



**GAJJU KHAN MEDICAL COLLEGE /
BACHA KHAN MEDICAL COMPLEX
MEDICAL TEACHING INSTITUTION (MTI)**

Contact No: 0938-280214

**BID SOLICITATION DOCUMENTS
FOR
PROCUREMENT OF IT EQUIPMENTS

FOR
NIGAR COLLEGE OF NURSING**

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.

INTRODUCTION:

Gajju Khan Medical College invites item wise sealed bids from the eligible bidders for procurement of IT Equipment's for Nigar College of Nursing Open Competitive Bidding under rule 6(2) (b) "**Single Stage Two Envelope**" bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.

<i>Description</i>	<i>Dates</i>
Pre-bid meeting	
Closing/Last submission/Opening	
Bid security	
Tender Process	Single Stage Two Envelope

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. All the bidders are required to provide annexure wise complete requisite documents with page marking for their Technical Evaluation / Qualification as prescribed under the rules.
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 applicable taxes. 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 Withdrawn bids will be returned unopened to the Bidders.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:
 1. Received without earnest money;
 2. It is received after the date and time fixed for its receipt;
 3. The tender document and the bid is unsigned;
 4. The offer is ambiguous;
 5. The offer is conditional i.e. advance payment, or currency fluctuations etc.;
 6. The offer is from blacklisted firm in any Federal / Provincial Govt. Deptt;
 7. Hand written bids shall NOT be accepted; it must be typed.

10. Usage of correction fluid & corrections are strictly prohibited unless duly initiated.
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 GKMC Swabi's future bids.

2. ELIGIBLE BIDDERS:

- a. 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.
- b. The bidder must be registered with Income / Sales Tax Department, reflected as Active Tax Payer on the list of FBR.NTN and KPK Professional tax.
- c. The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental/ Semi-Governmental institutions.
- d. 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: -

- GKMC Swabi 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.
 - At any time prior to the deadline for submission of bids, GKMC-MTI Swabi 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.
 - 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.
 - GKMC-MTI Swabi may accept or reject any or all of the bids under KPPRA Rules, 2014.
 - Non-Provision of mandatory documents mention in these SBDs shall lead to disqualification of the firm / quoted items.
 - **All the participants are required to submit separate bid for each lot. Technical and financial.**
 - Bid document and required documents must be submitted in Hard Tap binding.
 - The Procuring Agency, at any stage of the procurement proceedings, having credible reasons for or prima facie evidence of any defect in Supplier's capacities may require the Suppliers to provide information concerning their professional, technical, financial, legal or managerial competence.
 - The Procuring Agency has the right to inspect the premises of bidder to inspect the setups ensuring proper after sales services, documents mentioned in technical bids and any other relevant details. Premises (office/workshop) of bidder shall be insured through ownership/or Rent agreement.
 - The Bid security shall be from bank account of the bidder.
 - Ordinary cheque and Payment Order (PO) shall result in bid rejection.
1. The Unit price quoted by the bidder shall be **inclusive** of all applicable duties and taxes. All prices shall include relevant taxes & duties, where applicable.
 2. In case of the Importers/Authorized Dealers, the firm will ensure that the items are acquired from the original manufacturer and are procured through proper channel as advised by the original manufacturer.
 3. Different models/ prices offered for a single item by the same bidder shall be considered as alternate bid and shall be non-responsive.
 4. All reservations in SBDs shall be submitted in writing in the pre-bid meeting by authorized person/representative of the firm.

5. Rates will be valid till the completion of project.
6. The schedule for supply of goods shall be as under:
 1. Within 90 days from the date of issuance of supply order by the Purchasing Agency for items to be imported.
 2. Within 60 days from the date of issuance of supply order by the Purchasing Agency for items to be locally manufactured.
 3. Within 30 days from the date of issuance of supply order by the Purchasing Agency for items to be locally available
7. The Penalty on late supply of goods shall be charged as under
 1. Penalty @ 2% for late supply up to 15 days.
 2. Penalty @ 5% for late supply beyond 15 days

NOTE: No additional or supporting documents will be entertain after bid opening.

**GAJJU KHAN MEDICAL COLLEGE
MEDICAL TEACHING INSTITUTE
SWABI**

4. INVITATION FOR BIDS

Dean / CEO, **GAJJU KHAN MEDICAL COLLEGE** invites sealed tenders on National Competitive Bidding for the procurement of IT Equipment's for Nigar College of Nursing, under rule 6(2)(b) "*single stage two envelope procedure*" of KPPRA Rules 2014, from reputed firms registered with the Income / Sales tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security 2% of the total bid value in the name of Dean / CEO GKMC Swabi. An affidavit is mandatory, without indicating the figure in the technical bid that bid security is placed in the financial bid. Pre-bid meeting with the interested bidders will be held on __ / __ / 2022 at 10:00 hrs at the office of the Manager Material Management.

The tenders complete in all respect must reach the undersigned by 11:00 hrs. on __ / __ / 2022, which will be opened at 11:30 hrs. on the same day in office of the Dean / CEO of the College 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 2% of the total bid value in favor of “Dean / CEO GKMC” should be kept sealed in the financial proposal. An affidavit is mandatory without indicating the figure in the technical bid that bid security is placed in the Financial proposal.

Bid security of the successful bidder will be released after submission of Performance Guarantee.

