

PAPERS CHECK LIST
TECHNICAL PROPOSAL

1. Index & Page marking Certificate by the bidder. Yes No
2. Invitation of Bid Yes No
3. Bid Performa (duly signed & stamped in accordance with PPRR Rules 2014) Yes No
4. Terms & conditions signed & stamped by bidder Yes No
5. Original purchased receipt of bid documents Yes No
6. Attested copy of C.N.I.C. Yes No
7. Technical proposal (after of quoted items for letter head of the firm) Yes No
8. Affidavit (on judicial paper)
 - i) Goods / Services supplied are to be provided by bidder in accordance with Government Instruction. He is not legally penalized Yes No
 - ii) Firm: he has not provided these stocks below the price if so, he is legally bound to pay, rate difference if has bid is accepted. Yes No
 - iii) Certified undertaking for purchaser's satisfaction for execution of contract. Yes No
 - iv) Regarding non-declaration of suppliers' adulterated batch by the firm in U.S & any sanctionable. (For Drug only) Yes No
 - v) Offered prices are not more than trade price. Yes No
9. Income Tax registration certificate (attested copy) Yes No
10. Bio-Equivalence / Bio-Similarity Study Report (For medicine where applicable) Yes No
11. Audited Balance Sheet (last 02 years) Yes No
12. Drug Registration Certificate (D.R.C) (For Drug only) Yes No
13. Valid Good Manufacturing Practices (GMP) Certificate (For drugs only) Yes No
14. Experience certificate of the firm (attested copy) Yes No
15. Attested copy of valid manufacturing / selling or any other license imposed by (govt. if applicable) Yes No
16. Attested copy of permanent technical staff & their degrees / certificates Yes No
17. Certificate of company's own warehouse / good own (attested copy) & attested copy of registration of vehicle for transportation. Yes No
18. Attested copy of international certification (if any) Yes No
19. Fresh samples of quoted items Yes No
20. Detail of plant & machinery installed (attested copy) Yes No
21. Documentary evidence of product experience in market Yes No
Attested copy of relevant documents.
22. Attested copy of list of clients (where product is available in open market) Yes No

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BID PAPERS (CHECK LIST)
FINANCIAL PROPOSAL

- | | | | |
|--|-----|----|--|
| 1. Financial Proposal (Price Schedule, on letter head of the firm) | Yes | No | |
| 2. Bid Security (CDR) 2% of Total price (refused) | Yes | No | |

MEDICAL SUPERINTENDENT/PURCHASE OFFICER/PHARMACIST
FAISALABAD INSTITUTE OF CARDIOLOGY Faisalabad

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PAGE MARKING / INDEX CERTIFICATE

I Mr. / Miss / Mrs. _____

do hereby certify on the behalf of M/S: _____

That the bidding documents submitted for tender of _____
contains total pages _____.

Moreover, the page marking is done and index has been prepared which is
marked as page No. _____.

Name of authorized person _____

Designation _____

C.N.I.C. No. _____

Mailing Address _____

Contact No. (land line) _____

Contact No. (Mobile) _____

E-mail Address _____

Signature _____

Stamp (Firm) _____

Dated _____

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BID EVALUATION CRITERIA (PART-I)

FOR TENDERS 2022-2023

The following merit point system for evaluation factors / criteria will be applied for the "TECHNICAL PROPOSALS". The bid score shall be mentioned in the "BID EVALUATION REPORT".

Tender No	
Name of firm	
Sole agent / merchandise/	
Distributor	

MERIT POINT SYSTEM

Technical Evaluation of Manufacturers / Sole Agents / Distributors
(Drugs/ Medicines / Disposable Items (Registered as Drugs)

COMPULSORY PARAMETERS:

Parameters	Documents required
Drug manufacturing / Sale License	<ul style="list-style-type: none"> Valid Drug Manufacturing License issued by DRAP (Formerly known as MOH) for manufacturers Valid Drug Sale License for manufacturers / Importers / Distributors In case of expired valid drug Manufacturing-sale license, valid renewal application must be attached.
Drug Equivalence / Dup Similarity Study Report	Report of Labs notified by DRAP's / WHO Approved Labs shall be acceptable. If report is not available, latest instructions from the Government of the Punjab, Health Department will be followed (where required).
Undertaking Regarding Non Declaration of Spurious / Adulterated batch by DTLs of the Punjab, any Competent Lab of quorum firm within last one year.	Undertaking on Judicial Papers.
1. Tax registration certificate 2. Statement works (Minimum 5 million)	1. Attested copies of certificates 2. Valid PAN certificate / bank return / Tax return and acknowledgment of Tax return must be attached

ORDINARY PARAMETERS:

SR. NO.	EVALUATION CRITERIA	POINTS	DOCUMENT REQUIRED
1.	<p>Overall past performance of the Firm/Company</p> <p>A. Validated Institute of Cardiology Faisalabad</p> <p>i) Very Good (100% execution of contract during last financial year)</p> <p>ii) Good (90% to 99% execution of contract during last financial year)</p> <p>iii) B+ to 140% execution of contract during last financial year</p> <p>B. Other Punjab Govt. Cardiac Institutions / Cardiac Unit of Children Hospitals / Teaching Hospitals</p> <p>No past experience with the institution but has experience with other Punjab Govt. Cardiac Institutions / Cardiac Unit of Children Hospitals. Teaching Hospitals and firm has provided satisfactory performance certificate / copy of supply orders and award letters of atleast financial year - different institute (same financial year) from the Head of these Govt. Institutions (comprehensive and vary)</p>	<p>25</p> <p>25% 15% 09</p> <p>10 points each certificate maximum - 20 points</p>	<p>(As mentioned by TAF)</p> <p>3) Points for each satisfactory performance report (regarding performance of the firm, supplier, etc.) will be awarded for each institution. Maximum points - 20 points Note: At each original performance certificate / copy of supply orders and award letters of atleast financial year - different institute (same financial year) issued by the competent authority.</p>
2.	<p>Legal Market Business</p> <p>(Less than 1 year up to 2 years up to 3 years up to 4 years More than 5 years)</p>	<p>15</p> <p>10 08 10 12 15</p>	<p>At least valid signed copies of certificates / letters</p>
Total Points		Total Points = 40	Qualifying points 24

NOTE: In case of those firms / companies will be eligible for preferential evaluation by TAF, who will qualify as per above mentioned criteria / merit point system. In the case of in valid manufacturing / drug sales license 21 the "Technical Proposals" relate to that manufacturing / drug sales license will be automatically rejected.

Chairman of TAF / Purchase Officer / Pharmacist

Faisalabad Institute of Cardiology Faisalabad

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BID EVALUATION CRITERIA (Part-I)

FOR TENDERS 2022-2023

The following merit point system for evaluation factors / criteria will be applied for the "TECHNICAL PROPOSALS". The point score shall be mentioned in the "BID EVALUATION REPORT".

Tender No	
Name of firm	
Sole agent / Distributor	

MERIT POINT SYSTEM

Technical Evaluation of Manufacturers / Sole Agents / Distributors
(Cardiac Surgical Items / Cath Lab Items / General Disposable & Surgical Items)

COMPULSORY PARAMETERS:

Parameters	Documents required
Drug Sale License (where Applicable); License To Import (where Applicable);	<ul style="list-style-type: none"> ➤ Valid Drug Sale License for manufacturers / importers / Distributors ➤ Valid License To Import / Importers / Distributors ◆ In case of certificate valid, valid renewal application must be attached
Undertaking Regarding the firm is not black listed from Health Department in the line of tender bid submission.	Undertaking on Judicial Paper.
a. Tax Registration certificate b. Sequeint with firm's turn 3 million;	<ul style="list-style-type: none"> 1. Attached copy of certificate if valid Tax certificate / and if require, Tax return and acknowledgment of Tax return must be attached

ORDINARY PARAMETERS:

SR. NO.	EVALUATION CRITERIA	POINTS	DOCUMENT REQUIRED
1.	Overall past performance of the firm/company: A. Established Institute in Cardiology Faisalabad i. Very good (100% execution of contract during the financial year) ii. Good (80% to 99% execution of contract during the financial year) iii. Below 75% execution of contract during last financial year B. Other Punjab Govt. / Similar Institutions / Corporate Unit of Children Hospitals / Teaching Hospitals No. past experience with the institution from the firm has experience with other Punjab Govt. Cancer Institutions (Cancer Unit of Children Hospitals / Teaching Hospitals and etc) has provided satisfactory performance certificate / copy of supply orders and award letters of different financial year of different institute (same financial year) from the head of those Govt. institutions (concurrent authority).	<p>35</p> <p>(25)</p> <p>(15)</p> <p>00</p> <p>0 points – each certificate maximum – 03 points</p>	<p>(As mentioned by TFC)</p> <p>10 points for each satisfactory performance report (depending performance of the firm, supplier etc.) will be awarded for each institution. Maximum points – 20 points Scale: Attach original performance certificate / copy of award orders and award letters of different financial year / different institute (same financial year) issued by the competent authority</p>
2.	Local Market Business	<p>15</p> <p>00</p> <p>005</p> <p>003</p> <p>002</p> <p>001</p> <p>000</p>	Attached copies of certificates
Total Points		Total Points = 40	Qualifying points 24

NOTE:

Only those firms / companies will be eligible for product evaluation by TFC, who will qualify as per above mentioned criteria / merit point system.

