



# SINDH HEALTHCARE COMMISSION

## Quality Care for All

### NOTIFICATION CONSTITUTION OF PROCUREMENT COMMITTEE

No: 1584-A/SHCC/CEO/2024

Dated: 19<sup>th</sup> September, 2024

1. The CEO has been pleased to appoint below mentioned members to procurement committee, which is being constituted for tender preparation, opening, bid evaluation and to recommend award of work to successful bidder as per SPPRA Rule-07 & 08 Act 2009 with rules 2010 (amended 2020), for Sindh Healthcare Commission (FY 2024-25) against the rule 52 of The Commission Regulation 2017.

a. **Dr. Altaf Hussain Khawaja**  
Director Licensing & Accreditation  
Sindh Healthcare Commission

**Chairman**

b. **Majid Khan**  
Assistant Director Monitoring & Evaluation  
Sindh Healthcare Commission

**Member**

c. **Dr. Tahir Hussain**  
Assistant Professor  
Dawood University of Engineering & Technology

**External Member**

2. **Function of Procurement committee and shall be responsible for:**

- Preparing and/or Reviewing bidding documents
- Carrying out technical as well as financial evaluation of the bids.
- Preparing evaluation report as provided in SPPRA rule 45.
- Making recommendations for the award of contract to the competent authority; and
- Perform any other function ancillary and incidental to the above.

**Dr. Ahson Qavi Siddiqi**  
Chief Executive Officer  
Sindh HealthCare Commission

#### Copy to:

- 1 Dr. Altaf Hussain Khawaja, Director L&A, SHCC
- 2 Dr. Tahir Hussain, Director FAD, DUET
- 3 Mr. Majid Khan, Assistant Director M&E, SHCC
- 4 Office File
- 5 PA to CEO

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**SINDH HEALTHCARE COMMISSION**

Quality Care for All

**SINDH HEALTHCARE COMMISSION  
Extract of Procurement Plan 2024-25  
Financial Year 2024-25**

March 10, 2025

Ref No. SHCC/DHR&amp;A/Office-Equipment/006

S No.	Procurement Description	Quantity (Where Applicable)	Estimated Unit Cost (where applicable)	Estimated Total Cost	Funds Allocated	Source of Funds	Proposed Procurement Procedure	Proposed Procurement Method	Tentative Timing of Procurement	Remarks
1	Procurement of Office Equipment, Computer Equipment & Electrical Equipment	1	PKR 7,990,000	PKR 7,990,000	Available	Non-ADP	Single Stage- Two Envelope	National Bidding	3 <sup>rd</sup> Quarter	Funds are available

Ahson Qavi Siddiqi  
Chief Executive Officer  
Sindh Healthcare Commission

# Tender Document

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## PROCUREMENT OF OFFICE EQUIPMENT, COMPUTER EQUIPMENT & ELECTRICAL EQUIPMENT REF # SHCC/DHR&A/OFFICE- EQUIPMENT/006

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### **Sindh Healthcare Commission (SHCC)**

02<sup>nd</sup> Floor, Block C, FTC Building, Shara e Faisal,  
Karachi, Pakistan

Phone: (+ 92) (21) (38656000), UAN: 021-111-117-422

URL: [www.shcc.org.pk](http://www.shcc.org.pk)





## SINDH HEALTH CARE COMMISSION (SHCC)

Quality Care for All

### NOTICE INVITING TENDER TENDER FOR SUPPLY OF OFFICE EQUIPMENT, COMPUTER EQUIPMENT & ELECTRICAL EQUIPMENT FOR THE OFFICE OF SHCC

Sindh Healthcare Commission (SHCC) has been established by Govt. of Sindh under Sindh Healthcare Commission Act 2013, to improve the quality of healthcare services and ban quackery in the Province of Sindh in all its forms and manifestations. SHCC intends to purchase of Office Equipment, Computer Equipment & Electrical Equipment under **single stage, two envelope procedure**:

Tender Description	Tender No.	Last date of Tender Document Collection (End Date of sale)	Tender / Bid Opening Date & Venue
Procurement of Office Equipment, Computer Equipment & Electrical Equipment for SHCC	SHCC/DHR&A/ OFFICE- EQUIPMENT/006	27th March, 2025, Up to 10:00AM.	Bid to be submitted via E-PADS portal, before 11:00 AM on 27 <sup>th</sup> March, 2025 & to be opened on 27 <sup>th</sup> March, 2025 at 11:30 AM at SHCC Office Block C, 2 <sup>nd</sup> Floor, FTC Building, Shahrah-e- Faisal, Karachi.

1. The Sindh Healthcare Commission intends to procure Office Equipment, Computer Equipment & Electrical Equipment from a reputable and experienced **supplier**, must have Valid NTN, GST, SRB, Professional Tax and any other valid Tax Registration Certificate required by law in force and must be on Active Taxpayers List.
2. The intending firms shall attach relevant documents or equivalence certificates. (as mentioned in Bidding Document)
3. Detailed bidding documents and other related information can be downloaded from the website of SPPRA as well as [www.shcc.org.pk](http://www.shcc.org.pk) or obtained from the office of the Director Human Resource & Administration (SHCC) at the address given below on any working day during office hours w. e. f. 12<sup>th</sup> March, 2025 between 9:00 am to 3:00 pm by paying an amount of Rs. 3,000/- (Non-Refundable) in the shape of pay order in favor of "Sindh Healthcare Commission" till 10:00 AM 27<sup>th</sup> March, 2025.
4. Bidding procedure i.e. Single Stage-Two Envelopes will be followed.
5. Most Advantageous Bid Method will be used for bid evaluation based on the requirements as per the tender document.
6. The Bid shall be submitted before 11:00 am on 27<sup>th</sup> March, 2025 via E-PADS portal.
7. Bid Security equivalent to 2.0% of total bid value in the form of Pay Order / Demand Draft / Banker's Cheque in favor of Sindh Healthcare Commission, Karachi shall be submitted in sealed envelope. The Bids without the Bid Security will be rejected.
8. SHCC reserves the right to reject any or all bids without assigning any reason and annul the bidding process, in accordance with SPPRA rules.

Director HR & Admin  
Sindh Healthcare Commission  
Block C, 2<sup>nd</sup> Floor, FTC Building, Shahrah e Faisal, Karachi,  
Tel. 021-38656000, UAN: 021-111-117-422 Email: [shr&a@shcc.prg.pk](mailto:shr&a@shcc.prg.pk)



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**Important Note:**

Bidders must ensure that they submit all the required documents indicated in the Bidding Documents without fail. Bids received without, undertakings, valid documentary evidence, supporting documents and the manner for the various requirements mentioned in the Bidding Documents or test certificates are liable to be rejected at the initial stage itself. The data sheets, valid documentary evidences for the critical components as detailed hereinafter should be submitted by the Bidder for scrutiny. It is intimated that no objection shall be entertained regarding the terms and conditions of the Bidding Document at the later stages during tender process.

**Applicability of Sindh Procurement Rules, 2009**

This Bidding Process will be governed under Sindh Procurement Rules, 2009, as amended from time to time and instructions of the Government of Sindh received during the completion of the project

## **1. Invitation to Bid**

### **1.1 SPPRA Rules to be followed**

Sindh Public Procurement Rules 2009 will be strictly followed. These may be obtained from SPPRA's website:

<http://www.pprasindh.gov.pk/SPPRARulesAmended201015072022.pdf>

In this document, unless otherwise mentioned to the contrary, "Rule" means a Rule under the Sindh Public Procurement Rules 2009.

### **1.2 Mode of Advertisement(s)**

As per Rule 17(1), this Tender is being placed online at SPPRA's website, as well as being advertised in print media.

As per Rule 12(4), this Tender is also placed online at the website of Procuring Agency i.e. Sindh Healthcare Commission. The bidding document carrying all details can be downloaded from SHCC's website <http://www.shcc.org.pk> and from SPPRA's website <https://portalsindh.eprocure.gov.pk/#/> for information only. All prospective bidders are required to register themselves with the PPRA SINDH EPADS, SHCC at above given address. The bidding document can be acquired from Sindh Healthcare Commission, 2<sup>nd</sup> floor, Block C, FTC Building, Shara e Faisal, Karachi between 9am to 3pm against the tender fee of Rs. 3,000/- in shape of CDR/Call Deposit in favor of Sindh Healthcare Commission, otherwise the bid will stand rejected.

### **1.3 Type of Open Competitive Bidding**

As per Rule 46(2), Single Stage - Two Envelopes Procedure shall be followed. This is as follows:

- i. The bid shall comprise of a single package containing two separate envelopes. Each envelope shall contain separately the Financial Proposal and the Technical Proposal;
- ii. The envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion;
- iii. Initially, only the envelope marked "TECHNICAL PROPOSAL" shall be opened;
- iv. The envelope marked as "FINANCIAL PROPOSAL" shall be retained in the custody of the procuring agency without being opened;
- v. The Procuring Agency shall evaluate the technical proposal in a manner prescribed in Section 7, 13, 20 and Annexure-A of this document, without reference to the price and reject any proposal which does not conform to the specified requirements as listed in said Sections.
- vi. During the technical evaluation no amendments in the technical proposal shall be permitted;
- vii. The financial proposals of technically qualified bidders shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance;

- viii. After the evaluation and approval of the technical proposal the procuring agency, shall at a time within the bid validity period, publicly open the financial proposals of the technically accepted and qualified bids only. The financial proposal of bids found technically non-responsive shall be returned un-opened to the respective bidders.
  
- ix. Bid found to be the **Most Advantageous Bid** or **Best Evaluated Bid** shall be accepted.

