paper = Craft Paper Quality = Imported (Good Quality) Size = (15" X 11.5" X 3") Color = Brown	6000 Nos			
23.	Question Paper Envelops <i>as per sample</i>	8000 Nos			
24.	Response Form (MCQ 65) <i>As per sample</i> <i>100 gm, high finish, super white, pulp free paper, printing should be according to the scale factor of the sample, imported Japanese ink should be used for printing of MCQ Response Form. There should be no variation in the colors i.e. shade should remain uniform for whole of the form (as MCQ Response Form is sensitive to colors variation)</i> <i>Sr. No. = From 1622001 to 1872000</i>	250000 Nos			
25.	Sealing Sticker (Tape) <i>warranty sticker Size 3"X14"</i>	10000 Nos			
26.	Sealing Stickers Warranty with UHS logo (2000 Pink, 2000 Green, 2000 Blue) Size Round 2"X2"	6000 Nos			
27.	S. F – 10 (Memo for CoE) Paper Quality = Local 70 Grm Size = (A4) Color = White	4000 Nos			
28.	Transcript <i>Legal Size 100 Grams (as per sample)</i>	5000 Nos			
29.	Theory Award List (Size 8.5 X 13.5) <i>as per sample</i>	25000 Nos			
30.	First Prof. MBBS Anatomy OSPE Answer Book (1 Set = 6 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
31.	First Prof. MBBS Physiology OSPE Answer Book (1 Set = 3 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			

32.	First Prof. MBBS Biochemistry OSPE Answer Book (1 Set = 3 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
33.	Second Prof. MBBS Anatomy OSPE Answer Book (1 Set = 6 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
34.	Second Prof. MBBS Physiology OSPE Answer Book (1 Set = 3 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
35.	Second Prof. MBBS Biochemistry OSPE Answer Book (1 Set = 3 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
36.	Third Prof. MBBS Pharmacology & Therapeutics OSPE Answer Book (1 Set = 4 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
37.	Third Prof. MBBS General Pathology & Microbiology OSPE Answer Book (1 Set = 5 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
38.	Third Prof. MBBS Forensic Medicine & Toxicology OSPE Answer Book (1 Set = 4 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
39.	Fourth Prof. MBBS Special Pathology OSPE Answer Book (1 Set = 5 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
40.	Fourth Prof. MBBS Ophthalmology OSPE Answer Book (1 Set = 4 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
41.	Fourth Prof. MBBS Otorhinolaryngology OSPE Answer Book (1 Set = 4 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
42.	Fourth Prof. MBBS Community Medicine OSPE Answer Book (1 Set = 4 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
43.	Final Prof. MBBS Medicine OSPE Answer Book (1 Set = 6 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
44.	Final Prof. MBBS Surgery OSPE Answer Book (1 Set = 6 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
45.	Final Prof. MBBS Obstetrics & Gynaecology OSPE Answer Book (1 Set = 6 Leaves, Legal Size) Paper Quality = Local 70 Grm	5000 Nos			
46.	Final Prof. MBBS Paediatrics Medicine OSPE Answer Book	5000 Nos			

	(1 Set = 5 Leaves, Legal Size) Paper Quality = Local 70 Grm				
47.	First Prof. BDS Anatomy & Histology OSPE Answer Book (1 Set = 2 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
48.	First Prof. BDS Physiology OSPE Answer Book (1 Set = 4 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
49.	First Prof. BDS Biochemistry OSPE Answer Book (1 Set = 4 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
50.	First Prof. BDS Oral Biology OSPE Answer Book (1 Set = 4 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
51.	Second Prof. BDS Science of Dental Material OSPE Answer Book (1 Set = 3 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
52.	Second Prof. BDS General Pathology OSPE Answer Book (1 Set = 2 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
53.	Second Prof. BDS Pharmacology OSPE Answer Book (1 Set = 3 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
54.	Second Prof. BDS Community & Preventive Dentistry OSPE Answer Book (1 Set = 4 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
55.	Third Prof. BDS General Medicine OSPE Answer Book (1 Set = 3 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
56.	Third Prof. BDS General Surgery OSPE Answer Book (1 Set = 3 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
57.	Third Prof. BDS Oral Medicine OSPE Answer Book (1 Set = 2 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
58.	Third Prof. BDS Oral Pathology OSPE Answer Book (1 Set = 3 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
59.	Third Prof. BDS Periodontology OSPE Answer Book (1 Set = 5 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
60.	Final Prof. BDS Prosthodontics OSPE Answer Book (1 Set = 2 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
61.	Final Prof. BDS Orthodontics OSPE Answer Book	1500 Nos			

	(1 Set = 4 Leaves, Legal Size) Paper Quality = Local 70 Grm				
62.	Final Prof. BDS Operative Dentistry OSPE Answer Book (1 Set = 5 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
63.	Final Prof. BDS Oral & Maxillofacial Surgery OSPE Answer Book (1 Set = 4 Leaves, Legal Size) Paper Quality = Local 70 Grm	1500 Nos			
AWARD LIST FIRST PROFESSIONAL MBBS					
64.	Anatomy (1Set = 1 Leave, Legal Size, 80g)	2000 Nos			
65.	Physiology (1Set = 5 Leave, Legal Size, 80g)	2000 Nos			
66.	Biochemistry (1Set = 3 Leave, Legal Size, 80g)	2000 Nos			
AWARD LIST SECOND PROFESSIONAL MBBS					
67.	Anatomy (1Set = 1 Leave, Legal Size, 80g)	2000 Nos			
68.	Physiology (1Set = 5 Leave, Legal Size, 80g)	2000 Nos			
69.	Biochemistry (1Set = 3 Leave, Legal Size, 80g)	2000 Nos			
AWARD LIST THIRD PROFESSIONAL MBBS					
70.	Pharmacology & Therapeutics (1Set = 3 Leave, Legal Size, 80g)	2000 Nos			
71.	G. Pathology & Microbiology (1Set = 3 Leave, Legal Size, 80g)	2000 Nos			
72.	Forensic Medicine & Toxicology (1Set = 2 Leave, Legal Size, 80g)	2000 Nos			
73.	Behavioral Sciences (1Set = 2 Leave, Legal Size, 80g)	2000 Nos			
AWARD LIST FOURTH PROFESSIONAL MBBS					
74.	Special Pathology (1Set = 3 Leave, Legal Size, 80g)	2000 Nos			
75.	Eye (1Set = 2 Leave, Legal Size, 80g)	2000 Nos			
76.	ENT (1Set = 1 Leave, Legal Size, 80g)	2000 Nos			
77.	Community Medicine (1Set = 2 Leave, Legal Size, 80g)	2000 Nos			
AWARD LIST FINAL PROFESSIONAL MBBS					
78.	Medicine & Allied (1Set = 2 Leave, Legal Size, 80g)	3000 Nos			
79.	Surgery & Allied (1Set = 2 Leave, Legal Size, 80g)	3000 Nos			
80.	Obstetrics & Gynaecology (1Set = 2 Leave, Legal Size, 80g)	3000 Nos			
81.	Paediatrics (1Set = 1 Leave, Legal Size, 80g)	3000 Nos			
AWARD LIST FIRST PROF. BDS					
82.	Anatomy (1Set = 2 Leave, Legal Size, 80g)	300 Nos			

