



**Tender Fee: Rs.5000/-
(Non-Refundable)**

**Shaheed Mohtarma Benazir Bhutto
Medical University, Larkana.**

TENDER FORM

**PROVIDE & SUPPLY OF AIR CONDITIONERS &
OTHER MISCELLANEOUS ITEMS FOR SMBB MEDICAL
UNIVERSITY LARKANA**

Date of Issuance of SBDs : October 11, 2024 to October 29, 2024 (10:00am to 3:00pm)

Last Date of Submission : Wednesday October 30, 2024 (10:30 am)

Date of Opening : Wednesday October 30, 2024 (11:00 am)

Name of Firm: _____.

NTN: _____ **SRB/GST Registration Number:** _____.

Pay Order # _____, **Amount of Rs.** _____ /=.

Drawn on Bank _____ **Dated** _____.

Stamp & Signature (Procurement Office)

C O N T E N T S

- 1. Introduction.....Page 3
- 2. Instructions.....Page 4
- 3. Bidding Data.....Pages 5
- 4. Bidder Qualification Criteria.....Pages 6
- 5. Bill of QuantityPage 7
- 6. Terms & Conditions.....Page 8
- 7. Integrity Pact.....Page 10

1. Introduction

Dear Tenderer,

Thank you for the interest you have shown in response to the SMBBMU's NIT which has floated in Daily the Dawn on _____, Jung June _____ & Kawish on June _____, SMBBMU & SSPRA websites for supply of air conditioners & other miscellaneous items for SMBB Medical University, Larkana.

Shaheed Mohtarma Benazir Bhutto Medical University, Larkana is premiere educational institute in Upper Sindh imparting quality education to the nation. We are interested to get premium quality electronic items from your firm.

We expect to avail services/works/items of high standards meet our prime & basic specifications through this transaction.

Please feel free to contact on 074-9410912 or pplo@smbbmdu.edu.pk for any information and query.

Thank you.

-sd-

Planning, Procurement & Logistics Officer

2. Instructions

- (a) Shaheed Mohtarma Benazir Bhutto Medical University, Larkana expects that aspirant suppliers of electric items having experience for providing electronic & other miscellaneous items to Higher Education Institutes should furnish all the required documents to ensure a transparent and genuine presentation of their bid. Therefore, it is necessary to fill in the Tender Form meticulously and sign & stamp each page enclosed with Bidding Documents. The bid would be rejected if the documents not signed by the authorized person of the firm or owner of the firm. Moreover, attach required supporting document according to the requirement.
- (b) It is of utmost important to fill in the Tender Form in writing in ink or type. Do not leave any column/item blank. If you want to leave the item/column un-answered please, write “Doesn’t Apply/Doesn’t Arise”. If you need more space please attach a paper & clearly mention item/column name or number etc. that referred the column/item of the Tender Form.
- (c) Tender Documents shall be received from the Office of the Planning, Procurement & Logistics Officer, during (10:00am to 3:00pm) working days. **The tender fees (non-refundable Rs. 5,000/- shall be paid through Demand Draft/ Pay Order in favor of Vice Chancellor, Shaheed Mohtarma Benazir Bhutto Medical University, Larkana.**
- (d) The last date for submission of the Tender Documents in sealed envelope on Wednesday **October 30, 2024 by 10:30 am in the Office of the Planning, Procurement & Logistics Officer, Admin Block, Shaheed Mohtarma Benazir Bhutto Medical University, Moenjo-Daro Road, Larkana.** The Tender will be opened on same day at 11:00am in the presence of authorized representatives who may care to attend.
- (e) **Bid Security** of 5% of total charges will be submitted along with Tender Documents in shape of PAY ORDER / DEMAND DRAFT only in the name of **Vice Chancellor, Shaheed Mohtarma Benazir Bhutto Medical University, Larkana.**
- (f) Successful bidder shall provide 5% **Performance Security** of total value of Purchase Order / Work Order in the form of **Pay Order** or **Bank Guarantee** before submission of invoice. The Performance Security shall extend at least **three** months beyond the Date of Delivery/ Completion of work / Contract.
- (g) Kindly mentioned “**Tender Number**” at top left corner of the envelope.
- (h) Kindly seal envelops properly and mention tender name clearly.

