



## DOW UNIVERSITY OF HEALTH SCIENCES KARACHI

*Baba-e-Urdu Road,  
Karachi-74200*

*Ph: (92-21) 99215754-7 Fax: (92-21) 99215763  
www.duhs.edu.pk*

### BIDDING DOCUMENT

IFB NO: DUHS/HR/2015/01

DATED: 11<sup>th</sup> January 2015

### HEALTH INSURANCE SERVICES

(Tender Fees: Rs. 2,000/- (Non-Refundable))

---

Closing Date: 28<sup>th</sup> January 2015 @ 11:00 a.m.  
Opening Date: 28<sup>th</sup> January 2015 @ 11:30 a.m.  
Opening Venue: Office of the Registrar, 4<sup>th</sup> Floor, Admin Block, Dow  
University of Health Sciences, Baba-e-Urdu Road,  
Karachi. 74200.



## 1. INVITATION FOR BIDS



# DOW UNIVERSITY OF HEALTH SCIENCES

## NOTICE INVITING TENDERS (NIT)

IFB No. DUHS/HR/2015/01 Dated: 11th January 2015

The Dow University of Health Sciences, Karachi invites Tenders under sealed cover for providing "HEALTH INSURANCE SERVICES" to its employees and their dependent families from SECP approved insurance Companies having minimum five (05) years' experience in rendering Health Insurance services.

### DESCRIPTIONS

TENDER REF NO.	DUHS/HR/2015/01
TENDER FEE	Rs. 2000/- (Rupees Two Thousand Only -Non-Refundable)
PURCHASING DATE	12th January, 2015
LAST PURCHASING DATE	27th January, 2015
BID DELIVERY DATE AND TIME	28th January, 2015 at 11:00 A.M.
BID OPENING DATE AND TIME	28th January, 2015 At 11: 30 A.M
TENDER PROCEDURE	SINGLE STAGE ONE ENVELOPE ( Rule 46-1 SPPRA)

Bids must be delivered at the address mentioned below on or before 28th January 2015. Bidding Documents containing detailed terms and conditions can be obtained personally / representative during office hours (10:00 A.M. to 03:00 P.M. except Friday from 10:00 A.M. to 12:00 P.M) from the Office of the Registrar, Dow University of Health Sciences, Baba-e-Urdu Road, Karachi or downloaded Bidding Documents from website [www.duhs.edu.pk](http://www.duhs.edu.pk) will be accepted on the above described payment (Tender fees) in shape of Call deposit / Pay Order in favor of Dow University of Health Sciences, Karachi. Copy of the following documents to be attached with the bids.

1. NTN Certificate
2. Valid GST Registration
3. Detailed Profile of the Company with Relevant Experience
4. Detailed Turn-over of at least Three Years.
5. Copy of License.

All bids must be accompanied with Bid Security not less than 3% of total value of the bid in shape of Call deposit / Pay Order / Bank Guarantee in favor of Dow University of Health Sciences, Karachi. The bids without or less than 3% Bid Security will not be considered and rejected.

Bids with minimum Bid Validity of 90 days should be submitted / delivered to the Office of the Registrar, Dow University of Health Sciences, Baba-e-Urdu Road, Karachi on or before 28th January, 2015 at 11:00 A.M. positively.

The bidders not registered with Sales Tax and Income Tax or do not fulfill the terms and conditions will not be considered and their offer will be rejected as non-responsive. Government notified black listed firms shall not be entertained.

In case of any unforeseen situation or Government Holiday resulting in closure of the Office on the date of opening, the Tenders shall be submitted / opened on the next working day at the same time and venue.

#### NOTE:

The Dow University of Health Sciences reserves the right to reject any or all the bids subject to the relevant provisions of the SPPRA Rules.

**REGISTRAR**  
**Dow University of Health Sciences**  
**4th Floor, Admin Block, Baba-e-Urdu Road, Karachi-**  
**74200, Pakistan**  
**Phone: (92-21) 99215754-7, Fax- (92-21)99215763**  
**E-mail: registrar@duhs.edu.pk**

PID(K) 1906