83.	Physiology (1Set = 3 Leave, Legal Size, 80g)	300 Nos			
84.	Biochemistry (1Set = 3 Leave, Legal Size, 80g)	300 Nos			
85.	Oral Biology & Toothmorphology (1Set = 3 Leave, Legal Size, 80g)	300 Nos			
AWARD LIST SECOND PROF. BDS					
86.	Pharmacology (1Set = 3 Leave, Legal Size, 80g)	300 Nos			
87.	General Pathology (1Set = 3 Leave, Legal Size, 80g)	300 Nos			
88.	Community & Preventive Dentistry (1Set = 2 Leave, Legal Size, 80g)	300 Nos			
89.	Science of Dental Material (1Set = 3 Leave, Legal Size, 80g)	300 Nos			
90.	Behavioral Sciences (1Set = 3 Leave, Legal Size, 80g)	300 Nos			
AWARD LIST THIRD PROF. BDS					
91.	General Medicine (1Set = 3 Leave, Legal Size, 80g)	300 Nos			
92.	General Surgery (1Set = 3 Leave, Legal Size, 80g)	300 Nos			
93.	Oral Medicine (1Set = 1 Leave, Legal Size, 80g)	300 Nos			
94.	Oral Pathology (1Set = 3 Leave, Legal Size, 80g)	300 Nos			
95.	Periodontology (1Set = 3 Leave, Legal Size, 80g)	300 Nos			
AWARD LIST FINAL BDS					
96.	Oral Surgery (1Set = 2 Leave, Legal Size, 80g)	300 Nos			
97.	Operative Dentistry (1Set = 2 Leave, Legal Size, 80g)	300 Nos			
98.	Orthodontics (1Set = 2 Leave, Legal Size, 80g)	300 Nos			
99.	Prosthodontics (1Set = 3 Leave, Legal Size, 80g)	300 Nos			
AWARD LIST FIRST PROF. NURSING (2-YEAR)					
100	Basic and Applied Sciences (Part-A Biochemistry) (1Set = 2 Leave, Legal Size, 80g)	1000 Nos			
101	Basic and Applied Sciences (Part-B Microbiology) (1Set = 2 Leave, Legal Size, 80g)	1000 Nos			
102	Advanced Concepts in Nursing (Part-A Health Assessment) (1Set = 2 Leave, Legal Size, 80g)	1000 Nos			
103	Advanced Concepts in Nursing (Part-B Pathophysiology) (1Set = 2 Leave, Legal Size, 80g)	1000 Nos			
104	Advanced Concepts in Nursing (Part-C Advanced Concepts in Nursing) (1Set = 2 Leave, Legal Size, 80g)	1000 Nos			

AWARD LIST FINAL PROF. NURSING (2-YEAR)					
105	Community Health Nursing <i>(1Set = 2 Leave, Legal Size, 80g)</i>	1000 Nos			
106	Mental Health Nursing <i>(1Set = 2 Leave, Legal Size, 80g)</i>	1000 Nos			
107	Nursing Management <i>(1Set = 2 Leave, Legal Size, 80g)</i>	1000 Nos			
108	Clinical Practicum <i>(1Set = 2 Leave, Legal Size, 80g)</i>	1000 Nos			
AWARD LIST FIRST PROF. NURSING (4-YEAR)					
109	Anatomy I & II <i>(1Set = 2 Leave, Legal Size, 80g)</i>	1000 Nos			
110	Physiology I & II <i>(1Set = 2 Leave, Legal Size, 80g)</i>	1000 Nos			
111	Microbiology <i>(1Set = 2 Leave, Legal Size, 80g)</i>	1000 Nos			
112	Biochemistry & Applied Nutrition <i>(1Set = 2 Leave, Legal Size, 80g)</i>	1000 Nos			
113	Community Health Nursing <i>(1Set = 2 Leave, Legal Size, 80g)</i>	1000 Nos			
114	Fundamentals of Nursing I & II <i>(1Set = 2 Leave, Legal Size, 80g)</i>	1000 Nos			
AWARD LIST SECOND PROF. NURSING (4-YEAR)					
115	Adult Health Nursing-I <i>(1Set = 3 Leave, Legal Size, 80g)</i>	1000 Nos			
116	Adult Health Nursing-II <i>(1Set = 3 Leave, Legal Size, 80g)</i>	1000 Nos			
117	Pathophysiology I & II <i>(1Set = 3 Leave, Legal Size, 80g)</i>	1000 Nos			
118	Health Assessment I & II <i>(1Set = 3 Leave, Legal Size, 80g)</i>	1000 Nos			
AWARD LIST THIRD PROF. NURSING (4-YEAR)					
119	Community Health Nursing-II & Tropical Diseases <i>(1Set = 2 Leave, Legal Size, 80g)</i>	1000 Nos			
120	Paediatric Health Nursing <i>(1Set = 2 Leave, Legal Size, 80g)</i>	1000 Nos			
AWARD LIST FINAL PROF. NURSING (4-YEAR)					
121	Critical Care Nursing <i>(1 Leave, Legal Size, 80g)</i>	1000 Nos			
122	Clinical Practicum <i>(1 Leave, Legal Size, 80g)</i>	1000 Nos			

CATEGORY-II

Stationary & Miscellaneous Items

Sr. #	Items	Estimated Quantity	Unit Rate (in Figure) Rs.	Unit Price (in words) Rs.	Total Price Rs.
1.	Bag (Cloth) Size 30"X21" <i>as per sample</i>	4000 Nos			
2.	Ball Point <i>(100 Blue, 25 Black & 200 Red)</i> <i>Signature BLU Needle Tip</i>	100 Pkts Red			
3.	Candle <i>Medium Size</i>	30 Pkts			
4.	Glue (Mowilith) <i>500 grms bottle packing</i>	100 Kg.			
5.	Laakh (Sealing Wax) <i>100 Grams per stick</i>	50 Kg.			
6.	Lock Pouch <i>(as per sample)</i>	2000 Nos.			
7.	Packing Tape (Brown) <i>65 Yard Nichiban 2"</i>	12 Dozen			
8.	Paper A-4 Size <i>Brand Double AA 80 grms imported</i>	2500 Nos			
9.	Paper Cutter Small <i>(China)</i>	100 Nos			
10.	Permanent Marker (Uni) <i>50 Silver & 50 Golden</i>	20 Pkts			
11.	Plastic Envelop for Question Paper <i>as per sample</i>	100 Kg.			
12.	Tape Scotch/Transparent 50 Yard <i>Nichiban 1"</i>	150 Nos			
13.	Tissue Box <i>(Rose Petal Multicolor Facial Tissue)</i>	300 Nos			

CATEGORY-III

Toners Items

Sr. #	Items	Quantity	Unit Rate (in Figure) Rs.	Unit Price (in words) Rs.	Total Price Rs.
1.	Toner Photocopier Konica Minolta Bizhub 450i	02 Nos			

