



**Khyber Teaching Hospital (KTH)  
Peshawar**

**Medical Teaching Institution (MTI)**

Contact No: 091-9224400

**BID SOLICITATION DOCUMENTS  
For  
OFFICE FURNITURE**

**All the changes/amendments in Pre-Bid meeting are colored  
Red**

**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.

**Manager Facilities Management**

**Manager Supply Chain**

**Rep. of Finance**

**Chairman Technical Evaluation**

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## 1. INTRODUCTION:

Medical Teaching Institution Khyber Teaching Hospital Peshawar-MTI invites, Item wise sealed bids from the eligible bidders (~~Suppliers~~ **Manufacturer or Authorized Distributor**) for procurement of **OFFICE FURNITURE** for Hospital through open Competitive Bidding under rule 6(2) (b) “*Single Stage Two Envelope*” bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.

Description	Date
Bid submission date and time	28-09-2023 10:00 am
Bid Security	Rs: 300,000/-

## 2. INSTRUCTIONS TO BIDDERS:

1. This Bidding procedure will be conducted in light of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules and regulations.
2. Both Technical and Financial Bids must be submitted in two separate sealed inner envelopes marked “**1-Technical Bid**” and “**2-Financial Bid**” which should be packed in one outer envelope.
3. Pre-bid meeting will be held in Supply Chain Department KTH, Peshawar on **Friday 08-09-2023** at **11:00 am**.
4. The technical bids will be opened on **30-06-2022** at **10:30 am** in presence of the bidders/representatives who choose to attend while the financial bids will be opened later on after the evaluation of technical bids.
5. Financial bids of only technically qualified responsive bidders will be opened while the financial bids of technically unqualified bidders will be returned unopened.
6. **Bidders having poor/Unsatisfactory past performance with KTH are advised not to participate in the tender process.**
7. Any bid received after the deadline for submission of bids shall not be entertained and will be returned unopened to the Bidder.
8. 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.
9. The bid should be complete in all respect and must be signed by the bidder.
10. 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.
11. Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.
12. For any query, clarification regarding Services / Bid Solicitation Documents, the applicants may send a written request at least seven days prior to the opening date afterward no request shall be entertained.

13. 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.
14. 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:
  - a. Received without earnest money;
  - b. The offer is from blacklisted firm in any Federal / Provincial Govt. Department
  - c. Only typed tender on original prescribing letter pad, sealed & signed (Every Page) should be submitted, the quoted Price must be preprinted and hand written quoted price will not be acceptable. The tenders must be according to hospital specification; alternate rates will not be acceptable.
15. Usage of correction fluid & corrections are strictly prohibited unless duly initiated.
16. Experience certificates must be attached duly signed by department concerned.
17. In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation in front of the bidders.
18. **The warranty period of all the quoted items shall be 01 year after the date of supply/installation.**

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-MTI Peshawar's future bids.

### **3. 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 Professional tax**
- The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental/ Semi-Governmental institutions.
- 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) KPPRA Rules 2014.

### **4. GENERAL CONDITIONS: -**

1. KTH Peshawar 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.
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.

## 5. INVITATION FOR BIDS:

Hospital Director, Medical Teaching Institute, **Khyber Teaching Hospital Peshawar** invites sealed tenders under National Competitive Bidding for the procurement of **Office Furniture** for Hospital, under rule 6(2)(b) *“single stage two envelope procedure”* of KPPRA Rules 2014, from (~~General order Suppliers~~ **Manufacturer or Authorized Distributor**) registered with the Income / Sales tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security **Rs: 300,000/-** in shape of Call Deposit Receipt (CDR) in the name of **Hospital Director KTH Peshawar**. An affidavit is mandatory, in the technical bid that bid security is placed in the financial bid.

The tenders complete in all respect must reach the undersigned by 10:00 am on **28-09-2023**, which will be opened at 10:30 am on the same day 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.

## 6. BID SECURITY

Bid security **Rs: 300,000/-** in shape of **Call Deposit** drawn in favor of **“Hospital Director KTH Hospital”** should be kept sealed in the financial proposal. An affidavit is mandatory in the technical bid that bid security is placed in the financial proposal.

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.

## 7. BID VALIDITY:

- i) The bids should be valid for a period of **180 Days** from tender opening date.
- 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.