Chairman of TEC / Purchase Officer / Pharmacist
Taisalabad Institute of Cardiology Faisalabad

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BID EVALUATION CRITERIA (PART-III)

FOR TENDERS 2022-2023
MERIT POINT SYSTEM
TECHNICAL EVALUATION OF PRODUCTS
 (Cardiac Surgical Items / Cath Lab Items / General Surgical Items)

Name of firm	
Item No	
Name of Item with Brand	

COMPULSORY PARAMETERS:

Parameters	Documents required	Yes / No
Valid Medical Device Registration Certificate (where applicable)	Accessed copies of certificates provided issued by the competent authority	
Free sale order Form from the country of origin (where applicable)	documents / Accession numbers provided be attached & duly notarized from country of origin	
Authorized agency agreement (for sale agency, distributor)	Accessed copies of evidence based documents be attached (Attached copies duly notarized / embassy attested from country of origin be attached)	
ILDA certificate (where applicable) or CE certificate (where applicable)	Attached copies of evidence based documents be attached	
Specifications quoted in the technical offer will be verified from samples provided with the bid. Product can comply with the above listed specifications and fulfill the requirements as per Labeling and Packing Rules (Medical Devices 2017) shall be considered for evaluation.	Samples as quoted from	

GENERAL PARAMETERS:

SR. NO.	EVALUATION CRITERIA	POINTS	DOCUMENTS / ITEMS REQUIRED
1.	Physical Receipt 1/3s Ascertained by T&A Surgical Disposable Items i. Fracturing of the product ii. Use of medical grade material (Product) iii. Quality of printing/label, cover carton etc.) iv. Quality of packaging / packaging & blocking material etc. v. Poor quality of printing / packaging / packaging & blocking material etc.	15 (05) (05) (02) (01) (04)	1) In case of single item must recent batch of the relevant item. ii) Attached copy of use of medical grade material / product by relevant authority.
2	Product's past experience ii) 500 good in laboratory (i) Non-occurrence of during simple evaluation, their strong record with product quality on any major test product except the product has complete experience of at least 100,000. a) No past experience with the material but the product has experience with other foreign medical institutions (contacted by our Client Hospital & also provided an factory, manufacturer report regarding efficacy of the product) more than 10000 (Ten Thousand) Cardiac Interventional Catheter Use at Evaluation Hospital (competent authority). b) No past experience with the product on local level, its experience with other foreign local Teaching Institution & non medical manufacturing plants, a report / copy of safety studies and several hours of independent financial year / different medical team financial year forms. Head of those Plant local essential/manufacturer competent authority. c) Proving agency as evidence of poor quality of the product and its medical consequences. (ILDA/CE, DRAP Act 1978, DRAP Act (Cashable) reference).	20 (20) (10) (10) (05)	As ascertained by T&A in compliance with rule 2077 Note: i. 17 points for each satisfactory performance report (regarding efficacy of the product) will be awarded for each Hospital Govt / Private Hospital on / Charitable Unit of Civilian Hospital. ii. 05 points for each satisfactory performance report / copy of safety studies and several hours of independent financial year / different medical team financial year will be awarded for each Hospital Govt / Teaching Institution. iii. Minimum points = 20 points iv. 05 points for each satisfactory performance report / copy of safety studies and several hours of independent financial year / different medical team financial year will be awarded for each Hospital Govt / Teaching Institution. Minimum points = 20 points
3.	Production Capacity (Per day production capacity of relevant product against the total advertised quantity) i. Less than 10% ii. 10% to 15% iii. 16% to 25% iv. 25% and above	10 (05) (05) (05)	Attached copies of relevant documents: i) Detail of plant and machinery installed in manditory along with production capacity of each machine.
4.	Existence of the product in the market ii) 1-3 years experience iii) 4-8 years experience iv) 9-15 years (or above) experience	05 (03) (04) (05)	i) Attached copies of relevant documents ii) Attached copies of relevant documents of list/batch of the product. iii) Attached copy of product registration.
Total points = 50			Qualifying points = 30

NOTE:

- The product / material / disposable item will be technically rejected, if found of poor quality.
- If a product is technically rejected by the TEC, it will not be considered for opening of financial bid even qualified as per yard stick of merit point system.

Chairman of TEC / Purchase Officer : Pharmacist
Faisalabad Institute of Cardiology Faisalabad

AUTHORITY LETTER

We M/S _____ do hereby authorize Mr./Miss/ Mrs. _____ to attend the meetings, negotiate on prices, receive letters & bid securities (for tenders 2022-2023 Faisalabad Institute of Cardiology, Faisalabad) on behalf of our firm. The particulars of authorized person are given below.

Name of authorized person _____
Designation _____
C.N.I.C. No. _____
Mailing Address _____
Contact No. (land line) _____
Contact No. (Mobile) _____
E-mail Address _____

Sign. & Stamp (Signing Authority)

Dated _____
Contact No. _____

NOTE:- In case of any change in authorized person must be conveyed to Purchase Officer, Faisalabad Institute of Cardiology Faisalabad in writing.

  

INVITATION TO BIDS

Tender No	
Time & Date of Submission of bids	
Time & Date Opening the bids	

Note: This invitation to bids is only for the goods and stocks as are mentioned in this bidding document and the tender notice published in the newspapers on _____ under the authority of _____
The Medical Superintendent / Purchase Officer / Pharmaceutical, Faisalabad Institute of Cardiology, Faisalabad

Whereas, The Medical Superintendent, intends to procure goods, items, stocks, and services by calling open tenders from the interested vendors, suppliers, dealers, manufacturers, and stockist of such goods and services. Now, the Medical Superintendent Faisalabad Institute of Cardiology, Faisalabad, (hereinafter also referred as the "Purchaser") invites sealed bids from the eligible bidders for the supply of goods, stocks, and services, as per the Schedule of Technical Specifications annexed to this invitation to the tenders are subject to the conditions as laid down in the bid document, in accordance with the provisions of the Punjab Procurement Rules, 1997(A), 2014.

1. Bidding will be conducted through a competitive bidding process as specified in the Punjab Procurement Rules, 2014 and will be open to all bidders who fulfill the requisite qualifications for participating in the bidding.

2. Interested bidders, who intend to participate in the tenders, can purchase a complete set of the bidding documents from the address given below by presenting a written application on their official letter head and upon cash payment of a non-refundable fee as mentioned in the advertisement notice.

3. Bidders will submit their offers on the prescribed Bid Form attached to this invitation to bids and shall sign the certificate and the undertaking as given in this document to the effect that the stocks shall be supplied exactly in accordance with the requirements specified in the tender document. In case of any difference or deviation of the specifications, the bidder shall clearly state it in his bid papers; otherwise it will be presumed that the offer is strictly in accordance with the requirements and specifications of the Purchaser.

BID SECURITY:

4. The bidders are required to furnish a bid security of 2% of total bid value. Which should be enclosed in sealed envelope of "Financial Proposal".
 - i. The bid security amount money shall be in Pakistan rupees in the form of deposit receipt receipt (C/D/R) in favor of Medical Superintendent/ Purchase Officer, Faisalabad Institute of Cardiology, Faisalabad from a scheduled bank.
 - ii. A bid not accompanied by valid bid security or earnest money will be rejected.
 - iii. Bid security of the unsuccessful bidders will be discharged or returned as promptly as possible after completing necessary formalities.
 - iv. The bid security will be liable to forfeiture in the following circumstances:
 - a. If a procuring tender withdraws his bid during the bid validity period as specified in the bidding document.
 - b. If a successful bidder, to whom acceptance of bid conveyed fails to sign the contract, or does not furnish the requisite performance guarantee.
 - c. The competent authority may consider the bid of next tenderer for acceptance in respect of that stock after negotiation (if necessary).
 - v. The bid security of successful bidders can be adjusted to their performance guaranty after acceptance of their bid.
 - vi. The bidders have to furnish fresh bid security & the bid security related to previous tenders will not be considered.

5. Bids must be submitted to the address below within the specified time in the specified manner. Bid received after the cut-off time and date will not be entertained.

6. The validity of the received offers will be for 90 days after opening of Technical Bid.

7. Place of consignment and the delivery period shall be as specified in the supply order issued to the successful bidder(s) and the contract agreement, if any.

8. Failure to submit the bid in the manner prescribed in this invitation to bids may result in rejection of the bid.

9. The Purchaser reserves the right of accepting a bid in accordance with his evaluation criteria. Bill of quantities to be purchased can be changed upto 15% as per requirement of the institution's components.

10. The contract agreement, if any, resulting from this invitation to bids shall be governed by and subject to the general and the special conditions of contract as are agreed to and signed by the Purchaser and the supplier, and shall also be subservient to the terms and conditions governing contracts for supplies as contained in the PPR 2014 and the general provisions of the Contract Act, 1940 as applicable in the country.
11. Bids will be opened in the presence of the bidders or their authorized representatives who choose to attend the opening ceremony.
12. A bidder quoting against this invitation to bids shall be deemed to have read and understood the conditions thereof and the particulars of the stocks or services required by the Purchaser and their specifications, etc.
13. The interested and eligible bidders may obtain further information from the office of the Medical Superintendent, Faisalabad Institute of Cardiology, Faisalabad during office hours on all working days.

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BID PROFORMA

Tender No :	
Last Date & Time of Submission of bids:	
Date & Time of Opening the Bids:	
Amount of Bid Security:	2% of total bid value
Place of Escrowment:	Faisalabad Institute of Cardiology Faisalabad

Note: Please read the following note and instructions carefully before filling in the Bid Proforma:

1. Any offer not received as per terms and conditions of the invitation to bid/tender enquiry is liable to ignore.
2. Submission of bids:- Bids will be submitted in sealed package (Single stage - Two envelopes method) the sealed package will contain two sealed envelopes. (One envelope will bear "TECHNICAL PROPOSAL" and the 2nd bear "FINANCIAL PROPOSAL". Bids must be submitted in double cover. The outer envelope will bear name of the Purchaser, tender number and date of opening but not the name of the firm, which must appear on the inner envelope only. All envelopes must be sealed properly. All Technical Proposals will be opened by the Tender Opening Committee on the schedule time, place & date. The Financial Proposals will be opened by Tender Opening Committee of respective / technically successful bidders later, on schedule time place & date. Non-responsive / technically rejected financial proposals will not be announced and will be returned back to the respective firms.

