



## FAUJI FOUNDATION

**TRUST CREATED UNDER THE CHARITABLE ENDOWMENTS ACT 1890  
FOR THE BENEFIT OF EX SERVICEMEN AND THEIR FAMILIES**

### TENDER INVITATION

<b><u>Tender No. &amp; Date</u></b>	<b><u>Tender Opening Date &amp; Time</u></b>	<b><u>Project</u></b>
FF/3719/ALC/RWP/CPO Dated 03 Oct 2019	22 Oct 2019, 11:30 Hours	Fauji Foundation Hospital (ALC) Rawalpindi

**Subject: Tender - Procurement of ALC Stores (General/Hardware) from Oct 2019 to Sep 2020 - FY 2019/20**

Dear Sir,

1. Sealed Quotaions are invited for ALC (LF) items required by Fauji Foundation Hospital (ALC) Department Rawalpindi as per terms and conditions mentioned below, which may be read thoroughly before submitting your offer. Detail of demanded items is as per **Annex A** to this IT.
2. Please quote rates on FOR Fauji Foundation Hospital (ALC) Rawalpindi basis including installation and commissioning charges. Sales Tax is exempted on supply of goods to hospitals vide Govt of Pakistan Finance Bill 2008. Therefore, do not include sales tax while quoting your rates in case of goods required to be supplied to hospitals.
3. **Special Instructions.**
  - a. **The demanded items have to be delivered in two phases on six monthly basis. The purchase order will be furnished twice a year.**
  - b. All tender conditions may please be read point by point and understood properly before quoting and tender conditions should be responded clearly.
  - c. In case of incomplete rate / in complete quotation, the offer will not be accepted.
  - d. Only IT terms and conditions be endorsed on technical and commercial offers. Un-necessary terms & conditions from the firms, written on technical and commercial offers will not be accepted.
  - e. Firm's representative must attend and witness personally or through their agent, the opening of the tender on the specified day/date/time.
  - f. Supplier will provide all relevant documentation while installing equipment and warranty / Support Certificate from the OEM for the validity period.
  - g. Hand Written quotations are liable to be rejected.
  - h. Size of boot black oxford shape mentioned at ser no 8 of Anx A is as under:-

(1) Size 6 - Qty 25

- (2) Size 7 - Qty 25
- (3) Size 8 - Qty 100
- (4) Size 9 - Qty 100
- (5) Size 10 - Qty 50
- (6) Size 11 - Qty 10

4. **Submission of Tender.** The Sealed quotation (**Commercial Proposal**) must reach to this office by **1100 hours** on due date, which will be opened on same date (tender opening date) at **1130 hrs**. Commercial offer should be enclosed in one cover, properly sealed. The envelope containing proposal should be properly / clearly marked with tender number and opening date.

5. **Samples of the demanded ALC Stores are available at Fauji Foundation Hospital (ALC) Rawalpindi. Firms must visit the Hospital to see the samples before quoting. Any further details information / clarification regarding samples, please contact Dr. Nadeem Gul, Manager FFH (ALC) Rawalpindi, Tel # 051-5788150-65 (Extn 510), Cell # 0300-9593132.**

6. Details of after sale service facilities available in Pakistan for the quoted equipment is to be reflected.

7. The firms may attend and witness personally or through their agent, the opening of the tender on the specified day/date/time.

8. **Validity of Offers.** The **quotation should be valid for a period of 4 months** from the date of opening of "**Commercial Proposal**". In case the firm withdraw its offer withing validity period, bid money equal to 5% of quoted price will be deducted / paid by the firm as penalty besides taking other acitons, against the firm.

9. **Multiple Option.** Only one option of the ofered item (latest version) is to be quoted and will be accepted. Alternative offer of the item of same manufacturee will not be accepted.

10. **Demonstration.** The firms are to demonstrate the equipment by displaying actual equipment or through demonstration tape, if asked (seller will provide for acceptance of their equipment before opening of commercial offer).

11. **Warranty / Gurantee.** **One year on sight comprehensive warranty / gurantee** with "labour and part" against any manufacturing defects from the date of its supply / installation will be given.

12. In case of any dispute regarding terms and conditions of the contract / purchase order, quality of stores or any other differences between the parties, the matter will be referred to Director

IT&P Fauji Foundation who will be the sole arbitrator and his decision will be final and binding on both the parties.

13. Firms to give certificate that **“All IT conditions are accepted”**. The contract has to be concluded as per terms and conditions stated in this invitation to tender. Any subsequent changes by the firm at the time of conclusion of contract (being post tender offer) are not to be accepted.

14. Firm's poor response / performance regarding supply of item and repair / backup support for any item already installed / supplied in any FF Project may render the firm ineligible for shortlisting/blacklisting.

15. Please note that this is only an invitation to tender and no commitment to you. General Manager (Procurement) also reserves the right to accept or reject all or any offer without assigning any reason for such action.

