



Government of Pakistan
PAKISTAN ORDNANCE FACTORIES
TENDER ENQUIRY
Therapeutic Goods (Pharmaceuticals)

TO

~~PPRA & MIS~~

Dear Sirs,

Reference: TENDER ENQUIRY NO 0003/HOSP/LP/52/A/Med DATE 06.11.2024

You are requested to submit quotations for the item(s) noted in the Schedule to the Tender. Offer should be sent duly sealed in an envelope. Please note the following instructions for filling the tender:-

1. SUBMISSION OF TENDER

- 1.1 TENDERS WILL BE OPENED AT 1200 HOURS ON 26.11.2024 IN BID CENTER ADJACENT TO RABITA HALL POF WAH CANTT AND MUST REACH BID CENTER ON OR BEFORE 11.30 HOURS ON DUE DATE. The tender received late will not be entertained. You may witness the opening of the tender if you so desire. If a representative is deputed, he should bring a letter of authority from you.
- 1.2 Only one tender should be included in one envelope. The outside of the envelope should be inscribed with:-

Tender Enquiry No: 0003/HOSP/LP/52/A/Med Dt. 06.11.2024

Tender to be opened on: 26.11.2024

**Tender in favour of: DY.COMMADANT-POF-HOSPITAL
POF WAH CANTT. (PAKISTAN)**

- 1.3 If envelope does not indicate reference of T.E or received late the same may be returned un-opened.

2. GENERAL INSTRUCTIONS REGARDING PREPARATION OF QUOTATIONS (Therapeutic Goods)

- 2.1 For Medicines, the prices should be filled in column 6 and delivery date in relevant column of the schedule to this Tender Enquiry. The undertaking should be signed at the bottom of the Schedule, which shall form the Quotation. You may use a separate sheet if necessary.
- 2.2 For Medicines, the bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the Technical Offer and the Commercial Offer:-

Part I **"Technical Offer"**: It should exclusively give technical details and literatures/brochures of medicines; validity date; delivery schedule; and signed undertaking given on the schedule to this Tender Enquiry. It must not indicate price, costs etc.

Part I **"Technical Offer"**: It should exclusively give technical details and literatures/brochures of the offered plant, machinery and equipment; validity date; delivery schedule; and signed undertaking given on the schedule to this Tender Enquiry. It must not indicate price, costs etc **(N/A)**

Part II **"Commercial Offer"** It should indicate the commercial terms e.g. price, terms of payment, mode of payment, mode of supply. Each part should be placed in a separate sealed cover. The envelopes should be inscribed with: Part I "Technical Quotation without price" and Part II "Commercial Quotation with Price."

- 2.3 The quotation must remain valid for, at least 90 days from the date of opening of commercial tenders.
- 2.4 The quotation should hold good for any reduced or enhanced quantities without notice.
- 2.5 In the event of non-acceptance of offer, intimation may be given to the Tenderers on their request.
- 2.6 Conditional offers or alternative offers are likely to be ignored.
- 2.7 Quotations should be based on:-

F.O.R. station of Dispatch basis, i.e. delivered free on rail, inclusive of packing and forwarding charges. The stores will be booked under Military Credit Note, to be provided by the purchaser.

Free delivery at POF's Hospital at Wah Cantt
In this case Octori duty will be payable by the supplier.

- 2.8 Taxes and Duties etc. where applicable, must be shown separately, quoting reference to Registration No. in cases of Sales Tax and relevant authority in the case of others. Offer without these clarifications and inclusive of Taxes and Duties may be ignored.
- 2.9 Taxes and duties levied on or after Tender opening date or on or after the date offer was signed and dispatched will be allowed to include in the offered rates.
- 2.10 "Suppliers will furnish a certificate, issued by Excise & Taxation Deptt, that he has cleared all Professional Tax payable by him" offers received without this certificate will be rejected.
- 2.11 Suppliers will render necessary information regarding hazardous effects on environment, of the materials/products supplied by them, in their quotations and shipping/dispatch documents.
- 2.12 If the requisite information is not furnished on the T.E forms or offer received is not conformity with the requirement of the T.E such offer shall be ignored

3. **INSPECTION**

3.1 Suppliers shall be subject to the inspection and acceptance by the competent inspection authority nominated by the Purchaser, who will arrange it at his own cost. Inspection facilities such as tools, test equipment, instruments etc will, however, be provided by the Suppliers in accordance with the relevant specifications.