## **2. Bidding Details (Instruction to Bidders)**

All bids must be accompanied by Earnest Money/ Bid Security (As per provisions on clause “Earnest Money/ Bid Security” of this document) in favor of “**Sindh Healthcare Commission**”. The bids along with Earnest Money/ Bid Security, Tender Forms, Affidavits, etc., must be submitted through **SPPRA E-PADS on 27<sup>th</sup> March, 2025 before 11:00 am. The Technical bids will be publicly opened in the Committee Room of Sindh Healthcare Commission, 02<sup>nd</sup> Floor, Block C, FTC Building, Shara e Faisal, Karachi on same date at 11:30 am.**

Queries of the Bidders (if any) for seeking clarifications regarding the specifications of the Office equipment must be received in writing to the Procuring Agency within five working days from the date of Tender advertisement. Any query received after five working days shall not be entertained. All queries shall be responded to within due time. SHCC may host a Q&A session, if required, at SHCC premises (02<sup>nd</sup> Floor, Block C, FTC Building, Shara e Faisal, Karachi). All Bidders shall be informed of the date and time in advance.

**The bidder must submit bids for each item individually.** Failure to meet this condition will cause disqualification of the bidder. The bidder shall submit bids which comply with the Bidding Document. Alternative bids will not be considered. The attention of bidders is drawn to the provisions of Clause on “**Determination of Responsiveness of Bid**” and “**Rejection/Acceptance of the Bid**”, for making their respective bids substantially responsive to the requirements of the Bidding Document.

The Primary Contact & Secondary Contact for all correspondence in relation to this bid is as follows:

### **Primary Contact**

Assistant Director (Procurement & Logistics), SHCC, Karachi

**Email:** [ad.pl@shcc.org.pk](mailto:ad.pl@shcc.org.pk)

02<sup>nd</sup> Floor, Block C, FTC Building,  
Shara e Faisal, Karachi, Pakistan.

### **Secondary Contact**

Director HR & Admin, SHCC, Karachi

**Email:** [dir&a@shcc.org.pk](mailto:dir&a@shcc.org.pk)

02<sup>nd</sup> Floor, Block C, FTC Building,  
Shara e Faisal, Karachi, Pakistan.

### **Important:**

Bidders should note that during the period from the receipt of the bid and until further notice from the Primary Contact, all queries should be communicated via the Primary Contact and in writing (e-mail) only. In the case of an urgent situation where the Primary Contact cannot be contacted, the bidder may alternatively direct their enquiries through the Secondary Contact.

Bidders are also required to state, in their proposals, the name, title, fax number and e-mail address of the bidder's authorized representative through whom all communications shall be directed until the process has been completed or terminated.

The Procuring Agency will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.

As authority competent to accept the tender, the Procuring Agency reserves the right to cancel the tender, accept or reject one or all bids without assigning any reason thereof.

Failure to supply required items/services by the successful bidder within the specified time period will invoke penalty on successful bidder as specified in this document.

## **TERMS AND CONDITIONS OF THE TENDER**

### **3. Definitions**

In this document, the following terms shall be interpreted as indicated hereunder:

1. “Bid” means a tender, or an offer by a person, Successful Bidder, firm, company or an organization expressing willingness to undertake a specified task at a price, in response to an invitation by a Procuring Agency.
2. “Bidding Documents” means all documents provided to the interested bidders to facilitate them in preparation of their bids in uniform manner.
3. “Bidding Process” means the procurement procedure under which sealed bids are invited, received, opened, examined and evaluated for the purpose of awarding a contract.
4. “Contract” means an agreement enforceable by law and includes General and Special Conditions, Specifications, Drawings and Bill of Quantities
5. “Successful Bidder” means a person, firm, company or organization that undertakes to execute works including services related thereto, other than consulting services, incidental to or required for the contract being undertaken for the works;
6. “Government” means the Government of Sindh.
7. “Procuring Agency/ Purchaser” means, Sindh HealthCare Commission, Government of Sindh.
8. “Supplier” means a person, firm, company or an organization that undertakes to supply goods and services related thereto, other than consulting services, required for the contract.
9. “Services” means any object of procurement other than goods or works, and includes consultancy services;
10. “Response Time” means, the period starting from the first date of issuance of bidding documents up to last date of issuance of bidding documents.”
11. “Lowest Evaluated Bid” means a bid most closely conforming to evaluation criteria and other conditions specified in the bidding document, having lowest evaluated cost;”

### **4. Headings and Titles**

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

### **5. Notice**

- 5.1 In this document, unless otherwise specified, wherever provision is made for exchanging notice, certificate, order, consent, approval or instructions amongst the Successful Bidder, the Purchaser and the Client, the same shall be:
  - 5.1.1 in writing;
  - 5.1.2 issued within reasonable time;

- 5.1.3 served by sending the same by courier or registered post to their principal office in Pakistan or such other address as they shall notify for the purpose; and
- 5.1.4 The words "notify", "certify", "order", "consent", "approve", "instruct", shall be construed accordingly.

## **6. Tender Scope**

- 6.1 Sindh Healthcare Commission (SHCC), (hereinafter referred to as "the Purchaser") invites / requests Proposals (hereinafter referred to as "the Tenders") for supply of Office Equipment, Computer Equipment & Electrical Equipment.

## **7. Tender Eligibility**

- 7.1 Eligible Bidder is a Bidder who:
  - 7.1.1 has a registered office in Pakistan;
  - 7.1.2 has required relevant experience at least 3 projects of similar nature;
  - 7.1.3 has the required relevant qualified personnel and enough strength to fulfill the requirement of assignment.
  - 7.1.4 Conforms to the clause of "Responsiveness of Bid" given herein this tender document.
  - 7.1.5 Goods and Services can only be supplied / sources / routed from "origin" in "eligible" member countries.
    - a. "Eligible" is defined as any country or region that is allowed to do business in Pakistan by the law of Government of Pakistan.
    - b. "origin" shall be considered to be the place where the Goods are produced or from which the Services are provided. Goods are produced when, through manufacturing, processing or substantial and major assembling of components, a commercially recognized product results that is substantially different in basic characteristics or in purpose or utility from its components.

## **8. Tender Cost**

The Bidder shall bear all costs / expenses associated with the preparation and submission of the Tender(s) and the Purchaser shall in no case be responsible / liable for those costs / expenses.

## **9. Joint Venture**

Joint venture or partnership firms are not eligible for this tender. Only those companies which are validly registered with sales tax and income tax departments and having sound financial strengths can participate.

## **10. Examination of the Tender Document**

The Bidder is expected to examine the Tender Document, including all instructions and terms and conditions.

## **11. Clarification of the Tender Document**

The prospective bidders may solicit clarification of the Tender Document, within 05 working days of advertisement of tender in writing. The clarification and its replies will be shared with all prospective bidders.

## **12. Amendment of the Tender Document**

- 12.1 The Purchaser may, at any time prior to the deadline for submission of the Tender, at its own initiative or in response to a clarification requested by the Bidder(s), amend the Tender Document, on any account, for any reason. All amendment(s) shall be part of the Tender Document and binding on the Bidder(s).
- 12.2 The Purchaser shall notify the amendment(s) in writing to the prospective Bidders.
- 12.3 The Purchaser may, at its exclusive discretion, amend the Tender Document to extend the deadline for the submission of the Tender, in which case all rights and obligations of the Purchaser and the Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.

## **13. Preparation / Submission of Tender**

- 13.1 The Bidder is allowed to bid one or multiple items in the same tender.
- 13.2 The Tender and all documents relating to the Tender, exchanged between the Bidder and the Purchaser, shall be in English. Any printed literature furnished by the Bidder in another language shall be accompanied by an English translation which shall govern for purposes of interpretation of the Tender.
- 13.3 The Tender shall be filed in / accompanied by the prescribed Forms, Annexes, Schedules, Charts, Drawings, Documents, Brochures, Literature, etc. which shall be typed, completely filled in, stamped and signed by the Bidder or his Authorized Representative. In case of copies, photocopies may be submitted.
- 13.4 The Tender shall be in two parts i.e the technical proposal and the financial proposal.
- 13.5 The Technical Proposal shall comprise the following, **without quoting the price:**
- 13.6 Technical Proposal Form (Annexure-B)
  - 13.6.1 Affidavit and Undertaking (All terms & conditions and qualifications listed anywhere in the RFP have been satisfactorily vetted and agreed) (Annexure-G&H)
  - 13.6.2 Covering letter duly signed and stamped by authorized representative. (Annexure-E)
  - 13.6.3 Authorization Certificate / document from the principal / manufacturer to be preferred.
  - 13.6.4 Evidence of eligibility of the Bidder and the Goods
  - 13.6.5 Evidence of conformity of the Goods / the Services to the Tender Document
  - 13.6.6 Undertaking and Evidence that the quoted Goods are genuine, brand new, non- refurbished, un-altered in any way, of the most recent / current model, imported through proper channel, and incorporate all recent improvements in design and materials
  - 13.6.7 Technical Brochures / Literature
  - 13.6.8 Details of Warranty and After-Sale Service
  - 13.6.9 The Successful Bidder's financial capacity to mobilize and sustain the Supply of Hardware/Equipment and Services is imperative. In the Proposal, the Bidder is required to provide information on its financial status. This requirement can be met by submission of one of the following: 1) audited financial statements for the last Three (03) years, supported by audit letters, 2) certified financial statements for the last Three (03) years, supported by tax returns duly signed and stamped by authorized representative.
  - 13.6.10 The statement must be signed by the authorized representative of the Bidder
  - 13.6.11 Financial Capacity as per Annexure-I
  - 13.6.12 Valid Registration Certificate for Income Tax & Sales Tax
  - 13.6.13 Income Tax & Sales Tax Returns for the last three tax years
  - 13.6.14 Power of Attorney, if an authorized representative is appointed (Annexure-F)



13.7 The Financial Proposal shall comprise the following:

13.7.1 Financial Proposal Form (Annexure-C)

13.7.2 Price Schedule (Annexure-D)

13.7.3 Earnest Money (**As per provisions of the clause “Earnest Money” of this document**)

13.8 The Bidder shall submit their bids, including all Forms, Annexes, Schedules, Charts, Drawings, Documents, Brochures, Literature, etc., in the form of Scanned images, on the **PPRA SINDH EPADS portal before deadline.**

13.9 This is made obligatory to affix authorized signatures with official seal on all documents, annexures, copies, certificates, brochures, literature, drawings, letters, forms and all relevant documents as part of the bids submitted by the Bidder. Noncompliance with the same will cause the rejection of bid at the time of opening.