## 8. Specification Office Furniture and Office Furniture 2022-23

S#	ITEM NAME	SPECIFICATION	PRICE
1.	WALL CABINET	<b>Size:</b> length 24'' x height 24'' x depth 18''. one door with heavy duty locking system and good quality handle. Structure made of furniture color laminated board with PVC edging.	
2.	WALL CABINET	<b>Size:</b> length 36'' x height 48'' x depth 16''. 04 shelves and central partition. Height between shelves should remain equal. Structure made of best quality laminated board with PVC edging.	
3.	CENTER TABLE LARGE	<b>Size:</b> length 36'' x width 24'' height 18''. Frame made of solid sheesham wood which has been proper seasoned with 8 to 10 percent moisture with termite treatment. 32mm thick top made of shesham ven board with complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
4.	CENTER TABLE SMALL	<b>Size:</b> length 22'' x width 22'' x height 18''. Frame made of solid shesham wood which has been proper seasoned with 8 to 10 percent moisture with termite treatment. 32mm thick top made of sheshamven board with complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
5.	LOCKER FOR SECTION	<b>Size:</b> width 450mm x depth 600mm x height 1300mm. four drawers. Structure made of 22 gauge steel. Heavy duty bearing and rollers for smooth drawer operation. Powder coated oven backed finish with central locking system. Light gray in color. Anti – rust and corrosion resistant.	
6.	OFFICE CHAIRS	<b>Size:</b> Length 521mm x Depth 546mm x height 775mm. complete structure of the chair is made of solid shesham wood which has been proper seasoned with 8 to 10 percent moisture with termite treatment. The seat of the chair is upholstered with best quality foam covered with brown color fabric. Back of the chair is wooden having 3 wooden strips. Complete high quality polish and lacquers for a	

		longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
7.	EXECUTIVE REVOLVING CHAIRS	Professional high back leather chair with thick padded contour seat and back with built in lumbar support, one touch pneumatic seat height adjustment dual function control, back height adjustment, padded height and width adjustment arms, heavy duty base, dimension 46", height 27.5", seat dimension: height 20.5" x width 19.5" x depth 5", back dimension: 20.5" width 26.25" x height 5" thick.	
8.	REVOLVING CHAIRS	Height back (750mm), black leatherette seat and back with best quality foam cushion, lockable tilting mechanism pneumatic height adjustment, five legged steel base with heavy duty twin caster.	
9.	OFFICE TABLE LARGE	Free standing table Size: length 1500mm x 760mm x height 750mm. Structure made of sheshamven board with 32mm thick top. 3 drawers with groves on one side. Each drawer size: 450mm x 425mm & with best quality channel. One upper drawer is installed with heavy duty best quality lock. Keyboard tray of standard size and CPU trolley having best quality caster wheels. 25mm thick wooden strip for good foot step. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
10.	CHAIRS For MEETING ROOM	<b>Height back</b> (700mm), black leatherette seat and back with best quality foam. Lockable tilting mechanism pneumatic height adjustable, five legged steel base with heavy duty twin caster and polyurethane arms.	
11.	3 SEATER BENCH For WAITING AREA	Imported stainless steel 3-seater hospital waiting bench. 1800mm x 630mm x 780mm. Chrome color, Volume 0.098CBM/set and weight would be more than 33 kg per set.	
12.	CHAIRS For PRIVATE ROOM	<b>Seat size:</b> Length 560mm x Depth 610mm x Height 640mm. complete structure of the chair is made of solid shesham wood. The seat and back of the chair is upholstered with best quality foam covered with green color leatherette. Back of the chair having special decorative buttons. Wood has been proper seasoned with 8 to 10 percent moisture with termite treatment. Padded	

		arms with same color leatherette Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
13.	CHAIRS For GENERAL USE	<b>Seat size:</b> 475mm x 475mm. back size 470mm x 250mm seat & back cushioned back cushioned with black leatherette upholstery and armrests matching the Sr. Executive chair and chrome sled legs.	
14.	WOODEN CUPBOARD	<b>Size:</b> length 1800mm x width 1200mm x depth 450mm. 04 shelves and central partition. Height between shelves should remain equal. 02 doors with heavy duty lock mechanism and best quality handle, structure made of best quality sheshamven board. Footing is strongly supported by solid shesham wooden base. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat	
15.	EASY CHAIRS For ADMINISTRATIVE OFFICE	<b>Seat Size:</b> Length 550mm x Width 520mm x Height 1000mm, Seat Height 460mm. Back rest size 460mm x 520mm. Structure made of 18 gauge 25mm x 25mm thick best quality steel pipe with chrome color painted. Seat and back made of solid wood upholstered with best quality 3” foam, back rest upholstered with best quality 2” foam and with decorative buttons. Cushioned in best quality brown color fabric. Arms rest height 650mm with solid shesham strip, size 55mm x 25mm x 530mm. finished N.C lacquer polish.	
16.	FIXED CHAIR	Fiber glass three seater channel chair (large)  Paralle pipe square shape pipe 1.25” x 1.25” swg 18.  Stand weight: 11.5kg.	
17.	OFFICE TABLE SMALL	<b>Free standing table Size:</b> Length 1200mm x 750mm x height 750mm. Structure made of sheshamven board with 32mm thick top.3 drawers with groves on one side. Each drawer size: 450mm x 425mm & with best quality channel. One upper drawer is installed with heavy duty best quality lock. Keyboard tray of standard size and CPU trolley having best quality caster wheels. 25mm thick wooden strip for good foot step. Complete high quality	



		polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
18.	OFFICE TABLE For MANAGERS	<b>size:</b> length 1800mm x 900mm x height 750mm. Structure made of sheshamven baord with 32mm thick top. 3 drawers with groves on one side. Each drawer size: 450mm x 425mm & with best quality channel. One upper drawer is installed with heavy duty best quality lock. Back closed and Keyboard tray of standard size and CPU trolley having best quality caster wheels. 25mm thick wooden strip for good foot step. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
19.	OFFICE TABLE ADMIN	<b>Size:</b> length 1500mm x 760mm x height 750mm. Structure made of sheshamven baord with 32mm thick top. 3 drawers with groves on one side. Each drawer size: 450mm x 425mm & with best quality channel. One upper drawer is installed with heavy duty best quality lock. Back closed and Keyboard tray of standard size and CPU trolley having best quality caster wheels. 25mm thick wooden strip for good foot step. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
20.	EXECUTIVE OFFICE TABLE	<b>Size:</b> Length 6ft x width 3ft x height 2.5ft. Back closed and 03 drawers on one side while 01 drawer & one box on another side. Each drawer size: length 450mm x width 425 mm & with best quality channel, handle & heavy duty locking mechanism. Over all structure made of shesham veneer pressed on chipboard with solid shesham wood. Top and sides in chipboard with 0.6mm thick veneer pressed 32mm thick top with shesham veneer 6mm wide and 0.6mm thick inlay and 6mm thick leatherette writing pad on top. Shesham veneer pressed in traditional patterns and inlay added between the veneer panels. Wood has been proper seasoned with 8 to 10 percent moisture with termite treatment. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
21.	SIDE RACK	<b>Size:</b> length 1068mm x width 407mm x height 760mm. Rack has a sliding keyboard tray of standard size, one drawer and a cabinet with door. Wire hole on back for	

		cables. Overall structure made of sheshamven board, footing with solid shesham wooden base. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
22.	WOODEN BENCHES WITHOUT BACK SUPPORT (FOR WARD)	<p><b>Wood work:</b> Top strips 06 Nos in quantity size 1200mm x 50mm x 20mm, strips made of solid shesham wood with 8 to 10 percent moisture with termite treatment. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.</p> <p><b>Steel frame structure:</b> Steel frame made of 18-gauge mild steel square pipe structure consist of 02 Nos top long rails of frame of size 1175mm x 25 x 25mm. Legs 04 Nos of size 450mmx25x25mm. center support rail 01 Nos of size 1175mm x 25x25mm. Rubber shoe 04 Nos of best quality. Nails (steel/brass) and lacquer, thinner, powder coated paint &amp; wood sealer must be ICI or equivalent.</p>	
23.	TABLE 01 (FOR REST ROOM)	<b>Size:</b> length 1068mm x width 407mm x height 760mm. 2 shelves and 01 lockable drawer, cabinet with lockable door. Structure made of sheshamven board, footing with solid shesham wood and complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
24.	SOFA SET 3+1+1(FOR EXECUTIVE OFFICE)	<p><b>Single seater size:</b> Length 900mm x width 800mm x height 800mm.</p> <p><b>3-seater Size:</b> Length 2000mm x width 800mm x height 800mm. Structure made of solid seasoned wood and commercial ply. seat upholstered with best quality 4'' foam, backrest upholstered with 3'' best quality foam and Arm rest-up holstered with 2'' best quality foam. Cushioned with best quality brown fabric. Base footing is made of solid wood and walnut finished.</p>	
25.	SIDE TABLE FOR OFFICE (WOODEN)	<b>Size:</b> length 1068mm x width 407mm x height 760mm. Table has a sliding keyboard tray of standard size, one drawer and a cabinet with door. Wire hole on back for cables. Overall structure made of sheshamven board, footing with solid shesham wooden base. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	