3.2 Where considered necessary by the Purchaser, stores may be obtained on Warranty/Guarantee, subject to inspection on receipt. Rejected stores will be removed and replaced with the acceptable stores by the Supplier at his own expense, within a specified time.

4. **TENDER FEE**

The tender must be accompanied by a non-refundable fee by means of a crossed postal order/pay order for Rs 500/- in favour of Director Admin POFs Wah Cantt. Tenders received without tender FEE will be rejected in tender opening.

4.1 **TENDER SAMPLE**

Where required, offer must a company tender sample, strictly according to the description and specification given in Tender Enquiry. Offer not accompanied by tender sample will NOT be entertained excepting the established and reputable firms who have either previously satisfactorily supplied the same or similar stores or have submitted an acceptable sample thereof against previous T.E.

5. **BID MONEY**

Bid Money as per following detail, should accompany the tender in the shape of Deposit at Call Receipt / Pay Order / Banker's Cheque, from a scheduled Bank drawn in favour of:-
DY. COMMANDANT POF HOSPITAL WAH CANTT

5.1 Registered / indexed firms incl foreign firms - 2% of quoted value subject to max ceiling of Rs. 0.50 M

5.2 Registered / un-indexed firms incl foreign firms - 03% of quoted value subject to max ceiling of Rs. 0.75 M

5.3 Unregistered Firms incl foreign firms - 5% of quoted value subject to max ceiling of Rs. 1.00 M.

5.4 Govt. organization/ production units/state owned enterprises/welfare projects of Svcs HQ - Rs. 0.50 M

5.5 Earnest money will be returned to un successful (less first three lowest quote firms) bidders on opening of commercial offer

5.6 Earnest / bid money will be returned to successful bidder on submission of unconditional BG

5.7 Tenders received without Bid Money will be rejected.

6. **ACCEPTANCE OF OFFERS**

6.1.1 POF Hospital may reject all bids or proposals at any time period to the acceptance of a bid or proposal but is not required to justify grounds for its rejection. POF shall incur no liability towards suppliers or contractors who have submitted bids or proposals.

6.2 **PERFORMANCE BOND**

(a) The successful bidders shall provide Performance bond at the rate of upto 10% of the total value of contract, in form of a Deposit At Call Receipt from a scheduled Bank, within 07 working days from issuance of LOI strictly. The Performance Bond will be in favour of C.M.A. (POF) Wah Cantt. It will be returned on satisfactory completion of the contract.

(b) If the Supplier fails to furnish the Performance Bond within the specified time, such failure will constitute a breach of the contract and the Purchaser shall be entitled to make other arrangements for purchase of the stores at the risk and expense of the Supplier.

6.3 Performance Bond from State owned organizations may be waived off at the discretion of the Purchaser.

6.4 **FAILURE TO SUPPLY THE STORES**

All deliveries must be completed by the specified date. If the failure to deliver the stores within the scheduled time should have arisen from "Force Majeure", which the Purchaser may admit as reasonable ground for further time, he will allow such additional time as he may consider to have been required by the circumstances of the case. Otherwise, he will be entitled, at his discretion, to cancel the contract; and/or, claim liquidated damages upto 2% but not less than 1% of the contract price of the items and their quantities for each and every month or part of a month, beyond the specified delivery date, during which these may not be delivered, subject to a maximum of 10% of the total contract value of the particular stores which remained unsupplied either in part or in full: or, to purchase, from elsewhere, the unsupplied stores at the risk and cost of the Supplier.