## **14. Tender Price**

14.1 The quoted price shall be:

14.1.1 best / final / fixed and valid until completion of all obligations under the Contract i.e not subject to variation / escalation;

14.1.2 in Pak Rupees;

14.1.3 inclusive of all taxes, duties, levies, insurance (if necessary), and freight, etc.

14.2 If not specifically mentioned in the Bid(s), it shall be presumed that the quoted price is as per the above requirements.

14.3 Where no prices are entered against any item(s), the price of that item shall be deemed to have been distributed among the prices of other items, and no separate payment shall be made for that item(s).

14.4 Each cost should be identified as installation (one time) or monthly/quarterly/yearly (recurring) for any other equipment rental or any support of operation services thereof.

14.5 In case of locally produced Equipment/Service, the price shall include all customs duties and sales and other taxes already paid or payable on the components and raw materials used in the manufacture or assembly of the item. In case of Contract of imported Equipment/Services offered Ex-Warehouse/Off-the-Shelf from within the Purchaser’s country, import duties and sales and other taxes already paid shall be shown separately.

## **15. Earnest Money/ Bid Security**

15.1 The Bidder shall furnish the Earnest Money/ Bid Security as under:

15.1.1 As part of financial bid envelope, failing which will cause rejection of bid.

15.1.2 In the form of Demand Draft / Pay Order / Call Deposit Receipt, in the name of the Purchaser/Procuring Agency;

15.1.3 for a sum equivalent to 2% of the total bid value;

15.1.4 denominated in Pak Rupees;

15.1.5 have a minimum validity period of ninety days from the last date for submission of the Tender or until furnishing of the Performance Security, whichever is later.

15.2 The proceeds of the Earnest Money/ Bid Security shall be forfeited, on the occurrence of any / all of the following conditions:

15.2.1 If the Bidder withdraws the Tender during the period of the Tender validity specified by the Bidder on the Tender Form; or

15.2.2 If the Bidder does not accept the corrections of his Total Bid Price; or

- 15.2.3 If the Bidder, having been notified of the acceptance of the Tender by the Purchaser during the period of the Tender validity, fails or refuses to furnish the Performance Security, in accordance with the Tender Document.
- 15.3 The Earnest Money/ Bid Security shall be returned to the technically unsuccessful Bidder with unopened/sealed financial bid while the unsuccessful bidders of financial bid opening procedure will be returned the Earnest Money/ Bid Security only. The Earnest Money/ Bid Security shall be returned to the successful Bidder on furnishing the Performance Security.

## **16. Bid Validity**

The bid shall have a minimum validity period of ninety (90) days from the date of opening of the Tender. The Purchaser may solicit the Bidder's consent to an extension of the validity period of the Tender. The request and the response thereto shall be made in writing. If the Bidder agrees to extension of validity period of the Tender, the validity period of the Earnest Money/ Bid Security shall also be suitably extended. The Bidder may refuse extension of validity period of the Tender, without forfeiting the Earnest Money/ Bid Security.

## **17. Modification / Withdrawal of the Tender**

- 17.1 The Bidder may, by written notice served on the Purchaser, modify or withdraw the Tender after submission of the Tender, prior to the deadline for submission of the Tender.
- 17.2 The Tender, withdrawn after the deadline for submission of the Tender and prior to the expiration of the period of the Tender validity, shall result in forfeiture of the Earnest Money/ Bid Security.

## **18. Opening of the Tender**

- 18.1 Tenders shall be opened, at the given place, time and date, in the presence of the Bidder(s) for which they shall ensure their presence without further invitation.
- 18.2 The Bidder's name, modifications, withdrawal, security, attendance of the Bidder and such other details as the Purchaser may, at its exclusive discretion, consider appropriate, shall be announced and recorded.
- 18.3 No Bidder or its representative will be allowed to keep any digital device (camera, audio recorder, cell phone etc.) during tender opening meeting at given time and location. Non-compliance will cause the rejection of respective bidder.

## **19. Clarification of the Tender**

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

## **20. Determination of Responsiveness of the Bid (Tender)**

- 20.1 The Purchaser shall determine the substantial responsiveness of the Tender to the Tender Document, prior to the Tender evaluation, on the basis of the contents of the Tender itself without recourse to extrinsic evidence. A substantially responsive Tender is one which:
- 20.1.1 meets the eligibility criteria for the Bidder / the Goods / the Services;

- 20.1.2 meets the Technical Specifications for the Goods / the Services;
- 20.1.3 meets the delivery period / point for the Goods / the Services;
- 20.1.4 meets the rate and limit of liquidated damages;
- 20.1.5 offers fixed price quotations for the Goods / the Services;
- 20.1.6 is accompanied by the required Earnest Money/ Bid Security as part of financial bid envelope;
- 20.1.7 is otherwise complete and generally in order;
- 20.1.8 Conforms to all terms and conditions of the Tender Document, without material deviation or reservation.
- 20.2 A material deviation or reservation is one which affects the scope, quality or performance of the Goods or limits the Purchaser's rights or the Bidder's obligations under the Contract.
- 20.3 The Bidder determined as not substantially responsive shall not subsequently be made responsive by the Bidder by correction or withdrawal of the material deviation or reservation. However, the Purchaser may waive off any minor non-conformity or inconsistency or informality or irregularity in the Tender.

**21. TECHNICAL BID EVALUATION CRITERIA**

The bids will be evaluated in two steps. The first step would ensure that mandatory requirements and compliance with clauses 7, 13, 20, Annexure A of this document are met by the bidder. In the second step financial proposals of only those firms which are technically qualified will be evaluated.

The bids will be evaluated in a manner prescribed above, without reference to the price and reject any proposal which does not conform to the specified requirements as listed in said clauses.

Thereafter bidders with the Most Advantageous Bid (SPPRA 2(x)) based on financial proposal will be declared successful.

Category	Description	Points
<b>Legal (Mandatory)</b>	Certificate of Registration	Mandatory
	Income Tax Registration	Mandatory
	General Sales Tax Registration	Mandatory
	Account Maintenance Certificate	Mandatory
	Undertaking that the firm is not blacklisted and/or not involved in litigation with Government	Mandatory
	Minimum Turnover PKR 10 million per year	Mandatory

**21. Correction of errors / Amendment of Tender**

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

resulting from incorrect multiplication of the unit rate by the quantity, the unit rate as quoted shall govern and the total price shall be corrected, unless there is an obvious and gross misplacement of the decimal point in the unit rate, in which case the total price as quoted shall govern and the unit rate shall be corrected.

- 21.1.3 if there is a discrepancy in the actual sum of the itemized total prices and the total tender price quoted in the Price Schedule, the actual sum of the itemized total prices shall govern.
- 21.2 The Tender price as determined after arithmetic corrections shall be termed as the Corrected Total Tender Price which shall be binding upon the Bidder.
- 21.3 Adjustment shall be based on corrected Tender Prices. The price determined after making such adjustments shall be termed as Evaluated Total Tender Price.
- 21.4 The cost of making good any deficiency resulting from any acceptable, quantifiable variations and deviations from the terms and conditions of the Contract / Technical Specifications, shall be added to the corrected Tender Price for comparison purposes only. No credit shall be given for offering delivery period earlier than the specified period.
- 21.5 The Bidder shall state the Tender Price for the payment terms outlined in the Conditions of Contract which will be considered for the evaluation of the Tender. The Purchaser may not consider the alternative payment terms offered by the Bidder.

## **22. Rejection / Acceptance of the Tender**

- 22.1 The Purchaser shall have the right, at his exclusive discretion, to increase / decrease the quantity of any or all item(s) without any change in unit prices or other terms and conditions, accept a Tender reject any or all tender(s), cancel / annul the process at any time prior to award of Contract, without assigning any reason or any obligation to inform the Bidder of the grounds for the Purchaser's action, and without thereby incurring any liability to the Bidder and the decision of the Purchaser shall be final.
- 22.2 The Tender shall be rejected if it is:
  - 22.2.1 substantially non-responsive; or
  - 22.2.2 incomplete, un-sealed, un-signed, printed (hand written), partial, conditional, alternative, late; or
  - 22.2.3 subjected to interlineations / cuttings / corrections / erasures / overwriting; or
  - 22.2.4 the Bidder submits alternate bid or
  - 22.2.5 the Bidder refuses to accept the corrected Total Tender Price; or
  - 22.2.6 the Bidder has conflict of interest with the Purchaser; or
  - 22.2.7 the Bidder tries to influence the Tender evaluation / Contract award; or
  - 22.2.8 the Bidder engages in corrupt or fraudulent practices during the whole process.
  - 22.2.9 there is any discrepancy between bidding documents and bidder's proposal i.e. any non-conformity or inconsistency or informality or irregularity in the submitted bid.
  - 22.2.10 the Bidder submits any financial conditions as part of its bid which are not in conformity with tender document.

## **23. Award Criteria**

- 23.1 At first step bidder fulfilling mandatory requirements and qualification criteria will stand qualified technically.
- 23.3 At second step technically qualified & successful bidder will be selected on **most advantageous bid on least cost** (item wise) **selection method** (SPPRA 2(x)) quoted, irrespective of their score in previous step.

## **24. Acceptance Letter (Letter of Intent)**

The Purchaser shall, send the Acceptance Letter (Letter of Intent) to the successful Bidder, prior to the expiry of the validity period of the Tender, which shall constitute a contract, until execution of the formal Contract. However, the Purchaser reserves exclusive rights to cancel/annul or amend the Letter of Intent at any time without giving any reason thereof.

## **25. Performance Security**

25.1 The successful Bidder shall furnish Performance Security as under:

25.1.1 within seven (7) working days of the receipt of the Acceptance Letter from the Purchaser;

25.1.2 for a sum equivalent to 10% of the contract value;

25.1.3 denominated in Pak Rupees;

25.1.4 have a minimum validity period of ninety days from the date of Award Notification or until the date of expiry of warranty period, support period or termination of services, whichever is later.

