



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

Contact No: 091-9211927

**BID SOLICITATION DOCUMENTS
For
SIGNAGES 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
LRH MTI Peshawar

AD Legal
LRH MTI Peshawar

Manager In-patient
LRH MTI Peshawar

Admin/External Liaison Officer
LRH MTI Peshawar

Director Finance
LRH MTI Peshawar

Director Nursing
LRH MTI Peshawar

Associate Hospital Director
LRH MTI Peshawar

Medical Director
LRH MTI Peshawar

Hospital Director
LRH MTI Peshawar

INTRODUCTION:

Medical Teaching Institution (MTI)/ Lady Reading Hospital Peshawar invites sealed bids from the eligible bidders for procurement of **Signage's** for Hospital under Open Competitive Bidding under rule 6(2) (b) "**Single Stage Two Envelope**" bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (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. The bids will be opened on **13/03/2025 at 11:30 AM** in presence of the bidders/representatives who choose to attend
3. Any bid received after the deadline for submission of bids shall not be entertained and shall be returned unopened to the Bidder.
4. The bid should be complete in all respect and must be signed by the bidder.
5. All prices quoted must be in Pak Rupees (PKR) and should include all taxes applicable by govt (at any stage of Tender Process/till the validity of rates). If not specifically mentioned in the Quotation, it will be presumed that the prices include all the taxes.
6. Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.
7. For any query, clarification regarding Services / Bid Solicitation Documents, the applicants may send a written request at least one day prior to the opening date.
8. 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.
9. 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 earnest money;
 - 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 pre printed 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 and the item will be considered rejected.

10. Usage of correction fluid & corrections are strictly prohibited unless duly initialed.
11. Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
12. Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
13. In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation in front of the bidders.
14. 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.

2) ELIGIBILITY CRITERIA:

Bidders must give compliance to the below mentioned clauses as these are mandatory to being eligible for the bidding process. Relevant certificates must be attached.

- Computerized National Identity Card (photo-copy).
- The bidder must be registered with Income / Sales Tax Department, reflected as Active Tax Payer on the list of FBR.NTN/KNTN and Professional tax.
- The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental / Semi-Governmental institutions.
- 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.

3. GENERAL CONDITIONS: -

1. 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.
2. Alternative bid shall not be considered and shall be rejected by the Competent Authority.
3. 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.
4. 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.
5. LRH MTI Peshawar may accept or reject any or all of the bids under Rule 47 of KPPRA Rules, 2014

4. INVITATION FOR BIDS

Hospital Director, Medical Teaching Institute, **Lady Reading Hospital Peshawar** invites sealed tenders on turnkey basis under National Competitive Bidding for the procurement of **Signage's** for Hospital, under rule 6(2)(b) ***“single stage two envelope procedure”*** of KPPRA Rules 2014, from (General order supplier) registered with the Income / Sales tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security @ **200,000/-** in shape of Call Deposit Receipt (CDR)/Bank Guarantee in the name of Hospital Director LRH Peshawar. An affidavit is mandatory, in the technical bid that bid security is placed in the financial bid.

The tenders complete in all respect must reach the undersigned by **11:00 hrs on 13-03-2025**, which will be opened at **11:30 hrs** on the same day in conference room of the Complex 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.

5. **BID Security**

Bid security Rs-**200,000/-** in shape of Call Deposit refundable drawn in favor of “Hospital Director LRH Hospital”

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.

6. **BID VALIDITY:**

- i) The bids should be valid for a period of 120 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.

Approved Rates will be valid till **30-06-2025**.

7. SPECIFICATION HOSPITAL SIGNAGE'S

1	<p>Signages</p> <p>Important painted sheet background holding the whole structure, imported Double Adhesive JOINER (With Installations) Aluminum Alloy sliding structure S-12 Hollow section with 20 micron anodizing Aluminum alloy sliding module with 20-micron anodizing module I-25, I-50, I-74, I-199 Sliding strips for module as per required size (Changeable System). High quality digital printing with scratch resistant lamination & UV protection high resolution UV LED 3D HQ printing. ABS end Caps will be hospital/bidder signature as per direction of engineer in charge. SS screw Philips C sunk self-tapping screw Drilled & screwed on walls with raw plugs/DA materials Language: English, Urdu, Pashto.</p>	Per Square Inch	
2	3D letter signage 3D, Stainless steel with acrylic sheet 5mm with LED backlit system floor or direction system. (With Installations)	Per Square Inch	
3	Imported High-quality foamboard sheet, High-quality digital printing with Sabri 2000 sticker, 2 coat lamination, Double tape, Chain + Hock + Acrylic (including all accessories/ complete installation)	Per Square Inch	
4	Combo Modular Sign 8mm PVC board with high quality digital UV printing jointed with 5mm acrylic sheet UV printed HQ with Changeable strip System with installation	Per Square Inch	
5	<ul style="list-style-type: none"> • Aluminum Alloy E-40 profile • 3mm Acrylic sheet • Vinyl Sheet • UV LED flatbed direct printing • Battery backup system • LED module with warranty • 220 to 12V power supply • Ceiling anchors with chains • CNC and laser cutting processing • transportation and fabrication 	Per Square Inch	

8. EVALUATION CRITERIA FOR PROCUREMENT OF HOSPITAL SIGNAGE'S

The bids / proposals will be evaluated on the basis of advertisement, bid solicitation documents and the point system as specified below.