6.5 **PAYMENT**

a. 100% Payment will be made by the C.M.A (POF) through crossed cheque on receipt/acceptance of stores on our prescribed bill form supported by receipt voucher on part/full supply basis.

b. Payment of duties /Taxes including professional tax (where applicable) must be supported by proof of having paid these to concerned Govt. Taxation Deptt:

7. **SECURITY OF INFORMATION**

The tenderer and his employees must not communicate any information relating to the sale/purchase of stores under this enquiry to any person other than the manufacturer or to any press or agent not authorized in writing by POFs to receive it.

Please return the Schedule to the Tender duly signed by the specified date, alongwith the specifications drawings etc. if any, enclosed herewith - even if you are unable to quote.

WARNING In case the firm abstain from making offers or fail to return/acknowledge the tender form by the specified date on three consecutive occasions, no further tender enquiry may be issued to them and their names would be liable to remove from the approved list.

Yours faithfully,


Lt Col
(Salman Hyat Khan)

Dy Commandant POF Hospital
for PAKISTAN ORDNANCE FACTORIE

PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER ENQUIRY NO. .0003-Hosp-LP-52-A-Med

DATE

08.11.2024

(1) FOR MATERIALS

(1) Item No	(2) Description with Spec etc.	(3) Manufacturer	(4) Unit	(5) Qty	(6) Quoted Rates (Rs.)	(7) Total Price (Rs)
59	PLASODINE 7.5% 450 ML SCRUB/PYODINE 7.5% 450 ML SCRUB Spec: POVIDONE-IODINE	LAHORE PHARMA/BROOKES OR EQUIVALENT	BTL	900		

(2) For Plant & Machinery:

Specifications:-

(3) Special Conditions.

- 01 Only one rate should be quoted in local currency i.e Rs/Unit
- 02 The delivered medicines/store which are subsequently found un-registered or nearing the expiry date at any stage during the currency of the contract, shall have to be replaced by the supplier at its on expense.
- 03 Quotation must remain valid for 90 days from commercial opening.
- 04 **Samples are mandatory required for alternate brands alongwith Tech. Quotation otherwise offer will not be considered.**
- 05 Each delivery challan must bear batch No, Date of manufacture and date of expiry of delivered Store alongwith mandatory information to Purchase Section.
- 06 Sales Tax Registration No. issued by Excise & Taxation Department must be given in Quotation.
- 07 The supplies must be of fresh manufacture and must possess at least 85% to 90% of the labeled life on receipt by the consignee.
- 08 The supplier will make sure that the medicines/Store are not sub-standard and have prescribed life printed on packing. The medicines shall be delivered in original sealed Packing/containers from the manufacturers
- 09 The delivery is required immediately. The supplier will be bound to supply the store within said period. D.P will only be extended with imposition of LD.
- 10 Brand name must clearly be mentioned against which the rate is quoted.
- 11 Supplier must assure the quality of items supplied. In case of any complaint from end user, the supplier will replace the item on his own expense.
- 12 Supplier provide authorized distribution letter of their manufacturer/importer (notarized copy from related Embassy and rep must generate the original of same at the time of tender opening (Technical)
- 13 Only registered suppliers (with Sales Tax & Income Tax Deptt) who are on Active Taxpayer List (ATL) of FBR are eligible to supply goods/services to Government departments.
- 14 The payment to the registered persons may be linked with the active taxpayer status of the suppliers as per FBR database. If any registered supplier is not in ATL his payment should be stopped till he mandatory returns and appears on ATL of FBR.
- 15 Firm should be registered with SECP (Securities & Exchange Commission of Pakistan) registration certificate be enclosed with T. E documents.
- 16 Tender received without bid money will be rejected.
- 17 Supplier will provide Drug Testing Certificate of quoted medicines alongwith the tender documents
- 18 Samples of therapeutic goods being supplied by the firm may be got tested from any reputable Lab at the expense of the firm at any stage during currency of contract/expiry of medicines.
- 19 Supplier will ensure/provide documentary evidence at the time of payment that he had paid stamp duty @ 0.25% of the total value of contract.
- 20 The offer of firms, with poor performance, will be rejected.
- 21 Criteria for Technical Evaluation of bids is attached as per Annex-A