	<i>(Original Konica Product)</i>				
2.	Toner Photocopier Konica Minolta Bizhub 367 <i>(Original Konica Product)</i>	03 Nos			
3.	Toner Photocopier Konica Minolta Bizhub 1250 <i>(Original Konica Product)</i>	10 Nos			
4.	Toner Photocopier Konica Minolta Bizhub 6136 <i>(Original Konica Product)</i>	10 Nos			
5.	Toner Printer HP 2055 <i>(Original HP Product)</i>	06 Nos			
6.	Toner Printer HP M402dn <i>(Original HP Product)</i>	6 Nos			
7.	Toner Printer HP 600n <i>(Original HP Product)</i>	04 Nos			
8.	Toner Printer HP 706n <i>(Original HP Product)</i>	08 Nos			
9.	Toner Printer HP 4015 <i>(Original HP Product)</i>	8 Nos			
10.	Toner Printer Pantum P3500/dw <i>(Original Pantum Product)</i>	06 Nos			
11.	Zanasi 4500z Makeup <i>(Original Zanasi)</i>	24 Cartridge			
12.	Zanasi 4500z Red Ink <i>(Original Zanasi)</i>	12 Cartridge			
13.	Zanasi 4500z Solvent <i>(Original Zanasi)</i>	20 Liters			

CATEGORY-IV

Plant & Machinery Items

Sr. #	Items	Estimated Quantity	Unit Rate (in Figure) Rs.	Unit Price (in words) Rs.	Total Price Rs.
1.	Portable Sewing Machine <i>(GK9-8 BateRady Manual Sewing Machine)</i>	02 Nos			
2.	Hot Melt Glue Gun <i>(JDER Model S-808)</i>	04 Nos			

CATEGORY-V

Repair of Plant & Machinery Items

Sr. #	Items	Estimated Quantity	Unit Rate (in Figure) Rs.	Unit Price (in words) Rs.	Total Price Rs.
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1.	Drum Unit for Konica Minolta Bizhub Press-1250 <i>Part No. DR-012</i>	1 No.	1	416000	
2.	Charging wire for Konica Minolta Bizhub Press-1250 <i>Part No. 56UA25090</i>	4 Nos.	4	14500	
3.	Discharge Wire for Konica Minolta Bizhub Press-1250 <i>Part No. A0G6470800</i>	2 Nos.	2	6300	
4.	Charger Control Plate for Konica Minolta Bizhub Press-1250 <i>Part No. A4EUR70900</i>	2 Nos.	2	33500	
5.	Developer for Konica Minolta Bizhub Press-1250 <i>Part No. DV-011</i>	1 No.	1	277000	
6.	Drum Cleaning Blade for Konica Minolta Bizhub Press-1250 <i>Part No. A9JTR71500</i>	2 Nos.	2	27500	
7.	Cleaning Web for Konica Minolta Bizhub Press-1250 <i>Part No. A0G6731400</i>	2 Nos.	2	66500	
8.	Belt Cleaner Assy for Konica Minolta Bizhub Press-1250 <i>Part No. A4EUR70D44</i>	2 Nos.	2	325000	
9.	Upper Heat Roller for Konica Minolta Bizhub Press-1250 <i>Part No. A0G6730411</i>	1 No.	1	216000	
10.	Lower Heat Roller for Konica Minolta Bizhub Press-1250 <i>Part No. A4EUR70V00</i>	1 No.	1	150000	
11.	Upper Separating Claws for Konica Minolta Bizhub Press-1250 <i>Part No. 56UA54530</i>	6 Nos.	6	27000	
12.	Lower Separating Claws for Konica Minolta Bizhub Press-1250 <i>Part No. 25AA53290</i>	2 Nos.	2	25200	
13.	Staple Unit for Konica Minolta Bizhub Press-1250 <i>Part No. A4F3R71411</i>	1 No.	1	385000	
14.	Transfer Roller for Konica Minolta Bizhub Press-1250 <i>Part No. A4EU500600</i>	2 Nos.	2	63000	
15.	Paper Exit Belt Assembly for Konica Minolta Bizhub Press-1250 <i>Part No. A4F3R71500</i>	2 Nos.	2	117000	
16.	Heat Insulative Sleeve for Konica Minolta Bizhub Press-1250 <i>Part No. A03U729500</i>	2 Nos.	2	6300	
17.	Drum scraper assy for Konica Minolta Bizhub Press-1250 <i>Part No. A9JTR73500</i>	2 Nos.	2	25400	
18.	Scattering prevention felt for Konica Minolta Bizhub Press-1250 <i>Part No. 55VA55680</i>	2 Nos.	2	22500	
19.	Toner guide brush assembly for Konica Minolta Bizhub Press-1250 <i>Part No. A4EUR70K00</i>	2 Nos.	2	55700	
20.	Paper Pickup Rollers for Konica Minolta Bizhub Press-1250 <i>Part No. A4EUR71511</i>	6 Nos.	6	10500	

21.	Paper Supply/ reverse Rollers for Konica Minolta Bizhub Press-1250 Part No. A4EUR71411	12 Nos.	12	9600	
22.	Drum Unit K for Konica Minolta Bizhub- 458C Photocopier Part No. DR-313	1 No.	1	135000	

NOTE:

1. *The bidder shall provide free of charge single specimen sample of their respective quoted items against above given category(s) to the Purchaser (if required).*
2. *Duly filled above technical specifications sheets by the bidder with required information must be enclosed in their respective technical bids by the bidder(s).*
3. *All bidders are requested to quote rates inclusive of all kind of taxes.*
4. *Bid Validity must be not less than 180 days (One hundred Eighty days)*

TENDER/BIDDING DOCUMENT

Framework Contract (one year) for the Procurement of Printing Items, Stationary & Miscellaneous Items, Toner, Plant & Machinery, Repair of Plant & Machinery Items & I.T. Equipment items for Examinations Department FY 2022-2023

INVITATION TO BID

1. Tender for Bid

University of Health Sciences, Lahore (hereinafter referred to as the “Purchaser”) advertises the Tender and invites bids (hereinafter referred to as “the Tender”) from interested registered person, firm, supplier/distributor/dealer, company or an organization in particular patent manufacturer on national competitive basis for ‘Framework Contract (one year) for the Procurement of Printing Items, Stationary & Miscellaneous Items, Toner, Plant & Machinery, Repair of Plant & Machinery Items & I.T. Equipment items for Examinations Department 2022-2023.

2. Applicability of Public Procurement Rules

Punjab Procurement Rules 2014 (amended), which may be downloaded from website of Public Procurement Regulatory Authority, will be strictly followed (<http://ppra.punjab.gov.pk>). In this document, unless otherwise mentioned to the contrary, "Rule" means a Rule made under Punjab Procurement Regulatory Authority Act 2009 with reference to Punjab Procurement Rules 2014 (amended).

