

	<p>OFFICE OF THE DIRECTOR WORKS&SERVICES</p> <p>DOW UNIVERSITY OF HEALTH SCIENCES</p> <p>Baba-e-Urdu Road, Karachi-74200 Pakistan.</p> <p>Tel: 9215754-57 Ext:5814 Website: www.duhs.edu.pk</p>
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No. DUHS/W&S/2024/1199	Dated: August 8, 2024
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TENDER NOTICE

Dow University of Health Sciences (DUHS), Karachi is a Public Sector University invites e-bids through E-Pak Acquisition & Disposable System (EPADS) from well-reputed Companies / Bidders / firms on Active Tax Payers of SRB / FBR (whichever is applicable).

S. No	NAME OF WORK	METHOD OF PROCUREMENT
1.	HIRING OF SERVICES FOR AN ARRANGEMENT OF THE MDCAT-2024 ENTRY TEST EXAM AT VARIOUS VENUES IN THE SINDH PROVINCE. (REF NO. DUHS/ W&S-NIT/148)	Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)
2.	SUPPLY OF PRINTING ITEMS & ACCESSORIES FOR THE MDCAT-2024 ENTRY TEST EXAM. (REF NO. DUHS/ W&S-NIT/149)	Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)
3.	SUPPLY OF FOOD & OTHER RELATED ITEMS FOR THE MDCAT-2024 ENTRY TEST AT VARIOUS VENUES IN THE SINDH PROVINCE. (REF NO. DUHS/ W&S-NIT/150)	Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)

Tender Fee	Rs. 5,000/- (Rupees Five Thousand Only) Non-Refundable in shape of Pay Order / Demand Draft in favor of Dow University of Health Sciences, Karachi.
Security	Bid Security and Performance Security as mentioned in the bidding document.

E-Bidding documents as per detailed terms and conditions, specifications and requirements are available for the registered bidders on Sindh Public Procurement Regulatory Authority's EPADS at <https://portalsindh.eprocure.gov.pk/#/> and University website <https://duhs.edu.pk> on the payment noted above (non-refundable) on any working day except the day of opening of tenders.

The electronics bids, must be submitted by using EPADS at or before closing time **28-08-2024** at 11.00 Hrs. Manual bids, shall not be accepted. Electronic Bids will be opened on **28-08-2024** at 11.30 Hrs., The tender fee (non-refundable) and earnest money of total bid (refundable) in the form of Pay Order or Demand Draft issued by a Scheduled Bank of Pakistan in the favor of Dow University of Health Sciences, Karachi should be submitted in the mentioned office before the deadline for submission of Electronic Bids through EPADS which will be opened on the same day **28-08-2024** at 11:30 Hrs.

In case of any unforeseen situation resulting in closure of office on the date of opening or if Government declares Holiday the tenders shall be submitted / opened on the next working day at the same time & venue. Any conditional or un-accompanied of the earnest money, tender will not be considered in the competition.

The Procuring Agency reserves the right to reject any or all bids subject to relevant provisions of SPP Rules, 2010 (Amended upto date) and may cancel the bidding process at any time prior to the acceptance of a bid or proposal under Rule-25* of said Rules.

For any query for e-bidding may be contact to the Office of the Director Planning & Development, Dow University of Health Sciences (DMC Campus), 5th Floor Administration Block, Baba-e-Urdu Road near Civil Hospital Karachi.

<p>DIRECTOR</p> <p>Works & Services</p> <p>Dow University of Health Sciences, Karachi</p>
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DOW UNIVERSITY OF HEALTH SCIENCES, KARACHI.

BIDDING DOCUMENTS



Single Stage – One Envelope Bidding Procedure

As per Rule 46(1) of SPPRA Rules, 2010 (Amended up to date)

IFB / NIT No. DUHS/W&S/2024/___ Dated ___-July-2024

SUPPLY OF PRINTING ITEMS & ACCESSORIES FOR THE MDCAT-2024 ENTRY TEST EXAM.

(Ref No. DUHS/ W&S-NIT/149)

NOTICE INVITING TENDER (NIT)

BID DATA SHEET

The following specific data shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) / Terms & Conditions. Whenever there is a conflict, the provisions herein shall prevail over those in ITB / T&C.