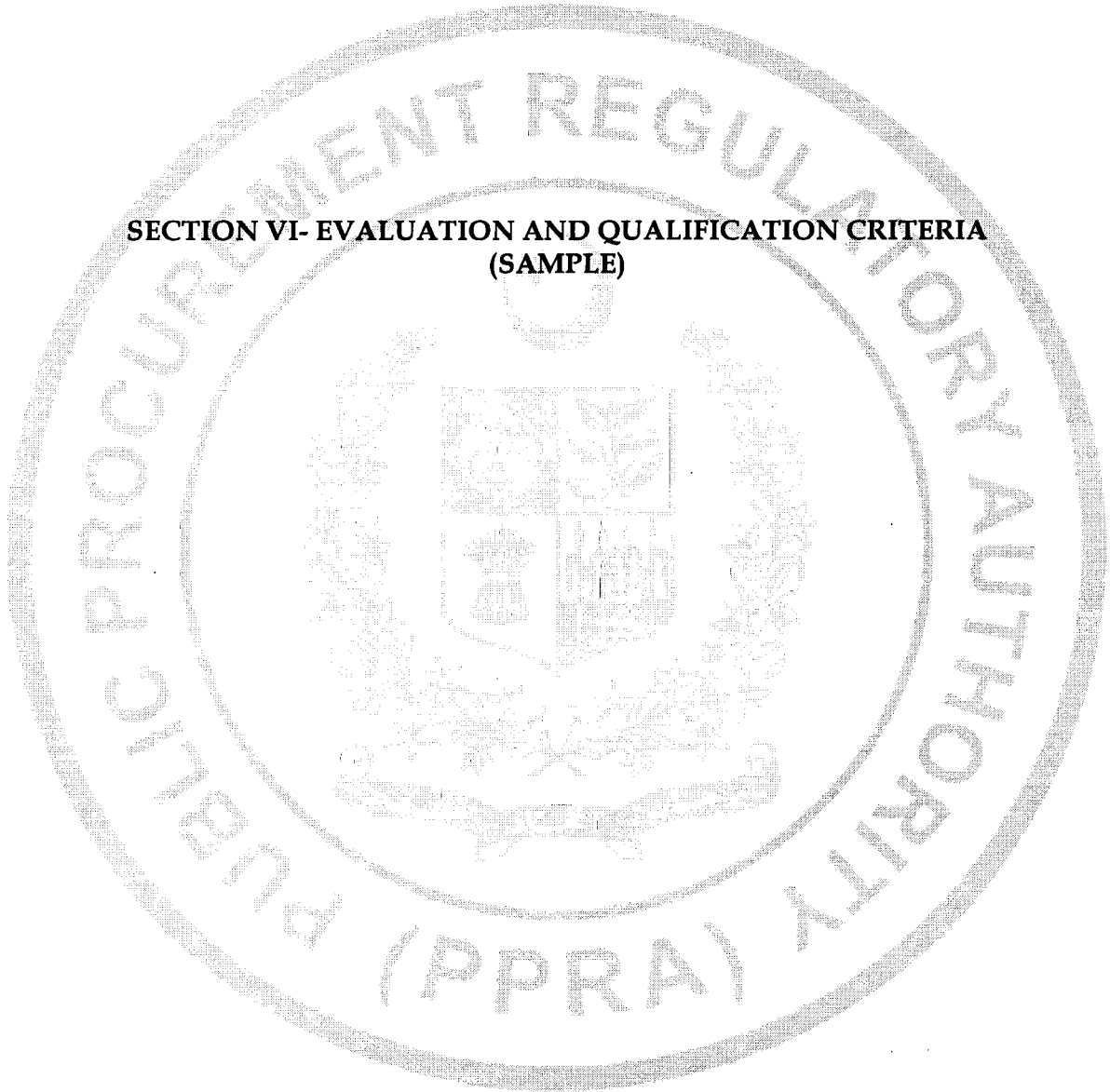
(4) Undertaking

Should our offer be accepted, we hereby undertake to supply the stores/render the services contracted on the basis of Conditions of Contract embodied in Form POF 1280, and to deposit the performance bond within the prescribed time, failing which it will constitute a breach of contract, and POF will have the right to purchase the stores/services elsewhere at our risk and cost.