25.2 The proceeds of the Performance Security shall be payable to the Purchaser, on occurrence of any / all of the following conditions:

25.2.1 If the Successful Bidder commits a default under the Contract;

25.2.2 If the Successful Bidder fails to fulfill any of the obligations under the Contract;

25.2.3 If the Successful Bidder violates any of the terms and conditions of the Contract.

25.3 The Successful Bidder shall cause the validity period of the performance security to be extended for such period(s) as the contract performance may be extended. The Performance Security shall be returned to the Bidder within thirty working days after the expiry of its validity on written request from the Successful Bidder.

## **26. Redressal of grievances by the procuring agency**

26.1 The procuring agency shall constitute a committee comprising of odd number of persons, with proper powers and authorizations, to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.

26.2 Any bidder feeling aggrieved by any act of the procuring agency after the submission of his bid may lodge a written complaint concerning his grievances not later than ten working days after the announcement of the bid evaluation report.

26.3 The committee shall investigate and decide upon the complaint within seven days of the receipt of the complaint.

26.4 Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.

26.5 Any bidder not satisfied with the decision of the committee of the procuring agency may lodge an appeal in the review Committee within 10 days.

**TERMS & CONDITIONS OF THE CONTRACT**

**Contract Title:**

**Contract for**

**PROCUREMENT OF OFFICE EQUIPMENT, COMPUTER  
EQUIPMENT & ELECTRICAL EQUIPMENT**

between

**Sindh Healthcare Commission (SHCC)**

and

**[name of Successful Bidder]**

Dated:

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## I. Agreement

This CONTRACT AGREEMENT (this “Contract”) made as of the [day] of [month], [year], between [full legal name of the Purchaser] (the “Purchaser”), on the one part,

and

[full legal name of Successful Bidder], on the other part severally liable to the Purchaser for all of the Successful Bidder’s obligations under this Contract and is deemed to be included in any reference to the term “Successful Bidder.”

### RECITALS

WHEREAS,

- (a) The SHCC through the Purchaser intends to spend a part of its budget / funds for making eligible payments under this contract. Payments made under this contract will be subject, in all respects, to the terms and conditions of the Contract.
- (b) The Purchaser has requested the Successful Bidder to provide certain supply of Goods/items as described in Tender Document; and
- (c) The Successful Bidder, having represented to the Purchaser that it has the required professional skills, and personnel and technical resources, has agreed to provide such services on the terms and conditions set forth in this Contract.

NOW THEREFORE, the Parties to this Contract agree as follows:

1. The Successful Bidder hereby covenants with the Purchaser to supply the Goods and provide the Services and to remedy defects / damage therein, at the time and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of the payments to be made by the Purchaser to the Successful Bidder.
2. The Purchaser hereby covenants with the Successful Bidder to pay the Successful Bidder, the Contract Price or such other sum as may become payable, at the times and in the manner, in conformity in all respects with the provisions of the Contract, in consideration of supply of the Goods and provision of the Services and remedying of defects / damage therein.
3. The following shall be deemed to form and be read and construct as part of this Contract:
  - a. The Tender Document
  - b. Bidder’s Proposal
  - c. Terms and Conditions of the Contract



- d. Special Stipulations
- e. The Technical Specifications
- f. Tender Form
- g. Price Schedule
- h. Affidavit(s)
- i. Authorized Dealership / Agency Certificate
- j. Performance Security
- k. Service Level Agreement ( SLA ) (if required)
- l. Non-Disclosure Agreement (if required)
- m. Any Standard Clause acceptable for Purchaser

4. This Contract shall prevail over all other documents. In the event of any discrepancy / inconsistency within the Contract, the above Documents shall prevail in the order listed above.

IN WITNESS whereof the Parties hereto have caused this Contract to be executed in accordance with the laws of **Pakistan** as of the day, month and year first indicated above.

For [full legal name of the Purchaser]:

For [full legal name of the Successful Bidder]:

Signature

Signature

Name

Name

Witnessed By:

Witnessed By:

**WITNESSES**

Signature \_\_\_\_\_  
 CNIC # \_\_\_\_\_  
 Name \_\_\_\_\_  
 Designation \_\_\_\_\_  
 Address \_\_\_\_\_

Signature \_\_\_\_\_  
 CNIC # \_\_\_\_\_  
 Name \_\_\_\_\_  
 Designation \_\_\_\_\_  
 Address \_\_\_\_\_

## II. General Conditions of Contract

### 1. Contract

The Purchaser shall, after receipt of the Performance Security from the successful Bidder, send the Contract provided in the Tender Document, to the successful Bidder. Within three working days of the receipt of such Contract, the Bidder shall sign and date the Contract and return it to the Purchaser.

### 2. Contract Documents and Information

The Successful Bidder shall not, without the Purchaser's prior written consent, make use of the Contract, or any provision thereof, or any document(s), specifications, drawing(s), pattern(s), sample(s) or information furnished by or on behalf of the Purchaser in connection therewith, except for purposes of performing the Contract or disclose the same to any person other than a person employed by the Successful Bidder in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only as far as may be necessary for purposes of such performance.

### 3. Contract Language

The Contract and all documents relating to the Contract, exchanged between the Successful Bidder and the Purchaser, shall be in English. The Successful Bidder shall bear all costs of translation to English and all risks of the accuracy of such translation.

### 4. Standards

The Goods supplied and the Services provided under this Contract shall conform to the authoritative latest industry standards.

### 5. Commercial Availability

The Goods supplied under this Contract shall be commercially available at the time of signing of the contract. Commercial availability means that such Goods shall have been sold, installed and operationalized in more than two installations initiated under two separate contracts by manufacturer globally.

### 6. Patent Right

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

### 7. Execution Schedule

The Successful Bidder shall submit an Execution Schedule where requested by the Procuring Agency, giving details of customs clearance, supply, installation, configuration, deployment, commissioning, testing, training, etc., as required under the Contract, to the Client, within three days of the signing of the Contract.

## **8. Packing**

The Successful Bidder shall provide such packing of the Goods as is sufficient to prevent their damage or deterioration during storage / transit to their final destination as indicated in the Contract. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the final destination and withstand, without limitation, rough handling, exposure to extreme temperatures, salt and precipitation at all points in storage / transit. The Successful Bidder shall arrange and pay for the packing of the Goods to the place of destination as specified in the Contract, and the cost thereof shall be included in the Contract Price.

## **9. Insurance**

The Successful Bidder shall provide such insurance of the Goods as is sufficient to protect against their damage or deterioration during storage / transit to their final destination as indicated in the Contract. The Successful Bidder shall arrange and pay for the insurance of the Goods to the place of destination as specified in the Contract, and the cost thereof shall be included in the Contract Price.

## **10. Labeling**

The Goods supplied under the Contract, shall be clearly labeled so as to correspond with the delivered documentation, with proper labeling scheme provided by the Client. All networking equipment, cables, connectors, ports, boxes shall be clearly labeled.

## **11. Delivery**

- a. The Successful Bidder shall ensure delivery within 30 days of award of contract failing which may result in penalty inclusive of forfeiture of Performance Security as well as withdrawal of letter of Acceptance, which may then be issued to the second lowest bidder. The Successful Bidder shall deliver the Goods at the locations, as specified by the Purchaser at the time of delivery.
- b. The Successful Bidder shall arrange and pay for the transport of the Goods to the place of destination as specified in the Contract, and the cost thereof shall be included in the Contract Price.

## **12. Warranty**

- a. The Successful Bidder shall warrant to the Purchaser that the Goods/Services supplied by the Successful Bidder, under the Contract are genuine, brand new, non- refurbished, un-altered in any way, of the most recent or current model, imported through proper channel, and incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.
- b. The Successful Bidder shall further warrant that the Goods/Services supplied by the Successful Bidder, under the Contract shall have no defect, arising from design, materials, workmanship or from any act or omission of the Successful Bidder that may develop under normal use of the supplied Goods/Services.
- c. The Successful Bidder shall provide Manufacturer's warranty (if applicable) for minimum three years (hereinafter referred as Warranty Period), after the issue of Taking-over Certificate in respect of Goods, the Services and the Works, or any portion thereof, as the case may be, which will include:
  - i. Free, on site repair / replacement of defective / damaged parts and labor, within 24 hours of intimation in Karachi and 48 hours outside Karachi;
  - ii. On site replacement of defective / damaged Goods, if repair of such Goods involves

- a duration exceeding 24 hours.
- d. The Successful Bidder shall clearly mention Terms and Conditions of service agreements for the Goods supplied after the expiry of initial warranty period. In case of International Warranties, the local authorized dealers shall mention their service and warranty setup, details of qualified engineers, etc.
  - e. The purchaser retain the rights to enter into annual maintenance contract with the supplier at 10% or lower of the cost at which the goods were supplied
  - f. The Warranty Period shall start from the date of installation / configuration / deployment of the Goods on site.
  - g. The Client shall, by written notice served on the Successful Bidder with a copy to the Purchaser, promptly indicate any claim(s) arising under the warranty.
  - h. The Successful Bidder shall, within the prescribed time period, after receipt of such notice, repair or replace the defective / damaged Goods or parts thereof on site, without any cost to the Purchaser.
  - i. The end user licenses, end user warranties and end user contracting support services shall be in the name of Purchaser, for the Goods supplied, the Services provided and the Works done, under the Contract.

### **13. Ownership of Goods and Replaced Components**

Goods to be supplied to the Purchaser, pursuant to the Contract, shall become the property of the Purchaser when the Goods are taken over by the Purchaser. Defective components to be replaced by the Successful Bidder, pursuant to the Contract, shall become the property of the Successful Bidder as and where it lies after successful replacement of the same.

### **14. Defects Liability Expiry Certificate**

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

### **15. Payment**

- a. The Successful Bidder shall submit all relevant document after successful delivery of goods. The Application for Payment shall: be accompanied by such invoices, receipts or other documentary evidence as the Client may require; state the amount claimed; and set forth in detail, in the order of the Price Schedule, particulars of the Goods supplied, the Services provided and the Works done, up to the date of the Application for Payment and subsequent to the period covered by the last preceding Certificate of Payment, if any.
- b. The Purchaser shall pay the amount verified in the Certificate of Payment within sixty (60) working days of receipt of a Certificate of Payment. Payment shall not be made in advance. The Purchaser shall make payment for the Goods supplied, to the Successful Bidder, as per Government policy, in Pak Rupees, through treasury cheque.