1.	Name of Procuring Agency:	Dow University of Health Sciences, Karachi (DUHS)
2.	Name of Contract:	Supply of Printing Items & Accessories for the MDCAT-2024 Entry Test Exam. (Ref No. DUHS/ W&S-NIT/149)
3.	Tender NIT No.	NIT No. DUHS/W&S/2024/___ Dated ___-July-2024

4.	Address:	Dow University of Health Sciences (DMC Campus), Planning & Development Department Admin Block 5 th Floor DMC Campus, Baba-e-Urdu Road near Civil Hospital Karachi.
5.	Language of the Bid:	English
6.	Currency of the Bid:	The price quoted shall be in Pakistani Rupee on DDP Basis inclusive of all taxes
7.	Bid Prices:	The price shall be fixed during the contract period
8.	Bid Security:	Amount of bid security shall not be less than 2.5% of the total bid price
9.	Bid Validity Period:	90 days
10.	Tender Purchasing date:	Date: From the date of publishing to ___-Aug-2024 Time: 08:30 a.m to 02:30 p.m & Friday 08:30 a.m to 11:30 a.m
11.	Deadline for bid submission:	Date: ___-Aug-2024 Time: up to 11:00 am.
12.	Date, Time and Place of Bid opening:	Date: ___-Aug-2024 Time: 11:30 am. Dow University of Health Sciences (DMC Campus), Planning & Development Department Admin Block 5 th Floor DMC Campus, Baba-e-Urdu Road near Civil Hospital Karachi. Phone No. 021-38771000 Extension 5820
13.	Performance Security:	Amount of Performance Security shall not be less than 5% of the total contract value
14.	Alternate Bid:	Not Allowed
15.	Joint Venture / Consortium Bid:	Not Allowed
16.	Period of commencement from	Immediately after issuance of the work order/ execution letter.
17.	Time of Completion	1. Services: Whole arrangement should be ready in all aspect 02 days before the schedule date. 2. Delivery of Goods: 15 days or earlier

INSTRUCTIONS TO THE BIDDERS / TERMS & CONDITIONS

1. Introduction: -

1. Dow University of Health Sciences Karachi, herein after referred as DUHS or Procuring agency is a Public Sector University founded in December 2003. DUHS has been developing tradition of excellence in education, research and community service. DUHS has educated and trained more than 8,000 students and residents from 20 academic institutes.

2. Scope of Work: -

- Dow University of Health Sciences, Karachi intends to avail "SUPPLY OF PRINTING ITEMS & ACCESSORIES FOR THE MDCAT-2024 ENTRY TEST EXAM.
- THE MAXIMUM LIMIT OF THE NUMBER OF CANDIDATES WOULD BE FROM

43,000 TO 45,000.

3. Obtaining of Bidding Document: -

- Bidding Document containing detailed terms & conditions can be obtained at the date, time and place / address given in the Bid Data. No tender document shall be sold on the date of opening of bid.
- Bidding Document can also be downloaded from the Official website of DUHS i.e. <https://www.duhs.edu.pk/> or Sindh Public Procurement Authority i.e. <http://ppms.pprasinhd.gov.pk>. In this situation, the bidder is required to enclose bidding documents cost of Rs. 5,000/- non-refundable as a pay order in favour of Dow University of Health Sciences Karachi.

4. Bidding Procedure: -

4.1 Bids are invited as per Single Stage – One Envelope Procedure in accordance with Rule 46 (1) of the Sindh Public Procurement Rules, 2010 (Amended up to date).

5. Instructions to the Bidders: -

5.2 The bidder shall submit the bids for the complete Lot / Group / Package basis for **LOT-A** and on the Itemized basis for **LOT-B**.

5.3 In cases of discrepancy between the cost/price quoted in Words and Figures, the lower of the two will be considered

- Evaluation of the price of articles/goods, which are subject to excise duty, sales services tax, income tax or any other tax or duty levied by the Government, the price will be determined and considered, including such duties and taxes.
- Bidder must read all the contents of NIT/ IFB as well as the Bidding Document and understand all the requirements.
- Bidder must ensure that the Bid Form is filled in all respects, without any confusion.
- There should not be any overwriting, double writing, crossed, or additional conditions.
- Rates are to be quoted clearly in digits as well as in words.
- Each document/paper submitted by the bidder shall be signed/stamped by the bidder on the face of document.
- Bidder shall examine the Bid Evaluation Criteria and insert appropriate documents in the Technical and Financial Proposal accordingly.
- Joint Venture or Consortium Bids, Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after a specific date and time and bids of Black Listed firms shall be treated as rejected / non-responsive.

6. Qualification & Evaluation Criteria (Mandatory Requirements)

S#	Qualification Criteria (MANDATORY REQUIREMENT)
1.	Original Tender Purchase Receipt / Pay Order of Tender Fee.
2.	Bid / Proposal on Bidder's Letterhead duly signed and stamped.
3.	Responsiveness to the technical specifications of the goods. Bidder will furnish the SAMPLE or a DEMO of the Printing & Stationary items to the procuring agency before the opening of the bids, for the technical evaluation of the offered product. Failure to submit a Sample or Demo of the product will result in bid rejection.
4.	Bid Security of required amount and in prescribed shape
5.	Bid Form on Bidder's Letterhead duly signed and stamped.
6.	Price Schedule(s) on Bidder's Letterhead duly signed and stamped.
7.	Complete Bidding Document, duly signed and stamped on its each/every page as acceptance of terms & conditions