Stamp & Signature

3. BIDDING DATA

(a). **Name of Procuring Agency:** Shaheed Mohtarma Benazir Bhutto Medical University (SMBBMU), Larkana.

(b). **Brief Description of Works:** Provision of air conditioners & other miscellaneous items at various constituent colleges/Institutes/Departments of Shaheed Mohtarma Benazir Bhutto Medical University, Larkana.

(c) **Procuring Agency's address:** Shaheed Mohtarma Benazir Bhutto Medical University, Moenjo-Daro Raod, Larkana.

(d) **Amount of Bid Security:** - Bid Security of 5% of total amount/cost will be submitted along with Tender Documents in shape of PAY ORDER / DEMAND DRAFT only in the name of Vice Chancellor, SMBBMU, Larkana.

(e) **Period of Bid Validity (days):** - Ninety Days.

(f) **Performance Security Deposit:** - Successful bidder should provide 5% Performance Security of total value of Work Order in the form of Pay Order or Bank Guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of work / Contract or subject to final acceptance by the University.

(g) **Deadline for Submission of Bids along with time:** - Tender Document in sealed envelope should be submitted by Wednesday October 30, 2024 by 10:30 am in the Office of the Planning, Procurement & Logistics Officer, Admin Block, Shaheed Mohtarma Benazir Bhutto Medical University, Moenjo-Daro Road, Larkana. The tender will be opened on same day at 11:00am in the presence of authorized representatives who may care to attend.

(h) **Time for Completion:** Three months after contract signing or as per Purchase Order.

(i) **Liquidity damages:** - 2% liquidity damages of the total amount will be imposed fortnightly, if the contractor failed to complete work within the time frame defined in Purchase Order except any emergency justified by the supplier and accepted by the University.

(j) **5% Bid Security Deposit Receipt No: Date: Pay Order / Demand Draft # _____,**

Amount Rs. _____ . Drawn on Bank _____ . Dated _____ .

Stamp & Signature

4. BIDDER QUALIFICATION CRITERIA (Mandatory)

S #	Mandatory Eligibility Criteria *	Yes/No
1	Company profile attached	
2	Minimum 2-3 years of experience for supplying relevant items in government/private organizations. <i>(Must show relevant documents along with contact numbers of the end user/agency)</i>	
3	Financial Turnover of the last three years showing the financial soundness of the bidder. Average yearly turnover should not be less than Rs. 0.8-10 million. Demonstrated through annual financial statements / income tax return form.	
4	Past performance: Provide certificates of the performance from the latest three clients: Must show completion of the project/ deliverables within stipulated time as per Purchase Order or as per contract agreement. <i>(Provide contacts details of the end users/ Procurement offices.)</i>	
5	Last 3 years' bank statements minimum 10 million transaction (per year).	
6	Tax returns filed for last three financial years showing annual income only i.e., FY 2021-22, 2022-23, 2023-24. <i>(Document must be attested & verifiable).</i>	
7	Valid registration certificate of National Tax Number (NTN)	
8	Valid registration certificate of General Sales Tax (GST)	
9	Valid registration certificate (SRB)	
10	Affidavit for "No Dissatisfactory Performance, any litigation and blacklisting" at any organization for last 3 years.	
11	5% Bid Security of the quoted amount and tender fees.	
12	Brochure of quoted items.	
13	Each page stamp & signed by the authorized person/ representative.	

* Attached all documentary proofs. Failure to provide documents will lead the rejection of the bid.