A proposal shall be rejected during the technical evaluation if the bid does not fulfill the minimum specified requirements OR if it fails to achieve the minimum score as indicated in the below mentioned table. Relevant certificates / documents must be attached.

(Total Technical Evaluation Marks: 70)

Qualifying marks: 49

S #	Parameters	Sub-parameters	Marks
1	Legal Requirement		24
		Sales Tax Registration Certificate	Mandatory
		NTN Registration Certificate	Mandatory
		Factory visit	Mandatory
		KNTN / Professional Tax Certificate	05
		Manufacturer	05
		PEC (Pakistan Engineering Council) registration	02
		Most recent Sales Tax Return from FBR	04
		Bank Statement of Last Years (2 Marks for each year)	04
		Chamber of Commerce	04
2	Product Sample		15
	<p>Product that 100% comply with the advertised specifications will be considered for evaluation</p> <p>Sample(s) of successful bidder(s) shall be kept by LRH. Supplies, when received, will be cross checked against the samples. Should the supplies fall below the standard of the supplied samples, they will be rejected and subsequently returned to the vendors.</p>	Samples will be examined & accepted by the Technical & Evaluation Committee	
		Satisfactory/accepted	15
		Unsatisfactory/rejected	0
		Note: Sample of the Quoted Item shall be submitted to the technical Evolution Committee	
3	Relevant Experience		12
	Market experience in Signage's (Purchase Order	03 marks for each purchase order	12

	of past 06 months must be attached)		
4	Past Performance		5
	Relevant Performance /satisfactory certificate from previous organizations	i. 1-5 (One mark for each certificate)	5
5	Audit Reports	Past Three years (03 marks for each year)	09
6	Office	Peshawar based office (will be verified from rent agreement / ownership certificate).	05
	Total Marks		70
	Qualifying Marks		49

Total Marks in Technical Criteria: 70

- The bidders achieving a minimum of 49 marks out of 70 marks in the Technical Evaluation will be declared technically qualified. Financial bids of only technically qualified bidders will be opened publically at the time to be announced by the Procuring Agency. The Financial Bids of technically disqualified bidders will be returned un-opened to the respective firms. After opening of the financial bid of the qualify bidders the firm / contactor quoting the lowest rates will be selected and contract will be awarded.
- Bids having items not fulfilling/in compliance with the required specifications shall be treated as non-responsive bids.

9. 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 MTI Peshawar.

Procedure for blacklistment 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 PKPRA 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.

10. REDRESSING OF GRIEVANCES

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 redressed 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.
5. Note: Grievance notified & designated who can invite appropriate official as co-opted member for grievance.

11. Award of Contract:

Contracts shall be confirmed through a written agreement signed by the successful bidder and the LRH/MTI Peshawar.

12. 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.

Medical Teaching Institution (MTI)

Lady Reading Hospital (LRH)

Peshawar

"TENDER NOTICE"

(Single Stage Two Envelop)

Sealed Bids are invited from the Manufacturers/ Importer/authorized Dealers for the supply of following items for LRH Peshawar. Tender should reach to the office of the undersigned on or before **13/03/2025 at 11:00 AM** which will be opened on the same day at **11:30 AM** in presence of bidders or their representatives. The Bid security shall be submitted from the account of the firm/bidder/contractor who submits the bid in favor of Hospital Director, Lady Reading Hospital Medical Teaching Institution Peshawar.

S. N	Name of Work	Tender	Call Deposit	Tender opening
1.	Signages 24-25	1st	200,000	Date: 13/03/2025 Time: 11:30 AM

TERMS AND CONDITION:

1. Only typed tender on original prescribed letter pad, sealed & signed should be submitted, the quoted Price must be printed and hand written quoted price is not be acceptable. The tenders must be according to **hospital specification; double rates** for one item will not be accepted.
2. Pre-bid Meeting will be held on dated: **26/02/2025 at 11:00 AM** in the office of Material Management Department of LRH-MTI Peshawar.
3. The tender must be according to Bid Solicitation Documents (BSDs).
4. The Income Tax, stamp duty and Professional Tax or any other Government tax will be charged as per rules. (Only those firms will be honored that are on Active Taxpayer's List FBR).
5. No conditional tender will be acceptable.
6. A detailed Bid Solicitation Documents (BSDs) can be obtained from the Material Management Department of LRH-MTI during working hours (**Saturday is not working day**) or also available on our web-site www.lrh.edu.pk
7. **The bid security in the shape of CDR only will be accepted.**
8. The competent authority has the right to reject all bids under Rule 47 of the Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Procurement Rules 2014 after giving valid reason.
9. LRH's FTN Number is 9050181.

Note: Text in Bold will be treated as mandatory

Associate Hospital Director

Lady Reading Hospital

Peshawar

Address of Pre-Bid Meeting & Bid Submission/Opening:

Lady Reading Hospital/MTI Peshawar, Khyber Pakhtunkhwa,

Hospital Director

Lady Reading Hospital

Peshawar

Telephone: 0092-91-921140