

# **Medical Teaching Institution (MTI)**

Khyber Teaching Hospital (KTH)

Peshawar

Contact No: 091-9224400

## **BID SOLICITATION DOCUMENTS**

**For**

**New Toners 2025-2026**

**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:

Medical Teaching Institution (MTI)/ Khyber Teaching Hospital Peshawar invites. Sealed bids From the eligible bidders for the procurement of New Toners for Hospital under Open Competitive Bidding under rule 6(2) (a) "**Single Stage Single 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 and rules made there under, along with Standard Bidding Documents.
2. The bids will be opened on 05-3-25 in the 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 respects 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. GST Shall be included where applicable
6. Bidders are essentially required to provide correct and latest postal/email/web addresses, and phone/mobile/fax numbers for active and timely communication.
7. For any query, or 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 Withdrawn bids will be returned unopened to the Bidders.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 the 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.
10. Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.

11. In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation in front of the bidders.
12. 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 KTH Peshawar's future bids.
13. The brand name must be mentioned on each quoted item.

## 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.
- The bidder must be registered with Income / Sales Tax Department, reflected as Active Tax Payer on the list of FBR.NTN and for services KNTN.
- The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental/ Semi-Governmental institutions.
- The bidder shall provide an undertaking that supplies will be according to approved sample throughout the year, if in any case low standard or quality compromised found in supplies, that supply will be confiscated along with legal action against the bidder.
- Sample submission within 1 week after sample submission letter issued to each bidder, if samples not provided on specific time period the bid will be considered as non-responsive
- 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.
- **Local office (Peshawar)**

### **3. GENERAL CONDITIONS: -**

1. KTH Peshawar shall evaluate the bid 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, KTH 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. KTH MTI Peshawar may accept or reject any or all of the bids under Rule 47 of KPPRA Rules, 2014.

**Khyber Teaching Hospital  
Medical Teaching institute  
Peshawar**

Phone: 091-9224400

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**INVITATION FOR BIDS**

Hospital Director, Medical Teaching Institute, **Khyber Teaching Hospital Peshawar** Invites sealed tenders under National Competitive Bidding for the procurement of New Toners for Hospital, under rule 6(2)(a) "**single stage Single envelope procedure**" of KPPRA Rules 2014, from Income / Sales tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security Rs-250,000/- in shape of Call Deposit Receipt (CDR) in the name of Hospital Director KTH Peshawar.

The tenders complete in all respects must reach the undersigned by 10:00 hrs. on 05-3-25, which will be opened at 10:30 hrs on the same day in the office of the Manager Supply Chain in the presence of the tender opening 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.

#### **4. BID Security**

Bid security Rs-**250,000/-** in shape of Call Deposit refundable drawn in favor of "Hospital Director KTH 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.

#### **5. BID VALIDITY:**

- i) The bids should be valid for a period of 90 Days.
- ii) In exceptional circumstances, KTH 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.

#### **6. BID VALIDITY:**

Rates approved will be valid till 30-06-2026.

**Khyber Teaching Hospital MTI Peshawar****list of Toners 2025-26**

|    | <b>TONER MODEL</b>   | <b>PRINTERS DETAILS</b>            |
|----|--|------------------------------------|
| 1  | Hp 05A   | HP Laser Jet 2055dn                |
| 2  | Hp 53A   | HP Laser Jet 2015                  |
| 3  | Hp 26A   | HP Laser Jet 402dn                 |
| 4  | Hp 80A   | HP Laser Jet 400dw                 |
| 5  | Hp 85A   | HP Laser Jet 1102                  |
| 6  | TSC TTP244 Pro Ribbon  |                                    |
| 7  | Thermal sticker roll for TSC printer 244                                     |                                    |
| 8  | Hp 507A Cartridge (Yellow CE402A, Megenta CE403A, Cyan CE401A, Black CE400A) | Color Printer 500                  |
| 9  | Hp 17A   | HP Laser Jet 102                   |
| 10 | HP 19 A  | Drum                               |
| 11 | Hp 79A / 83  | HP P1102                           |
| 12 | Hp 12A   | Laser Jet 1020                     |
| 13 | (P7205)  | Printronix (P7205)                 |
| 14 | CE310A   |                                    |
| 15 | MXM464N  | Photocopier Machine Sharp MX-M 464 |
| 16 | Sharp AR-M452U   | Photocopier Machine Sharp AR-M452U |