3. Methods of Advertisement (s)

- I. In compliance to Rule 12 (1&2) of Punjab Procurement Rules 2014 (amended), this Tender is being advertised at Authority’s website <http://ppra.punjab.gov.pk> as well as in the print media nationwide.
- II. This Tender is also placed online at the website of the University of Health Sciences, Lahore /Purchaser. The Bidding Document containing comprehensive details can be obtained from **Finance Department** of University of Health Sciences, Lahore during the working hours on payment of **Rs. 1000/-** (non-refundable)

4. Type of Open Competitive Bidding

As per Rule 38,2 (a), Single Stage - two Envelopes Bidding Procedure shall be followed. The said procedure is comprehended as follows:

- (i) the bid shall be a single package comprising two envelopes marked as “Technical Proposal” and “Financial Proposal”
- (ii) The envelopes are opened in public at the date and time advertised in the Bidding Document / communicated to the bidders.
- (iii) the bid found to be the lowest evaluated bid shall be accepted and Bidder(s) shall be awarded the Contract.

INSTRUCTIONS TO BIDDER(S)

- I. The bids complete in all respect as prescribed and required under this Tender Document, must be delivered into Tender Box, placed at **Reception of UHS, Lahore** not later than **11:00 am** on last date of submission of bids i.e. **31.01.2023**
- II. Bids submitted late / not in accordance with advertised terms and conditions shall not be considered/entertained.
- III. Bid Security (Earnest Money) @ 2% according to the category wise in favour of **“Treasure, of University of Health Sciences, Lahore.”** must be attached with bid, as part of Financial bid and as per provisions contained in Clause “Bid Security” of the Terms and Conditions of the Tender in this bidding document mentioned hereinafter.
- IV. The bids shall be publicly opened in the **Video Conference Room, at 11:30 am** on **31.01.2023**
- V. Alternative bids shall not be considered. Bidder(s) must read the provisions/instructions of this Tender Document contained in Clause regarding invoke
 - i. **“Determination of Responsiveness of Bid” and “Rejection/Acceptance of the Tender”** for making bids substantially responsive to the requirements of Bidding Document.
- VI. It is sole responsibility of the Bidder(s) that to read and understand all provisions, instructions, terms & conditions contained in this Tender Document before submitting the Bid. Neither any claim whatsoever including those of financial adjustments in case the contract is awarded under this Bid Process, will be entertained by the Purchaser nor any time schedule, nor financial adjustments arising thereof shall be permitted on account of failure by the Bidder(s).
- VII. Instructions, Terms & Conditions and Specifications are devised for strict compliance and enforcement. No escalation of cost, except arising from increase in quantity by the Bidder(s) on the demand after approval of the Purchaser, will be permitted throughout the period of the contract.
- VIII. The successful Bidder(s) will be responsible for all the deliveries and deliverables to the Purchaser within stipulated time at University of Health Sciences, Lahore or otherwise locations described as per provision regarding delivery time or execution schedule of the Tender Document;
- IX. Bidder(s) shall communicate all queries via Purchase cell.
- X. Bidder(s) are required to state clearly, in their proposals, the name, title, contact number (landline, mobile), fax number and e-mail address of the Bidder(s)’s authorized representative through whom all communications shall be directed until the process has been completed or terminated.
- XI. The Purchaser will not bear any cost or expense incurred by Bidder(s) in connection with preparation or submission of bids.

5. Determination of Responsiveness qualification of the Bid (Tender)

The Purchaser shall, prior to the Tender evaluation, determine the substantial responsiveness of the Bid to the Tender Documents. A substantially responsive Tender is one which:

- i. meets the eligibility criteria given in Tender Documents for provision of Items;

- ii. meets the Technical Specifications for the Items against each Item/service of BOQ.

A material deviation or reservation is one which affects the scope, quality or performance of the Goods or limits the Purchaser's rights or the Bidder(s)'s obligations under the Contract.

The Tender determined as not substantially responsive shall not subsequently be made responsive by the Bidder(s) by correction or withdrawal of the material deviation or reservation.

6. Rejection/Acceptance of the Bid

The Purchaser may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The Purchaser shall upon request communicate to any Bidder(s), the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds. The Purchaser shall incur no liability, solely, by virtue of invoking discretion provided under sub-rule (1) of Rule-35 of Punjab Procurement Rules, 2014 (amended) towards the Bidder(s). However, prospective Bidder(s) shall be informed in due course about the rejection of the bids if any (As per Rule 35 of Punjab Procurement Rules, 2014(amended)).

The Tender shall be rejected if it is:

- i. substantially non-responsive in manner prescribed in the Tender Document; or
- ii. submitted in other than prescribed forms & documents and specified manner; or
- iii. incomplete, partial, conditional, alternative, late; or
- iv. bid not submitted and relevant bid security is not submitted;
- v. ***subjected to interlineations/cuttings/corrections/erasures/overwritings; or***
- vi. the Bidder(s) refuses to accept the corrected Total Tender Price; or
- vii. the Bidder(s) has conflict of interest with the Purchaser; or
- viii. the Bidder(s) tries to influence the Tender evaluation/Contract award; or
- ix. the Bidder(s) engages in corrupt or fraudulent practices in competing for award of the Contract;
- x. the Bidder(s) fails to meet the evaluation criteria requirements;
- xi. the Bidder(s) has been blacklisted by any public or private sector organization;
- xii. the Bidder(s) has been served any legal notices or displeasure letters by any public sector organization on serious failures to provide satisfactory Goods;
- xiii. the Bidder(s) has mentioned any financial implication(s) in the financial proposal that is in contradiction to this document and Government rules and regulations.
- xiv. the Bidder(s) submits financial conditions as part of its bid which are not in conformity with Tender Document.

- xv. non-submission of verifiable proofs against the mandatory as well as general documentary, qualification and eligibility related requirements.
- xvi. Bidder is not authorized Dealer/Supplier/Distributor of manufacture Company.

7. Headings and Titles

In this document, headings and titles shall not be construed to be part thereof or be taken into consideration in the interpretation of the document and words importing the singular only shall also include the plural and vice versa where the context so requires.

8. Notice

Wherever provision is made for exchanging notice, certificate, order, consent, approval or instructions between the Bidder/Contractor and the Purchaser, the same shall be:

- i. in writing;
- ii. issued within reasonable time;
- iii. served by sending the same by special messenger, courier or registered post to their principal office in Pakistan or such other address as they shall notify for the purpose;

The words "notify", "certify", "order", "consent", "approve", "instruct", shall be construed accordingly.

9. Tender Cost

The Bidder(s) shall bear costs/expenses with regard to preparation and submission of the Tender(s) and the Purchaser shall not responsible/liable for those costs/ expenses.

10. Clarification (s) on Tender Document

A prospective Bidder requiring any clarification(s) on the Tender Documents may notify the Purchaser in writing. The Purchaser shall respond in writing to any request for clarification(s) of the tender documents, which it receives no later than **ten (10) days** prior to the deadline for the submission of bids prescribed in the Invitation for Bids.

Written copies of the Procuring Agency's response (including an explanation of the query but without identifying the source of inquiry) shall be sent to all prospective Bidders that have received the Tender Documents.