### **16. Price**

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

**17. Liquidated Damages**

If the Successful Bidder fails / delays in performance of any of the obligations, under the Contract / violates any of the provisions of the Contract / commits breach of any of the terms and conditions of the Contract the Purchaser may, without prejudice to any other right of action / remedy it may have, deduct from the Contract Price, as liquidated damages, a sum of money @0.25% of the Contract Price which is attributable to such part of the Goods / the Services / the Works as cannot, in consequence of the failure / delay, be put to the intended use, for every day between the scheduled delivery date(s), with any extension of time thereof granted by the Purchaser, and the actual delivery date(s). Provided that the amount so deducted shall not exceed, in the aggregate, 10% of the Contract Price.

**18. Blacklisting**

- a. If the Successful Bidder fails / delays in performance of any of the obligations, under the Contract / Letter of Intent, violates any of the provisions of the Contract /Letter of Intent, commits breach of any of the terms and conditions of the Contract or Letter of Intent, the Purchaser may, at any time, without prejudice to any other right of action / remedy it may have, blacklist the Successful Bidder, either indefinitely or for a stated period, for future tenders in public sector.
- b. If the Successful Bidder is found to have engaged in corrupt or fraudulent practices in competing for the award of contract, during procurement process or during the execution of the contract, the Purchaser may, at any time, without prejudice to any other right of action / remedy it may have, blacklist the Successful Bidder, either indefinitely or for a stated period, for future tenders in public sector.

**19. Forfeiture of Performance Security**

If the Successful Bidder fails / delays in performance of any of the obligations, under the Contract / Letter of Intent, violates any of the provisions of the Contract /Letter of Intent, commits breach of any of the terms and conditions of the Contract or letter of Intent, the Purchaser may, without prejudice to any other right of action / remedy it may have, forfeit Performance Security of the Successful Bidder.

Failure to supply required items/services within the specified time period will invoke penalty as specified in this document. In addition to that, Performance Security amount will be forfeited and the company will not be allowed to participate in future tenders as well.

**20. Force Majeure**

- a. Force majeure shall mean any event, act or other circumstances not being an event, act or circumstance under the control of the purchaser or of the Successful Bidder. Non-availability of materials/supplies or of import license or of export permit shall not constitute Force majeure. If by reasons of Force Majeure supplies cannot be delivered by the due delivery date then the delivery date may be extended appropriately by the purchaser keeping in view all the circumstances and requirements of the Purchaser.
- b. The Successful Bidder shall not be liable for liquidated damages, forfeiture of its Performance Security, blacklisting for future tenders, termination for default, if and to the extent his failure / delay in performance /discharge of obligations under the Contract is the result of an event of Force Majeure.
- c. If a Force Majeure situation arises, the Successful Bidder shall, by written notice served on the Purchaser with a copy to the Client, indicate such condition and the cause thereof. Unless otherwise directed by the Purchaser in writing, the Successful Bidder shall continue to

perform under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

**21. Dispute Resolution**

- a. The Purchaser and the Successful Bidder shall make every effort to amicably resolve, by direct informal negotiation, any disagreement or dispute arising between them under or in connection with the Contract.
- b. If, after thirty working days, from the commencement of such informal negotiations, the Purchaser and the Successful Bidder have been unable to amicably resolve a Contract dispute, either party may, require that the dispute be referred for resolution by arbitration and the Chief Executive Officer, Sindh Healthcare Commission shall be the arbitrator. The place for arbitration shall be Sindh Healthcare Commission, Head office, Karachi, Pakistan. The award shall be final and binding on the parties.

**22. Statutes and Regulations**

- a. The Contract shall be governed by and interpreted in accordance with the laws of Pakistan.
- b. The Successful Bidder shall, in all matters arising in the performance of the Contract, conform, in all respects, with the provisions of all Central, Provincial and Local Laws, Statutes, Regulations and By-Laws in force in Pakistan, and shall give all notices and pay all fees required to be given or paid and shall keep the Purchaser indemnified against all penalties and liability of any kind for breach of any of the same.

**23. Taxes and Duties**

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

**24. Contract Cost**

The Successful Bidder shall bear all costs / expenses associated with the preparation of the Contract and the Purchaser shall in no case be responsible / liable for those costs / expenses.

**25. Waiver**

Failure of either party to insist upon strict performance of the obligations of the other party, under the Contract, shall in no way be deemed or construed to affect in any way the right of that party to require such performance.

**26. Training**

The Successful Bidder shall arrange and undertake a comprehensive (in-house) training program at SHCC premises for the staff nominated by the Purchaser to ensure that they shall acquire a good working knowledge of the operation, and general maintenance of the Goods to be supplied under the Contract.

**27. Documentation**

The Successful Bidder shall furnish the user documentation, the operation manuals, and service manuals for each appropriate unit of the supplied Goods and other information pertaining to the performance of the Goods, in hard copy format, in soft copy format and in the form of on-line help, before the Goods are taken over by the Purchaser.

IN WITNESS whereof the Parties hereto have caused this Contract to be executed in accordance with the laws of **Pakistan** as of the day, month and year first indicated above.

For **[full legal name of the Purchaser]:**

For **[full legal name of the Successful Bidder]:**

Signature

Signature

Name

Name

Witnessed By:

Witnessed By:

**WITNESSES**

Signature \_\_\_\_\_

Signature \_\_\_\_\_

CNIC # \_\_\_\_\_

CNIC # \_\_\_\_\_

Name \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Designation \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

- **Special Stipulations**

<b>SCHEDULE-A, SPECIAL STIPULATIONS</b>	
<b>For ease of Reference, certain special stipulations are as under:</b>	
<b>Earnest Money/ Bid Security</b>	The Bidder shall furnish the Earnest Money/ Bid Security as under: The Earnest Money/ Bid Security in the name of the Purchaser, for a sum equivalent to 2% of the total bid value in the form of CDR/ Demand Draft; denominated in Pak Rupees; Have a minimum validity period of ninety days from the last date for submission of the Tender or until furnishing of the Performance Security, whichever is later
<b>Performance Security</b>	The Successful Bidder shall furnish Performance Security as under: within seven (7) working days of the receipt of the Acceptance Letter from the Purchaser; in the form of a CDR/ Demand Draft, for a sum equivalent to 10% of the contract value; denominated in Pak Rupees; Have a minimum validity period of ninety days from the date of Award Notification or until the date of expiry of warranty period, whichever is later
<b>Delivery</b>	Within (30) days from the issuance of award of contract.
<b>Liquidated damages for failure / delay in supply by the Successful Bidder</b>	Liquidated damages shall be levied @ 0.25% of the Contract Price which is attributable to such part of the Goods / the Services / the Works as cannot, in consequence of the failure / delay, be put to the intended use, for every day between the scheduled delivery date(s), with any extension of time thereof granted by the Purchaser, and the actual delivery date(s). Provided that the amount so deducted shall not exceed, in the aggregate, 10% of the Contract Price. (This penalty will also be invoked on the commitments given by the Successful Bidder in the technical proposal)



## BILL OF QUANTITY

Sr. No.	Particulars	Place of Delivery						Total
		HO	DHQ MPK	DHQ Larkana	DHQ SBA	DHQ-Sukkur	DHQ-Hyd	
1	Refrigerator (9 cu. Ft)	-	1	1	-	1	1	4
2	Microwave Oven (25l)	1	1	1	1	1	1	6
3	Split Air Conditioners 1.5 Ton	-	2	1	1	1	1	6
4	LED 50"	-	1	1	1	1	1	5
5	Water Dispenser	-	1	1	1	1	-	4
6	LED 75"	1	-	-	-	-	-	1
7	CCTV Solution	-	1	1	1	1	1	5
8	Printer All in One	5	-	-	-	-	-	5
9	Monochrome Printer	5	1	1	1	1	1	10
10	HP Toner 79A	4	-	-	-	-	-	4
11	HP Toner 26A	2	-	-	-	-	-	2
12	Floor Standing Air Conditioner (2 ton)	1	-	-	-	-	-	1

## TECHNICAL SPECIFICATION

### **1. Refrigerator – (Quantity: 04)**

- **Approved Brands:** Dawlance, PEL, Haier or Equivalent.
- **Model:** 9149WB or equivalent
- **Capacity:** 9 Cubic Ft.
- **User Manual:** Printed or digital user manual for the refrigerator.
- **Warranty:** At least 2-year warranty & 10-year compressor warranty.

### **2. Microwave (Quantity: 06)**

- **Approved Brands:** Dawlance, PEL, Haier or Equivalent.
- **Model:** MD 15 or equivalent
- **Capacity:** 20 litre.
- **User Manual:** Printed or digital user manual for the refrigerator.
- **Warranty:** At least 1-year warranty.

### **3. Split Air Conditioner 1.5 ton (Inverter) (Quantity: 06)**

- **Approved Brands:** Gree, Haier, Kenwood or Equivalent.
- Heat & Cool DC Inverter
- Wide Voltage 150V - 264V
- Running Current (A) 2.4- 10.3
- **Filter Type:** Dust Filter, Anti-Microbial Filter
- **Controller Type:** Remote Control
- **Compressor Type:** Inverter
- **Installation & Commissioning**
- **Warranty:** 1 year Warranty & 10-year Compressor Warranty

### **4. LED TV – 50 Inches (Quantity: 05)**

- **Make:** Sony, Samsung, TCL. Haier or Equivalent
- **Screen Size:** 50 inches
- **Display Technology:** QLED
- **Resolution:** UHD 4K (3840 x 2160 pixels)
- **Operating System:** Android TV OS (Version 9.0 or later)
- **Panel Type:** VA (Vertical Alignment) or IPS (In-Plane Switching)
- **Backlighting:** Direct LED
- **Refresh Rate:** 60 Hz or Higher, HDR Support
- **Speaker System:** 2.0 channel, Supports Dolby Digital and Dolby Digital Plus, DTS surround sound
- **Features:** Built-in Google Assistant, Google Play Store, Streaming Services, Chromecast Built-in.
- **Connectivity:** HDMI Ports: 3 x HDMI 2.0 (HDCP 2.2), USB Ports: 2 x USB 2.0, Ethernet: 1 x RJ45 port, Wi-Fi: 802.11ac (2.4 GHz/5 GHz), Bluetooth: Version 4.2 or higher, AV Input: 1 x Composite AV Input, Optical Audio Output: 1 x Digital Optical Out, Headphone Jack: 3.5mm audio output, Power Supply, Remote Control, Wall mount.
- **Warranty:** One year

## **5. Water Dispenser (Quantity: 04)**

- **Approved Brands:** Homage, Dawlance, PEL, Haier or Equivalent.
- **Model:** HWD-49332 or equivalent
- **Capacity:** Hot Water: 4L/h.  
Cold Water: 2L/h.
- **Warranty:** 1-year warranty.