S#	Qualification Criteria (MANDATORY REQUIREMENT)
8.	Compliance to payment terms and conditions
9.	Compliance to the Delivery / Completion Schedule
10.	Valid General Sales Tax AND Income Tax Registration with Active Taxpayer Status on FBR website (<i>for supply of goods</i>)
11.	Affidavit on stamp paper of Rs. 100/- duly notarized to the effect that: <ul style="list-style-type: none"> i. The bidder is neither blacklisted nor suspended by any National / International, including Provincial and Federal Government. ii. Any director or owner of the bidding company is not awarded any punishment from any Court of Law. iii. Bidder has submitted the correct and complete information along with the bid/offer. If any document / information is found forged / engineered / fake / bogus at any stage, the bidder may be declared as Blacklisted in accordance with law and the performance guarantee and payment, if any may be forfeited.
12.	Past Performance / Experience: FOR LOT-A: Minimum two (2) projects of MDCAT completed for the quoted items and submit the proof along with work order/ agreement/ Satisfactory Performance Certificate(s) issued during last 3 years for supplying similar nature goods for at least 40,000 students. FOR LOT – B: Bidders who have not previously worked with the procuring agency must have experience in completing at least three (3) projects involving the supply of the quoted goods in tendered quantities to public sector organizations within the last three years. (Copy of Work order/ contract Agreement and satisfactory certificate duly endorsed from the client must be attached for each project)
13.	Average annual turnover in preceding 3 years should not be less than Rs. 10 million for Lot –A & should not be less than Rs. 5 million for Lot –B demonstrated through income tax returns / bank statement / original bank certificate/Audited statement.

7. Validity of Bids: -

7.1 Bids shall remain valid for ninety (90) days w.e.f. date of opening of bid. The bids without or less than Ninety (90) days of validity will be rejected.

8. Language of Bids: -

8.1 The bid prepared by the bidder, as well as all correspondence and documents relating to the bid exchanged by the bidder and the Procuring Agency shall be in English. Supporting documents and printed literature furnished by the bidder may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case for purposes of interpretation of the BId, the translated version shall prevail.

9. Submission of Bids/Offer: -

1. ~~Sealed bids/offers to be dropped in the tender box placed at the Dow University of Health Sciences (DMC Campus), Planning & Development Department Admin-Block B Floor DMC Campus, Daba-e-Urdu Road near Civil Hospital Karachi, no later than the time and date specified in the Bid Data Sheet. The sealed bids/offers shall be received before the deadline for submission of bid. Any bid submitted/ received late due to any reason whatsoever, shall not be considered at any stage and shall be returned un-opened. Any claim against the bids received late shall not be considered at any stage.~~

~~2. Bidders are advised in their own interest to take all precautionary measures for delivery of sealed bids before the deadline for submission of bid.~~

10. Opening of Bids: -

1. The bids shall be opened as mentioned in NIT of deadline for submission of the offer/bid in the presence of the authorized representative(s) of the bidder(s), if they wish to present at the time of opening of bids.
2. In case the date of opening of tender is declared as a Public Holiday by the Government of Sindh or Federal Government or a non-working day due to any reason, the next official working day shall be deemed to be the date for submission and opening of tenders/bids/offers, accordingly. The time and venue shall remain the same.

11. Rejection / Acceptance of the Bid

1. The Procuring agency shall have the right, at his exclusive discretion, to increase/decrease the quantity of candidates without any change in unit prices or other terms and conditions at the time of order placement. The Procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The Procuring agency shall upon request communicate to any bidder, the grounds for its rejection of all bids or proposals, but shall not be required to justify those grounds. The Procuring agency shall incur no liability, solely, by virtue of its invoking sub- rule (1) of Rule-25 of SPPRA Rules, 2010 towards the bidders. However, bidders shall be promptly informed about the rejection of the bids, if any (As per Rule 25 of SPPRA Rules, 2010).
2. The Tender shall be rejected if it is:
 1. submitted by a Joint Venture or Consortium; or
 2. substantially non-responsive in a manner prescribed in this tender documents; or
 3. submitted in other than prescribed forms, annexes, schedules, charts, drawings, documents / by other than specified mode; or
 4. against the Pakistani Laws, Rules, Regulations, Policies, Permits, Codes etc.; or
 5. bids qualified by vague and indefinite expression such as "subject to prior confirmation", "subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly
 6. unsigned, incomplete, partial, ambiguous, conditional, alternative, late; or
 7. with shorter bid validity period; or
 8. requisite bid security is not submitted; or
 9. sample or Demo of the goods not provided; or
 10. not meeting the technical specifications of the goods; or
 11. the Tenderer refuses to accept the corrected Total Tender Price; or
 12. the Tenderer has a conflict of interest with the Competent Authority (DUHS); or
 13. the Tenderer tries to influence the Tender evaluation / Contract award; or
 14. the Tenderer engages in corrupt or fraudulent practices in competing for Contract award; or
 15. the Tenderer fails to meet all the requirements of Tender Eligibility / Qualification Criteria; or
 16. the Tenderer fails to meet the evaluation criteria requirements; or
 17. the Tenderer not meeting the prescribed delivery/completion schedule; or
 18. the tenderer has been blacklisted by any public or private sector organization; or
 19. the tenderer has mentioned any financial implication(s) in the financial proposal that is in contradiction to this document and Government rules and regulations; or
 20. there is any discrepancy between bidding documents and the bidder's proposal i.e. any non-conformity or inconsistency or informality or irregularity in the submitted bid; or
 21. the Tenderer submits any financial conditions as part of its bid which are not in conformity with the tender document; or
 22. non-submission of verifiable proofs against the mandatory as well as general documentary, qualification, and eligibility related requirements; or
 23. If the rates quoted by vendor are not workable or on the higher side etc.