11. Amendment of the Tender Document

The Purchaser may, at any time prior to the deadline for submission of the Tender, at its own initiative vested with exclusive discretion or in response to a clarification requested by the Bidder(s), amend the Tender Document, on account of any reason, either to extend the deadline for the submission of Bid or otherwise which shall be notified to all prospective Bidder(s) whereafter all such amendment(s) shall be considered part of the Tender Document and binding on the Bidder(s) as per Punjab Procurement Rules, 2014 (amended) Rule 25(4).

12. Preparation/Submission of Tender

The Bidder(s) is required to bid for all items according to Form of Bid;

- a. Tender as well as documents related to Tender, exchanged between the Bidder(s) and the Purchaser, shall be in English or Urdu

or in both. Any printed literature furnished by the Bidder(s) in another language shall be accompanied by an English as well as Urdu translation which shall govern for purpose of interpretation of Tender;

- b. Tender shall be submitted in prescribed manner elaborated herein and all documents shall be typed, completely filled in, stamped and signed by Bidder(s) or his Authorized Representative. Only signed and stamped documents shall be submitted. In case volume of the bid contains various set(s) of documents, the same must be properly numbered and tagged in binding shape with proper index or table of contents;

13. Tender Price

The quoted price shall be:

- a. best/final/fixed and valid until completion of all obligations under the Contract i.e. not subject to variation/escalation;
 - i. in Pak Rupees;
 - ii. inclusive of all taxes, duties, levies, insurance, freight, etc.;
 - iii. including all charges up to the delivery point at University of Health Sciences, Lahore;
- b. if not specifically mentioned in the Tender(s), it shall be presumed that the quoted price is as per the above requirements;
- c. where no prices are entered against any item(s), the price of that item shall be deemed free of charge, and no separate payment shall be made for that item(s);
- d. in case of locally produced item, the price shall include all customs duties and sales and other taxes already paid or payable on the components and raw materials used in the manufacturing or assembling of the item.

14. Bid Security (Earnest Money)

- a. The Bidder(s) shall furnish the Bid Security (Earnest Money) as under:
 - i. for a sum equivalent to 2% of the estimated Price of Items as per Forms of Bid given in this Tender Document in the form of Demand Draft/Pay Order/Call Deposit Receipt, in the name of the Treasurer, University of Health Sciences, Lahore;
 - ii. denominated in Pak Rupees;
 - iii. have a minimum validity period of one hundred and eighty (180) days from the last date for submission of the Tender whichever is later;
- b. The Bid Security (Earnest Money) shall be forfeited by the Purchaser, on the occurrence of any or all of the following conditions:
 - i. if the Bidder(s) withdraws the Tender during the period of the Tender validity specified by the Bidder(s) on the Tender Form; or
 - ii. if the Bidder(s) does not accept the corrections of his Total Tender Price;

- iii. if the Bidder(s), having been notified of the acceptance of the Tender by the Purchaser during the period of the Tender validity, in accordance with the Tender Document.

15. Tender Validity

The Tender shall have a minimum validity period of one hundred and eighty (180) days from the last date for submission of the Tender. The Purchaser may solicit the Bidder(s)'s consent to an extension of the validity period of the Tender. The request and the response thereto shall be made in writing. If the Bidder(s) agrees extension of validity period of the Tender, the validity period of the Bid Security (Earnest Money) shall also be suitably extended. The Bidder(s) may refuse extension of validity period of the Tender, without forfeiting the Bid security (Earnest Money).

16. Modification/Withdrawal of the Tender

- a. The Bidder(s) may, by written notice served on the Purchaser, modify or withdraw the Tender after submission of the Tender, prior to the deadline for submission of the Tender.
- b. The Tender, withdrawn after the deadline for submission of the Tender and prior to the expiry of the period of the Tender validity, shall result in forfeiture of the Bid Security (Earnest Money).

17. Opening of the Tender

- a. Tenders shall be opened at **11:30 am** on the last date of submission of bids i.e 31.01.2023 in the presence of the Bidder(s) for which they shall ensure their presence without further invitation, as per provision of Rule-30 of PPRA Rules, 2014.
- b. The Bidder(s)'s name, modifications, withdrawal, security, attendance of the Bidder(s) and such other details as the Purchaser may, at its exclusive discretion, consider appropriate, shall be announced and/or recorded.
- c. No Bidder(s) or its representative will be allowed to keep any digital device (camera, audio recorder, cell phone etc.) during Tender opening meeting at given time and location.

18. Clarification of the Tender

The Purchaser shall have the right, at his exclusive discretion, to require, in writing, further information or clarification of the Tender, from any or all the Bidder(s). No change in the price or substance of the Tender shall be sought, offered or permitted except as required to confirm the corrections of arithmetical errors discovered in the Tender. Acceptance of any such correction is sole discretion of the Purchaser.

19. Correction of Errors/Amendment of Tender

- a. The Tender shall be checked for any arithmetic errors which shall be rectified, as follows:
 - i. if there is a discrepancy between the amount in figures and the amount in words for the Total Tender Price entered in the Tender Form, the amount which tallies with the Total Tender Price entered in the Price Schedule, shall govern;

- ii. if there is a discrepancy between the unit rate and the total price entered in the price Schedule, resulting from incorrect multiplication of the unit rate by the quantity, the unit rate as quoted shall govern and the total price shall be corrected, unless there is an obvious and gross misplacement of the decimal point in the unit rate, in which case the total price as quoted shall govern and the unit rate shall be corrected;
- iii. if there is a discrepancy in the actual sum of the itemized total prices and the total Tender price quoted in the Price Schedule, the actual sum of the itemized total prices shall govern;
- b. The Tender price as determined after arithmetic corrections shall be termed as the Corrected Total Tender Price which shall be binding upon the Bidder(s).
- c. Adjustment shall be based on corrected Tender Prices. The price determined after making such adjustments shall be termed as Evaluated Total Tender Price.
- d. No credit shall be given for offering delivery period earlier than the specified period.

Eligibility	Description	Qualification
Legal (Mandatory)	Certificate of Company/Firm Registration/Incorporation under the laws of Pakistan	Mandatory
	Valid Income Tax Registration and active return filer	Mandatory
	Valid general sales tax registration(status=Active with FBR) and active return filer	Mandatory
	Submission of required undertaking on legal valid and attested stamp paper or company letterhead that the firm is not blacklisted by any of Government Department, Agency, Organization or Autonomous Body or Private Sector Organization anywhere in Pakistan...etc	Mandatory
	Compliance to the technical specifications of items/goods (all items) to be procured mentioned in this document(Undertaking)	Mandatory
	In full compliance of the Execution Schedule and Delivery period mentioned in Tender Document(Undertaking of same on legal Stamp paper)	Mandatory
	The bidder must attach valid import document with the bid.(if/where required)	Mandatory
	For repair of items, sole/exclusive distribution letter is mandatory for propriety items	Mandatory

**BID EVALUATION CRITERIA: -
Evaluation Criteria (Part A + Part B) Part-**

**A
ASSESSMENT FOR ELIGIBILITY**

Sr. #	Detail	Yes / No	Page #
1	Original receipt for purchase of tender		
2	Copy of CNIC#		
3	Minimum one year business history with health department		
4	Acceptance of terms and condition, tender documents duly signed and stamped		
5	An affidavit on stamp paper of Rs.50/- submitting following clauses: i) replacement of unconsumed / substandard spurious drugs / stocks ii) that the firm is not blacklisted on any grounds in last three years		
6	Price should not be mentioned on technical bid		
7	Bank statement / Balance sheet		
8	National tax number and General Sale Tax number certificate		
9	Call deposit / Bid Security amounting 2% of estimated cost attached with financial proposal (copy attached with Technical Proposal)		
10	Authorization certificate (where applicable)		
11	Endorsement of replacement of un-used/damaged supply		
12	For repair of items, sole/exclusive distribution letter is mandatory for propriety items.		