Place _____
Date _____

Signature of the Tenderer _____
Name _____
Position _____
Address _____
Income Tax G.I.R No. _____

**SECTION VI- EVALUATION AND QUALIFICATION CRITERIA
(SAMPLE)**



Sample Qualification and Technical Evaluation criteria

Parameters	Detail	Total marks	Remarks																					
1	Market experience in quoted items <table border="1" style="margin-left: 20px;"> <tr> <td>i.</td> <td>Above 5 years</td> <td>5</td> </tr> <tr> <td>ii.</td> <td>3-5 yrs</td> <td>3</td> </tr> <tr> <td>iii.</td> <td>1-2 yrs</td> <td>1</td> </tr> </table>	i.	Above 5 years	5	ii.	3-5 yrs	3	iii.	1-2 yrs	1	5	In case of authorize supplier, original manufacturer experience shall be attached. Experience less than 1 year are not eligible												
i.	Above 5 years	5																						
ii.	3-5 yrs	3																						
iii.	1-2 yrs	1																						
2	Past performance <table border="1" style="margin-left: 20px;"> <tr> <td colspan="3">Major institution served</td> </tr> <tr> <td>i.</td> <td>Above 10</td> <td>10</td> </tr> <tr> <td>ii.</td> <td>8 to 10</td> <td>8</td> </tr> <tr> <td>iii.</td> <td>5 to 7</td> <td>6</td> </tr> <tr> <td>iv.</td> <td>2 to 4</td> <td>4</td> </tr> <tr> <td>v.</td> <td>1</td> <td>2</td> </tr> <tr> <td>vi.</td> <td>No institution served</td> <td>0</td> </tr> </table>	Major institution served			i.	Above 10	10	ii.	8 to 10	8	iii.	5 to 7	6	iv.	2 to 4	4	v.	1	2	vi.	No institution served	0	10	Institution include Government department, hospitals and private hospitals
Major institution served																								
i.	Above 10	10																						
ii.	8 to 10	8																						
iii.	5 to 7	6																						
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3	Credibility and certification <table border="1" style="margin-left: 20px;"> <tr> <td>i.</td> <td>Valid GMP certificate</td> <td>5</td> </tr> <tr> <td>ii.</td> <td>Valid ISO certification</td> <td>3</td> </tr> <tr> <td>iii.</td> <td>Any other relevant certification</td> <td>2</td> </tr> </table>	i.	Valid GMP certificate	5	ii.	Valid ISO certification	3	iii.	Any other relevant certification	2	10	GMP issued by Drug Regulator Authority of Pakistan is required. Therapeutic goods which are not Registered with DRAP are not eligible.												
i.	Valid GMP certificate	5																						
ii.	Valid ISO certification	3																						
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4	Financial Status <table border="1" style="margin-left: 20px;"> <tr> <td>i.</td> <td>Last year audited balance sheet</td> <td>5</td> </tr> <tr> <td>ii.</td> <td>Tax returns last 3 years</td> <td>3</td> </tr> <tr> <td>iii.</td> <td>Bank certificates about wealth, reputation and liquidity status that bidders have never defaulted</td> <td>2</td> </tr> </table>	i.	Last year audited balance sheet	5	ii.	Tax returns last 3 years	3	iii.	Bank certificates about wealth, reputation and liquidity status that bidders have never defaulted	2	10	Bidder can provide more than one certificate which indicates about bidder's financial wealth, liquidity status, reputation that they have never defaulted in financial transactions and letter												
i.	Last year audited balance sheet	5																						
ii.	Tax returns last 3 years	3																						
iii.	Bank certificates about wealth, reputation and liquidity status that bidders have never defaulted	2																						