12. Evaluation of Bids: -

1. Bids/Offer to be evaluated by the Committee constituted by the DUHS for the purpose.
2. The Committee may seek clarification from the bidder in writing or orally as the case may be, in case of committee deemed fit, however, any clarification shall not change the sanctity of the original bid;
3. The Bids/Offer shall be evaluated conformity the requirements of terms & conditions of the bidding document based on the record / documentary evidence submitted by the bidder.
4. The bids not responsive to the **MANDATORY ELIGIBILITY CRITERIA** provided shall not be considered for further Evaluation.
 1. **For Lot-A:** The Bids shall be evaluated on a complete Lot / Group / Package basis reflected in the Bid Form/Price Schedule. Bids for partial / limited item(s) shall not be considered and rejected.
 2. **For Lot-B:** The Bids shall be evaluated on itemized basis.

6. Bids not accompanied by the Bid Security of the required amount and form shall be rejected.

7. Procuring Agency shall not be responsible for any erroneous calculation of taxes and all differences arising out shall be fully borne by the Successful Bidder. However, any subsequent changes in rates or structure of applicable taxes by the Government at any time during the execution/evaluation period shall be passed to the Procuring Agency.

13. Announcement of Bid Evaluation Report

13.1 The Bid Evaluation Report shall be announced and shall be hoisted on websites of the Authority and Procuring Agency and intimated to all the bidders at least three (3) working days prior to the award of Contract.

14. Award of Contract: -

14.1 The bidder whose offered bid is most advantageous amongst other technically qualified/eligible bidders shall be considered for acceptance of the offer provided that it fulfills the laid down terms and conditions of the tender, irrespective of their score in the previous step.

14.2 Procuring agency reserve rights to cancel any/all bids, subject to the relevant provisions of SPP Rules 2010 (Amended upto date).

15. Signing of Contract:-

15.1 In case of award, the bidder shall sign the contract on appropriate stamp paper. All charges including payment of duty shall be borne by the successful bidder.

16. Period of Contract:-

16.1 Contract shall remain in effect until the completion of the MDCAT 2024 Entry Test process.

17. Completion / Delivery Schedule:

1. **Services:** Whole arrangement should be ready in all aspect 02 days before the schedule date. The Scheduled date may be extended 01-week incase of any force majeure /other reason.
2. **Delivery of Goods:** 15 days or earlier

18. Bid Security / Performance Guarantee:-

1. Bidder shall furnish, as part of its bid, a bid security in the amount specified in the Bid Data Sheet in the shape of a Deposit at Call or Pay Order or Demand Draft or a Bank Guarantee in favor of Dow University of Health Sciences, Karachi issued by a scheduled bank in Pakistan valid for a period of 28 days beyond the bid validity period. The Bid Security shall be attached to the Financial Proposal. No interest will be paid on Bid Security.
2. The Bid Security of the unsuccessful bidder shall be returned after award of contract or within one week of expiry of bid.
3. The Successful bidder shall submit the Performance Security / Guarantee in the amount specified in the Bid Data Sheet in the shape of Deposit at Call or Pay Order or Demand Draft or a Bank Guarantee in favour of Dow University of Health Sciences, Karachi issued by a scheduled bank in Pakistan valid for a period of ninety (90) days beyond the date of completion / expiry of the contract. No interest will be paid on Performance Security.
4. The Bid Security of successful bidder shall be returned after receipt of Performance Security / Guarantee. However, the successful bidder can adjust the Bid Security towards Performance Guarantee, in this situation, the successful bidder shall submit the balance amount on account of Performance Guarantee.
5. The Performance Security / Guarantee of the bidder shall be forfeited, in case of bidder fails to provide the satisfactory services. The Performance Security / Guarantee of the bidder shall be returned on completion of contractual obligation.

