

BID SOLICITATION DOCUMENTS
FOR
PROCUREMENT OF MEDICAL REAGENTS UNDER
RESEARCH PROJECT

JUNE 2024

ORIC

KHYBER MEDICAL UNIVERSITY

PESHAWAR,

(KHYBER PAKHTUNKHWA)

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Khyber Medical University
Committed to Excellence in Academics & Research



TENDER NOTICE

The Khyber Medical University, Peshawar invites sealed bids for purchase of following items from Manufacturers/ Importers/Authorized Dealers/Sub Dealers duly registered with Sales Tax, Income Tax, KPRA (who are on ACTIVE TAX PAYERS LIST of FBR and KPRA) and Excise & Taxation Department of Khyber Pakhtunkhwa.

S#	Description of Items
1.	Procurement of medical reagents under Research Project

- The method of selection will be single stage two envelopes procedure.
- The bidding documents including quantity, specification and detailed terms and conditions are available from the office of the undersigned (free of cost) from **27/06/2024** to **12/07/2024 (0800 Hours to 1530 Hours)**.
- The Bid may be dropped in the tender box placed in the KMU Administration Block, Peshawar positively by **12/07/2024 (1100 hours)**.
- The Bids/Technical Proposals will be opened in the KMU Committee Room on **12/07/2024** at **1130 hours** by the KMU Purchase Committee in the presence of the bidders or their representatives who choose to attend.
- Taxes will be deducted as per Govt: Rules.

Adv # 35/2024

DIRECTOR -ORIC
Khyber Medical University (Business Incubation Center)
KMU Peshawar Campus, Phase 5, Hayatabad, Peshawar.
Website: www.oric.kmu.edu.pk, Ph: 091-9217258

KMU Media

Section – II **TERMS & CONDITIONS / INSTRUCTIONS TO BIDDERS**

- **Bidding Process:**

The Khyber Medical University, Peshawar invites sealed tenders for procurement of medical reagents from Manufacturers/Importers/Authorized Dealers/Sub Dealers duly registered with Sales Tax, Income Tax, KPRA (who are on ACTIVE TAX PAYERS LIST of FBR and KPRA) and Excise & Taxation Department of Khyber Pakhtunkhwa.

Eligibility Criteria:

Bidders must give compliance to the below mentioned clauses as these are mandatory documents to be eligible for the bidding process.

- The authorized firms/ supplier must be registered with Income Tax, Sales Tax, having NTN and being reflected as active taxpayer on the list of FBR. Relevant certificates must be attached.
 - The bidder shall provide an undertaking that the organization has not been declared as a black listed authorized dealers / manufacturers / suppliers by any Governmental / Semi-Governmental institutions.
 - Authorization Certificate/ Sole Distributor/ dealership Certificate/ sub dealerships certificate.
 - Three years relevant experience or must attached at least 05 No's of supply order of the consumables (chemicals/ reagents).
 - Tax return (last three years)
- **General Conditions:**
 - Sealed Envelope containing two envelopes clearly marked “**Technical Proposal**” and the other “**Financial Proposal**” must reach the Tender Box before the due date and time mentioned in tender. The tender should be in sealed cover envelop clearly written thereon “**Quotations for**” the name of the Firm/Service provider with full address and telephone/ fax number must be written on the back of the quotation. If the envelop is not sealed and marked as above, the University will not be responsible for misplacement or pre-mature opening of bid.
 - Sealed **Technical Proposal envelope** should comprise of the following documents/proof.
 - Copy of registration with FBR, Sales Tax, KP Excise & Taxation Deptt:

- Bidding Documents without mentioning rates (each page signed and stamped by authorized person of the bidder with designation after detaching pages of Section –IV of Bidding Document) .
- Undertaking of call deposit 2 % of the total quoted value.
- Undertaking of non-black Listing.
- Bidders Profile
- Mandatory documents as mentioned in eligibility criteria
- Sealed **Financial Proposal envelope** should comprise of the following documents/proof.
 - Unit Rate (inclusive of all taxes) both in figures and words on bidder’s letter head.
 - Unit Rate(inclusive of all taxes) both in figures and words on pages of pages of Section –IV of Bidding Document issued by Procurement Section of Khyber Medical University.
 - 2% call deposit.
 - No hand writer will be accepted in financial bid.
- Sealed Envelope containing two envelope clearly marked “Technical Proposal” and the other “Financial Proposal “must reach the Tender Box before the due date and time mentioned in tender. The tender should be in sealed cover envelop clearly written thereon “**quotations for -----**” the name of the supplier with full address and telephone/ fax number must be written on the back of the quotation. If the envelop is not sealed and marked as above, the University will not be responsible for misplacement or pre-mature opening of bid
- All prices quoted must be mentioned in Pak Rupees (PKR) and must be inclusive of all applicable taxes. The rates should be mentioned in both words and figures. Rates with cutting or overwriting will be considered as nonresponsive. No tender with conditional, ambiguous and alternate price will be considered. Only one rate should be submitted for one item. If firm desires to offer more than one rates, he should purchase separate bidding documents.
- KMU may increase or decrease quantities of items as per KPPRA rules.
- If the successful bidder fails to supply the specified items within the stipulated period, KMU reserves the right to award supply order to the 2nd (second) lowest bidder and forfeit bid security of the first lowest bidder.
- The payment will be released after inspection by KMU Inspection Committee and satisfactory report submitted by the end user. If any item is rejected by KMU Technical/Inspection Committee, the supplier will be bound to replace it within 03 days at his own risk and cost.

- A Call Deposit/Banker's Cheque /Pay Order equal to 2 % of the quoted value must accompany the bid otherwise bid will be considered as nonresponsive. The Call Deposit /Banker's cheque/pay order should be in favor of the Director ORIC, Khyber Medical University, and Peshawar. The Call Deposit amount should be deposited on formula as $\text{Unit price} \times \text{qty required} = b * 2\%$. Cheques and insurance guarantees will not be accepted. The call deposits shall be verified before the preparation of comparative statements and if found fake, legal action will be taken against the firm as per rules. Each page of the bidding documents must be signed and stamped before submission to Khyber Medical University.
- Bid Security of bidders who do not technically qualify shall be returned without opening of their financial bid.
- Copies of registration with income tax, sales tax and clearance of Excise & Taxation department of Khyber Pakhtunkhwa. Income Tax, General Sales Tax and stamp duty will be deducted from the supplier as per government rules.
- Security @10% of the total bill of each will be deducted from the supplier at the time of payment. The retained security amount will be release after 01 year of supplies after receipt of satisfactory report from end user.
- The approved suppliers will be responsible for the replacement of spare parts free of cost during the guarantee period, which should be mentioned in the quotation and should be at least two years. In this regard a contract / agreement will have to be signed between the supplier and KMU.
- In case of fraudulent practice by the supplier, strict action will be taken against the supplier i.e. forfeit of security and call deposit amount and penalty.
- No partial payment will be made against partial supply/ delivery.
- The successful supplier will have to make an agreement on stamp papers for the supply of the items according to the Contract.

Section – III

Specifications

Sr#	Items	Specifications	Qty
1.	gDNA extraction Kits	Efficient isolation of high-quality genomic DNA from diverse samples (blood, Tissues) for downstream applications like PCR and sequencing. (250 preps per pack)	4 boxes (1000 reactions)
2.	RNA extraction kits	High purity RNA isolation kit for various sample types (cells, tissues, blood etc.) with high yield and minimal DNA contamination. (250 preps per pack)	4 boxes 1000 reactions
3.	PCR Master Mix	2x Taq polymerase mix 200 reactions/pack	10 packs 2000 reactions
4.	Agarose Powder	RNase/DNase-free, high-gelling agarose powder for electrophoresis of DNA fragments ranging from 50 bp to 20 kb.	500 grams
5.	Ethidium Bromide	Concentrated, high-purity ethidium bromide solution for agarose gels	10ml
6.	DNA ladder 100 bp	Pre-stained DNA size marker containing discrete DNA bands ranging from 100 bp to 1 kb	1000 reactions
7.	ABI SeqStudio Cartridge V2/any other cartridge compatible with the above mentioned Genetic analyzer	To be used in ABI Seqstudio. Enough for 2000 sequencing reactions	4
8.	ABI SeqStudio Cathode buffer compatible with the above mentioned Genetic analyzer	To be used in ABI Seqstudio. Enough for 2000 sequencing reactions	2
9.	Hi-Di Formamide	Compatible with purification and dissolving of cycle sequenced product	Enough for 2000 reactions
10.	Single Channel Pipette 10-200ul	Single channel, adjustable, ergonomic, autoclavable, with 2 year parts/service warranty, 3 months calibration 4 times/year ,CE-IVD Marked. Note: The firms will be bound to quote rates as a package of all items, as well as individual unit rate of pipettes and stand shall also be quoted.	2