3. **Validity Period:** The tender is valid for the financial year 2022-2023 from the date of opening of the tender till the expiry of total tender period. (TIE 30.06.2023)

4. The validity of the received offers will be for 90 days after opening of Technical Bid
5. The Purchaser reserves the right to purchase the stocks, goods, or services in full or in part regardless of the notice of invitation and may also ignore or scrap or cancel the tender at any stage of the bidding without assigning any reason.
6. (a) If the provisional acceptance of bid issued during the validity period of the offer is not accepted by the bidder, the bid security deposited by him shall be forfeit or at the stocks may be purchased at his risk and expense.
(b) If a bidder withdraws or amends or revises its bid at any time during the validity period, the bid security would be liable to forfeiture.
7. In case, the contractor/supplier fails to execute the contract strictly in accordance with the terms and conditions as laid down at the contract, the Performance Guarantee deposited by him would be forfeited and the stock may be purchased at his risk and expense.
8. The Purchaser reserves the right to claim compensation for the loss caused by the delay in the delivery of the goods and services.
9. The delivery period will be 45 days of issuance of supply order and / or 15 days of the start of quarter concerned i.e. 2nd, 3rd and 4th quarter, as the case may be. However, the supplier may indicate its own delivery period earliest by which it will supply the goods.
10. The Purchaser reserves the right to claim compensation for the loss caused by the delay in the delivery of the goods and services.
11. Bids should be quoted on the prescribed bid Proforma only. However, the bidder may add additional information or submit letter on the official letterhead.
12. Cash receipts (in original) in token of having purchased the tender, must accompany the offer.
13. Bids and all correspondence should be addressed to the Purchaser i.e. Medical Superintendent, Faisalabad Institute of Cardiology Faisalabad.
14. Bidders must quote their firmest-up final rates after considering all aspects of the billing, both in words as well as in figures. In case of difference between the two, rates quoted in words shall prevail.

(Handwritten signature and mark)

15. The tenderer is required to submit following documents:-
- Bid Performance and invitation to bids.
 - Bid security (at 2% of the total price of each quoted/biddered item in the form of fresh CDR in favour of the Medical Superintendent, Faisalabad Institute of Cardiology Faisalabad enclosed in sealed envelope of "FINANCIAL PROPOSAL".
 - Original tender form
1- TECHNICAL PROPOSAL
2- FINANCIAL PROPOSAL, showing quoted price / cost with Security Deposit under envelope marked as "FINANCIAL PROPOSAL". Price schedule shall be submitted with Financial Proposal.
 - An affidavit that the offered Prices are not more than charged from any other Government Department / Offices in the province and in case of any discrepancy, he will refund the price charged in excess.
 - Attested photocopy of his Computerized National Identity Card.
 - Income Tax / Sales Tax Certificates (Attested Photocopies)
 - Dealership certificate / authority letter (Attested copy)
 - Sole Agent authority letter (Attested copies, duly notarial from country of origin / Pakistan embassy attested / notarized)
 - Manufacturer's authorization form (Attested copies / duly notarial from country of origin / Pakistan embassy attested)
 - Drug sales License (Valid) / Manufacturing License/ License to import (valid) where applicable
 - Performance guarantee form
 - Source of raw material in case of medicine
 - Attested copy of product registration where applicable

PERFORMANCE GUARANTEE

16. The successful bidder is required to furnish performance guaranty 5% (five percent) of the contract price in favor of the Purchaser within the period specified in Advance Acceptance of the Tender. Failure to deposit the performance guarantee may result in cancellation of contract and forfeiture of the earnest money and procurement of the stocks at the risk and expense of the bidder. The Bid security of successful bidders can be adjusted to their performance guaranty after acceptance of their bid.

17. Bidders who themselves are the original manufacturers of the demanded goods, stocks or services must indicate the name and address of the works in the country where they will manufacture or produce the goods they intend to supply.

18. Bidders who are not the original manufacturers of the demanded goods, stocks or services or who are the agents of the principals abroad are required to furnish an undertaking or certificate from the principal or the (CFM) of the specimen as hereunder. A non submission of such an authorization may render their bids liable to rejection:

"This is to certify that M/s. _____

have obtained a quotation from us against invitation to

Tender No _____ issued by the Purchaser (Office Faisalabad Institute of Cardiology Faisalabad to be opened on _____ We, being the original manufacturer of the said items, hereby agree to supply/manufacture the said stocks strictly in accordance with the specification laid down in the said Invitation to Bids"

DELIVERY SCHEDULE

19. The delivery Schedule is mentioned against each tender item. However, Bill of quantities to be purchased can be changed up to 15% as per requirement of the institution/ components. The delivery period, will be 45 days of issuance of supply order and / or 15 days of the start of quarter concerned i.e. 2nd, 3rd and 4th quarter, as the case may be. However, the supplier may indicate its own delivery period earliest by which it will supply the goods.

20. Bidders must indicate the complete address of the plants where the Purchaser or his authorized representative may inspect the stocks during their manufacturing, production or assembly.

21. Bids materially different from the necessary conditions of participation in the bidding, such as a conditional, ambiguous or incomplete offers are likely to be ignored.

22. Once opened, the bids shall be treated as the last and final bids and supplementary, additional or revised offers, after opening, shall not be entertained under any circumstances.

EXPIRY REPLEASMENT:

23. The successful bidders / suppliers will be bound to replace the stocks items, on prior intimation to the supplier before expiry date. The replacement will be on free delivery basis at the premises of the consignee.

24. Bidders are at liberty to include catalogues, leaflets, brochures, operation manuals, literature and other technical data, if any, in respect of the stocks offered by them as support of their bid.

- 25. Bids should be submitted based on security units specified in the invitation to bidders.
- 26. The bidders must write brand name, name of manufacturer and country of origin of the quoted / offered items in the Technical Proposal. Moreover, correct tender item No. must be written in Technical & Financial Proposals. In case of incorrect tender item No. the quoted item / offer will be liable to be ignored / rejected.
- 27. The Stocks shall be brand new and shall be supplied at the place of consignment in the original manufacturer packing, (except medicine items, where green packing is required)
- 28. In case of imported stocks, import documents shall be shown at the time of inspection to ensure that stocks offered for inspection are imported ones, brand new and in original packing of the manufacturer. Bidders must note that non-availability of the import documents at the time inspection or on demand later may lead to forfeit of their security deposits and procurement of the stocks at their risk and expense.
- 29. Testing charges (if the samples), if any, shall be borne by the bidder/supplier irrespective of the results of testing.
- 30. Payment will be made in accordance with the terms and conditions as laid down in this respect in the supply order and the contract agreement. Release of payment will be subject to satisfactory performance of the contract and the final inspection and acceptance note by the consignee or the Purchaser.

PAYMENT SCHEDULE:

31. The payments will be made to the suppliers/contractors in Pak rupees against their invoices after running bills within 30 days from the date of completion of supplies of the respective stocks subject to verifications / inspection report regarding the quality & quantity of the concerned stocks by relevant authority.

32. Citations will be dealt as per rule 67 of PPRA rules 2014

Bidder's Signature and Seal

Name: _____

Designation: _____

CNIC No _____

Income Tax No. _____

Sales Fax No. _____

Address: _____

Phone Utiliser: _____

Phone Works: _____

Fax No. _____

Mobile No. _____

E-mail address: _____

Website: _____

Date: _____

Witnesses: _____

1. Signature: _____

Name: _____

Designation: _____

CNIC No _____

Date: _____

2. Signature: _____

Name: _____

Designation: _____

CNIC No _____

Date: _____

List of enclosures or attachments, if any etc:

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

**MEDICAL SUPERINTENDENT/PURCHASE OFFICER/PHARMACIST
FAISALABAD INSTITUTE OF CARDIOLOGY FAISALABAD**

(Handwritten signature)

UNDERTAKING BY THE BIDDER

1. I/We hereby confirm to have read carefully complete description of the stocks and all the terms and conditions of your tender enquiry No. _____, due for opening on _____, for the supply of the stocks, goods, and services as advertised in the tender notice as well as those contained in the Bid Form and the Punjab Procurement Rules, 2014 (PPR-2014). I/We agree to abide by all these terms, conditions, stipulations, obligations, and instructions.
2. I/We also hereby categorically confirm that the stocks offered by me conform to the particulars and specifications as laid down in your tender enquiry in all respects and that any difference has been fully and duly explained in the bid papers submitted by me/us.
3. I/We accept that if the required bid security/cash/ money is not furnished or my/our offer is found lacking in respect of any other requirements of your tender enquiry, it shall be rejected and I/We shall have no claim to it, whatsoever.
4. I/We hereby acknowledge that timely delivery of the stocks is the essence of the contract and do hereby confirm to adhere to the delivery schedule as given in the tender enquiry/supply order/contract agreement. In case of non-adherence, I/We agree unconditionally to accept the recovery of liquidated damages on belated supplies @ 2% per month or part thereof.
5. I/We certify that the prices quoted in this tender enquiry are not more than the prices charged by my/us from any other purchasing agencies in the country; and in case of any discrepancy, I/We hereby undertake to refund the price charged in excess.
6. I/We certify that the prices quoted in the tender are not more than trade price.
7. I/We certify and undertake that we have not been blacklisted by any public or private authority or organization in the country or abroad as the bidder/supplier/manufacturer/contractor or in any other capacity and that, I/We are currently not in litigation with any other authority or organization in this capacity.
8. I/We undertake to accept any or all decisions of the Purchaser with respect to acceptance and rejection of my/our bid, in part or in whole, and that such a decision shall not be justifiable in any court of law at any time and at any stage. I/We further understand that the Purchaser is not bound to accept the lowest bid necessarily.
9. I/We undertake that if our bid is accepted, I/We shall provide a performance security in the form, in the amounts, and within the time specified in the advance acceptance of the tender or the contract agreement.
10. I/We agree to abide by this bid for the entire bid validity period as specified in the bid documents and it shall remain binding upon me/us to accept the advance acceptance of the bid offered to me/us during the original as well as the extended validity period.
11. I/We undertake that pending preparation and execution of a formal contract agreement, my/our bid together with the advance acceptance of bid and notification of award, if any, issued by the Purchaser shall constitute a valid and binding contract between the Purchaser and me/us.
12. I/We certify and confirm that as per the requirements laid down in the bid documents, I/We qualify the eligibility criteria of participating in the bid.
13. I/We solemnly affirm and declare that contents of this undertaking are true to the best of my/our information, knowledge and belief and that nothing material has been withheld by me/us.
14. I undertake that I will be responsible for free replacement of supplied stocks if same are found to be defective and also will be responsible for size replacements at any time as per need.

