



**Lady Reading Hospital (LRH)
Medical Teaching Institution (MTI)**

Peshawar
Contact No: 091-9211927

BID SOLICITATION DOCUMENTS

For

Plastic bottles & Empty Cartons

For the Year 2024-2025

Note: The prospective bidder is expected to examine the Bidding Documents carefully, including all Instructions, Terms & Conditions, and Specifications etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents in every respect would result in the rejection of the Bid.

Manager Material Management

Manger Housekeeping

Director Finance

Nursing Director

Associate Hospital Director

Medical Director

Hospital Director

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**Lady Reading Hospital
Medical Teaching institute
Peshawar
Phone: 091-9211927**

INVITATION FOR BIDS

Hospital Director, Medical Teaching Institute, **Lady Reading Hospital Peshawar** Invites sealed tenders under National Competitive Bidding for the procurement of “**Plastic bottles & Rudi tender FY 2024-25**” for Hospital, under rule 6(2) (b) “*single stage single envelope procedure*” of KPPRA Rules 2014, from Income / Sales tax, reflected on Active Taxpayer List of FBR.

A detailed list of specification of required items can be obtained from the Material Management Department of LRH during working hours (**Saturday is not working day**). The specification is also available on our web-site www.lrh.edu.pk

The bidders are required to submit bid security Rs **100,000/-** in the name of Hospital Director LRH-MTI Peshawar.

Pre-bid meeting with the interested bidders will be held on **- -2024 at 10:00 AM** at Manager Material Management.

The tenders complete in all respect must reach the undersigned by **10:00 AM on - -2024**, which will be opened at 10:30 AM on the same day in conference room / AHD office of the Hospital in the presence of the procurement committee and the bidders / representatives who may choose to attend.

Competent Authority reserves the right to reject any or all the bids as per provisions contained in Rule 47 of KPPRA Rules 2014.

1) INSTRUCTIONS TO BIDDERS:

1. This Bidding procedure will be conducted in light of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Laws, Rules made there under, along with Standard Bidding Documents.
2. **Any bid received after the deadline for submission of bids shall not be entertained and shall be returned unopened to the Bidder.**
3. The bid should be complete in all respect and must be signed by the bidder.
4. All prices quoted must be in Pak Rupees (PKR) and should include all applicable taxes. If not specifically mentioned in the Quotation, it will be presumed that the prices include all the taxes.
5. The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental/ Semi-Governmental institutions from Stamp Paper.
6. Bidders shall not be eligible to bid if they are under a declaration of Ineligibility for corrupt and fraudulent practices issued by any government organization in accordance with the Section 44(1) KPP Rules 2014.
7. LRH Peshawar shall evaluate the proposal in a manner prescribed in advance, without reference to the price and reject any proposal which does not conform to the specified requirements.
8. Alternative bid shall not be considered and shall be rejected by the Competent Authority.
9. At any time prior to the deadline for submission of bids, LRH Peshawar may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the bidding documents by amendment.
10. If a bid is not substantially responsive, it will be rejected by the Procuring Entity and may not subsequently be made responsive by the Bidder by correction of the nonconformity.
11. **Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.**
12. The Bidder may after its submission withdraw its bid prior to the expiry of the deadline prescribed for submission of bids. Withdrawn bids will be returned unopened to the Bidders.
13. Any bid not received as per terms and conditions laid down in this document are liable to be ignored. No offer shall be considered if:
 - a. Received without Bid Security;

- b. It is received after the date and time fixed for its receipt;
- c. The offer is ambiguous;
- d. The offer is conditional i.e., advance payment, or currency fluctuations etc.;
- e. The offer is from blacklisted firm in any Federal / Provincial Govt. Deptt;
- f. Only typed tender on original prescribing letter pad, sealed & signed should be submitted, the quoted Price must be preprinted and hand written quoted price will not be acceptable. The tenders must be according to hospital specification; alternate rates (**Double rates for single Items**) will not be accepted.