## **6. LED TV 75 Inches (Quantity: 01)**

- **Make:** Sony, Samsung, TCL, Haier or Equivalent
- **Specifications:**
  - Display Features:
    - **Screen Size:** 75 inches
    - **Display Technology:** QLED (Quantum Dot Technology)
    - **Resolution:** 4K Ultra HD (3840 x 2160 pixels)
    - **Refresh Rate:** Minimum 120 Hz with Motion Clarity and MEMC (Motion Estimation and Motion Compensation) support
    - **Color Gamut:** Wide Color Gamut supporting 100% DCI-P3
    - **HDR Support:** HDR10+, Dolby Vision, and HLG
    - **Brightness:** Peak brightness of at least 450 nits
    - **Contrast Ratio:** High dynamic contrast for enhanced visuals
    - **Backlight Technology:** Direct LED with Local Dimming zones
    - **Viewing Angle:** Wide-angle viewing ( $\geq 178^\circ$  horizontal and vertical)
  - Smart TV Features:
    - **Operating System:** Google TV (Android TV 11 or higher)
    - **Processor:** Quad-Core CPU with Multi-core GPU
    - **RAM and Storage:** Minimum 2GB RAM and 16GB internal storage
    - **Voice Control:** Built-in Google Assistant and Alexa support
    - **Smart Features:**
      - ✓ AI-powered content recommendations
      - ✓ Hands-free voice control
      - ✓ Multi-screen functionality (screen mirroring/casting)
    - **Pre-installed Apps:** Netflix, YouTube, Amazon Prime Video, Disney+, and others
    - **App Store:** Access to Google Play Store or equivalent for downloading apps
    - **Firmware Updates:** OTA (Over-The-Air) updates for apps and software
  - Audio Features:
    - **Speaker System:** Integrated 30W stereo speakers or higher
    - **Audio Technologies:** Dolby Atmos, DTS-HD, and AI-enhanced sound optimization
    - **Bluetooth Audio Support:** Compatible with wireless headphones and soundbars
    - **Surround Sound Support:** Virtual surround sound simulation
  - Gaming & Performance Features:
    - **Game Mode:** Auto Low Latency Mode (ALLM)
    - **Variable Refresh Rate (VRR):** Supported
    - **Response Time:**  $\leq 10$ ms for gaming

- **HDMI 2.1 Features:** eARC support and optimized for gaming
- Connectivity Options:
  - **HDMI Ports:** Minimum 3 (including HDMI 2.1)
  - **USB Ports:** Minimum 2 (USB 2.0 or higher)
  - **Wi-Fi:** Dual-band (2.4GHz and 5GHz)
  - **Ethernet Port:** 1 (RJ45 for wired connectivity)
  - **Bluetooth Version:** 5.0 or higher
  - **Optical Audio Out:** 1
  - **RF Input:** 1 for cable/antenna connectivity
  - **Other:** AV Input and 3.5mm audio out (if available)
- Power Efficiency:
  - **Energy Efficiency:** Energy Star certified or equivalent
  - **Power Input:** 100-240V AC, 50/60 Hz
  - **Standby Power Consumption:** ≤0.5W
- Design & Build:
  - **Bezel Design:** Ultra-slim bezel with edge-to-edge screen
  - **Material:** Premium build with metallic or high-grade plastic frame
  - **Mounting Options:**
    - ✓ Tabletop stand included
    - ✓ VESA-compatible wall-mount support
  - **Color:** Black or metallic finish
  - **Dimensions and Weight:** As per manufacturer's standards for a 75" model
- Accessories:
  - **Remote Control:** Smart remote with voice control and dedicated app buttons
  - **Included Cables:** HDMI and power cables
  - **Wall Mount Kit:** Mandatory (specify compatibility)
  - **User Guide:** Quick setup and detailed user manual
- Warranty & After Sales Service:
  - **Warranty Period:** 1 year onsite comprehensive warranty
  - **Service Support:** 24/7 helpline with accessible service centers
  - **Replacement Policy:** Full-panel replacement during warranty coverage
- Certifications and Compliance:
  - **Certifications:** UL, CE, FCC, BIS, or equivalent
  - **Compliance:** RoHS and other eco-friendly manufacturing standards.

## **7. CCTV Solution (Quantity: 05)**

- **Make:** Hikvision, Dahua or Equivalent
- **Specifications:**
  - System Overview:
    - The proposed CCTV solution will provide a comprehensive video surveillance system to be deployed across **5 Divisional Headquarters (DHQs)**, with the following components for each site:
      - ✓ **6 bullet cameras** per DHQ.
      - ✓ **1 NVR (8 channels)** per DHQ.
      - ✓ **1 Seagate surveillance-grade HDD (2TB)** per DHQ.
      - ✓ **Cabling for power and data transmission**, as per actual site surveys and conditions.
    - The solution must ensure centralized, high-definition recording, local storage, and remote monitoring capabilities at all sites.
  - **Bullet Cameras (6 units per DHQ; Total 30 cameras)**
  - General Requirements:
    - Outdoor-rated, weatherproof, and dustproof with a minimum **IP66 or IP67** rating.
    - Power over Ethernet (PoE) support to simplify cabling.
  - Technical Specifications:
    - **Image Sensor:**
      - ✓ Minimum 1/2.8" progressive scan CMOS sensor.
    - **Resolution:**
      - ✓ Minimum 2 Megapixels (1920 x 1080) Full HD.
    - **Video Compression:**
      - ✓ H.265/H.265+, H.264/H.264+, and MJPEG support for efficient storage and bandwidth utilization.
    - **Lens:**
      - ✓ Fixed focal length lens between **2.8mm and 4mm** with a horizontal field of view (FOV) of at least 80°.
    - **Day/Night Functionality:**
      - ✓ True Day/Night functionality with an **IR cut filter**.
      - ✓ IR range of at least **30 meters** for night vision.
    - **Frame Rate:**
      - ✓ Real-time video streaming at **30 fps (frames per second)** for smooth video playback.
    - **WDR (Wide Dynamic Range):**
      - ✓ Digital or true WDR with at least **120 dB** for clear imaging in challenging lighting conditions.
    - **Noise Reduction:**
      - ✓ 3D Digital Noise Reduction (3D-DNR) for enhanced image clarity.
    - **Video Analytics:**
      - ✓ Support for motion detection, tampering alarm, and line crossing detection.
    - **Connectivity:**
      - ✓ RJ45 Ethernet port with 10/100 Mbps support.
    - **Operating Temperature:**
      - ✓ The cameras should operate in temperatures ranging from **-30°C to +60°C**.
    - **Power:**
      - ✓ PoE (IEEE 802.3af) or 12V DC power supply.
  - **Network Video Recorder (NVR) (1 unit per DHQ; Total: 5 NVR):**
  - General Requirements:
    - **1 NVR (8 channels)** per DHQ, capable of handling all 6 cameras with scalability for additional channels.
    - Centralized management of live view, recording, and playback for all connected cameras.
  - Technical Specifications:

- **Video Input:**
  - ✓ Supports a minimum of **8 IP channels**.
  - ✓ Auto-detection of IP cameras over the local network.
- **Recording Resolution:**
  - ✓ Supports up to **4K (8MP) recording resolution** for future-proofing.
  - ✓ Real-time recording at **1080p (2MP)** for all 6 cameras.
- **Compression Standards:**
  - ✓ H.265+/H.265 and H.264+/H.264 video compression.
- **Storage:**
  - ✓ **2TB surveillance-grade hard disk** pre-installed, with support for up to **6TB HDD capacity**.
- **Playback:**
  - ✓ Synchronized playback for at least **4 channels** simultaneously.
  - ✓ Smart playback with motion-based event filtering.
- **Network Connectivity:**
  - ✓ 1 x RJ45 Ethernet port with 10/100 Mbps or 10/100/1000 Mbps support.
- **Ports:**
  - ✓ At least **1 HDMI** and **1 VGA output** for video display.
  - ✓ Minimum of **2 USB ports** for backup and configuration.
- **Mobile and Remote Access:**
  - ✓ Compatible with mobile apps for iOS and Android for remote live view and playback.
  - ✓ Browser-based access via HTTPS.
- **Video Analytics:**
  - ✓ Supports basic analytics, including motion detection, event logs, and intrusion detection.
- **Power Supply:**
  - ✓ 12V DC with power consumption not exceeding **15W (without HDD)**.

➤ **Cabling and Accessories:**

❖ **Cabling Requirements:**

- Cabling per DHQ:
  - **Cat6 Ethernet cables** for data transmission and power supply (via PoE).
  - **Approx minimum 3500 Rft ±20%**
  - Cable length as per actual site requirements, with routing optimized for secure and reliable connections.
- Cable Quality:
  - Ethernet cables must support **gigabit speeds** and comply with **ANSI/TIA-568-C.2 standards**.
  - Power cables (if required) must use high-quality copper with appropriate gauge for the distance.
- Accessories:
  - Conduits, cable ties, RJ-45 connectors and weatherproof cable enclosures.

❖ **Installation Scope:**

- Installation Scope:
  - Cabling at each DHQ must include:
    - ✓ Camera to NVR connections.
    - ✓ PoE switch integration (if applicable).
    - ✓ Secure routing of cables to avoid interference.
    - ✓ Testing and certification of all cables.

➤ **Installation Across DHQ's:**

- Deployment Details:
  - Each DHQ will have:
    - ✓ 6 bullet cameras installed at strategic locations.
    - ✓ 1 NVR installed in a secure control room.