Bidder's Signature and Seal

Name	_____
Designation	_____
CNIC No.	_____
Date	_____
Witness:	_____
1. Signature	_____
Name	_____
Designation	_____
CNIC No.	_____
Date	_____
2. Signature	_____
Name	_____
Designation	_____
CNIC No.	_____
Date	_____

**MEDICAL SUPERINTENDENT/PURCHASE OFFICER/PHARMACIST
FAISALABAD INSTITUTE OF CARDIOLOGY Faisalabad**

(Handwritten marks: a checkmark and a signature)

PERFORMANCE GUARANTEE/ SECURITY FORM

To:

The Medical Superintendent / Purchase Officer / Pharmacist,
Faisalabad Institute of Cardiology Faisalabad

Whereas M/S _____ (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No _____ dated _____ 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 2% 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:

I therefore, we hereby affirm that we are (Guarantors and responsible to you, on behalf of the Supplier, up to a total of 2% *[two Percent]*) and we undertake to pay you, upon your first written demand declaring the Supplier to be in default under the Contract and without civil 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 _____, 2xxx

Signature and Seal of the Guarantors/ Bank

Address _____

Date _____

[Handwritten initials]

MANUFACTURER'S AUTHORIZATION FORM

To:

The Medical Superintendent / Purchase Officer / Pharmacist,
Faisalabad Institute of Cardiology Faisalabad

WHEREAS *name of the Manufacturer* who are established and reputable Manufacturers of *name and/or description of the goods* having factories at *address of factory* do hereby authorize *name and address of Supplier Agent* to submit a bid, and subsequently negotiate and sign the Contract with you against No. *reference of the Invitation to Bid* for the goods manufactured by us. We hereby extend our full guarantee and warranty as per Clause 15 of the General Conditions of Contract for the goods offered for supply by the above firm against this Invitation for Bids

[Signature for and on behalf of Manufacturer]

Note: This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent and having the power of attorney to bind the Manufacturer. It should be included by the bidder in its bid.

R ✓ *Z*

CONTRACT FORM

THIS CONTRACT is made at -----on----- day of----- 2022, between The Medical Superintendent / Purchase Officer / Pharmacist, Faizalabad Institute of Cardiology, Faizalabad (hereinafter referred to as the "Procuring Agency") of the First Part, and *M/s Ghim name/ a firm registered under the laws of Pakistan and having its registered office at *address of the firm* (hereinafter called the "Supplier") of the Second Part (hereinafter referred to individually as "Party" and collectively as the "Parties").*

WHEREAS the Procuring Agency invited bids for procurement of goods, in pursuance where of *M/s Ghim name/* being the Manufacturer/ Sole Agent of them named in Pakistan and ancillary services offered to supply the required item (s); and Whereas the Procuring Agency has accepted the bid by the Supplier for the supply of *them name/* cost per unit.

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the General Special Conditions of this Contract hereinafter referred to as "Contract"

2. The following documents shall be deemed to form and be read and construed as integral part of this Contract, viz:-

- a. *Price Schedule submitted by the bidder,*
- b. *Technical Specifications;*
- c. *General Conditions of Contract;*
- d. *Special Conditions of Contract;*
- e. *Procuring Agency's Award of contract; and*
- f. *Purchase Order*

1. In consideration of the payments to be made by the Procuring Agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring Agency to provide the Goods and Services and to remedy defects therein in conformity with all respects with the provisions of this Contract

4. The Procuring Agency hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of this Contract at the time and in the manner prescribed by this Contract.

5. *[The Supplier]* hereby declares that it has not obtained or induced the procurement of any Contract, right, interest, privilege or other obligation or benefit from Government of Punjab or any administrative subdivision or agency thereof or any other entity owned or controlled by it (Government of Punjab) through any corrupt business practice

6. Without limiting the generality of the foregoing, [the Seller/ 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 consultancy fee or otherwise, with the object of obtaining or including the procurement of a Contract, right interest, privilege or other obligation or benefit in whatsoever form from Government of Punjab, except that which has been expressly declared pursuant hereto.

7. *[The Supplier]* certifies that it has made and shall make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with Government of Punjab and has not taken any action or shall not take any action to circumvent the above declaration, representation or warranty;

8. *[The 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 right and remedies available to Procuring Agency under any law, Contract or other instrument, be voidable at the option of Procuring Agency.

9. Notwithstanding any rights and remedies exercised by Procuring Agency in this regard, *[The Supplier]* agrees to indemnify Procuring Agency for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to Procuring Agency to an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by *[The 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 Procuring Agency.

10. In case of any dispute concerning the interpretation and/or application of this Contract shall be settled through arbitration. The Additional Chief Secretary or his nominee shall act as sole arbitrator. The decisions taken and/or award made by the sole arbitrator shall be final and binding on the Parties.

11. This Contract shall be governed by the laws of Pakistan and the courts of Pakistan shall have exclusive jurisdiction

12. This Contract shall be governed by the Drug Act 1976, Punjab Drug Rules, DRAP act and Medical Devices Rules 2017 amendments in time.
13. If the firm provide substandard item and fail to provide the item the payment of risk purchase, the price difference shall be paid by the Firm
14. In case of supply of substandard product the destruction cost will be borne by the firm i.e burning, Dumping, Incineration.
15. Certifies that the prices quoted in this tender are not more than trade price.
IN WITNESS Whereof the Parties hereto have caused this Contract to be executed at _____ (the place) and shall enter into force on the day, month and year first above mentioned.

Signed/ Sealed by the Manufacturer/ authorized Person	Signed/ Sealed by Procuring Agency
1	1

Handwritten marks: a checkmark and a signature.

BID FORM

Date: _____

No. _____

To:

The Medical Superintendent / Purchase Officer / Pharmacist,
Faisalabad Institute of Cardiology Faisalabad

Having examined the Bidding Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer the supply and deliver the goods specified in and in conformity with the said Bidding Documents for the sum of _____ of _____ *Total Bid Amount* _____ / *Bid Amount in words* _____ or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this bid.

We undertake, if our bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements. If our bid is accepted, we shall obtain an unconditional guarantee of a bank in the sum of Two Percent of the Contract Price for the due performance of the contract, in the form prescribed by the Procuring Agency.

We agree to abide by this bid for a period of *thirty* days from the date fixed for bid opening under instruction to the bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period. Until a formal Contract is prepared and executed, this bid, together with your written acceptance thereof and your notification of award shall constitute a binding Contract between us.

We understand that the Procuring Agency is not bound to accept the lowest or any bid, Procuring Agency may receive Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid and to contract execution if we are awarded the contract, as per detail given below:

Name and address of agent: _____ Amount: _____
(If none, state "none")

Dated this _____ day of _____ 2021.

Signature (in the capacity of)

Duly authorized to sign bid for and on behalf of:

Attachment

R ✓ *A*

SPECIMEN FOR TECHNICAL PROPOSAL

MEDICINES / DRUGS / CARDIAC SURGICALS / GENERAL SURGICALS / CATH LAB ITEMS / DISPOSABLE ITEMS
(FINANCIAL YEAR 2022-2023)

Name of bidder/Firm: _____

Tender Item SR. # (As per tender enquiry)	NAME OF ITEMS	SPECIFICATION	BRAND NAME	MANUFACTURER	COUNTRY OF ORIGIN
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SIG. & OFFICIAL STAMP OF BIDDER _____

Note: The bidders must submit their technical proposals on letter head (letter pad) of the firm which must be duly signed & stamped by an authorized person.



SPECIMEN FOR FINANCIAL PROPOSAL

PRICE SCHEDULE (MEDICINES / DRUGS / CARDIAC SURGICALS / GENERAL SURGICALS / CATH LAB ITEMS / DISPOSABLE ITEMS)
(FINANCIAL YEAR 2022-2023)

Name of bidder/Firm:- _____

Tender Item Sr. # (As per tender enquiry)	NAME OF ITEM & (BRAND NAME)	SPECIFICATION	ACCOUNTING UNIT	TOTAL QUANTITY REQUIRED	UNIT PRICE (OFFERED)	TOTAL PRICE (OFFERED)	BID SECURITY 2% OF THE TOTAL PRICE
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SIG. & OFFICIAL STAMP OF BIDDER:- _____

NOTE:

- i) In case of discrepancy between unit price & total price, the unit price shall prevail.
- ii) The bidders must submit their financial proposals on letter head (letter pad) of the firm which must be duly signed & stamped by an authorized person.

R *✓* *N*

TENDERS 2022-2023

OFFICE OF THE MEDICAL SUPERINTENDENT, FAISALABAD INSTITUTE OF CARDIOLOGY, FAISALABAD TERMS & CONDITIONS OF CONTRACT FOR THE PURCHASE OF DRUG, MEDICINE, CARDIAC SURGICAL ITEMS, CATH LAB ITEMS / DISPOSABLE ITEMS, GENERAL SURGICAL ITEMS FOR THE FINANCIAL YEAR 2022-2021.

Price of purchase of tender documents Rs. 20000. (Non-refundable)

Tenders are invited from the manufacturers/ importers/ foreign price plus or their sole agents, duly registered with the Health / Income Tax / Sales Tax Department of the Government (Federal/Provincial) on the conditions laid down in P.P.R.A. Rules 2014. The manufacturer/ importer/ foreign principle or their sole agents can participate in the tender through their distributors. The success / items will be purchased as per enclosed list of items / stocks. Other terms and conditions hereinafter stated as below:

1. **Submission of bids:** Bids will be submitted in sealed package (Single stage - two envelopes method) the sealed package will contain two sealed envelopes. One envelope will bear "TECHNICAL PROPOSAL" other "FINANCIAL PROPOSAL". Bids must be submitted in double cover. The outer envelope will bear name of the Purchaser, tender number and date of opening but not the name of the firm, which must appear on the inner envelope only. All envelopes must be sealed properly. All Technical Proposals will be opened by the Tender Opening Committee on declared time, place & date. The Financial Proposal will be opened by Tender Opening Committee of responsive / technically successful bidders later, on declared time place & date. Non-responsive / technically rejected financial proposals will not be announced by the tender opening committee.