14. Usage of correction fluid & corrections are strictly prohibited unless duly initialed.
15. Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
16. Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
17. In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation in front of the bidders.
18. Any direct or indirect effort by a bidding firm to influence this institution during the process of selection of a bidder or award of contract may besides rejection of its bid result into its disqualification from participation in the LRH Peshawar's future bids.
19. LRH MTI Peshawar may accept or reject any or all of the bids under Rule 47 of KPPRA Rules, 2014.
20. Brand and Pack size must be mentioned with each quoted item.
21. Price valid till 30th June 2025.
22. The facility of collecting waste material must be available round the clock (24 hours a day and seven days a week) including calendar gazette holidays.
23. Weight & Count should be in presence of LRH deputed staff.
24. Sub-letting will not be allowed and if found so, the contract will be cancelled by forfeited the call deposited in favor of the institution.
25. Fine up to 2000/- per day can be imposed in case of unsatisfactory performance at a time.
26. The contract can be terminated at any time by hospital administration as per unsatisfactory performance.
27. The price is including all government taxes.
28. The contractor shall not claim or charge any transportation, loading / unloading, labor or any other charges,
29. Always Prepare out Gate Pass of LRH, without Gate Pass the contractor may not allow to take any waste material out form hospital premises.
30. No conditional tender will be acceptable.

4. BID Security

Bid security **Rs.100,000/-** in favor of “Hospital Director LRH Hospital”
The Bid Security in shape of Pay Order is not accepted

The bid security may be forfeited:

- i) If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
- ii) In the case of a successful Bidder, if the Bidder fails to sign the contract
- iii) If a successful Bidder unable to supply the items after issuance of 3 reminders, order will be placed to the next lowest bidder.

5. BID VALIDITY:

- i) The bids should be valid **for 180 days**.
- ii) In exceptional circumstances, LRH Hospital may solicit the Bidder’s consent to an extension of the period of validity reasons shall be recorded in writing. The request and the responses there to shall be made in writing. The bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

6. BLACKLISTMENT OF DEFAULTED BIDDER/CONTRACTOR

Conditions for Blacklistment of Defaulted Bidder/Contractor under rule 44 of KPPRA Rules 2014

The following are the events which would lead to initiate (Rule 44 of KPPRA Rules 2014) blacklisting/debarment process;

- Consistent failure to provide satisfactory performances.
- Found involved in corrupt/fraudulent practices.
- Abandoned the place of work permanently

Conditions for debarment of Defaulted Bidder/Contractor

Failure or refusal to;

- Accept Purchases Order / Services order terms;
- Make supplies as per specifications agreed;
- Fulfill contractual obligations as per contract
- Non execution of work as per terms & condition of contract.
- Any unethical or unlawful professional or business behavior detrimental to good conduct and integrity of the public procurement process.
- Persistent and intentional violation of important conditions of contract.
- Non-adherence to quality specifications despite being importunately pointed out.
- Security consideration of the State i.e., any action that jeopardizes the security of the State or good repute of the Lady Reading Hospital Peshawar -LRH-MTI Peshawar.

Procedure for blacklisting and debarment

1. Competent authority of Lady Reading Hospital -MTI Peshawar may on information, or on its own motion, issue show cause notice to the bidder.
2. The Show Cause notice shall contain the statement of allegation against the Bidder.
3. The bidder will be given maximum of seven days to submit the written reply of the show cause notice.
4. In case the bidder fails to submit written reply within the requisite time, the competent authority may proceed forth with ex-parte against the bidder.
5. Direct to issue notice of personal hearing to the bidder/ authorized representative of the bidder and the competent authority shall decide the matter on the basis of available record and personal hearing, if availed.
6. The competent authority shall decide the matter within thirty days from the initiation of proceedings.
7. The order of competent authority shall be communicated to the bidder by indicating reasons.
8. The order past as above shall be duly conveyed to the KPPRA and defaulting bidder within three days of passing order.
9. The duration of debarment may vary up to five years depending upon the nature of violation.

7. DISPUTES AND CONTROVERSIES/DISPUTE RESOLUTION

1. The purchaser shall constitute a committee comprising of disagreed & notified by the competent authority proper powers and authorizations to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.
2. Any bidder feeling aggrieved by any act of the purchaser after the submission of his bid may lodge a written complaint concerning his grievances not later than 03 days after the announcement of the bid evaluation report.
3. The grievance redress Officer shall investigate and decide upon the complaint within 06 days of the receipt of the complaint. The report along with decision shall be forwarded to the purchaser officer within the prescribed period.
4. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
Note: Grievance notified & designated who can invite appropriate official as co-opted member for grievance.
5. Any dispute or difference arising out of the Agreement which cannot be amicably settled between the Parties, shall be finally settled by KPPRA whose decision will final and binding on both the parties.