Note: Only eligible firms will be scrutinized for Part B

PART B				Max Marks	Obtained
01	Market experience	i	More than 1- less than or equal to 3 years	5 Marks	10
		ii	More than 3 - Less than or equal to 5 years	8 Marks	
		iii	Above 5 years	10 Marks	
		Bidders having less than 1 year experiences are ineligible.			

02	Business Volume		10	
	Up to 01 million per month	05		
	1-2 million per month	06		
	2-3 million per month	07		
	3-4 million per month	08		
	4-5 million per month	09		
	More than 05 Million per month	10		

AWARD OF CONTRACT

i. Acceptance of Bid and Award criteria

The bidder with the lowest evaluated financial bid, if not in conflict with any other law, rules, regulations or policy of the Provincial Government, shall be awarded the Contract, within the original or extended period of bid validity.

ii. The Procuring Agency's right to vary quantities at time of award

The Procuring Agency reserves the right at the time of Rate Contract's award to issue supply order of the quantity required for use in UHS which the firm will be bound to supply as per terms and conditions mentioned in the supply order.

iii. Limitations on negotiations

As per PPRA Rules 2014 (Amended) Negotiations are not allowed.

iv. Notification of Award

Prior to the expiration of the period of bid validity, the Procuring Agency shall notify the successful bidder in writing by registered letter, that its bid has been accepted. The notification of award shall constitute the formation of the Contract.

v. Purchase Order: -

Procuring Agency shall issue Purchase Order from time to time with a stipulated period of delivery. If the successful bidder fails to comply with the supply order then the firm shall be blacklisted minimum for two years and the performance Guarantee may be forfeited. In such situation, the Procuring Agency may make the award to the next lowest evaluated bidder or call for new bids.

vi. Termination of the contract

Failure of the successful bidder to comply with the requirement of instructions to the bidders shall constitute sufficient grounds for the

annulment/termination of the award and forfeiture of the bid Security, in which event the Procuring Agency may make the award to the next lowest evaluated bidder or call for new bids.

vii. 100 percent Supply of Purchase order

100% supply should be made by the vendor after issuance of purchase order. The same may be added in terms & conditions of tender document and purchase order. In case of failure the performance security should be forfeited and company may be black listed.

20. Acceptance Letter/Purchase Order

The Purchaser shall issue the Acceptance Letter/Purchase Order to the successful Bidder(s), within reasonable time of announcement of bid evaluation report (Rule-55 of PPRA Rules, 2014) and prior to the expiry of the original bid validity period or extended bid validity period of the Tender, which shall constitute a contract, until execution of the formal Contract

21. Performance Guarantee/Security:

Before signing of Frame Work Contract, the successful Bidder shall furnish a Performance Guarantee, in the Form of irrevocable CDR in favor of UHS Lahore and in the mannered prescribed by the Procuring Agency (10 %) of the Estimated Cost.

The Bid Security submitted by the bidder at the time of submitting its bid shall be returned to the Bidder upon submission of Performance Guarantee.

Failure to provide a Performance Guarantee by the Bidder is a sufficient ground for annulment of the award and forfeiture of Bid Security. In such event the Procuring Agency may award the Contract to the next lowest evaluated bidder or call for new bid.

22. Terms & Conditions of Contract Form

Terms & condition laid down in contract document/form are part & parcel of the Bid documents and shall be applied to the successful bidder under the Tender.

23. Redressal of Grievances by the Procuring Agency

- a. The Purchaser may constitute a Committee comprising of odd number of persons, with proper powers and authorizations, to address the complaints of Bidder(s) that may occur prior to enforcement of the Procurement Contract.
- b. Any Bidder(s) feeling aggrieved by any act of the Purchaser after the submission of bid may lodge a written complaint concerning grievances not later than ten days after the announcement of the bid evaluation report.

- c. The Committee may investigate and decide upon the complaint within fifteen days of the receipt of the complaint.
- d. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

24. Instruction For Preparation Of Power Of Attorney/Letter of Authority

- a) To be executed by an authorized representative of the Bidder(s) on company letterhead enclosing attested Copy of National Identity Card.
- b) The mode of execution of the Power of Attorney/Letter of Authority should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants and when it is so required the same should be under common seal affixed in accordance with the required procedure.
- c) Also, wherever required, the Bidder(s) should submit for verification the extract of the charter documents such as a resolution/ power of attorney in favor of the person executing the Power of Attorney/Letter of Authority for the delegation of power hereunder on behalf of the Bidder(s).
- d) In case the Tender Documents are signed by an authorized Director/Partner or Proprietor of the Applicant, a certified copy of the appropriate resolution/document conveying such authority may be enclosed in lieu of the Power of Attorney/Letter of Authority.

25. (3) FORM OF BID;

Forms, Specifications, List of Goods, Bill of Quantities and Detail of Standards of Tender/Items

Sr.No	Description/Specifications /Standards	Quantity	Bid Rate per Unit (in Words)	Bid Rate Per Unit (in Figure)	Total Bid Cost/Amount
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Form of Covering Letter

[Lahore, Date]

To

The Registrar,
University of Health Sciences,

Lahore.

Sub: SUBMISSION OF BID

Dear Sir,

- a) Having examined the Tender related documents we, the undersigned, in conformity with the said document, offer to provide the said items on terms of reference to be signed upon the award of contract for the sum indicated as per financial bid.
- b) We undertake, if our proposal is accepted, to provide the tender items within time frame specified, starting from the date of signing of the Contract.
- c) We agree to abide by our proposal for the period of ____ days from the date of bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- d) We agree to execute a Contract in the form to be communicated by the Purchaser.
- e) Unless and until a formal agreement is prepared and executed, this proposal together with your written acceptance thereof shall constitute a binding contract agreement.
- f) We understand that you are not bound either to accept the lowest or any bid you receive, or to give any reason for rejection of any bid and that you will not defray any expenses incurred by us in bidding.

Authorized Signatures with Official Seal

FORM OF POWER OF ATTORNEY/LETTER OF AUTHORITY

(On Stamp Paper of relevant value or Company letter head duly signed and stamped)

Know all men by these presents, we (name of the company and address of the registered office) do hereby appoint and authorize Mr. (full name and residential address) who is presently employed with us and holding the position of (name of position) as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our proposal for (name of the assignment) in response to the Tender invited by the (name of the Purchaser) including signing and submission of all documents and providing information/responses to (name of the Purchaser) in all matters in connection with our Bid.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall always be deemed to have been done by us.