Stamp & Signature

5. Bill of Quantities:

(Including all taxes)

<i>S.#</i>	<i>Name of item & Specification</i>	<i>Unit</i>	<i>Qty</i>	<i>Unit Rate Rs.</i>	<i>Total Cost Rs.</i>
01	<u>Split Air Conditioner</u> Cooling Power 1.5 ton Inverter with Cool Function, Long Distance Air throw, 150 voltage Compressor start. Warranty 3 years (6 monthly service required onsite) 05 years compressor warranty. (Indoor and outdoor) units, wall mounted, and inverter decorative type. <i>(Kenwood / Haier or Equivalent)</i>	Nos.	30		
02	<u>Floor Standing Air Conditioner</u> Cooling Power 2.0 ton Inverter, Cool Function, Long Distance Air throw, 150 voltage Compressor start. Warranty 3 years (6 monthly service required onsite) 05 years compressor warranty. (Indoor and outdoor) units. <i>(Kenwood / Haier or Equivalent)</i>	Nos.	10		
03	<u>Voltage Stabilizer</u> Watt 10000, Wall mountable, Low voltage input 90v-100v, output 220v, pure copper 99.9%. Warranty 2 years onsite'	Nos.	15		
04	<u>Bracket Fan</u> Size 18', 65W, Volts 220/230 RPM: 1350, Cycle 50, Winding: 99.99% Pure copper wire, High quality paint, Aerodynamic Blades, Warranty 01 year onsite.	Nos.	20		
05	<u>Celling Fan</u> Size 56', Rated power 75w, speed 330 RPM, winding 99.9% pure copper wire. High quality paint, Aerodynamic Blades, Warranty 01 year onsite.	Nos.	20		
Total Amount Rs.					

Total Rupees (in words): _____

Note: Rates also be quoted on letter head of the firm with the details of quoted item.

Stamp & Signature

6. Terms & Conditions:

The following terms of the purchase are agreed by the manufacturer/ supplier/ distributor:

- (i) **Receiving/Acceptance of Purchase Order:** The manufacturers / distributor / supplier will sign the copy of the Purchase Order as acknowledgement.
- (ii) **Delivery Challan:** Copies of Delivery Challan on which the Order Number, Date of Delivery Execution, Quantity, Specifications, Manufacturer name clearly mentioned. Non-compliance with this condition renders the goods / works liable to non-acceptance. After seven days, SMBBMU, Larkana will not be responsible for any claim(s) / responsibility.
- (iii) **Place of Delivery & Procedure:** Shaheed Mohtarma Benazir Bhutto Medical University, Airport Road Larkana or as specified in the Purchase Order unless otherwise informed accordingly. Submit Delivery Note/Challan at Central Store along with your deliverables. The signed and stamp copy Delivery will be provided by the Storekeeper, Central Store. *(Material will be accepted after physical inspection by the committee).*
- (iv) **Delayed Delivery:** 2% liquidity damages of the total amount will be imposed monthly for which the contractor failed to complete work within the execution period.
- (v) **Inspection:** Physical inspection will be carried out by SMBBMU, Larkana authority.
- (vi) **Quantity:** Competent Authority reserves the right to change/alter/remove any item or article or reduce/enhance quantity without assigning any reason and contractor will abide the instruction.
- (vii) **Condition of Goods:** All items must meet in all respects with the primary specs & conditions of the Order and must be in good condition otherwise they will be liable to reject.
- (viii) **Rejection of Goods:** We reserve the right to cancel any or all the items if material is not in accordance with the primary specification or if the delivery is delayed.
- (ix) **Disclosure of Confidential Script/Material:** All rights reserve with the SMBBMU and no information either in written/electronic media/copying form should be disseminated without the permission of the authority. The printer is responsible for providing the soft copies of all material/design in all formats the time of final bill submission.
- (x) **Termination:** That upon termination of this agreement the supplier/service provider shall be permitted to remove all its deliverables which may have been placed at premises from the time to time.
- (xi) **Submission of Bills/Invoices:** Sales Tax Invoice/bill, Purchase Order should be submitted to the Office of the Planning, Procurement & Logistics Officer.
- (xii) **Payment terms:** The payments will be made in 2nd Quarter of the Financial Year 2024-25 and supplies would be made available within the period of one month after contract signing or as per Purchase Order. No advance payment.
- (xiii) **Performance Security:** Successful bidder should provide 5% Performance Security of total value of Work Order in the form of Pay Order or Bank Guarantee before submission of invoice. The Performance Security shall extend at least three months beyond the Date of Delivery/Completion of work/Contract. The pay order will be retained in case of any loss to the University or penalty imposed by the University on delay delivery.