|    |   |                                    |
|----|---|------------------------------------|
| 17 | HP Ink Cartridge 920<br>(Yellow, Megenta,                     |                                    |
| 18 | HP 49A  | HP Laser Jet 1320, HP 1116,        |
| 19 | HP 35A  | LaserJet P-1005                    |
| 20 | Canon 052   | Canon Printer 214dw                |
| 21 | Canon 039H  | Canon Printer LBP352x              |
| 22 | HP 15A Toner  | HP LajerJet 1200                   |
| 23 | Sumsung ML-1610   |                                    |
| 24 | Toner HP 92A Black  |                                    |
| 25 | Toner 05A   | HP laserjet 2055                   |
| 26 | Toner ML2250  | Samsung ML2250 Printer             |
| 27 | Printronix Ribbon P-<br>7000 7205 7210                        | Printronix Ribbon Cartridge P-7000 |
| 28 | Photocopier Toner<br>Sharp Sharp AR-5320                      |                                    |
| 29 | Photocopier Toner<br>Sharp Canon Image<br>Runner – Canon 2545 |                                    |
| 30 | Photocopier Toner<br>Sharp Canon Image<br>Runner – 6555i      |                                    |
| 31 | <b>Canon Toner 057<br/>original</b>                           | Canon LBP 226dw                    |
| 32 | Canon Toner 057 first<br>copy                                 | Canon LBP 226dw                    |
| 33 | Canon Toner 057 looks<br>like original                        | Canon LBP 226dw                    |
| 34 | Canon Toner 057 local<br>toner                                | Canon LBP 226dw                    |
| 35 | <b>Canon Toner 057H<br/>original</b>                          | Canon LBP 226dw                    |
| 36 | Canon Toner 057H first<br>copy                                | Canon LBP 226dw                    |
| 37 | Canon Toner 057H<br>looks like original                       | Canon LBP 226dw                    |
| 38 | Canon Toner 057H local<br>toner                               | Canon LBP 226dw                    |
| 39 | HP laserjet 76A<br>(Chipless) Toner                           | Canon LBP 226dw                    |
| 40 | Canon Toner 057H<br>(High yield) first copy                   | Canon LBP 226dw                    |
| 41 | Canon Toner 056   | Canon LBP 325X                     |
| 42 | Matica MC310 Black<br>ribbon                                  |                                    |
| 43 | Matica MC310 Cleaning<br>Kit                                  |                                    |

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|----|---|---|
| 44 | Matica Retransfer Film 8300                       |   |
| 45 | Matica color Ribbon 8300                          |   |
| 46 | Matica Black ribbon 8300                          |   |
| 47 | Matica Cleaning Kit 8300                          |   |
| 48 | Printer Toner 37 A                                |   |
| 49 | HP 89A Toner cartridge                            |   |
| 50 | Matica MC310 Printer Color Ribbon                 | Matica MC310  |
| 60 | Powder ink for toner 100gm (Small bag)            | Top quality powder ink for refilling HP laserjet 76A, Canon Toner 057H, and Canon Toner 056. Selection will be made on the quality of the ink   |
| 61 | Powder ink for toner refilling 500gm (medium bag) | Top quality powder ink for refilling HP laserjet 76A, Canon Toner 057H, and Canon Toner 056. Selection will be made on the quality of the ink   |
| 62 | HP 105 A  |   |
| 63 | Toner Refilling                                   | <p>Below points should be ensured while toner refilling;</p> <p>Terms and Conditions</p> <ol style="list-style-type: none"> <li>1. <b>Branded Ink Usage</b> <ul style="list-style-type: none"> <li>○ Only branded ink of the highest quality shall be used for toner refilling.</li> </ul> </li> <li>2. <b>Toner Refill Count</b> <ul style="list-style-type: none"> <li>○ Each toner cartridge will be refilled up to <b>five (5) times</b> before being discarded.</li> <li>○ The Supplier will maintain a tracking system to record the refill count for each toner cartridge.</li> </ul> </li> <li>3. <b>Component Replacement</b> <ul style="list-style-type: none"> <li>○ The drum and ink magnets in the toner cartridge must be replaced during each refill.</li> </ul> </li> <li>4. <b>Cleaning Procedure</b> <ul style="list-style-type: none"> <li>○ The ink plates and toner interior will be thoroughly cleaned using a blower during every refill to remove accumulated ink.</li> </ul> </li> <li>5. <b>Ink Quantity Requirements</b> <ul style="list-style-type: none"> <li>○ <b>High-yield toners:</b> 350 grams of ink must be filled in each refill.</li> <li>○ <b>Normal toners:</b> 200 grams of ink</li> </ul> </li> </ol> |

|    |   |   |
|----|---|---|
|    |   | <p>must be filled in each refill.</p> <p><b>6. Quality Assurance</b></p> <ul style="list-style-type: none"> <li>○ KTH will retain samples of satisfactory refilled toners as benchmarks for quality.</li> <li>○ Random quality checks will be conducted by KTH to inspect compliance with the above standards.</li> </ul> <p><b>7. Turnaround Time</b></p> <ul style="list-style-type: none"> <li>○ The Supplier will collect empty toner cartridges from KTH and return the refilled cartridges within <b>five (5) days</b>.</li> </ul> <p><b>8. Off-Site Refilling</b></p> <ul style="list-style-type: none"> <li>○ All toner refilling activities will be carried out off-site by the Supplier.</li> </ul> |
| 64 | Ink for Deskjet Printer (6 colors pack) |   |
| 65 | HP 107 A                                |   |
| 66 | Powder ink for toner 1000gm (large Bag) | Top quality powder ink for refilling HP laserjet 76A, Canon Toner 057H and Canon Toner 056. Selection will be made on the quality of ink  |

**Note: Samples may be called for all the above items if required.**

**7. Award of Contract:**

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

**8. Payment:**

- a. No advance payment will be permissible.
- b. The payment will be made after a successful supply and inspection