2. **Validity Period:** The tender is valid for the Financial Year 2022-2023 from the date of opening of the tender till the expiry of valid tender period.

3. **KNOCK OUT CLAUSES (COMPULSORY PARAMETERS)**

Note:

- Any offer not received as per terms & conditions of the tender is liable to be ignored.
- Every participating firm will be allowed to quote only a single brand for each advertised tender item to ensure healthy competition among the bidders.
- No offer of a firm / individual shall be considered if:

- a. Offer of tender is hand written.
- b. Tender Form not purchased from Faisalabad Institute of Cardiology, Faisalabad.
- c. Received without security deposit (earnest money) being a part of Financial Proposal
- d. Received later than the date and time fixed for tender.
- e. The tender is unsigned & is not in two sealed envelopes marked as:-
TECHNICAL PROPOSAL & FINANCIAL PROPOSAL.
- f. The offer is ambiguous / lumpsum
- g. The offer is conditional.
- h. Offer is from a firm which is black listed, suspended, removed from the approved list, remained guilty of misconduct or involved in unnecessary litigation with any Government Department / autonomous & corporations etc.
- i. The offer is received by telegam/fax/e-mail

4. Original documents have to be produced at the time of tender opening.

5. In case the contractor fails to execute the contract agreement strictly in accordance with the terms and conditions laid down in the PPR.A rules / contract within stipulated period, the earnest money deposited by him will be forfeited and his bid will be rejected. The competent authority may consider the bid of next tenderer for acceptance in respect of those stocks.

6. **Penalties / Liquidated Damages**

(i) Wherein the Supplier fails to make deliveries as per signed contract & purchase order and within the stipulated time frame specified in the schedule of requirement, the contract to the extent of non-delivered portion of supplies shall stand cancelled

(ii) After the cancellation of the contract no supplies shall be accepted and the amount of Performance Guarantee/Security to the extent of non-delivered portion of supplies shall be forfeited.

(vi) If the Supplier fails to supply the whole consignment and not able to deliver to consignee's end, the entire amount of performance Guarantee Security shall be forfeited to the Government account and the firm shall be blacklisted maximum for **three** years for future participation.

(vii) The exact time frame for making supplies with and without penalty shall be indicated in subsequent purchase order.

(v) In case of late delivery of goods beyond the periods specified in the schedule of requirements and after issuance of subsequent purchase order by the consignee, a penalty of @ 0.067% per day of the cost of late delivered supply shall be imposed upon the supplier. Maximum limit of Late Delivery Charges is 10% after which contract will be cancelled with all legal and codal formalities after expiry of prescribed delivery period. The Procuring Agency may proceed for risk purchases (at the risk & cost of contractor) to ensure the uninterrupted healthcare services in the patients.

The Principal/Head of Institutions reserves the right to cancel contract agreement and allow further negotiations with the next lowest bidder (2nd) for the purchase of stock or from 'real market on risk and cost basis and the difference of price will be recovered from the Performance guarantee or from any other his pending claims ; bills with the institution without any further notice. (where / if applicable)

7. BID SECURITY:

- i. The bidders are required to furnish a bid security of 2% of total bid value. Which should be enclosed in sealed envelope of "Financial Proposal".
- ii. The bid security / earnest money shall be in Pakistan rupees in the form of deposit –at-call receipt (CDR) in favour of Executive / Head of Institution / Medical Superintendent/ Purchase Officer, Faisalabad Institute of Cardiology Faisalabad from a scheduled bank.
- iii. A bid not accompanied by valid bid security or earnest money will be rejected.
- iv. Bid security of the unsuccessful bidders will be discharged or returned as prompt as possible after completing necessary formalities.
- v. The bid security / earnest money will be liable to forfeiture in the following circumstances:
 - a. If a participating bidder or bidders its bid during the bid validity period as specified in the bidding document
 - b. If a successful bidder, to whom acceptance of bid conveyed, fails to sign the contract, or does not furnish the requisite performance guarantee.
 - c. The competent authority may consider the bid of next tenderer for acceptance in respect of that stocks after negotiation (if necessary).
 - vi. The bid security of successful bidders can be adjusted to their performance guaranty after acceptance of their bid.
 - vii. The bidders have to furnish fresh bid security & the bid security related to previous tenders will not be entertained

8. The tenderer will certify that the prices are not more than the prices charged from any other Government Department / corporations and autonomous etc. in the province & in case of any discrepancy, the tenderer will refund the price charged in excess or to be recovered from his claims / bid security.

9. The Tenderer should be required to submit their quotations or prescribed tender form purchased from purchase cell of Principal Office and price of tender document shall be non-refundable. Receipt of it will be attached with tender document.

10. Tenders should be addressed to the Medical Superintendent Faisalabad Institute of Cardiology Faisalabad

11. Any interjections, enquires or clarifications etc. appearing in the offer shall be valid only if they are properly initiated by the person or persons signing the bid order under firm's stamp. Every page of the bid must be signed properly.

12. In case supply is not according to specification, the firm will be bound to replace it at his own expenses. An undertaking on judicial paper of Rs 50/- duly attested by (all) Commissioner will be given in this regard as per specification laid down in PFR& rules.

13. Firms are bound to provide additional samples free of cost of each batch to the extent required

14. The quotations should be submitted on the basis of standard approved packing by relevant firm.

15. First lowest bidder shall not be allowed to withdraw the negotiated offer and demand refund of bid security before the conclusion of the contract.

16. All tender enquiry conditions should be duly signed, stamped and attached with the offer.

17. The Performance guarantee of successful bidder will be reviewed on completion of contract period and production of satisfactory report from Principal/Medical Superintendents.

18. DELIVERY SCHEDULE:

The delivery Schedule is mentioned against each tender item. However, Bill of quantities to be purchased can be changed up to 15% as per requirement of the institution's components. The delivery period, will be 45 days of issuance of supply order and / or 15 days of the start of quarter concerned i.e. 3rd and 4th quarter, as the case may be. However, the supplier may indicate its own delivery period earlier by which it will supply the goods.

19. In case of equal rates, contract can be awarded to all, holding equivalent prices simultaneously.

20. The contractor will provide the copy computerized M.T.N (National Tax Number) / Sales Tax registration. All tax deduction will be made according to Government instructions. M.T.N. will also be mentioned on front page of the bid / tender form. All prices quoted by the bidders shall be considered inclusive of all prevailing Government taxes / duties etc. However, the supplier are bound to pay Government Taxes (Income Tax, Stamp duty etc.) as imposed by the Government time to time. As per instructions issued by Health Department, Government of the Punjab vide Letter No. LAW/HD/8-21/774(MC) dated 01.01.2014 all successful bidders / contractors will pay the stamp duty 25paisa for every one hundred rupees or part thereof of amount of the contract on the procurement of stocks and materials. The stamp duty will be collected by the concerned components as per quantity purchased.

All Taxes shall implemented during financial year which will be imposed by the government time to time and firm will be bound to pay it.

21. PAYMENT SCHEDULE:

The payments will be made to the suppliers/contractors on 15 days against their invoices or running bills within 45 days from the time of completion of supplies of the respective stocks subject to verification / inspection regarding the quality & quantity of the concerned stock by relevant authority.

22. In case of any dispute between Hospital administration and the supplier/ contractor, the decision of Head of the Institutions shall be final and not challengeable in court.

23. Printed price list of quoted items by the manufacturers should be attached with the bid.

24. Only 1" binders will be called wherever negotiation is considered necessary.

25. Attested photocopies of (NIC of tender / representative and other necessary documents related to tender must be attached with the tender.

26. All offered products will be considered individually and contract may be issued after evaluation & standardizing on the recommendations of TAC.

27. EXPIRY REPLACEMENT:

The successful bidder's / suppliers will be bound to replace the stock items, on prior intimation to the supplier before expiry of the product. The replacement will be on Free delivery basis at the premises of the consumer.

28. The material should be packed in the manner as instructed by the Government in its rules notifications and circulars issued from time to time. Following must be printed or written with indelible ink on item to be supplied

"GOVERNMENT PROPERTY NOT FOR SALE"

29. The purchaser reserves the right to waive off/adjust/relax any departmental tender inquiry condition of any particular offer at any stage in the public interest and it cannot be challenged in any court of law.

30. The firm will supply the stocks on free delivery (F.O.R) basis within the stipulated period at the premises of the consumer (Faislabad Institute of Cardiology Farsahaid)

31. General / special conditions laid down in PPR/A rules are also applicable

32. All the bidders will provide six samples of all items for evaluation at the time of opening of technical bids. If samples of particular tender item required is not submitted the bid for that particular item will not be considered.