11.	Pipette stand	Stand for single channel pipettes, high quality, autoclavable, 2-year replacement warranty.	2
12.	0.2ml PCR tubes Magnetic stand	Magnetic Stand for PCR tubes, high quality.	2
13.	Pipette filter Tips 10-100	nuclease free 96 tips/Box. Barrier/filtered. Compatible with Standard Universal fitting in pittepe. CE-IVD Marked. (96tips/box)	50 boxes
14.	Pipette filter Tips 20-200	nuclease free 96 tips/Box. Barrier/filtered. Compatible with Standard Universal fitting in pittepe. CE-IVD Marked. (96tips/box)	50 boxes
15.	Pipette filter Tips 100-1000	nuclease free 96 tips/Box. Barrier/filtered. Compatible with Standard Universal fitting in pittepe. CE-IVD Marked. (96tips/box)	50 boxes
16.	Microcentrifuge tubes	1.5 ml nuclease free, leak proof, easy to use, stable under low temperature and long duration storage. CE-IVD Marked. 1000/pack	10 packs
17.	PCR strips 0.2ml	PCR strips of 8 tubes each, with separate caps or lids; nuclease free, CE and IVD. 1000/pack	10 packs
18.	Gloves	non-sterile, Powder Free, Long Sleeves, good elasticity, Nitrile, four sizes (Small Medium, Large, Extra-large), CE marked (100/pack)	100 boxes,
19.	Shoe Cover	Disposable, covering up to ankles, bend grip	1000 pairs
20.	Ethanol / Alcohol	Commercial grade 2.5L/bottle	10
21.	Midi Horizontal agarose gel electrophoresis system with power supply	Midi Horizontal Electrophoresis Tank Three different size gel Caster Gel trays for small, medium and large sample throughput with combs	1
22.	RNA DNA free Water	Molecular grade Certified, CE / IVD marked	10000 ml
23.	Lint free tissues	Smooth, soft, lint free, compatible with cleaning sophisticated lenses, surfaces.	20 boxes 500 flys/box
24.	cDNA synthesis Kits	cDNA synthesis kit, containing random hexamer and oligo dT cocktail for enrichment.	1000 Reactions
25.	Hi-Di Formamide	For Seq Studio	Enough for 2000 reactions

Note: Also attach the technical bids/Specifications in MS Word format in Flash Drive.

Section – IV **BID SUBMISSION FORM** (Should also be submitted on company letter head too)

To

The Director ORIC
Khyber Medical University
Peshawar

Enclosed please find the offer to execute the contract of supply of medical supplies accordance with the conditions of agreement accompanying this bid for the price of. We accept to supply the items within time mentioned in the supply order on the rate approved by the purchase committee. . This bid and your written acceptance will constitute a binding contract between us. We understand that you are not bound to accept the lowest or any bid you receive. We hereby confirm that this bid complies with the validity of the bid required by the proposal documents. We are bound to make supply of items to Khyber Medical University during the stipulated time of supply order at the rate approved.

1. Name of Supplier: _____
2. Address of Supplier: _____
3. Phone Number of Service provider: _____
4. Fax No. _____
5. Name of the authorized person: _____
6. Signature: _____
7. Designation of authorized person: _____
8. Stamp of the Supplying Agency: _____
9. Dated: _____