19. Terms & Conditions:-

1. A prospective bidder requiring any clarification(s) may notify to Procuring agency or an Officer authorized on its behalf in writing. The Procuring agency or concerned Officer authorized on its behalf will respond to any request for clarification, which is received well before 05 working days or more to the deadline set for the submission of bids. Copies of procuring agency response will be forwarded to prospective companies (if not already clarified in the tender document or deemed necessary for the company).
2. Bidder shall comply with all Pakistani Laws, permits, codes and regulation applicable to the bidder's performance of services. Bids against the Government Rules and Policy, Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after specific date and time and bids of Black Listed firms will not be considered and will be rejected.
3. The Procuring agency reserves the right to increase / delete the quantities of the goods / services on the same rates and terms and condition of the Contract Agreement.
4. The actual sum to be paid to the contractor whose tender is accepted shall be determined by measuring/counting the work actually done or supplying the actual number of items in accordance with the work order and valuing it at the rates or prices by the contractor in the tender.
5. All prices quoted shall be deemed to include all costs of performing the works, i.e., labor, materials, transportation, income tax, SRB, duties, royalties permit etc. and no claim whatsoever shall be accepted in case of escalation any or all prices entered in B.O.Q.
6. The time allowed for carrying out the work as mentioned in the tender shall be strictly observed and followed by the contractor and considered from the date of commencement of work as mentioned in the work order. In case of delay the firm shall pay as compensation an amount equal to 1% of the total contract amount for every day that the work remains uncompleted or unfinished after the stipulated time or extended time if any for completion up-to maximum of 10% of the total contract amount.
7. The work shall be executed according to the specification / as per the available sample and in accordance with terms and conditions / BOQ as specified in tender documents of the above-referred tender.
8. Concerned authorities of each venue shall be informed if work is required after official office working hours. The firm will furnish the sample in university premises and get it approved by the authorized representative of DUHS before setup. The firm will nominate a Focal Person so that the Consignee can conveniently contact, as and when required.
9. If the supply is not found according to the **specification** and samples provided, it will be rejected at risk and cost of the supplier, and in case the supplier fails to supply the order, the penalty should be imposed as per DUHS decision or the firm will be blacklisted.
10. The qualified firm should arrange samples at their own cost. Once sample is approved then the executions should be done as per approved samples

20. Payment:-

The following documents shall be submitted along with the Invoice:

1. Original Invoice in duplicate.
2. Copy of the Signed Contract.
3. Satisfactory job completion certificate.

21. Cancellation of Contract:-

21.1 If the successful bidder fails to provide satisfactory services, the Procuring agency shall be entitled at his option to cancel the contract and recover the damages besides forfeiture of the Performance Guarantee. The Procuring agency shall not be liable to any risks and costs whatsoever in consequence of such cancellation of the contract.

22. Amount of liquidated damages

22.1 If the supply and performance of the work is not found according to the specification and samples provided, it will be rejected at risk and cost to the supplier, and in case the supplier fails to supply the order, the penalty should be imposed as per Inspection Committee decision which is not more than **10%** amount of work order. The same will also be imposed in case of failure in job completion on a specified time period.

23. Termination for Default

1. The Procuring agency without prejudice to any other remedy for breach of Contract, by written notice of default sent to the contractor, may terminate this Contract in whole or in part:
 1. if the contractor fails to deliver any or all of the services within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring agency; or
 2. if the contractor fails to perform any other obligation(s) under the Contract.
3. if the contractor, in the judgment of the Procuring agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

“Corrupt practice” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution.

“Fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition.

24. Force Majeure

1. The contractor shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
2. For purposes of this clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
3. If a Force Majeure situation arises, the contractor shall promptly notify the Procuring agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

25. Termination for Insolvency

1. The Procuring agency may at any time terminate the Contract by giving written notice to the contractor if the contractor becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Contractor, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the DUHS.

26. Termination for Convenience

1. The Procuring agency, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring agency's convenience, the extent to which performance of the Contractor under the Contract is terminated, and the date upon which such termination becomes effective.

27. Resolution of Disputes

- 27.1 In the case of a dispute between the Procuring agency and the Contractor, the dispute shall be referred to the dispute resolution mechanism as defined in rule 31, 32 and 34 of the SPP Rules, 2010 (Amended upto date).

28. Governing Language

- 28.1 The Contract shall be written in the ENGLISH language All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the English language.

29. Applicable Law

1. The Contract shall be governed by the Laws of Pakistan and the Courts of Karachi - Pakistan shall have exclusive jurisdiction. BID FORM / PRICE SCHEDULE

BILL OF QUANTITY (BOQ)

SUPPLY OF PRINTING ITEMS & ACCESSORIES FOR THE MDCAT-2024 ENTRY TEST EXAM.