33. The bidders must submit their bids of best and final prices to avoid unnecessary negotiation. No bidder shall be allowed to alter or modify his bid after the bids have been opened. However, the procuring agency may seek and accept clarifications to the bid that do not change the substance of the bid. However, in exceptional circumstances i.e. extenuating rates than the prevailing market rates, the negotiation in such cases may be considered by the procuring

- agency and also reserve rights to accept or reject any or all bids without assigning any reason and cannot be challenged in court.
34. The tenderer is required to submit following documents:-
- A. Bid Performance and Bid Invitation
 - B. Bid security 2% of the total price of each quoted/differed item in the form of Cash CLDK in favor of the Medical Superintendent, Faisalabad Institute of Cardiology Faisalabad enclosed in sealed envelope of "FINANCIAL PROPOSAL".
 - C. Original tender form in duplicate
 - i. TECHNICAL PROPOSAL, showing specification only under envelop marked as "TECHNICAL PROPOSAL"
 - ii. FINANCIAL PROPOSAL, showing quoted price / cost with Security Deposit under envelop marked as "FINANCIAL PROPOSAL". Price schedule shall be submitted with Financial Proposal.
 - D. An affidavit that the offered Prices are not more than charged from any other Government Department / Offices in the province and in case of any discrepancy, he will refund the price charged in excess also assure that he is not black listed or penalized. (as per sample of affidavit of PPRAs rules)
 - E. Attested photocopy of his Computerized National Identity Card.
 - F. Income Tax / Sales Tax Certificates (Attested copies)
 - G. Dealership certificate / authority letter (Attested copy)
 - H. Sole Agent authority letter (Attested copies / duly notarial from country of origin, Pakistan embassy attested he attests)
 - I. Manufacturer's authorization form (Attested copies / duly notarial from country of origin / Pakistan embassy attested he attests)
 - J. Performance / guarantee form
 - K. Drug Sale License / Drug Manufacturing License/ License to Import (where applicable)
35. All prices quoted by the bidders shall be considered as inclusive of all prevailing Government taxes / duties etc and payable by the bidders during the currency of the contract period.
36. The bidder shall submit an affidavit on legal stamp paper of Rs. 100/- that his Firm is not black listed on any ground by any Government (Federal / Provincial / District, a local body or a public sector organization), currently not in litigation with this institute. The bidder shall be debarred from bid on account of submission of false statement.
37. The bidder shall provide a list of plant, major machinery, equipment installed in the factory / workshop with details of manpower skills. In case of imported items the profile / credentials of the foreign manufacturers in the respective foreign country, shall be provided along with bid.
38. Financial bids found having without bid security (security money) shall be returned. Un-announced to the bidders even they qualified in the evaluation of Technical Proposal. However, the Chairman of the Purchase Committee shall record sentiment / reasons on such bids prior to return it to the bidders.
39. The market real prices are unstable & unpredictable, so in case of wide difference between market real price & contract price, supported by three authentic evidences, the Purchase Officer / authorized committee reserves the right to review / re-issue contract award at new price, after consensus between supplier / purchaser. However the supply order issued before the reviewed / re issued contract award will be dealt as per previous contract award.
40. Approved offers shall not be increased in case of devaluation of currency or fluctuation of market prices.
41. Invoice / bill of the firms shall be a printed form bearing NTN, sales Tax registration.
42. The contractor will be bound to supply the items of all kinds awarded to them to all components of this institution at agreed prices. In case of failure of 1st bidder to supply any stocks used, the 2nd bidder can be considered (if he agreed) to supply that particular stocks item after negotiation on price.
43. Any item of which are quoted by the contractor is either for imported / local the same quality as per specifications given in the respective supply order will be supplied. As regards imported items it will be procured in origin in the name of country & indication of that country must be available. Visible on that item labeling which the contractor will be responsible and decision of the Purchase Officer will be final and challengeable in any court of law.

44. Damage / substantial stocks will be forfeited & dealt as per existing Government rules.
45. In case where the manufacturer is unable to participate, he can participate through authorized dealer
46. As the advancement in technology is moving at its fastest pace, any change in specification during the current period of contract will be amended by consensus with supplier/purchaser, with approval of competent authority for smooth running of contract & issuance of new amended Annual Rate Contract Awards.
47. Public / Government bank references may also be submitted as supportive documents
48. All Purchases will be made as per Government Rules & time to time issued directives / notifications regarding imposition of ban on expenditure on new purchase & in observance to other Austerity measures.
49. The prices quoted shall not be more than the Trade Prices as per MRF / Maximum Retail Price fixed by the Federal Government under Drugs Act, 1976/ DRAP Act 2012.
50. The quoting / supplying firm would be responsible for supply of stocks within the period / schedule specified in each subsequent supply order for the best interest of the patients
51. All Purchases will be made as per Government Rules e.g. Drug Act 1976, DRAP Rules, Medical Devices Rules 2017 and any other rules, notifications issued from time to time.
52. The firm / firms are required to submit the claimable bill / bills of the supplied stocks after the inspection of the stocks within one week, so that payment may be made well in time during the same financial year. In case of non compliance or any delay in this regard the concerned firm will be held responsible
53. The Medical Superintendent / Purchase Officer / Pharmacist, has full rights to cancel all the tenders or single tender / or waive off any term & condition without assigning any reason and it cannot be challenged in any court.
54. PPA Rules 2014 and any other amendments are applicable.
55. Grievance will be dealt as per rule 67 of PPA 2014.
56. All the participating bidders / tenders are bound to provide page marking / index serial/cite alongwith the bidding documents; moreover the bidding documents must be in proper binding. In case of non-compliance of above mentioned direction the responsibility of misplacing of any document from the bidding documents will lie on the participating bidder / tenderer. The competition authority will not accept any excuse in this regard.
57. The participating bidders / tenders must ensure they are submitting their bidding documents complete if all requests. The competent authority will not receive / accept any supporting document after the opening of the technical proposals.
58. The materials supplied by the firms for Model Pharmacy- Sehat Solihul Card System should be packed in commercial packing with the stamp printed or written with the label "Model Pharmacy". The labels must be laser printed sticker with black metallic ink on terms to be supplied. The supplies for the Model Pharmacy- Sehat Solihul will be exempted from green packing and stamp of Government Property Not for Sale.

BIDDER'S SIGNATURE AND SEAL

Name: _____

Designation: _____

CNIC No. _____

INCOME TAX NO. _____

SALE TAX NO. _____

Date: _____

STOCKS: _____

NOTE: The Terms and Conditions are for all Stocks, and applicable as the case may be.

MEDICAL SUPERINTENDENT / PURCHASE OFFICER / PHARMACIST
FAISALABAD INSTITUTE OF CARDIOLOGY FAISALABAD

TENDERS 2022-2023

TERMS & CONDITIONS OF CONTRACT FOR THE PURCHASE OF MEDICINES / DRUGS / CARDIAC SURGICAL / GENERAL SURGICAL / CATH LAB DISPOSABLE ITEMS FOR THE YEAR 2022-2023.

Price of purchase of tender documents Rs. 2000/- (Non-refundable)

Tenders are invited from the manufacturers / importers / foreign Principals or their sole agents, duly registered with the Health / Income Tax / Sales Tax Department of the Government (Federal/Provincial) on the conditions laid down in **P.P.R.A. Rules 2014**. The manufacturer/ importer/ foreign principal can participate in the tender through their distributive agents. The stocks / items will be purchased as per list enclosed.

1. **Submission of Bids:** Bids will be submitted in sealed package (Single stage - two envelopes method) the sealed package will contain two sealed envelopes. One envelope will bear "**TECHNICAL PROPOSAL**" and the 2nd bear "**FINANCIAL PROPOSAL**". Bids must be submitted in double cover. The outer envelope will bear name of the Purchaser, tender number and date of opening but not the name of the firm, which must appear on the inner envelope only. All envelopes must be sealed properly. All Technical Proposals will be opened by the Tender Opening Committee on the schedule time, place & date. The Financial Proposals will be opened by Tender Opening Committee of responsive / technically successful bidders later, on schedule time place & date. **Non-responsive / technically rejected financial proposals will not be announced and will be returned back to the respective firms.**

2. **Validity Period:** The tender will be valid for the Financial Year 2022-2023 from the date of opening of the tender till the expiry of total tender period.

3. KNOCK OUT CLAUSES (COMPULSORY PARAMETERS)

Note:

- Any offer not received as per terms & conditions of the tender is liable to be ignored.
- Every participating firm will be allowed to quote only a single brand for each advertised tender item to ensure healthy competition among the bidders.
- No offer of a firm / individual shall be considered if:
 - i. Offer of tender is hand written.
 - ii. Drug manufacturing / sales license, 1- Valid drug Manufacturing license issued by DRAP (formerly known as MOH) 2- Valid drug sales license for importers / distributors
 - iii. Drug registration (Certificate (D) R (C)) Valid drug registration certificate issued by DRAP (formerly known as MOH).
 - iv. Undertaking regarding non-registration of spurious / Adulterated batch by the DTLs of the Punjab / any competent authority of quoted item within last one year (undertaking of judicial paper)
 - v. Samples submission for each quoted item is mandatory. All participating firms are bound to provide the samples for Technical Evaluation of quoted items within Three (03) days from the date of opening of Technical Proposals. In case of non-submission of samples within the time period mentioned above, the quoted items of the firm will be automatically technically knocked out / rejected. (specification quoted in the technical offer will be verified from samples provided).
 - vi. Good manufacturing practices (GMP) Certificate (valid good manufacturing practices (GMP) certificate issued by Drug Regulatory Authority Pakistan (DRAP).
 - vii. Tender Form not purchased from the Principal Head of Institutions
 - viii. Received without bid security being a part of Financial Proposal.
 - ix. Received after the date and time fixed for tender.
 - x. The tender is unsigned & is not in two sealed envelopes marked as:-
TECHNICAL PROPOSAL & FINANCIAL PROPOSAL
 - xi. The offer is ambiguous / tempered
 - xii. The offer is conditional
 - xiii. Offer is from a firm which is black listed, suspended, removed / guilty of misconduct or involved in unnecessary litigation with any Governmental Department / autonomous institutions & companies etc.
 - xiv. The offer is received by teleguide/fax/e-mail
 - xv. The offer bid is technically rejected by T.A.C. on any ground.
 - xvi. The offer of a product having less than one year market experience. (in case of drugs / medicines the market experience of at least one year as a registered drug).
 - xvii. Income Tax / Sales Tax registration certificate (Alleged copy).
 - xviii. **Below 50% execution of contract during last financial year.**

4. Original documents have to be produced at the time of tender opening.

5. In case the contractor fails to execute the contract agreement strictly in accordance with the terms and conditions laid down in the PPR/A rules / contract within stipulated period, the earnest money, deposited by the firm will be forfeited and the bid will be rejected. The competent authority may consider the bid of new tenderer on acceptance in respect of that stock after negotiation.