BID Form

Sr#	Items	Specifications	Qty	Rate/Unit/ Box/ Pack
1.	gDNA extraction Kits	Efficient isolation of high-quality genomic DNA from diverse samples (blood, Tissues) for downstream applications like PCR and sequencing. (250 preps per pack)	4 boxes (1000 reactions)	
2.	RNA extraction kits	High purity RNA isolation kit for various sample types (cells, tissues, blood etc.) with high yield and minimal DNA contamination. (250 preps per pack)	4 boxes 1000 reactions	
3.	PCR Master Mix	2x Taq polymerase mix 200 reactions/pack	10 packs 2000 reactions	
4.	Agarose Powder	RNase/DNase-free, high-gelling agarose powder for electrophoresis of DNA fragments ranging from 50 bp to 20 kb.	500 grams	
5.	Ethidium Bromide	Concentrated, high-purity ethidium bromide solution for agarose gels	10ml	
6.	DNA ladder 100 bp	Pre-stained DNA size marker containing discrete DNA bands ranging from 100 bp to 1 kb	1000 reactions	
7.	ABI SeqStudio Cartridge V2/any other cartridge compatible with the above mentioned Genetic analyzer	To be used in ABI Seqstudio. Enough for 2000 sequencing reactions	4	
8.	ABI SeqStudio Cathode buffer compatible with the above mentioned Genetic analyzer	To be used in ABI Seqstudio. Enough for 2000 sequencing reactions	2	
9.	Hi-Di Formamide	Compatible with purification and dissolving of cycle sequenced product	Enough for 2000 reactions	

10.	Single Channel Pipette 10-200ul	Single channel, adjustable, ergonomic, autoclavable, with 2 year parts/service warranty, 3 months calibration 4 times/ year ,CE-IVD Marked. Note: The firms will be bound to quote rates as a package of all items, as well as individual unit rate of pipettes and stand shall also be quoted.	2	
11.	Pipette stand	Stand for single channel pipettes, high quality, autoclavable, 2-year replacement warranty.	2	
12.	0.2ml PCR tubes Magnetic stand	Magnetic Stand for PCR tubes, high quality.	2	
13.	Pipette filter Tips 10-100	nuclease free 96 tips/Box. Barrier/filtered. Compatible with Standard Universal fitting in pittepe. CE-IVD Marked. (96tips/box)	50 boxes	
14.	Pipette filter Tips 20-200	nuclease free 96 tips/Box. Barrier/filtered. Compatible with Standard Universal fitting in pittepe. CE-IVD Marked. (96tips/box)	50 boxes	
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16.	Microcentrifuge tubes	1.5 ml nuclease free, leak proof, easy to use, stable under low temperature and long duration storage. CE-IVD Marked. 1000/pack	10 packs	
17.	PCR strips 0.2ml	PCR strips of 8 tubes each, with separate caps or lids; nuclease free, CE and IVD. 1000/pack	10 packs	
18.	Gloves	non-sterile, Powder Free, Long Sleeves, good elasticity, Nitrile, four sizes (Small Medium, Large, Extra-large), CE marked (100/pack)	100 boxes,	
19.	Shoe Cover	Disposable, covering up to ankles, bend grip	1000 pairs	
20.	Ethanol / Alcohol	Commercial grade 2.5L/bottle	10	
21.	Midi Horizontal agarose gel electrophoresis system with power supply	Midi Horizontal Electrophoresis Tank Three different size gel Caster Gel trays for small, medium and large sample throughput with combs	1	
22.	RNA DNA free Water	Molecular grade Certified, CE / IVD marked	10000 ml	

23.	Lint free tissues	Smooth, soft, lint free, compatible with Cleaning sophisticated lenses, surfaces.	20 boxes 500 flys/box	
24.	cDNA synthesis Kits	cDNA synthesis kit, containing random hexamer and oligo dT cocktail for enrichment.	1000 Reactions	
25.	Hi-Di Formamide	For Seq Studio	Enough for 2000 reactions	

Note: Also attach the technical bids/Specifications in MS Word format in Flash Drive.

Section – V

FORM OF CONTRACT AGREEMENT

This agreement made on this day _____ of _____ 2024 between the Khyber Medical University, Peshawar (herein after called the Purchaser) of the one part and _____

_____ (herein after called the goods provider) of the other part.

Whereas the Purchaser invited bids for certain supply of goods Provider and has accepted a Bid by the goods provider/Supplier for the supply of those medical supplies, equipment's/Machinery /Furniture/ Goods. NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