- ✓ Centralized recording and monitoring setup.
- ✓ Total deployment: 30 cameras and 5 NVRs across 5 DHQs.
- Site Survey:
  - A detailed site survey may be conducted at all 5 DHQs to determine:
    - ✓ Camera mounting points.
    - ✓ Cabling pathways and lengths.
    - ✓ Placement of NVRs.
- Testing and Commissioning:
  - Functional testing of all cameras for live view, recording, playback, and motion detection.
  - Remote monitoring configuration.
- **System Features:**
  - Video Management System (VMS):
    - Centralized or compatible VMS for managing all cameras and NVRs.
    - Remote access to live feeds and recordings via secure channels.
  - ONVIF Compliance:
    - Cameras and NVRs must be ONVIF Profile S and G compliant for interoperability with third party devices.
  - Security:
    - HTTPS, SSL/TLS encryption, and IP filtering.
  - Event Notifications:
    - Real-time alerts via email or push notifications for motion detection.
- **Certifications and Compliance:**
  - Cameras, NVRs, and HDDs must comply with:
    - ✓ CE, FCC, and RoHS certifications.
    - ✓ Surveillance drives must meet Seagate or equivalent standards.
  - Cabling must comply with ANSI/TIA-568-C.2 standards.
- **Support & Warranty:**
  - Warranty:
    - Cameras, NVRs, and HDDs: Minimum **3 years**.
    - Cabling: Minimum **1 year** against manufacturing or installation defects.
  - Support:
    - On-site technical support during installation and commissioning.
    - Post-installation SLA for troubleshooting and maintenance.
  - Firmware Updates:
    - Free updates for the lifetime of the product.
- **Additional Requirements:**
  - Accessories:
    - Include mounting brackets, screws, weatherproof enclosures, and necessary connectors.
  - Spare Parts:
    - 20% extra Cat6 cables and connectors for contingencies.
  - Documentation and Training:
    - Provide detailed as-built drawings and wiring diagrams.
    - Conduct a training session for the operators at each DHQ.

➤ **Manufacturer Authorization Letter:**

- **Requirement:**
  - Manufacturer Authorization Letter (MAF) from the principal manufacturer will be given preference.

**8. Printer All in One (Quantity: 05)**

- **Make: HP or Equivalent**
- **Specifications:**
  - **Make and Model:**
    - Approved Brands: HP or Equivalent – Office Series.
    - Equivalence Requirement: If proposing an equivalent brand, the model must meet or exceed the specifications of the HP Office Series in terms of performance, reliability, and support. Documentation or proof of equivalence must be provided.
  - **Functions:**
    - Capabilities: The printer must support the following functions:
      1. Print
      2. Copy
      3. Scan
  - **Print Technology:**
    - Type: Laser printing technology.
  - **Print Speed:**
    - Black and White Printing: Up to 45 pages per minute (ppm) for A4-sized paper.
  - **Duty Cycle:**
    - Monthly Duty Cycle (A4): Capable of handling up to 150,000 pages per month.
  - **Connectivity:**
    - Wireless: Built-in Wi-Fi for wireless printing and connectivity.
    - Wired Networking: Ethernet port for wired network connectivity.
    - Direct Connection: USB 2.0 or higher for direct printing and scanning.
  - **Supplies:**
    - Toner Cartridges: Each printer must be supplied with one (1) initial toner cartridge and two (2) additional toner cartridges.
    - Toner Yield: The toner cartridges should have a yield of at least 6,000 pages per cartridge (based on ISO/IEC 19752 standard).
  - **Paper Handling:**
    - Input Tray Capacity: Minimum 250 sheets.
    - Output Tray Capacity: Minimum 150 sheets.
    - Supported Paper Sizes: A4, A5, A6, B5 (JIS), envelopes, and custom sizes.
    - Duplex Printing: Automatic two-sided printing (duplex).
  - **Scanning Features:**
    - Scan Resolution: Minimum 600 dpi.
    - Scan Speed: Up to 30 images per minute (ipm) for A4-sized paper.
    - Scan File Formats: PDF, JPEG, PNG, TIFF.
    - Copying Features:
      - Copy Speed: Up to 45 copies per minute (cpm).
      - Copy Resolution: Minimum 600 x 600 dpi.
      - Reduction/Enlargement: 25% to 400% scaling.
  - **Warranty and Support:**
    - Warranty Duration: One-year onsite warranty with next business day support.
    - Support: Access to 24/7 technical support via phone, email, or online chat.
    - Service Centers: Authorized service centers must be available in major cities.
  - **Power Supply:**
    - System Power Cord: Standard power cord with the appropriate plug type as per Pakistan standards.
    - Power Supply Unit: Must comply with Pakistan Electrical and Electronics Standards.



- Documentation:
  - User Manual: Printed or digital user manual for the printer and all included software.
  - Warranty Card: Must include a warranty card specifying the coverage and terms.
- Manufacturer Authorization Letter:
  - Manufacturer Authorization Letter (MAF) from the principal manufacturer will be given preference.

## **9. Printer Monochrome (Quantity: 10)**

- **Make: HP or Equivalent**
- **Specifications:**
  - General Features:
    - **Printer Type:** Monochrome laser printer
    - **Printing Technology:** Laser
    - **Functionality:** Print only
    - **Output:** Black-and-white
  - Print Performance:
    - **Print Speed:** Minimum **42 pages per minute (ppm)** on A4 paper
    - **First Page Out Time:** Less than **6.1 seconds** (specific value aligns with HP LaserJet Pro 4001dw)
    - **Print Resolution:** 1200 x 1200 dpi or higher
    - **Monthly Duty Cycle:** Minimum 80,000 pages
  - Paper Handling:
    - **Paper Sizes Supported:** A4, A5, A6, B5, Letter, Legal, Executive, Envelope (No. 10, Monarch, C5, DL, B5)
    - **Input Capacity:**
      - ✓ Standard Tray: **250 sheets**
      - ✓ Multipurpose Tray: **100 sheets**
      - ✓ Expandable Input Tray: Optional (if required)
    - **Output Capacity:** Minimum 150 sheets
    - **Duplex Printing:** Automatic (standard)
  - Connectivity:
    - **Wireless Connectivity:** IEEE 802.11b/g/n, dual-band Wi-Fi (2.4 GHz and 5 GHz)
    - **Wired Connectivity:** 1 x High-Speed USB 2.0, 1 x Ethernet 10/100/1000 Mbps
    - **Mobile Printing Support:** Compatible with Apple AirPrint, Google Cloud Print, HP Smart App, and Mopria-certified
  - Processor & Memory:
    - **Processor Speed:** Minimum **1.2 GHz**
    - **Memory:** At least **256 MB**
  - Security Features:
    - **Built-in Security:** Secure boot, encrypted data storage, and secure firmware
    - **Network Security:** WPA2 Enterprise, WPA3 support
  - Energy Efficiency:
    - **Compliance:** ENERGY STAR® and EPEAT® certified
    - **Power Consumption:**

- ✓ Printing: Less than **475 W**
- ✓ Standby: Less than **0.7 W**

- Physical Dimensions:
  - **Dimensions (WxDxH):** Not exceeding **381 x 357 x 216 mm**
  - **Weight:** Less than **8.56 kg**
- Consumables:
  - **Cartridge Type:** High-yield toner cartridge supported
  - **Yield:** Standard cartridge yield of at least **3,000 pages**; high-yield cartridge of **10,000 pages or more**
- Other Requirements:
  - **Warranty:** Minimum 1-year onsite warranty
  - **Support:** Availability of service centers within the region
  - **Included Accessories:** Power cable, USB cable, driver CD (if applicable), and setup guide
  - **Toners:** 02 Additional Toners

➤ **Manufacturer Authorization Letter:**

- Requirement:  
Manufacturer Authorization Letter (MAF) from the principal manufacturer will be given preference.

## **10. HP Toner 79A (Quantity: 04)**

- Specifications:
- General Requirements:
  - The toner must be **original, genuine, and brand-new** HP Toner.
  - The toner must be compatible with the following HP printers:
    - ✓ **HP LaserJet Pro M12 series** (e.g., M12a, M12w).
    - ✓ **HP LaserJet Pro MFP M26 series** (e.g., M26a, M26nw).
  - The toner model must specifically be **HP 79A Black (CF279A)** with no substitutions unless equivalent is explicitly approved.
- Performance Specifications:
  - **Print Yield:**
    - ✓ Must deliver a yield of **1,000 pages** per cartridge, based on ISO/IEC 19752 standards for 5% page coverage.
  - **Print Quality:**
    - ✓ Must ensure sharp, consistent black text and graphics, free from smudges, streaks, or fading.
  - **Reliability:**
    - ✓ The toner must perform seamlessly without causing jams or printer malfunctions.
- Packaging Requirements:

- Each toner cartridge must be delivered in its **original HP packaging** with tamper-proof seals.
- The packaging must display:
  - ✓ **HP branding.**
  - ✓ Product details (model: **HP 79A Black**).
  - ✓ Batch number and manufacturing date for traceability.
- Environmental Compliance:
  - The toner must comply with **RoHS (Restriction of Hazardous Substances)** standards.
  - Should be compatible with HP's **Planet Partners Recycling Program** or equivalent for environmental sustainability.
- Warranty & Support:
  - The toner must come with an **HP warranty against defects in materials and workmanship.**
  - Defective cartridges must be replaced by the supplier at no additional cost.
- Delivery & Documentation:
  - **Delivery Timeline:**
    - ✓ The toner must be delivered to the specified location within the agreed timeline.
  - **Documentation Requirements:**
    - ✓ Certificate of Authenticity (CoA) for each toner cartridge to verify originality.
    - ✓ Invoice with detailed item descriptions and quantities.
- Additional Notes:
  - Counterfeit or refurbished toners are **strictly prohibited.**
  - Suppliers must confirm that the toner will not void the warranty of the printer when used.
  - The supplier must ensure proper handling and storage to prevent damage during transit.