(To be submitted on Company Letterhead duly Signed & Stamped)

PRINTING ITEMS - LOT / GROUP / PACKAGE – A

(To be evaluated on a complete Lot / Group / Package Basis)

S#	DESCRIPTION	QTY	UNIT	RATE	AMOUNT (Including all taxes)
01.	Duplicating Paper Ream Duplicating paper Legal size (60 Grams) (500 papers /Ream) (as per approved quality color & gain cutting)	4000	Ream		
02.	Digital duplicating Machine 130 PPM for Legal size printing (Rongda or approved equivalent) including 24 - hours machine operator for each machine for printing the given job. Technical support staff and rectification of faults during services either by replacing entire machine or faulty parts. (fault should be rectified within 04-hours) (5 men for 07 days) on rental basis.	07 Days	Per day for 06 Machines		
03.	Ink Cartridge Must be Compatible with digital duplicating machine to be quoted at Sr# 02	200	Nos.		
04.	Master Roll Must be Compatible with digital duplicating machine to be quoted at Sr# 02	40	Rolls		
TOTAL AMOUNT (LOT/GROUP/PACKAGE – A)					
Amount In Words (Including all taxes)					

Note:

- Whole arrangement should be ready in all aspect 02 days before the schedule date.
- The rental base machine shall be delivered to 2nd floor of the main building of DUHS, DMC Campus 02 days before the date of use. The machine shall be owned by the bidder, in case of failure the bid shall be rejected.

CERTIFICATE

It is to certify that the goods / services shall be provided exactly in accordance with the requirements of the procuring agency.

Signature: _____

Name: _____

CNIC: _____

Designation: _____

Stamp: _____

BILL OF QUANTITY (BOQ)

SUPPLY OF PRINTING ITEMS & ACCESSORIES FOR THE MDCAT-2024 ENTRY TEST EXAM.

(To be submitted on Company Letterhead duly Signed & Stamped)

OTHER ALLIED ITEMS / MATERIAL

LOT / GROUP / PACKAGE – B
(To be evaluated on Itemized Basis)

S#	DESCRIPTION	QTY	UNIT	RATE	AMOUNT (Including all Taxes)
01.	<p>Printers & Toners</p> <p>Nashua Tec, HP or Equivalent Digital MFP IM 2702 (27PPM) Printer with Paper Tray, Trolley & black toner.</p> <p>Warranty: 1 Year</p> <p>Additional Toners compatible with the Printer.</p> <p>(Quantity 04 Nos.)</p>	02	Nos		
02.	<p>Laptop Computers</p> <p>HP/Dell or Equivalent; core i5, 13th generation 8 GB Ram, 256 SSD, 15.8" LED or better</p> <p>Warranty: 1 Year</p>	02	Nos		
03.	<p>NAS Storage</p> <p>NAS 8 Bay Rackmount</p> <p>AMD Ryzen 4-Core 2.2 GHz or higher</p> <p>4GB RAM DDR4 ECC (Expandable up to 32GB)</p> <p>64Bit CPU Architect (Hardware Encrypted Engine – AES NI)</p> <p>8 x Hot Swappable drive bays</p> <p>USB Ports: 2 x USB 3.0,</p> <p>LAN Ports: 4 x RJ45 1GbE</p> <p>1 x eSATA port</p> <p>1 x PCI Gen3 X8 Expansion Slot Raid support: Basic, JBOD, RAID 0, 1, 5, 6, 10, RAID F1</p> <p>File Protocol: CIFS/AFP/NFS/FTP/WebDAV</p> <p>Max Concurrent Conn.tions:1000 (2000 with Extended RAM)</p> <p>Snapshot Replication: 1024 max per shared folder</p> <p>High Availability: Support. iSCSI</p> <p>LUN:256 maximum IP Camera Support: 40</p> <p>Maximum 2U Rackmount Model Power Supply</p> <p>2 x 350W</p> <p>Disks:</p> <p>4 x 4TB Plus Series NAS Drives</p> <p>3.5" SATA Interface.</p> <p>Rail Kit: RailKit Pair for 1U Rackmount NAS RKS-02</p> <p>Warranty: 3 Years</p>	01	No.		
04.	<p>TOR SWITCH for Server Rack</p> <ul style="list-style-type: none"> • 24x10/100/1000BaseT, 8x 10G SFP+ ports or higher • Quoted brand should be listed in leader category of Gartner • Switching Capacity: 208Gbps (full duplex) or higher • Must have Throughput: 225Mpps or higher • Redundant AC Power Supply • 2 x 3 Meter Power cords C13/14 • Required license for Layer 3 basic features (if any) • 3-Years Next Business Day Support services • 6x10G SFP+ modules (with Patch cords) • All Accessories required for stacking of switches • Rack-Mount Installation Accessories 	02	Nos		
05.	<p>ACCESS SWITCH</p> <ul style="list-style-type: none"> • 48-port 10/100/1000BaseT PoE+, 4 x 1/10G SFP/SFP+ • Quoted brand should be listed in leader category of Gartner • 3-Years Next Business Day Support services • 2x10G SFP+ modules (with Patch cords) • AC Power Supply • Forwarding Performance 125 Mpps/ Higher • Switching Capacity: 176 Gbps/higher • 3 Meter Power cord C13/14 • Rack-Mount Installation Accessories 	01	Nos		