16. Fauji Foundation reserves the right to increase or decrease the required quantity.

17. Please note that **items being asked must meet the technical requirements as mentioned in IT**. It must fulfill all parameters. In no case, items not meeting the criteria should be quoted.

18. **Time of Delivery and Installation of Item.** The contracted item is to be delivered within one month after signing of the contract on issuance of purchase order.

19. **Liquidated Damage:** Liquidated damages **equal to 2% of contract value per month** subject to maximum of 10% on the delayed supplies are to be imposed as follows:-

- a. In case the delivery of equipment and its installation is completed within stipulated period in the contract (42 days), or extension thereof (without LD), LD charges will not be imposed.
- b. In case delivery of equipment is made within/before expiry of delivery period/extension (without LD), but installation is made after expiry of delivery period, LD charges are to be imposed for the delayed period in installation occurred the installation period stated in contract.
- c. In case delivery is made after expiry of delivery period stated in contract or extension thereof (without LD), LD charges are to be imposed on this delayed time for delivery of contracted stores. If the installation is made within 15 days, after delivery of equipment, LD charges on installation are not to be charged.

d. In case delivery of item is made after original/extended delivery period (without LD) and installation is not made within 15 days thereafter, LD charges are to be imposed as under:-

(1) LD charges are to be imposed for late delivery.

(2) LD charges are to be made for the period delayed after installation time of 15 days.

20. **Risk Purchase.**

a. If the equipment remained un-supplied for over one months after expiry of Delivery Schedule, the purchaser has the right to cancel the agreement and the equipment will be purchaed through following resources at the risk and cost of the firm:-

(1) Item will be purchased from next lowest bidder in Comparative Statement (CST).

(2) Item will be re-tendered on same specifications, if 2nd lowest is not available.

(3) Item will be purchased through Local Purchase (LP).

b. Security money will be forfeited.

21. **Payment.**

a. 100% payment will be made after completion of supply as per purchase order and satisfaction of users, who will furnish a satisfactory report after receiving 100% supply.

b. **Withholding Tax on Goods and Services.** Pursuant to amendment in first schedule of income tax ordinance 2001 with effect from 01 Jul 2015, the firms are required to submit copy of acknowledgement slip of tax return filed for the latest tax year (alongwith their quotations), to ascertain whether your firm is “filer or non filer” of tax return. In case, a firm wins the contract, at the time of claiming the payments against deliveries, a copy of above slip is to be attached with the bills/invoice to determine that the firm is a tax return “filer”. If this copy is not attached, the firms are to be considered as “non filer” and tax will be deducted accordingly by the paying authorities.

c. Please note that as per requirements the “filer” status/acknowledgement slip of return filed would also be cross checked/reconciled with web portal of FBR.

22. All firms registered with Fauji Foundation can participate in tender. However, un registered firms will participate by providing 5% earnest money of the quoted value in shape of bank draft. In case unregistered firm, stands lowest in commercial offer, it has to get itself registered with Fauji Foundation as per instructions given on web site [www.fauji.org.pk](http://www.fauji.org.pk) . In case firm fails to submit registration documents within 10 days of issue of information, earnest money deposited will be forfeited and item will be considered for award to next bidder.

23. **Ignoring of Offers.** The offer is liable to be rejected if it:-
- is submitted without earnest-money by un-registered firm or by a firm not registered for the particular store.
  - is received after the date and time fixed for its receipt.
  - is unsigned.
  - is ambiguous.
  - is conditional.
  - is given by firm black-listed, suspended or removed from the approved list.
  - is received with a validity period shorter than the required in the tender enquiry.
  - does not conform to general conditions of the enquiry.
24. For any further details please contact Senior Manager Procurement on Tel # 051-5951718 (Extn 1357 / 1361).
25. Please prepare your quotations as per specimen attached as Appendix – I .
26. Page number must be endorsed on every page of quotation.

**Appendix-I**

**QUOTATION AGAINST FAUJI FOUNDATION**  
**IT# \_\_\_\_\_ DATED \_\_\_\_\_ 2019**

It is certified that all terms and conditions given in above mentioned IT are acceptable and the quotations given below are submitted for consideration please.

Quotation No & Date	Validity (Minimum Four Months)	Nomenclature of Eqpt & Specification	Model No,	Country of Origin	Mfr	Qty	Unit Price (FOR)	17 % W/O GST	Total Amount W/O GST	Warranty/ Guaranty	
										Free Service & Spares	Free Service after expiry of warranty in Column 6
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)

**General Manager (Procurement)**  
**Fauji Foundation Head Office**  
**68 Tipu Road, Fauji Tower**  
**Chaklala Rawalpindi**  
**Tel : 5951821 – 40, Extn-1357**  
**Tel : 5952737**  
**Fax: 5951718**