- The following documents shall be deemed to form and be read as construed as part of this agreement viz:
 - The purchasers Notification to the Supplier of Award of Contract (Supply Order)
 - The form of Bid and the price schedule submitted by the Service provider/Supplier;
 - APPENDICES to BID.
- The successful supplier shall be bound to supply the required items at approved rates within 30 days for Local Items and 90 days for Imported Items of the receipt of supply order. In case of delay in supply within stipulated time the penalty @ 1% per 15 days for first 30 days and thereafter @ 2% per 15 days in the subsequent period.
- The item if found sub-standard or if not according to specification shall be replaced free of cost by the Supplier.
- The goods provider /supplier shall be bound to deliver and install the approved medical equipment's at the Site of installation at their own cost. However, the pre-requisite for the installation will be provided by the University.
- Strict action will be taken against the supplier in case of any fraudulent practice by the supplier.
- The goods provider /Supplier's request for payment shall be made to the Purchaser in writing, accompanied by invoices describing, as appropriate the equipment / machinery deliver upon full fill recent of all the obligations stipulated in the Contract. The payment to the supplier will be made from the by Purchaser after installation and inspection by technical committee and satisfactory report by end-users.
- The goods provider/Supplier is responsible for all taxes according to the laws of the Islamic Republic of Pakistan and Khyber Pakhtunkhwa Province.
- The goods provider /Supplier shall be responsible for deduction of 1% stamp duty while executing the contract as per Provincial Assembly Notification No. PA/NWFP/legis-1/2001/13723 dated 7/07/2007 regarding finance bill article No.22 (A) (B).
- **Warranty:**

- The goods provider /Supplier warrants that all the good are new, unused and of the most recent or current models and that they incorporate all recent improvements in design and materials.
- The goods provider /Supplier further warrants that the goods shall be free from defects arising from any act or omission of the Supplier or arising from design, materials and workmanship, under normal use in the condition prevailing in Khyber Pakhtunkhwa.
- The warranty shall remain valid for twelve (12) months after the goods have been delivered to and accepted by the Purchaser.
- The KMU shall give Notice to the supplier stating the nature of any such defects together with all available evidence thereof; promptly following the discovery thereof. The Purchaser shall afford all reasonable opportunity for the Supplier to inspect such defects.
- Upon receipt of such Notice, the supplier shall, within fifteen (15) days expedition replace the defective goods or parts thereof, at no cost to the Purchaser.
- If having been notified the Supplier fails to remedy the defects within the stipulated period, the purchaser may proceed to take within a reasonable period such remedial action as may be necessary, at the suppliers risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.
- The KMU Technical / Inspection Committee of University shall have the right to inspect / test the goods to confirm their conformity to the contract specification. The inspection and test may be conducted in the premises of KMU. The supplier shall provide all reasonable assistance, including access to drawings and production data, at no change to the Purchaser.
- The purchaser may reject any equipment / machinery that fail to pass any test and / or inspection on do not conform to the specifications. The supplier shall replace the rejected equipment at no cost to the Purchaser and shall repeat the test or Inspection.

- **Termination:** Termination for default:

The Purchaser, without prejudice to any other remedy for breach of contract by notice of default sent to the supplier, may terminate the contract in whole or in part.

- If the supplier fails to deliver any or all of the goods within the period specified in the contractor.
- If the Service provider /supplier fails to perform any other obligation under the contract.

In the event the purchaser terminates the contract in whole or in part, the Purchaser may procure, upon such terms and in such manner as it deems appropriate Goods or related

services similar to those undelivered or not performed, and the Supplier shall be liable to the purchaser to any additional costs for such similar goods.

- If the supplier, in the judgment of the purchaser has engaged in corrupt and fraudulent practices in competing for or in executing the contract.
- **Assignment:** The supplier shall not assign, in whole or in part its obligation under the contract.

Party – 1

(Director ORIC)

Party – 2 (The Supplier)

Name of Supplier: _____

Address of Supplier: _____

Phone Number of Supplier: _____

Fax No. _____

Name of the authorized person: _____

Signature: _____

Designation of authorized person: _____

Stamp of the Firm: _____

Dated: _____

Witness No. 1

Name: _____

Signature: _____

CNIC No: _____

Witness No. 2

Name: _____

Signature: _____

CNIC No: _____

Section – VI

DELIVERY TIME

The successful supplier / firm will be bound to supply the required items within 30 days the receipt of supply order for local items and 90 days for imported items. In case of delay in supply within stipulated time of period @1% per 15 days for first 30 days and thereafter @2% per 15 days in the subsequent period.

Section – VII QUALIFICATION CRITERIA

As per section-II(term & conditions)

The price bid will remain valid up to 31-12-2024.