## **11. HP Toner 26A (Quantity: 02)**

- Specifications:
- General Requirements:
  - The toner must be **original, genuine, and brand-new HP Toner.**
  - The toner must be compatible with the following HP printers:
    - ✓ **HP LaserJet Pro M402 series** (e.g., M402n, M402dn, M402dne, M402dw).
    - ✓ **HP LaserJet Pro MFP M426 series** (e.g., M426fdn, M426fdw, M426dw).
  - The toner must specifically be **HP 26A Black (CF226A)**, with no substitutions unless equivalent is explicitly approved.
- Performance Specifications:
  - **Print Yield:**
    - ✓ Must deliver a yield of **3,100 pages** per cartridge, based on ISO/IEC 19752 standards for 5% page coverage.
  - **Print Quality:**
    - ✓ Must ensure consistent, high-quality black text and sharp graphics with no smudging, streaking, or fading.
  - **Reliability:**

- ✓ The toner must operate seamlessly without causing printer jams or malfunctions.
- Packaging Requirements:
  - Each toner cartridge must be delivered in its **original HP packaging** with tamper-proof seals.
  - The packaging must display:
    - ✓ **HP branding.**
    - ✓ Product details (model: **HP 26A Black**).
    - ✓ Batch number and manufacturing date for traceability.
- Environmental Compliance:
  - The toner must comply with **RoHS (Restriction of Hazardous Substances)** standards.
  - Should be compatible with HP's **Planet Partners Recycling Program** or equivalent for environmental sustainability.
- Warranty & Support:
  - The toner must come with an **HP warranty against defects in materials and workmanship.**
  - Defective cartridges must be replaced by the supplier at no additional cost.
- Delivery & Documentation:
  - **Delivery Timeline:**
    - ✓ The toner must be delivered to the specified location within the agreed timeline.
  - **Documentation Requirements:**
    - ✓ Certificate of Authenticity (CoA) for each toner cartridge to verify originality.
    - ✓ Invoice with detailed item descriptions and quantities.
- Additional Notes:
  - Counterfeit or refurbished toners are **strictly prohibited.**
  - Suppliers must confirm that the toner will not void the warranty of the printer when used.
  - The supplier must ensure proper handling and storage to prevent damage during transit.

## **12. Floor Standing Air Conditioner 2 Ton (Quantity: 01)**

- **Approved Brands:** Gree, Haier, Kenwood or Equivalent.
- **BTU/H Capacity:** 24000 BTUs
- **Compressor Type:** Inverter
- **Warranty:** 1 year Warranty & 3 year Compressor Warranty
- **Installation & Commissioning**
- **AC Ducting & Drainage as per requirement.**

## **BID DATA**

- a. Name & Address of Procuring Agency: Sindh Healthcare Commission  
2<sup>nd</sup> Floor, Block C, FTC Building  
Shara e Faisal, Karachi
- b. Brief Description of Procurement: Supply of Office Equipment, Computer Equipment &  
Electrical Equipment
- c. Tender Document Fee: PKR 3,000/-
- d. Amount of Bid Security/ Earnest Money: 2%
- e. Period of Bid Validity: 90 days
- f. Amount of Performance Security: 10%
- g. Issuance of Tender: 12-03-2025 up-to 27-03-2025 (10:00 AM)
- h. Deadline of Bid Submission: 27-03-2025 (11:00 AM)
- i. Date & Time of Bid Opening: 27-03-2025 (11:30 AM)
- j. Venue of Bid Opening: Meeting Room, Sindh Healthcare Commission  
2<sup>nd</sup> Floor, Block C, FTC Building  
Shara e Faisal, Karachi
- k. Time of Completion from Issuance of Work/ Purchase Order: Delivery should be made within 01 Month  
after award of contract
- l. Liquidated Damages: 0.25% contract price per day up to 10%
- m. Stamp Duty: 0.35% or notified by the Govt. of Sindh, will  
be paid by the successful bidder
- n. Deposit Receipt No.: \_\_\_\_\_  
Date: \_\_\_\_\_  
Amount: \_\_\_\_\_



**Financial Proposal Submission Form (Part of Financial Bid Envelope)**

[Location, Date]

To           (Name and address of Client / Purchaser)

Dear Sir,

We, the undersigned, offer to provide the           (Insert title of assignment) in accordance with your Request for Proposal dated           (insert date) and our Technical Proposal. Our attached Financial Proposal is for the sum of           (insert amount in words and figures). This amount is inclusive of all taxes.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. before the date indicated in            of the Proposal Data Sheet.

We also declare that the Federal & Provincial Governments of Pakistan has not declared us or any Sub- Successful Bidders for any part of the Contract, ineligible on charges of engaging in corrupt, fraudulent, collusive, or coercive practices. We furthermore, pledge not to indulge in such practices in competing for or in executing the Contract, and are aware of the relevant provisions of the Proposal Document.

We understand you are not bound to accept any Proposal you receive.

Signed

In the capacity of:

Duly authorized to sign the proposal on behalf of the Applicant.

Date:

## Price Schedule/ Financial Cost Sheet

Sr. No.	Item Description	No. of Units	Price per unit (Excluding taxes) (Rs.)	Per unit Tax (Rs.)	Unit Cost (Inclusive of All taxes)	Total Cost (No. of units * (Unit cost+ Unit Tax)) (inclusive of all taxes)
<b>Total Bid Price</b>						<b>Rs.</b>

**Total Bid Price Rs.** \_\_\_\_\_ (in words) \_\_\_\_\_

Date \_\_\_\_\_

Place \_\_\_\_\_

Signature of authorized person

Name:

(Company Seal)

\_\_\_\_\_

In the capacity of

Dully authority by

**Note: No cutting or overwriting is allowed. Any cutting or overwriting will lead to rejection of the financial bid.**



**Format for Covering Letter**

To  
(Name and address of Purchaser)

**Sub:** \_\_\_\_\_.

Dear Sir,

- a) Having examined the tender document and Appendixes, we the undersigned, in conformity with the said document, offer to provide the said items on terms of reference to be signed upon the award of contract for the sum indicated as per financial bid.
- b) We undertake, if our proposal is accepted, to provide the items/services comprise in the contract within time frame specified, starting from the date of receipt of notification of award from the client Department / Office.
- c) We agree to abide by this proposal for the period of \_\_\_\_days (as per requirement of the project) from the date of bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- d) We agree to execute a contract in the form to be communicated by the \_(insert name of the Purchaser)\_, incorporating all agreements with such alterations or additions thereto as may be necessary to adapt such agreement to the circumstances of the standard.
- e) Unless and until a formal agreement is prepared and executed this proposal together with your written acceptance thereof shall constitute a binding contract agreement.
- f) We understand that you are not bound to accept a lowest or any bid you may receive, not to give any reason for rejection of any bid and that you will not defray any expenses incurred by us in bidding.
- g) We would like to clearly state that we qualify for this work as our company meets all the pre-F criteria indicated on your tender document. The details are as under:

\_\_\_\_\_  
Authorized Signatures with Official Seal

## **INSTRUCTIONS FOR PREPARATION OF POWER OF ATTORNEY**

- a)** To be executed by an authorized representative of the bidder.
- b)** The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executants and when it is so required the same should be under common seal affixed in accordance with the required procedure.
- c)** Also, wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/power of attorney in favor of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.
- d)** In case the Application is signed by an authorized Director / Partner or Proprietor of the Applicant, a certified copy of the appropriate resolution / document conveying such authority may be enclosed in lieu of the Power of Attorney.

**Format of Power-of-Attorney**

**POWER OF ATTORNEY**

(On Stamp Paper of relevant value)

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

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

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

For \_\_\_\_\_

(Signature)

(Name, Designation and Address)

Accepted

(Signature)

(Name, Title and Address of the Attorney)

Date:

**On Stamp paper of relevant value**

**UNDERTAKING**

It is certified that the information furnished here in and as per the document submitted is true and correct and nothing has been concealed or tampered with. We have gone through all the conditions of tender and is liable to any punitive action for furnishing false information / documents.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

Signature

(Company Seal)

\_\_\_\_\_  
In the capacity of

Duly authorized to sign bids for and on behalf of:

**On Stamp paper of relevant value**

**AFFIDAVIT**

**Integrity Pact**

We \_(Name of the bidder / supplier)\_ being the first duly sworn on oath submit, that Mr. / Ms. \_\_\_\_\_ (if participating through agent / representative) is the agent / representative duly authorized by \_(Name of the bidder company)\_ hereinafter called the Successful Bidder to submit the attached bid to the \_(Name of the Purchaser)\_. Affiant further states that the said M/s (Bidding Firm/Company Name) has not paid, given or donate or agreed to pay, given or donate to any line officer or employee of the \_(Name of the Purchaser)\_ any money or thing of value, either directly or indirectly, for special consideration in the letting of the contract, or for giving undue advantage to any of the bidder in the bidding and in the evaluation and selection of the bidder for contract or for refraining from properly and thoroughly maintaining projects implementations, reporting violation of the contract specification or other forms of non-compliance.

\_\_\_\_\_  
Signature & Stamp

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Notary Public

**Financial Capacity of the Bidder**

Additionally, the following financial data form shall be filled out for the Bidder. The Purchaser reserves the right to request additional information about the financial capacity of the Bidder. A Bidder that fails to demonstrate through its financial records that it has the financial capacity to perform the required Supply/Services may be disqualified.

Financial Information	Historical information for the previous three years (most recent to oldest in (PAK Rupees))		
	Year 1 (Year)	Year 2 (Year)	Year 3 (Year)
Information from Balance Sheet:			
(1) Total Assets (TA)			
(2) Current Assets (CA)			
(3) Total Liabilities (TL)			
(4) Current Liabilities (CL)			
Information from Income Statement:			
(5) Total Revenue (TR)			
(6) Profits before Taxes (PBT)			
Net Worth (1) – (3)			
Current Ratio (2) / (4)			

Provide information on current or past litigation or arbitration over the last three (3) years as shown in the form below.

Litigation or arbitration in the last three (3) years: No: \_\_\_\_\_ Yes: \_\_\_\_\_ (See below)

**Litigation and Arbitration During Last three (3) Years**

Year	Matter in Dispute	Value of Award Against Successful Bidder in PAK Rupees
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\_\_\_\_\_  
 Authorized Signatures with Official Seal