The bid security may be forfeited:

- If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
- In the case of a successful Bidder, if the Bidder fails to sign the contract or to furnish performance Guarantee.

6. BID VALIDITY:

- The bids should be valid for a period of 120 days.
- In exceptional circumstances, GKMC 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.

7. EVALUATION CRITERIA

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.

Important Note:

- All Hardware should be one years' warranty. (parts and services both)
- Every non-compliance will deduct 3 mark. Upon reaching 3 non-compliance, it will automatically disqualify the product.

Technical Marks: 70 (Technical Passing Marks 49)

Financial Marks: 30

Total Marks (70+30) = 100

Total Marks in Technical Criteria: 70

S #	Description	Range	Marks	Remarks
1.	Conformance to the Products Each product with 100% conformity will get 26 marks. Cumulative of products will be consider for numbering, any firm obtained below 17 marks will not be considered for further evaluation). For each deviation 3 marks will be deducted. *Technical specification as per required standards must be provided.			30
2.	Additional features of the product (02 marks for each feature)			04
3.	Years of Experience (The experience will be verified from firm registration)	Less than 01 years	0	Company profile must be attached
		01 to 03 years	02	
		04 to 05 Years	03	
		05 & Above	06 (Max)	
4.	Projects Completed (same nature, same Level)	01 Project	2.5	List of the projects along with contract documents, purchase order and completion certificates must be attached
		02 Projects	05	
		03 Projects	7.5	
		04 & above	10 (Max)	
6.	Financial capabilities (Turnover)	02 M to 05 M	04	Relevant record /Audit Report, IT-1 or IT-2 Form showing net annual sales
		06 M to 08 M	07	
		09 M & above	10 (Max)	
7.	Annual Tax Returns of FBR (Income Tax)	of last 02 Years	05 (Max)	2.5 marks for each year
8.	Additional Warranty	01 Years	05	With Parts & Services (2.5 marks for each year)
Total Marks			70	

Passing Marks: 49

Financial Criteria (30 Marks):

S #	Parameters	Sub-Parameters	Total Marks: 30
	Price		30
		Lowest Price will get full marks. The formula to calculate the marks for the price submitted is: [Lowest Price (Fm)/Price of Bid under consideration (F)] x100 x 0.30	30

Total Marks (Technical Criteria + Financial Criteria): 100

Financial bids of only technically responsive bidders will be opened publicly 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 Bidders. After getting the financial score from the remaining 30 marks, the two scores will be combined to identify the best evaluated bid.

Merit Point Evaluation Methodology: Contract will be awarded to the best evaluated responsive bid which gets the maximum marks and becomes the highest ranking in the Combined Evaluation calculated through the Merit Point Average Methodolog.

8. STATEMENT OF REQUIREMENT WITH SPECIFICATION

S. No	Item Name	Quantity
1	Desktop Computer System	35
2	Printer (Color)	01
3	UPS with battery backup	01
4	Smart TV – LED	01

1. Desktop Computer System:

Component	Description
Processor	10th Generation Intel Core i3 processor or Highers
Graphics Card	Standard
Monitor	19 inches LED
Memory	08 GB, DDR4 or more
Hard Drive	256 Solid State Drive
Keyboard	Branded USB
Mouse	Branded USB
Ports	Standard ports with RJ45
Operating System	Windows 10 Pro or latest
Warranty	1 Year warranty with local support (Parts + Services)

2. Printer (Color):

Component	Description
Print speed color	38 PPM A4
Print Resolution	600 x 600 dip Or higher
Tray	Standard 550 sheets or higher
Paper Size	A4, Legal and Letter
Multipurpose Tray	100 sheets
Network	Ethernet and Wifi
Memory	1 GB or Higher
Duplex Printing	Standard
Warranty	1 Year warranty with local support (Parts + Services)

3. 8 KVA UPS:

- With maintenance free batteries of Minimum 2 hours' backup
- With Installation and deployment at NCN Computer Lab

Component	Description
Capacity	8 KVA
Invertor	Pure Sign wave and surge protector
Batteries	External maintenance free
Trolley	Carrying trolley for UPS and Batteries
Brand	European/International
Warranty	1 Year warranty with local support (Batteries + UPS)
Services and accessories	Power cabling and installation of UPS and batteries at NCN MTI Swabi

4. Smart TV LED:

Component	Description
Size	55 inches or more
Resolutions	3,840 x 2,160 or more
Speakers	Internal
Picture Engine	Crystal Processor 4K or equivalent
Smart features	Mobile to TV - Mirroring, DLNA or equivalent
Wall mount	Yes
Ports	USB = 2, HDMI=1 Or more
Warranty	1 Year warranty with local support (Parts + Services)
Services	Wall mount installation at NCN MTI Swabi

9. BLACKLISTMENT

Conditions for Blacklisting 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;

- a. Consistent failure to provide satisfactory performances.
- b. Found involved in corrupt/fraudulent practices.
- c. 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 GAJJU KHAN MEDICAL COLLEGE Swabi.

Procedure for black listment and debarment

1. Competent authority of GAJJU KHAN MEDICAL COLLEGE may on information, or on its own motion, issue show cause notice to the bidder.
2. The show because 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.

10. REDRESSING OF GRIEVANCES

- a. 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.
- b. 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.
- c. 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.
- d. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
- e. 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 GKMC Swabi.

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.
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