S#	DESCRIPTION	QTY	UNIT	RATE	AMOUNT (Including all Taxes)
06.	Network NGF FIREWALL <ul style="list-style-type: none"> • 4 x GE RJ45 & 2 x SFP or more. Single AC power supply. • Quoted brand should be listed by Gartner in recent report of Network Firewall category • Must be Stateful Firewall & should have SSL VPN, IPsec VPN, Bandwidth Management, URL Filtering, Command and Control (C&C) related botnet protection, IPS, Web filtering, anti-spam, Application Security. • Firewall performance (max): 1.8 Gbps or higher • IPS performance: 200 Mbps or higher • Max concurrent sessions: 60,000 or higher • Software Upgrade, 24*7 Technical Support Services, 3 Years. • Hardware Warranty Service, 3 Years. • Rack-Mount Installation Accessories 	01	Nos		
07.	Ball Pen Black Ink 0.8MM Dollar Clipper or Equivalent (Box of 10 Pens) As per Sample available in the office	50,000	Pens		
08.	Grey Plastic Sealing Envelopes (Security Envelope) Material: Plastic 60 Micron for full envelope Size: 16" x 22.5" Printing: Single Color as per approved design Sample available in the office for the reference.	8,000	Nos.		
09.	White Cloth Envelope 100gm Paper with Cotton Cloth Pasting Size: 17" x 20" x 3" (Flap) Printing: Single Color as per approved design Sample available in the office for the reference.	6,000	Nos.		
10.	Response Sheets (Set of 3 Sheets) 90gm imported Offset Paper, Legal Size Original (1 Sheet) with Two Color Printing + Copies (2 Sheets) with single color printing along with Carbon Sheets. Printing: As per approved design. Binding: Gum Binding for each set of 3 Sheets Numbering: Digital Numbering As per Sample available in the office. Response Sheets must be compatible with the existing equipment for machine reading	48,000	Sets		
11.	MS Galvanized Trunk Size: 26.5" x 22" x 28" with heavy 3" MS Leg spacer all fabricated with 24 gauge galvanized MS sheet.	90	Nos.		
Total Amount (Including all taxes)					
Amount In Words					

CERTIFICATE

It is to certify that the goods / services shall be provided exactly in accordance with the requirements of the procuring agency.

Signature: _____

Name: _____

CNIC: _____

Designation: _____

Stamp: _____

To,
 Procurement Committee Services
 Dow University of Health Sciences, Karachi.

Subject: - **SUPPLY OF PRINTING ITEMS & ACCESSORIES FOR THE MDCAT-2024 ENTRY TEST EXAM.**

1. Having examined the instructions to the tenders, conditions of contract (General conditions and the conditions of particular application), and specifications, bill of quantities and having visited and inspected the site of the above- named works. I/We the undersigned offer to carryout, complete the above works/supplies in conformity with the said instructions to tenders; conditions of work order/contract, specifications, Bill of Quantities, for the following sums or such other sum as may be ascertained in accordance with said conditions.

Rs _____ (Rupee)

2. We undertake if my/our tender is accepted to commence the works immediately or within one week of recognized of the work order. Also affirm that our firm will complete all the arrangements in all venues 2daysbefore test date.
3. We agree to abide by this tender for a period of 90 days from the date of opening the same and it shall remain binding upon us and may be accepted at any time before the expiration of the said period of 90 days.
4. We understand that you are not bound to accept the lowest or any tender you may receive and you may reject any or all tenders without assigning any reason.
5. We agree that the procuring agency may increase /decrease quantity(s) of any item as per rules and we will responsible to arrange/manage such changes communicated earlier

Signature of Contractor with Seal

INTEGRITY PACK

(AFFIDAVIT)

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.

PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.

Contract Number: _____

Dated: _____

Contract Value: _____

Contract Title: _____

[Name of Supplier/Contractor/Consultant] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, **[Name of Supplier/ Contractor/ Consultant]** represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from Procuring Agency (PA), except that which has been expressly declared pursuant hereto.

[Name of Supplier/Contractor/Consultant] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Supplier/Contractor/Consultant] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, **[Name of Supplier/Contractor/Consultant]** agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by **[Name of Supplier/Contractor/Consultant]** as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from PA.

[Procuring Agency]

[Supplier /Contractor/Consultant]