26.	CONFERENCE TABLE 12 PERSONS  (FOR MEETING ROOM)	<b>Size:</b> Length 3585mm x width 1300mm x Height 760mm.Sides made of shesham ven board, and 32mm thick top in chipboard pressed with 6mm wide and 0.6mm thick inlay, Shesham veneer pressed n traditional patterns and inlay added between the veneer panels. Built in cable management panel. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
27.	CONFERENCE TABLE FOR 24 PERSONS  (FOR MEETING ROOM)	<b>Size:</b> Length 7170mm x width 1300mm x Height 760mm. Sides made of sheshamven board, and 32mm thick top in chipboard pressed with 6mm wide and 0.6mm thick inlay, Shesham veneer pressed n traditional patterns and inlay added between the veneer panels. Built in cable management panel. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
28.	CONFERENCE TABLE FOR 36 PERSONS  (FOR MEETING ROOM)	<b>Size:</b> Length 10755mm x width 1300mm x Height 760mm. Sides made of sheshamven board, and 32mm thick top in chipboard pressed with 6mm wide and 0.6mm thick inlay, Shesham veneer pressed n traditional patterns and inlay added between the veneer panels. Built in cable management panel. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
29.	STAGE CHAIR	<b>Size:</b> Length 560mm x width 610mm x Height 940mm. Complete structure of the chairs is made of sold shesham wood. The seat and back of the chair is a upholstered with best quality foam covered with green color imported velvet. Back of the chair having special decorative buttons. Wood has been proper seasoned with 8 to 10% moisture with termite treatment. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
30.	PRESIDENT CHAIR	<b>Size:</b> Length 560mm x width 610mm x Height 1100mm. Complete structure of the chairs is made of sold shesham wood. The seat and back of the chair is a upholstered with best quality foam covered with green color imported velvet. Back of the chair having special decorative buttons. Wood has been proper seasoned with 8 to 10% moisture with termite treatment. Complete high quality	

		polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
31.	SINGLE BED	<b>Size:</b> Length 78” x width 42” x Height of the head board is 36” and height of the foot board is 24”. Fitting for the mattress should be on 18”, having 4” best quality foam. Structure made of solid shesham wood with 8 to 10% moisture with termite treatment covered with best quality sheshamven board. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
32.	OPD EXAMINATION TABLE FOR DOCTOR	<b>Size:</b> Length 1500mm x Width 760mm x Height 750mm. Structure made of sheshamven board with 32mm thick top. 3 drawers with groves on one side. Each drawer size: 450mm x 425mm & with best quality channel. One upper drawer is installed with heavy duty best quality lock. Keyboard tray of standard size and CPU trolley having best quality caster wheels. 25mm thick wooden strip for good foot step. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
33.	DINNING TABLE FOR 4 PERSONS	<b>Size:</b> Length 900mm x Width 900mm x Height 750mm. Top made of 32mm tick simple white laminated board with wooden edging. Base made of 25x25mm 18gauge best quality steel pipe painted with chrome color.	
34.	DINNING CHAIR	<b>Size:</b> Length 500mm x width 460mm x Height 1050mm, Seat height 450mm. Structure made of solid shesham wood with 8 to 10 percent moisture termite treatment. Seat upholstered with best quality foam and covered with brown color leatherette. Backrest should be solid and strongly supported. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
35.	SOFA CUMBED (03 SEATER)	<b>Standard size:</b> 03 seater, seat and back cushioned with best quality foam & cloth/ rakcin, longer service life, termite resistance, dimensional accuracy and quality finishing.	
36.	BOOK CUPBOARD (WOODEN)	<b>Size:</b> Height 1800mm x width 1200mm x depth 450mm, 04 shelves height between shelves should remain equal	

		with central partition, structure made of best quality sheshamven board. Footing with solid shesham wooden base. Complete high quality polish and lacquers for a longer lasting shine. Walnut finished with 30% gloss with 1 base 1 top coat.	
37.	CABINET INSTRUMENT	<b>Size:</b> Height 1800mm x width 1200mm x depth 450mm. in upper portion 03 shelves with two 5mm glass doors while in lower portion 02 cabinet of standard size with separate doors. Heavy duty locking mechanism. Structure made of 22/24gauge steel. Powder coated and light gray in color. Anti-rust and corrosion resistant.	
<del>38.</del>	<del>Auditorium Chair</del>	<del>Best Quality</del>	
39.	Counter Chair	<b>Best Quality</b>	