				of credits.																		
5	Production capacity	Per day production capacity against the quoted items against total advertised quantity <table border="1"> <tr> <td>i</td> <td>1.6-2%</td> <td>5</td> </tr> <tr> <td>ii</td> <td>1.1-1.5%</td> <td>3</td> </tr> <tr> <td>iii</td> <td>1%</td> <td>2</td> </tr> <tr> <td>iv</td> <td>Less</td> <td>0</td> </tr> </table>	i	1.6-2%	5	ii	1.1-1.5%	3	iii	1%	2	iv	Less	0	5							
i	1.6-2%	5																				
ii	1.1-1.5%	3																				
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6	Product sample	Sample will be examine per following parameters a) Labeling and packing rule 1986 b) Outer packing c) Inner packing d) Physical appearance <table border="1"> <tr> <td>i</td> <td>Excellent</td> <td>5</td> </tr> <tr> <td>ii</td> <td>Good</td> <td>3</td> </tr> <tr> <td>iii</td> <td>Satisfactory</td> <td>2</td> </tr> <tr> <td>iv</td> <td>Unsatisfactory</td> <td>0</td> </tr> </table>	i	Excellent	5	ii	Good	3	iii	Satisfactory	2	iv	Unsatisfactory	0	5	Products that 100% comply with the advertised specification shall be considered for evaluation						
i	Excellent	5																				
ii	Good	3																				
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7	Technical staff	<table border="1"> <tr> <td rowspan="2">i</td> <td rowspan="2">Plant manager</td> <td>PHD/ IPHIL</td> <td>2</td> </tr> <tr> <td>Pharm</td> <td>1</td> </tr> <tr> <td rowspan="2">i</td> <td rowspan="2">Production manger</td> <td>PHD/ IPHIL</td> <td>2</td> </tr> <tr> <td>2</td> <td>1</td> </tr> <tr> <td rowspan="2">i</td> <td rowspan="2">Quality assurance manger</td> <td>Pharm / MSc chemistry</td> <td>1</td> </tr> <tr> <td>Pharm / MSc chemistry</td> <td>1</td> </tr> </table>	i	Plant manager	PHD/ IPHIL	2	Pharm	1	i	Production manger	PHD/ IPHIL	2	2	1	i	Quality assurance manger	Pharm / MSc chemistry	1	Pharm / MSc chemistry	1	6	Bidder is required to attach relevant attested degree and appointment letter of the concerned staff
i	Plant manager	PHD/ IPHIL			2																	
		Pharm	1																			
i	Production manger	PHD/ IPHIL	2																			
		2	1																			
i	Quality assurance manger	Pharm / MSc chemistry	1																			
		Pharm / MSc chemistry	1																			

8	Bioequivalence study of the quoted products	Availability of bioequivalence study	3													
9	Ranking of firm	Current ranking according to Sales (pharmaceutical sales index)	6	Attach certificate of current ranking												
		<table border="1"> <tr> <td>i</td> <td>Above 100</td> <td>1</td> </tr> <tr> <td>ii</td> <td>60-99</td> <td>3</td> </tr> <tr> <td>iii</td> <td>30-59</td> <td>5</td> </tr> <tr> <td>iv</td> <td>1-29</td> <td>6</td> </tr> </table>	i	Above 100	1	ii	60-99	3	iii	30-59	5	iv	1-29	6		
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10	Source of Raw Material	<table border="1"> <tr> <td rowspan="2">i</td> <td rowspan="2">Active ingredient</td> <td>Original Manufacture/research molecule /FDA approved</td> <td>5</td> </tr> <tr> <td>Others</td> <td>3</td> </tr> <tr> <td rowspan="2">ii</td> <td rowspan="2">Excipient</td> <td>Original Manufacture/research molecule /FDA approved</td> <td>5</td> </tr> <tr> <td>Others</td> <td>3</td> </tr> </table>	i	Active ingredient	Original Manufacture/research molecule /FDA approved	5	Others	3	ii	Excipient	Original Manufacture/research molecule /FDA approved	5	Others	3	10	Attach certificate
i	Active ingredient	Original Manufacture/research molecule /FDA approved			5											
		Others	3													
ii	Excipient	Original Manufacture/research molecule /FDA approved	5													
		Others	3													
11		Obtained marks=	Total = 70													