6. Penalties : Liquidated Damages

(i) Wherein the Supplier fails to make deliveries as per signed contract & purchase order and within the stipulated time frame specified in the schedule of requirement, the contract to the extent of non-delivered portion of supplies shall stand cancelled

(ii) After the cancellation of the contract no supplies shall be accepted and the amount of Performance Guaranty/Security to the extent of non-delivered portion of supplies shall be forfeited.

(iii) If the Supplier fails to supply the whole consignment and not able to deliver to consignee's end, the entire amount of performance Guaranty/Security shall be forfeited to the Government account and the firm shall be blacklisted maximum for three years for future participation.

(iv) The exact time frame for making supplies with and without penalty shall be indicated in subsequent purchase order.

(v) In case of late delivery of goods beyond the permits specified in the schedule of requirements and after issuance of subsequent purchase order by the consignee, a penalty of @ 0.067% per day of the cost of late delivered supply shall be imposed upon the supplier. Maximum limit of Late Delivery Charges is 10% after which contract will be cancelled with all legal and cost formalities after expiry of prescribed delivery period the Purchasing Agency may proceed for risk purchases for the risk & cost of defaulters to ensure the uninterrupted healthcare services to the patients.

The Principal/Head of Institutions reserves the rights to cancel contract agreement and allow further negotiations with the next lowest bidder (2nd) for the purchase of stock or from local market on risk and cost basis and the difference of price will be recovered from the Performance guarantee or from any other his pending claims / bids with the instruction without any further notice, (where / if applicable)

7. BID SECURITY :

- i. The bidders are required to furnish bid security of 2% of total bid value, which should be enclosed in sealed envelop of "Financial Proposal".
- ii. The bid security / earnest money shall be in Pakistan rupees in the form of Deposit -of-all receipt (DOR) or Cheque / of Medical Superintendent / Purchase Officer / Pharmacist, Faisalabad Institute of Cardiology, Faisalabad from a scheduled bank.
- iii. Bid security of the unsuccessful bidders will be returned as protyp as possible after completing necessary formalities
- iv. The bid security will be forfeited in the following circumstances
 - a. Bidder withdraws his bid during the bid validity period as spec. filed in the bidding document.
 - b. A successful bidder, to whom acceptance of bid conveyed, fails to sign the contract, or does not furnish the requisite performance guarantee.
 - c. The competent authority may consider the bid of new tenderer for acceptance in respect of that stock after rejection of bid (if necessary).
 - *. The bid security of successful bidders can be adjusted to their performance guaranty after acceptance of their bids.
- v. The bidders have to furnish fresh bid security & the bid security related to previous tenders will not be entertained.

8. The tenderer will certify that the quoted prices are not more than the prices charged from any other Government Department / corporations and autonomous institutions etc in the province & in case of any discrepancy, the tenderer will refund the excess price charged

9. The Tenderer should be required to submit his quotations on prescribed tender form purchased from purchase cell receipt of which will be attached with tender document.

10. Tenders should be addressed to the Medical Superintendent Faisalabad Institute of Cardiology Faisalabad.

11. In case supply is not according to specification or declared sub-standard, spurious, adulterated, misbranded etc by the physical verification committee in (VTL), the firm is bound to replace the whole stock with fresh stock at his own expenses. An undertaking on judicial paper of Rs. 50/- duly attested by District Commissioner will be given in this regard as per specifications laid down in PPR/A rules (Annex-4)

12. Firms are bound to provide additional drugs as samples free of cost of each batch to the extent required for (D.T.J.) otherwise the cost will be deducted from their bill. All sterile products are also included in this section. Testing charges of the samples will be born by the tenderer/contractor irrespective of the result of the sample.

13. The bids should be submitted on the basis of standard packing approved by Ministry of Health, Islamabad.

14. First lowest bidder shall not be allowed to withdraw his offer and bid security will not be refunded before the conclusion of the contract.
15. All terms & conditions of tender enquiry should be duly signed, stamped and attached with the offer.
16. The Performance Guarantee of successful bidder will be released on completion of contract period and production of satisfactory report from the Medical Superintendent.

17. DELIVERY SCHEDULE:

The delivery Schedule is mentioned against each tender item. However, Bill of quantities to be purchased can be changed upto 15% as per requirement of the institution/ components. **The delivery period, will be 45 days of issuance of supply order and / or 15 days of the start of quarter concerned i.e. 2nd, 3rd and 4th quarter, as the case may be. However, the supplier may indicate its own delivery period earliest by which it will supply the goods.**

18. In case of equal rates, contract can be awarded to all, holding equivalent prices simultaneously.

19. The contractor will provide the copy of computerized National Tax Number (NTN) / Sales Tax Registration Certificate. All tax deductions will be made according to Government instructions. NTN will also be mentioned on front page of the bid / tender form.

20. PAYMENT SCHEDULE:

The payments will be made to the suppliers/contractors on Pak rupees against their invoices within 30 days from the date of completion of supplies of the respective stocks subject to verification / inspection. DTL satisfactory report regarding the quality & quantity of the concerned stocks.

21. In case of any dispute between Hospital Administration and the supplier/ contractor, the decision of Head of the Institution shall be final and not challengeable in any court of law.
22. Printed price lists of medicines/surgical disposable items of relevant firms will have to be attached with the tender form
23. Only 1st lowest bidder will be called whenever negotiation is considered necessary.
24. Accepted photocopies of CNIC of tenderer / representative and other necessary documents related to tender must be attached with the tender
25. All offered products will be considered individually and contract will be issued after evaluation & standardization on the recommendations of TAC and end user

26. EXPIRY REPLACEMENT:

The successful bidders / suppliers will be bound to replace the medicines / surgical disposable items/other stocks items, on prior intimation to the supplier before expiry of the product. The replacement will be on free delivery basis at the consignee end.

27. The material should be packed in the manner as instructed by the Government in its rules, regulations and circulars issued from time to time. On all medicine items and others where necessary printed validity period and following must be printed or written with machine ink.

"GOVERNMENT PROPERTY NOT FOR SALE"

28.

SHELF LIFE

The shelf life in case of imported items must not be less than 75% and those of local items 85% at the time of delivery. However, in case of impinged medicines, the stocks may be accepted up to 70% shelf life and in case of locally manufactured / packed drugs up to 80% at the time of expiry / delivery subject to 1% penalty charges in the actual shortfall in shelf life below the approved shelf life for either category of medicine at the time of actual delivery supply of stocks. However, in case of Vaccines and other biotechnical products, the stocks with the shelf life up to 70% will be accepted without penalty charges and up to 60% with imposition of penalty charges. No medicines / drugs less than the above prescribed shelf life should be accepted.

29. The firm will supply the stocks in stocks on free delivery (F.O.B. F.R.C. Faisalabad) basis within the stipulated period at the consignee end.
30. General special conditions laid down in PPRA rules are also applicable
31. All the bidders will provide six samples of medicine/surgical items for evaluation within 05 days of opening of technical bids. If samples of particular tender item are not submitted, the bid for that particular item will not be considered. The samples will be technically scrutinized / evaluated by the Technical Advisory Committee in consensus with end users.
32. The bidders must submit their bids of best and final prices to avoid unnecessary negotiation. No bidder shall be allowed to alter or modify his bid after the bids have been opened. However the procuring agency may seek and accept clarifications to the bid that do not change the substance of the bid.
33. The tenderer is required to submit the documents as per check list provided with bidding documents
34. All prices quoted by the bidders shall be considered inclusive of all prevailing Government taxes / duties etc. However, the supplier are bound to pay Government Taxes (Income Tax, Stamp duty etc.) as imposed by the Government time to time. As per instructions issued by Health Department, Government of the Punjab vide letter No [AWM31D8-21/770] dated 01.03.2014 all successful bidders / contractors will pay the stamp duty 25paise for every one hundred rupees or part thereof of amount of the contract on the procurement of stocks and materials. The stamp duty will be collected by the Medical Superintendents of the concerned hospitals as per quantity purchased.
35. All taxes shall implemented during financial year which will be imposed by the government time to time and firm will be bound to pay it
36. The bidder shall submit an affidavit on judicial paper worth Rs. 100/- that the firm is not black listed on any ground by any Government (Federal / Provincial / District / Local body or a public sector organization) & the bidder is not involved in any legal issues with any institute or this institute. The bidder shall be debarred from bid on account of submission of false document if pointed out at any stage.
37. The bidder shall provide a list of plant, machinery / equipment installed in the factory with details of manpower skills in case of imported drugs / medicines, the profile / credentials of the foreign manufacturers in the respective foreign country, shall also be provided.
38. All the successful bidders are bound to supply the items awarded to them to all components of this institution.
39. The availability of the quoted items in the market must be one year or more.
40. All Purchases will be made as per Government Rules e.g. Drug Act 1976, DRAP Rules, Medical Devices Rules 2017 and any other rules / notifications issued from time to time
41. As per directions of the Ministry of Health Govt. of Pakistan vide notification No. 10905/2010-DC.A (DDC) dated 10-11-2010 only those manufacturers / firms will be eligible to quote the rates for disposable syringe, disposable set for collection or transfusion of blood or giving any injection, cannula, auto disposable syringe and butterfly needle, who have got these products registered as medicine from Ministry of Health Islamabad or registered as Medical Devices from DRAP Pakistan.
42. All the participating bidders / tenderers are bound to provide page marking / index certificate alongwith the bidding documents, moreover the bidding documents must be in proper binding. In case of non-compliance of above mentioned direction the responsibility of replacing of any document from the bidding documents will be on the participating bidder / tenderer. The competent authority will not accept any excuse in this regard.
43. The participating bidders / tenderers must ensure they are submitting their bidding documents complete in all aspects. The competent authority will not receive / accept any supporting document after the opening of the technical proposals
44. The offers submitted for Mann Medicine Stocks will also be valid for purchases of Mutual Pharmacy and also for Health Welfare Committee (Zakat Funds) of this institute.
45. Items are bound to provide supply to model pharmacy as per schedule mentioned in supply order.
46. All the samples of quoted products must be submitted at the time of tender
47. The unjustified rates charged in excess / exorbitant rates than any other Govt. Institute, Autonomous Institute and central purchasing with the Govt. of the Punjab / open market with same specification / package and by the same firm detected any time, the overcharge amount will be recovered from the contractor.
48. The prices quoted shall not be more than the Trade Prices as per MPU (Maximum Retail Price) fixed by the Federal Government under Drugs Act, 1976/ DRAP Act 2012.