Stamp & Signature

- (xiv) **Validity of Bid:** Validity is for ninety (90) days, it starts from the date of opening of technical or financial bids, which is earlier.
- (xv) **Company Profile:** Company Profile be attached with this document along with quoted item specifications.
- (xvi) **Rules, Regulations & Policies:** All rules, regulations and policies will be governed in accordance with the Sindh Public Procurement Act, 2009 with Sindh Public Procurement Rules, 2010 (Amended upto date) & SMBBMU.
- (xvii) **Price / Rate:** Price / rate must be quoted on Tender Form and letter head of the firm in properly explained about the quoted items and submitted in sealed envelope.
- (xviii) **Blacklisting:** On the recommendation of the Procurement Committee, the Vice Chancellor shall blacklist the firms for the period of two Financial Years if the participating firm provided fake/forged/falsified documents. The same recommendation shall be forwarded to Sindh Public Procurement Regulator Authority, Government of Sindh for the blacklisting the firms.
- (xix) **Arbitration:** In case of any dispute, difference or and question which may at any time arise between the parties hereto or any person under them, arising out in respect of this letter of intent or this subject matter thereof shall be referred to the Registrar of the SMBBMU and CEO of the manufacturer/supplier/distributor for arbitration/settling of the dispute, failing which the decision of the court law in the jurisdiction of LARKANA binding to the parties.
- (xx) **General Sales Tax:** General Sales Tax will be paid on applicable items only by the company/firm/agency.
- (xxi) **Government tax(es), levi(es) and charges(s):** All Government taxes (including Income tax, stamp duty & SRO), levies and charges will be charged as per applicable rates / denomination of Purchase / Work Order.
- (xxii) **Stamp Duty:** Stamp duty 0.35% for Goods against total value of Purchase Order will be levied accordingly or as per rule.
- (xxiii) **Bidding Procedure:** The bidding process is based on “Single Stage- One Envelope” procedure.
- (xxiv) **Rights:** SMBBMU reserve the right to accept or reject any item or all tender(s) or terminate proceedings at any stage in accordance with the rules & regulations framed by SPPRA. SMBBMU, also reserve the right to issue Purchase Order for any single items to different lowest evaluated bidders or issue Purchase Order for all the items to any lowest evaluated bidder.

Note:

This Terms & Conditions is integral part of contract agreement besides other clauses / articles.

Stamp & Signature

7. Integrity Pact

Declaration of Charges, Fees, Commission, Taxes, Levies etc. payable by the manufacturer/supplier/distributor works;

M/s _____, the manufacturer / supplier / distributor hereby declares that:

- (a) Its intention not to obtain the procurement work of any Contract, right, interest, privilege, or other obligation or benefit from the SMBBMU or any Administrative or Financial Offices thereof or any other department under the control of the SMBBMU through any corrupt practice(s).
- (b) Without limiting the generality of the forgoing the manufacturer/supplier/distributor represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc., paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the SMBBMU directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the SMBBMU, except that which has been expressly declared pursuant hereto.
- (c) The manufacturer/supplier/distributor accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right & remedies available to the SMBBMU under any law, contract, or other instrument, be stand void at the discretion of the SMBBMU.
- (d) Notwithstanding any right and remedies exercised by the SMBBMU in this regard, manufacturer/supplier/distributor agrees to indemnify the SMBBMU for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the SMBBMU in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the company/firm/supplier/agency/service provider as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the SMBBMU.

Note:

This integrity pact is mandatory requirement other than auxiliary services / works.

Stamp & Signature

It is hereby certified that the terms and conditions have been read, agreed upon and signed.

M/s _____

Contact Person _____

Address _____

Tel # _____ Fax _____

Mobile _____ email _____

SIGNATURE & STAMP