## 9. 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.

S #	Parameters	Sub-parameters	Marks
<b>1</b>	<b>Legal Requirement</b>		<b>15</b>
		Manufacturer Authorization Certificate	Mandatory
		Sales Tax Registration Certificate	Mandatory
		NTN Registration Certificate	Mandatory
		Professional Tax Certificate	Mandatory
		Most recent /latest Sales Tax Return from FBR (not later than 2022)	<b>03</b>
		IT-1 or IT-2 Form showing net annual sales	<b>02</b>
		Bank Statement of Last two Years (2021 & 2022) (2 Marks for each year)	<b>04</b>
		Audit Report of last two years (2021 & 2022) (03 marks per year)	<b>06</b>
<b>2</b>	<b>Product Sample</b>		<b>30</b>
		<b>Samples will be examined &amp; accepted by the <del>Technical Evaluation</del> Committee</b>	

	Product that <b>100%</b> comply with the advertised specifications will be considered for evaluation  Sample(s) of successful bidder(s) shall be kept by KTH. Supplies, when received, will be cross checked against the samples. Supplies fall below the standard of the supplied samples; they will be rejected and subsequently returned to the vendors, it will lead to the debarment of firm from the KTH future tenders.	<b>Excellent</b>	<b>30</b>
		<b>Good</b>	<b>15</b>
		<b>Unsatisfactory</b>	<b>0</b>
		Note: Sample of the quoted item shall be submitting to the <b>Technical Evolution Committee-CRP Section of Supply Chain Department MTI-KTH, Peshawar (when intimated)</b>	
<b>3</b>	<b>Relevant Experience</b>		<b>10</b>
	Market experience in Furniture (Should be verified by a. Purchase Order ( 01 Mark) ii. Performance Certificate against the orders issued (01 Mark)	i 1 year ii 2 Years iii 3 Years iv 4 Years v 5 Years	2 4 6 8 10
<b>4</b>	<b>Firm's Past Performance</b>		<b>5</b>
	Performance/satisfactory certificate from previous organizations	(one mark for each certificate) Max. 05 Marks	5
<b>5</b>	<b>Manufacturer Certification</b>		<b>10</b>
		<b>Firm having factory (Valid Documentary Evidence and Registration certificate must be provided) (Manufacturing Plant/Factory shall be visited by the committee/nominees for verification Purpose)</b>	<b>05</b>
		<b>Manufacturer ISO 9001:2015 Certification</b>	<b>05</b>
	Total Marks		<b>70</b>
	Qualifying Marks		<b>49</b>

Total Marks in Technical Criteria: 70

**Financial Criteria (30 Marks):**

S #	Parameters	Sub-Parameters	Total Marks: 30
	<b>Price</b>		<b>30</b>
		Lowest Price will get full marks. The formula to calculate the marks for the price submitted is:	30

		[Lowest Price (Fm)/Price of Bid under consideration (F)] x100 x 0.30	
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**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 Methodology which puts greater emphasis on non-price factors like stringent global certifications on Conformance Specifications (i.e., meeting the required technical specifications), Performance Specifications (i.e., meeting the requirements the product is designed for) leading to customer satisfaction verification, certifications of the technical staff, provision of maintenance & services and post-warranty services etc.

**10. BLACKLISTMENT OF DEFAULTED BIDDER/CONTRACTOR**

**Conditions for Blacklistment 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;

- Consistent failure to provide satisfactory performances.
- Found involved in corrupt/fraudulent practices.
- 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 Khyber Teaching Hospital MTI Peshawar.

### **Procedure for blacklisting and debarment**

1. Competent authority of Khyber Teaching Hospital MTI Peshawar may on information, or on its own motion, issue show cause notice to the bidder.
2. The show cause 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 PKPRA 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.

### **11. REDRESSING OF GRIEVANCES**

1. 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.
2. 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.
3. 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.
4. Mere fact of lodging of a complaint shall not warrant suspension of the procurement process.
5. Note: Grievance notified & designated who can invite appropriate official as co-opted member for grievance.

### **12. AWARD OF CONTRACT:**

Contracts shall be confirmed through a written agreement signed by the successful bidder and the



KTH/MTI Peshawar with in one (01) week after the award of contract.

**13. PAYMENT:**

14. No advance payment will be permissible.

15. The payment will be made after successful supply, installation/inspection and test run of all requisite items.

16. Lead time for supply shall be 45 days from Purchase order date.

17. Penalty will be charged after 45 days @ 2% till 15 days (60 days) and afterward @ 1% per day till completion of order (on undelivered Quantity).

18. Max. time for supply shall be 70 days.

After Pre-bid BSD'S