48. The Technical Evaluation of the bids and quoted products of concerned firms will be done at the same time. If the bids of any firm will be technically rejected, the products of that firm will be entertained only in case of responsiveness of their bids in preference. Otherwise, in case of non-responsiveness of their bids, the financial offer of these companies/firms will not be opened.
49. During technical evaluation of surgical disposables, the firms which already have been applied in the DRAP for the registration of medical devices will also be entertained considered as well as registered firms for better competition, as per S.R.O.526(1)/2021 dated 30 April 2021.
50. During technical evaluation of disposables, which was already fallen in the drug/medicine category under drug act 1976 but after medical devices rules 2017, they fall in medical devices, firms which applied for medical devices registration within validity will be considered as well better competition.
51. The procuring agency can demand provision of original documents from firms at any time during technical evaluation or after that so All documents should be attested from notarized bodies (where applicable).
52. As per direction of Govt. of Punjab SHC & ME Department vide letter no. SO (DCP) H-9-2/2020 dated 18th March 2021,
1. If drug testing is failed due to Misbranding, 25% penalty of all contract amount's will be deducted and action will be taken against the firm.
 2. Risk purchase of the same item declared as Misbranded will be implemented.
- Process of black listing of the companies who caused this inconvenience and provided misbranded medicine will be initiated by the concerned procuring agencies under the administrative control of SHC & ME Department and Provincial Quality Control Board will also take strict action under rules instead of issuing simple warning.
53. The successful contractor will be bound for size replacement of disposable items (where applicable) as per consumption and need for the whole center.
54. All Supplies will comply with the provision of Drugs Act, 1976; DRAP Act 2012 and rules framed there under.
55. The materials supplied by the firms for Model Pharmacy-Schal Sahulal Card System should be packed in commercial packing with the stamp printed or written with the label "Model Pharmacy". The labels must be laser printed sticker with black inebible ink on terms to be supplied. The supplies for the Model Pharmacy-Schal Sahulal will be exempted from green packing and stamp of Government Property Not for Sale.

The Medical Superintendent / Purchase Officer / Pharmacist, has full rights to contact all the tenders or single tender / or wipe off any term & condition without assigning any reason and it cannot be challenged in any court of law at any forum.

BIDDER'S SIGNATURE AND SEAL

Name: _____

Designation: _____

CNIC No. _____

INCOME TAX NO. _____

SALPTAX NO. _____

Date: _____

Firm / Distributor Name (Sign & Stamp): _____

MEDICAL SUPERINTENDENT/PURCHASE OFFICER/PHARMACIST
FAISALABAD INSTITUTE OF CARDIOLOGY FAISALABAD.

**GUIDELINES FOR THE EVALUATION OF SAMPLES OF DRUGS REGISTERED AS NEW MEDICAL DEVICES
TO BE SENT FOR DTL ANALYSIS SUPPLIED IN MAIN MEDICINE STORE, F.I.C, FAISALABAD (VIDE
LETTER NO. POCE/PRW-G-01/2019)**

As per guidelines issued by the PQCB, the medical devices to be supplied in FIC, Faisalabad shall comply with the following parameters positively

Sr. No.	Parameter	Comply / Not Comply
1.	The registered name of the drug.	
b)	International non-proprietary name or Pharmacopoeia name or any other name approved by the Registration Board (immediately following the registered name).	
c)	Name of manufacturer.	
d)	Address of manufacturer.	
e)	Drug Manufacturer License Number	
f)	Drug Registration Number.	
g)	Manufacturing Date.	
h)	Date of expiry.	
i)	Batch Number.	
j)	"Government Supply" (in red ink in both English & Urdu).	
k)	"Not For Sale" (in red ink in both English & Urdu).	
l)	Language of Urdu (Government).	
m)	Urdu version of name of drug, dosage and instructions	
n)	Maximum retail price (MRP).	
o)	International non-proprietary name, Pharmacopoeia name, Generic name or Chemical name of each active ingredient with weight and moles/litres in metric system or number of units of activity.	
p)	Manufacture specifications e.g. H.P. specs : U S P specs / Manufacturer's specs	
q)	Bar code	
r)	The labels and packing of Government supply shall be in "Pakistan Green" color, which may be referred to the given color as the flag of Pakistan with a little variation of shade.	
2.	The nominal capacity.	
a)	Type of needle (integrated needle, non-integrated needle, fixed needle, slip tip needle, luer lock needle).	
b)	Needle size and dimensions.	
c)	"Sterile".	
d)	"For Single Use Only".	
e)	Auto disable symbol in case of auto disable syringes.	
f)	A warning "Do not use if blister is punctured or not intact".	
g)	Information for handling, storage and disposal of syringe on secondary container.	
h)	Type of syringe in case of insulin syringes.	
i)	Units of activity e.g., U-40 or U-100 in case of insulin syringe	
3.	The disposable syringe should be packed in blister packing not in polyethylene packing.	

Accepted : Rejected

(Handwritten initials and marks)

GUIDELINES FOR THE EVALUATION OF SAMPLES OF DRUGS/MEDICINE TO BE SUPPLIED IN MAIN MEDICINE STORE, P.L.C. FAISALABAD (WIDE LETTERNO. PO/CE/PRW-G-01/2019)

As per guidelines issued by the PQCR, the medicines to be supplied in P.L.C. Faisalabad shall comply with the following parameters pushwelly:

Sr. No.	Parameter	Comply / Not Comply
1	The registered name of the drug	
ii)	International non-proprietary name or Pharmacopoeia name or any other name approved by the Registration Board (nomenclature following the registered name).	
iii)	Name of manufacturer.	
iv)	Address of manufacturer.	
v)	Drug Manufacturing License Number.	
vi)	Drug Registration Number.	
vii)	Manufacturing Date.	
viii)	Date of expiry.	
ix)	Batch Number.	
x)	"Not for Sale" (in red ink in both English & Urdu).	
xi)	"Not for Sale" (in red ink in both English & Urdu).	
xii)	Language of Printing (Government)	
xiii)	Media version of: name of drug, dosage and instructions.	
xiv)	Maximum retail price (MRP)	
xv)	International non-proprietary name, Pharmacopoeia name, Generic name or Chemical name of each active ingredient with weight and measures in metric system or number of units of activity.	
xvi)	Manufacturing specifications e.g. IS IR specs / U.S.P specs / Manufacturer's specs.	
xvii)	Bar code.	
xviii)	The labels and packaging of Government supply shall be in "Pakistan Green" color, which may be referred to the green color as the flag of Pakistan with a little variation of shade	
1.	If the product is meant for internal use, then along with the requirements mentioned in point iii, following particulars should also be checked as specified in the Rule 4 of Drugs (Labeling & Packaging) Rules 1986.	
a)	If it contains substance specified in the schedule, the word " To be sold on prescription of a registered medical practitioner "	
b)	If it contains not less than 3% of alcohol by volume, a statement giving the quantity of alcohol in terms of average percentage by volume of absolute alcohol in the finished product e.g. 4% per 10ml.	
2.	If the product is meant for external use then along with the requirements mentioned in point iii, following particulars should also be checked as specified in Rule 5 of Drugs (Labeling & Packaging) Rules 1986.	
a)	The words "for external use only".	
b)	If drug contains substance specified in the schedule, the words "Poison, for external use only".	
Accepted /Rejected		

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**GUIDELINES FOR THE EVALUATION OF SAMPLES OF DRUGS REGISTERED AS NEW MEDICAL DEVICES
TO BE SUPPLIED IN MAIN MEDICINE STORE, F.I.C, FAISALABAD (VIDE LETTER NO. POCB/P/PRC-
11/2019)**

Name of Drug:

Brand Name:

Manufactured By:

Supplied by:

Sr. No.	Parameter	Comply / Not Comply
i)	<p>The parameters that are to be checked as required under Section 3(s) of the Drugs Act, 1976 and Labeling parameters as per the Labeling & Packing Rules, 1986 are stated below:-</p> <ol style="list-style-type: none"> The registered name of the drug. International non-proprietary name or Pharmacopoeia name or any other name approved by the Registration Board (immediately following registered name). Name of manufacturer. Address of manufacturer. Drug Manufacturing License Number. Drug Registration Number. Manufacturing Date Date of Expiry. Batch Number. "Government Supply" (in red ink in both English & Urdu). "Not for sale" (in red ink in both English & Urdu). Logo of Punjab Government. Urdu version of name of drug, dosage and instructions. Maximum retail price (MRP). International non-proprietary name, Pharmacopoeia name, Generic name or Chemical name of such active ingredient with weight and measures in metric system or number of units of activity. Manufacturing specifications e.g. 13.1' spec; U.S.P spec; Manufacturer's spec Lot code. The labels and packing of Government Supply shall be in "Pakistan Green" color, which may be changed to the green color as the flag of Pakistan with a little variation of shade. <p>Label of medical devices, in addition to the particulars mentioned in point iii, shall also bear the following particulars:</p> <ol style="list-style-type: none"> The nominal; Type of nozzle (integrated needle, non-integrated needle, fixed needle, slip tip needle, luer lock needle; Needle size and dimensions; "Sterile"; "For Single Use Only"; Auto disable symbol in case of auto disable syringes; A warning "Do not use if blister is punctured or not intact"; Information for handling, storage and disposal of syringe on secondary container; Type of syringe in case of insulin syringe; Units of activity e.g. U-40 or U-100 in case of insulin syringe. <p>disposable syringe should be packed in blister packing not in polyethylene packing.</p>	
ii)	Accepted / Rejected	



**MEDICAL SUPERINTENDENT/PURCHASE OFFICER/PHARMACIST
FAISALABAD INSTITUTE OF CARDIOLOGY FAISALABAD.**

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