Final Evaluation Criteria

Criterion Title	Category	Evaluation Heading	Type	Score
Original Tender Purchase Receipt / Pay Order of Tender Fee.	Final Evaluation		Yes/No	0
Responsiveness to the technical specifications of the goods. Bidder will furnish the SAMPLE or a DEMO of the Printing & Stationary items to the procuring agency before the opening of the bids, for the technical evaluation of the offered product. Failure to submit a Sample or Demo of the product will result in bid rejection.	Final Evaluation		Yes/No	0
Bid Security of required amount and in prescribed shape	Final Evaluation		Yes/No	0
Price Schedule(s) on Bidder's Letterhead duly signed and stamped.	Final Evaluation		Yes/No	0
Compliance to the Delivery / Completion Schedule	Final Evaluation		Yes/No	0
Valid General Sales Tax AND Income Tax Registration with Active Taxpayer Status on FBR website (for supply of goods)	Final Evaluation		Yes/No	0
Affidavit on stamp paper of Rs. 100/- duly notarized to the effect that: i. The bidder is neither blacklisted nor suspended by any National / International, including Provincial and Federal Government.	Final Evaluation		Yes/No	0
Affidavit on stamp paper of Rs. 100/- duly notarized to the effect that: ii. Any director or owner of the bidding company is not awarded any punishment from any Court of Law.	Final Evaluation		Yes/No	0
Affidavit on stamp paper of Rs. 100/- duly notarized to the effect that: iii. Bidder has submitted the correct and complete information along with the bid/offer. If any document / information is found forged / engineered / fake / bogus at any stage, the bidder may be declared as Blacklisted in accordance with law and the performance guarantee and payment, if any may be forfeited	Final Evaluation		Yes/No	0
Past Performance / Experience: FOR LOT-A: Minimum two (2) projects of MDCAT completed for the quoted items and submit the proof along with work order/ agreement/ Satisfactory Performance Certificate(s) issued during last 3 years for supplying similar nature goods for at least 40,000 students.	Final Evaluation		Yes/No	0
Past Performance / Experience: FOR LOT – B: Bidders who have not previously worked with the procuring agency must have experience in completing at least three (3) projects involving the supply of the quoted goods in tendered quantities to public sector organizations within the last three years. (Copy of Work order/ contract Agreement and satisfactory certificate duly endorsed from the client must be attached for each project)	Final Evaluation		Yes/No	0
Average annual turnover in preceding 3 years should not be less than Rs. 10 million for Lot –A & should not be less than Rs. 5 million for Lot –B demonstrated through income tax returns / bank statement / original bank certificate/Audited statement.	Final Evaluation		Yes/No	0

Schedule

Serial No	Description	Quantity	Unit	Rate including all Tax	Total Amount including all Tax	E-Catalogue
1	PACKAGE – A Duplicating Paper Ream Duplicating paper Legal size (60 Grams) (500 papers /Ream) (as per approved quality color & gain cutting)	4000	Ream			NULL
2	PACKAGE – A Digital duplicating Machine 130 PPM for Legal size printing (Rongda or approved equivalent) including 24 - hours machine operator for each machine for printing the given job. Technical support staff and rectification of faults during services either by replacing entire machine or faulty parts. (fault should be rectified within 04-hours) (5 men for 07 days) on rental basis.	7	Per day for 06 Machines			NULL
3	PACKAGE – A Ink Cartridge Must be Compatible with digital duplicating machine to be quoted at Sr# 02	200	Nos			NULL
4	PACKAGE – A Master Roll Must be Compatible with digital duplicating machine to be quoted at Sr# 02	40	Rolls			NULL
5	PACKAGE – B Printers & Toners Nashua Tec, HP or Equivalent Digital MFP IM 2702 (27PPM) Printer with Paper Tray, Trolley & black toner. Warranty: 1 Year Additional Toners compatible with the Printer. (Quantity 04 Nos.)	2	Nos			NULL
6	PACKAGE – B Laptop Computers HP/Dell or Equivalent; core i5, 13th generation 8 GB Ram, 256 SSD, 15.8" LED or better Warranty: 1 Year	2	Nos			NULL
7	PACKAGE – B NAS Storage NAS 8 Bay Rackmount	1	Nos			NULL
8	PACKAGE – B TOR SWITCH for Server Rack	2	Nos			NULL
9	PACKAGE – B ACCESS SWITCH	1	Nos			NULL
10	PACKAGE – B Network NGF FIREWALL	1	Nos			NULL
11	PACKAGE – B Ball Pen Black Ink 0.8MM Dollar Clipper or Equivalent (Box of 10 Pens) As per Sample available in the office	50000	Pens			NULL
12	PACKAGE – B Grey Plastic Sealing Envelopes (Security Envelope) Material: Plastic 60 Micron for full envelope Size: 16 x 22.5 Printing: Single Color as per approved design Sample available in the office for the reference.	8000	Nos			NULL
13	PACKAGE – B White Cloth Envelope 100gm Paper with Cotton Cloth Pasting Size: 17 x 20 x 3 (Flap) Printing: Single Color as per approved design Sample available in the office for the reference	6000	Nos			NULL
14	PACKAGE – B Response Sheets (Set of 3 Sheets)	48000	Sets			NULL

Serial No	Description	Quantity	Unit	Rate including all Tax	Total Amount including all Tax	E-Catalogue
15	PACKAGE – B MS Galvanized Trunk Size: 26.5 x 22 x 28 with heavy 3 MS Leg spacer all fabricated with 24 gauge galvanized MS sheet.	90	Nos			NULL