Dated this _____ day of _____ 20_____

For _____

(Signature)

(Name, Designation and Address)

Accepted

(Signature)

(Name, Title and Address of the Attorney)

Date:

FORM OF UNDERTAKING

(on company letterhead)

It is certified that the information submitted/furnished herein as per Tender Document with regard to _____ is true and correct and nothing has been concealed or tampered with. We have gone through all the instructions and terms & conditions contained in the Tender Document for _____ and are liable to any punitive action for furnishing false information/documents.

Dated this _____ day of _____ 20_____

Signature

(Company Seal)

In the capacity of

Duly authorized to sign bids for and on behalf of:

Performance Guarantee

[Lahore, Date]

To

The Registrar,
University of Health Sciences,
Lahore.

Whereas **[Name of Supplier]** (hereinafter called “the Supplier”) has undertaken, in pursuance of Contract No. **[Number]** dated **[date]** to supply **[description of goods]** (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 Supplier a Guarantee:

Therefore we hereby affirm that we are Guarantors and responsible to you, on behalf of the Supplier, 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 _____, 202____

Signature and Seal of the Guarantors/ Bank

Address

Date

26. FORM OF CONTRACT

This CONTRACT AGREEMENT (this “Contract”) made as of the [day] of [month], [year], between [University of Health Sciences, Lahore] (the “Purchaser”), on the one part, and [full legal name of the Contractor], on the other part severally liable to the Purchaser for all of the Contractor’s obligations under this Contract and is deemed to be included in any reference to the term “the Contractor.”

RECITALS

WHEREAS,

- (a) The Purchaser intends to spend a part of its budget/funds for making eligible payments under this Contract. Payments made under this contract will be subject, in all respects, to the terms and conditions of the Contract described herein.
- (b) The Purchaser has requested the Contractor to provide certain supply of Goods/Items as described in Tender Document; and
- (c) The Contractor, having represented to the Purchaser that it has the required financial resources, professional skills, and personnel resources, has agreed to provide the tender goods on the terms and conditions set forth in this Contract.
- (d) **NOW THEREFORE**, the Parties to this Contract agree as follows:
 1. The Contractor hereby covenants with the Purchaser to supply the Goods and to remedy defects/damage therein, at the time and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of the payments to be made by the Purchaser to the Contractor.
 2. The Purchaser hereby covenants with the Contractor to pay the Contractor, the Contract Price or such other sum as may become payable, at the times and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of supply of the Goods and remedying of defects/damage therein.
 3. The following shall be deemed to form and be read and construed as part of this Contract:
 - i. The Tender Document
 - ii. Bidder(s)’s Proposal
 - iii. Terms and Conditions of the Contract
 - iv. The Technical Specifications
 - v. Tender Forms
 - vi. Price Schedule/Bid
 - vii. Affidavit(s)
 - viii. Authorized Dealership/Agency Certificate
 4. This Contract shall prevail over all other documents. In the event of any discrepancy/ inconsistency within the Contract, the above Documents shall prevail in the order listed above.
 5. The terms and conditions attached with this agreement shall be considered as integral part of this agreement.

IN WITNESS whereof the Parties hereto have caused this Contract to be executed in accordance with the laws of **Pakistan** as of the day, month and year first indicated above. For **[University of Health Sciences, Lahore For[full legal name of the Pakistan]: Contractor]:**

Signature

Signature

Name:

Name:

Witnessed By:

Witnessed By:

WITNESSES

Signature_____

Signature_____

CNIC #_____

CNIC#_____

Name _____

Name _____

Designation_____

Designation_____

Address_____

Address_____

27. TERMS AND CONDITIONS OF CONTRACT

27.1. Contract Documents and Information

The Contractor shall neither disclose any document, specification, sample, information nor make use of the Contract or disclose any of the provisions contained therein, furnished by or on behalf of the Purchaser, without prior permission of the Purchaser, to any person other than a person employed by the Contractor in performance of the Contract and such disclosure shall be only for purpose of performance of the Contract.

27.2. Contract Language

The language of the Contract and other relevant documents between the Contractor and the Purchaser shall be English or Urdu or English & Urdu and in case of any translation the cost shall be borne by the Contractor.

27.3. Standards

The Goods provided/supplied under the Contract shall conform to latest industrial quality standards.

27.4. Commercial Availability

The commercial availability of the Goods required to be supplied under the Contract shall be ensured at the time of signing of the Contract.

27.5. Patent Rights

The Contractor shall indemnify and hold the Purchaser harmless against all third party claims of infringement of patent, trademark or industrial design rights arising from use/supply of the Goods or any part thereof.

27.6. Execution Schedule

The Contractor shall ensure delivery of Goods mentioned in the Bidding Document on top priority within time period mentioned in the Purchase/Work order.

27.7. Delivery

The Contractor shall deliver the Goods/Items at University of Health Sciences, Lahore according to purchase/service order as specified by the Purchaser.

The Contractor shall be responsible for physical custody of the Goods until the delivery, testing and taking over of the Goods is completed.

The Goods shall be delivered completely by the Contractor and if there is any apprehension of incomplete delivery, the Contractor shall complete the missing delivery immediately at his expenses.

The Contractor is required to provide a comprehensive logistics plan including supporting details regarding transportation, mobilization and personnel scheduling during warranty period.

The Contractor shall arrange and pay for the transport and maintenance of the Goods to the place of destination as specified in the Contract.

27.8. Inspection and Testing

Inspection Committee shall inspect and test the Goods at the time of delivery in order to verify their conformity to the Technical Specifications. The Purchaser may reject the Goods if they are not in conformity to the Technical Specifications, in any test(s) or inspection(s) and the Contractor shall either replace the rejected Goods or make all alterations necessary to meet the Technical Specifications, within three working days, free of cost to the Purchaser.

The Purchaser's post-delivery right to inspect, test and, where necessary, reject the Goods shall in no way be limited or waived by reason of pre-delivery inspection, testing or passing of the Goods

Nothing contained in this document shall, in any way, release the Contractor from any Warranty or other obligations under the Contract.

27.9. Warranty

The Contractor shall warrant to the Purchaser Manufacturer's warranty for minimum one (1) year (hereinafter referred as Warranty Period) that the Goods supplied under the Contract are genuine, brand new, non-refurbished, un-altered, imported through proper channel, without any defect and incorporate all recent improvements in design and materials, unless provided otherwise in the Contract. The Contractor shall provide replacement of defective/damaged items within 24 hours of intimation. The Contractor shall clearly mention Terms and Conditions for the Goods supplied after the expiry of initial warranty period. The Client shall, by written notice served on the Contractor with a copy to the Purchaser, indicate any claim(s) arising under the warranty. The Contractor shall, within the prescribed time period, after receipt of such notice, replace the defective/damaged Goods or parts thereof, without any cost to the Purchaser. The end user licenses, end user warranties and end user contracting support Goods shall be in the name of Purchaser, for the Goods supplied under the Contract.