Plastic bottles & Empty Cartons 2024-25

S.No	Items Name	Price (Per KG)
1	Plastic bottles	
2	Empty Cartons	
3	Rudi	

Do's and Dont's

- Do attach only authentic documents.
- Do attach only legible/readable documents.
- Do attach table of contents on top of the bid documents.
- Don't attach fake and forged documents.
- Don't attach unreadable, misprint and dim/ dull documents.

10. Award of Contract:

After opening of the bids of the firm / contractor quoting the lowest rates in each item are accepted.

11. Payment:

- a. No advance payment will be permissible.
- b. The payment will be made after successful supply, installation/inspection and test run of all requisite items.

12. Sub-Letting Contract:

The supplier shall not sub-let or assign this Contract or any part thereof without the written permission of the procuring entity. In the event of the Services provider subletting or assigning this Contract or any part thereof without such permission, the procuring entity shall be entitled cancel the Contract and to purchase the goods elsewhere on the supplier account and risk and the supplier shall be liable for any loss or damage which the procuring entity may sustain in consequence of arising out of such purchase.

AGREEMENT DEED

THIS RATE CONTRACT AGREEMENT is made and agreed today on / /2024 between the LRH MTI through Hospital Director (*hereinafter referred to as the Procuring Agency or the 1st party, which expression shall, where the context admits, be deemed to include the assignee/s of the provincial Government of Khyber Pakhtunkhwa*); and Messrs. S h o a i b K h a n through _____ Designation **Owner** CNIC No: 17301-5342980-3, (*hereinafter referred to as the Contractor or the 2nd party or he/his, which expression, unless repugnant to the context, means and includes their legal heirs, successors-in-interest, assignee/s and legal representative/s*) that:

WHEREAS the Procuring Agency has made a bidding competition for selection and rate contracting of waste material (Plastic Bottles & Empty cartons) for _____ (*hereinafter referred to as waste material*) for actual contract of the selected and rate contracted goods to be made by the LRH MTI

TERMS & CONDITIONS:

1. The period of contract will be Up to 30th June 2025.
2. The 2nd Party shall pay to the 2nd Party Rs- / Per KG for the garbage lifting from LRH-MTI.
3. Plastic bottles & Empty Cartons is to be collected from point (earmarked for the purpose) on daily basis from the premises of LRH-MTI, before sunset in day light. No such items to be taken after sunset or in the night.
4. The facility of collecting waste material must be available round the clock (24 hours a day and seven days a week) including calendar gazette holidays.
5. Bio-data of the workers along with copy of ID cards will have to be deposited with the administration of LRH-MTI by the 2nd Party.
6. Payment by the 2nd Party shall be made on daily basis subject to verification by the officer of the 1st Party
7. The 2nd party will hire his own labor for lifting segregation of material dumped at the designated Point.
8. Weight & Count should be in presence of LRH security deputed staff & designated officer.
9. Sub-letting will not be allowed and if found so, the contract will be cancelled by forfeiting the CDR in favor of the 2nd Party.
10. In care of dispute between the parties, the matter shall be resolved through mutual understanding however the decision of the Hospital Director LRH-MTI shall be final & binding upon both parties.
11. Penalty in shape of Fine up to 20,000 per day can be imposed on 2nd Party in garbage is not lifted in time.
12. The contract can be terminated at any time by the 1st Party.
13. The 2nd Party shall not be filing any suit/complaint in any court of law against the decision of 1st Party.
14. 2nd Party shall be deposit Rs- 100,000/- security in favor of Hospital Director LRH-MTI
15. The price is i.e per KG including all government taxes.
16. The 2nd Party shall not claim or charge any transportation, loading / unloading, labor or any other charges from the 1st Party,
17. Gate Pass shall be issued from MMD.
18. The focal Person will submit weekly/monthly/quarterly report to the Procurement cell, House Keeping and the Hospital Director.
19. In case of three warning issued to the 1st Party by the 2nd Party in writing for the non-performance of the 2nd party of this contract will be terminated by the 2nd Party.

Hospital Director

Name: _____

Medical Teaching institute

CNIC No _____

Lady Reading Hospital, Peshawar

M/S _____

Address: _____

Witness of the Second party

Witness of the first party

Name.....

Name _____

CNIC No

CNIC No _____

Address.....

Address: _____