27.10. Ownership of Goods and Replaced Components

Goods to be supplied to the Purchaser, pursuant to the Contract, shall become the property of the Purchaser when the Goods are taken over by the Purchaser. Defective components to be replaced by the Contractor, pursuant to the Contract, shall become the property of the Contractor as and where it lies.

27.11. Defects Liability Expiry Certificate

The Contractor shall, after expiry of the warranty period, by written notice served on the Client with a copy to the Purchaser, apply for a Defects Liability Expiry Certificate.

The Client shall, within seven days of receipt of such notice, either issue the Defects Liability Expiry Certificate to the Contractor with a copy to the Purchaser, stating the date of expiry of the Warranty Period for all the Goods supplied and fulfillment of all obligations by the Contractor, under the Contract; or reject the application giving the reasons and specifying the work required to be done by the Contractor to enable the Defects Liability Expiry Certificate to be issued.

27.12. Payment

The Contractor shall provide all necessary supporting documents along with invoice.

The Contractor shall submit an Application for Payment to the Purchaser. The Application for Payment shall be accompanied by such invoices, receipts or other documentary evidence as the Purchaser may require; state the amount claimed; and set forth in detail, in the order of the Price Schedule, particulars of the Goods supplied upto the date of the Application for Payment and subsequent to the period covered by the last preceding Payment, if any.

The Purchaser shall get verified the details of Goods delivered against the invoice from the concerned Officer/ Inspection Committee and Payment shall be made on complete delivery of Goods after issuance of satisfactory certificate by concerned Officer/ Inspection Committee, as per details given in relevant Letter of Acceptance.

The Purchaser shall pay the amount verified within thirty (30) days. Payment shall not be made in advance and against partial deliveries. The Purchaser shall make payment for the Goods supplied to the Contractor, as per Government policy, in Pak Rupees, through treasury cheque.

Payment to contractor will be made after deduction of 5% retention money which will be released after expiry of the warranty period.

All payments shall be subject to any and all taxes, duties and levies applicable under the laws of Pakistan, for the whole period starting from issuance of Acceptance Letter till termination of the signed contract in this regard.

27.13. Price

The Contractor shall not charge prices for the Goods supplied and provided and for other obligations discharged, under the Contract, varying from the prices quoted by the Contractor in the Price Schedule.

27.14. Contract Amendment

The Purchaser may at any time, by written notice served to the Contractor, alter or amend the contract for any identified need/requirement in the light of prevailing rules and regulations.

The Contractor shall not execute any Change until and unless the Purchaser has allowed the said Change, by written order served on the Contractor with a copy to the Client.

The Change, mutually agreed upon, shall constitute part of the obligations under this Contract, and the provisions of the Contract shall apply to the said Change.

No variation or modification in the Contract shall be made, except by written amendment signed by both the Purchaser and the Contractor.

27.15. Assignment/Subcontract

The Contractor shall not assign or sub-contract its obligations under the Contract, in whole or in part, except with the Purchaser's prior written consent. The Contractor shall guarantee that any and/or all assignees / subcontractors of the Contractor shall, for performance of any part / whole of the work under the contract, comply fully with the terms and conditions of the Contract applicable to such part / whole of the work under the contract.

27.16. Liquidated Damages

If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract the Purchaser may, without prejudice to any other right of action / remedy it may have, deduct from the Contract Price, as liquidated damages, a sum of money @1% of the total Contract Price which is attributable to such part of the Goods, in consequence of the failure / delay, be put to the intended use, for every day between the scheduled delivery date(s), with any extension of time thereof granted by the Purchaser, and the actual delivery date(s). Provided that the amount so deducted shall not exceed, in the aggregate, **10%** of the Contract Price.

27.17. Blacklisting

If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract or found to have engaged in corrupt or fraudulent practices in competing for the award of contract or during the execution of the contract, the Purchaser may without prejudice to any other right of action / remedy it may have, blacklist the Contractor, either indefinitely or for a stated period, for future tenders in public sector, as per provision of Punjab Procurement Rules, 2014.

28. Termination for Default

If the Contractor fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract the Purchaser may, at any time, without prejudice to any other

right of action / remedy it may have, by written notice served on the Contractor with a copy to the Client, indicate the nature of the default(s) and terminate the Contract, in whole or in part, without any compensation to the Contractor. Provided that the termination of the Contract shall be resorted to only if the Contractor does not cure its failure / delay, within fifteen working days (or such longer period as the Client may allow in writing), after receipt of such notice.

If the Purchaser terminates the Contract for default, in whole or in part, the Purchaser may procure, upon such terms and conditions and in such manner as it deems appropriate, Goods, similar to those undelivered, and the Contractor shall be liable to the Purchaser for any excess costs for such similar Goods. However, the Contractor shall continue performance of the Contract to the extent not terminated.

29. Termination for Insolvency

If the Contractor becomes Bankrupt or otherwise insolvent, the Purchaser may, at any time, without prejudice to any other right of action / remedy it may have, by written notice served on the Contractor with a copy to the Client, indicate the nature of the insolvency and terminate the Contract, in whole or in part, without any compensation to the Contractor.

30. Force Majeure

For the purpose of this contract "Force Majeure" means an event which is beyond the reasonable control of a party and which makes a party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances, and includes, but is not limited to, War, Riots, Storm, Flood or other industrial actions (except where such strikes, lockouts or other industrial are within the power of the party invoking Force Majeure), confiscation or any other action by Government agencies.

If a Force Majeure situation arises, The Contractor shall, by written notice served on The Purchaser, indicate such condition and the cause thereof. Unless otherwise directed by The Purchaser in writing, The Contractor shall continue to perform under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or Agents or Employees, nor (ii) any event which a diligent Party could reasonably have been expected to both (A) take into account at the time of the conclusion of this Contract and (B) avoid or overcome in the carrying out of its obligations here under.

Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

31. Dispute Resolution and Redressal of Grievances by the Procuring Agency

- a. The Purchaser may constitute a Committee comprising of odd number of persons, with proper powers and authorizations, to address the complaints of Bidder(s) that may occur prior to enforcement of the Procurement Contract.
- b. Any Bidder(s) feeling aggrieved by any act of the Purchaser after the submission of bid may lodge a written complaint concerning grievances not later than ten days after the announcement of the bid evaluation report.
- c. The Committee may investigate and decide upon the complaint within fifteen days of the receipt of the complaint.
- d. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
- e. The Purchaser and the Contractor shall make every effort to amicably resolve, by direct informal negotiation, any

disagreement or dispute arising between them under or in connection with the Contract.

32. Taxes and Duties

The Contractor shall be entirely responsible for all taxes, duties and other such levies imposed make inquiries on income tax/Sales Tax to the concerned authorities of Income Tax and Sales Tax Department, Government of Pakistan/Punjab.

33. Contract Cost

The Contractor shall bear all costs / expenses associated with the preparation of the Contract and the Purchaser shall in no case be responsible / liable for those costs / expenses. The successful Bidder(s) shall provide legal Stamp Papers of relevant value according to Government

Incharge Purchase cell