



**Lady Reading Hospital
(LRH)**

**Medical Teaching Institution
(MTI) Peshawar**

Contact No: 091-9211927

BID SOLICITATION DOCUMENTS

For

“Fumigation 2024-27”

“Single Stage Two Envelope”

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.

Asst. Manager Material Management
LRH/MTI Peshawar

AD Legal
LRH/MTI Peshawar

House Keeping
LRH/MTI Peshawar

Director Finance
LRH/MTI Peshawar

Nursing Director
LRH/MTI Peshawar

Associate Hospital Director
LRH/MTI Peshawar

Medical Director
LRH/MTI Peshawar

Hospital Director
LRH/MTI Peshawar

TABLE OF CONTENTS

| S # | Contents |
|-----|---|
| 1. | Introduction |
| 2. | Instruction to Bidders |
| 3. | Eligible Bidders |
| 4. | General Conditions |
| 5. | Invitation for Bids |
| 6. | Bid Security |
| 7. | Bid Validity |
| 8. | Financial Quoted Bid |
| 9. | Blacklisting OF DEFAULTED BIDDER/CONTRACTOR |
| 10. | Readdressing of Grievances |
| 11. | Award of Contract and Payment |

BSDs Finalization 2024-27

1. INTRODUCTION:

Lady Reading Hospital/Medical Teaching Institution (MTI) Peshawar invites sealed bids from the eligible bidders for Rental contract of **"Fumigation 2024-27"** in Hospital Opposite to OPD area Open Competitive Bidding under rule 6(2) (a) **"Single Stage Two Envelope"** bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.

2. INSTRUCTIONS TO BIDDERS:

1. This Bidding procedure will be conducted in light of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Laws, Rules made thereunder along with Standard Bidding Documents.
2. The bids will be opened on _____ by the committee in presence of the bidders/representatives who may choose to attend.
3. Pre-bid meeting with the interested bidders will be held on _____ in Committee room of MMD of the Institution.
4. Any bid received after the deadline for submission of bids shall not be entertained and shall be returned unopened to the Bidder.
5. All the bidders are required to provide annexure wise complete requisite documents with page Qualification as prescribed under the rules.
6. The bid should be complete in all aspects and must be signed by the bidder.
7. All prices should quote in Pak rupees PKR and should include all taxes applicable by Govt. (at any stage of tender process/till the validity of rates). If not specifically mentioned in the Quotation, it will be presumed that the prices include all the taxes.
8. Bidders are essentially required to provide correct and latest postal/email/web addresses, phone/mobile/fax numbers for actively and timely communication.
9. For any query, clarification regarding Services / Bid Solicitation Documents, the applicants may send a written request at least one day prior to the opening date.
10. 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.
11. 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. If bid is received after the date and time fixed for its receipt;
 - c. The tender document and the bid is unsigned;
 - d. The offer is ambiguous;
 - e. This offer is conditional i.e advance payment or currency fluctuation etc.
 - f. The offer is from blacklisted firm in any Federal / Provincial Government / Private department:
 - g. 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.
12. Usage of correction fluid & corrections are strictly prohibited unless duly initiated.
13. Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
14. Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
15. In case of Bid Tie, the decision will be taken by making toss/draw/Recall sealed quotation ³ in front of the bidders.
16. Grievances will be addressed as per KPPRA Rules only.
17. 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 LRH Peshawar future bids.

3. ELIGIBILITY CRITERIA:

- Bidders must give compliance to the below-mentioned clauses as these are mandatory to be eligible for the bidding process.
- ☐ Relevant certificates must be attached.
- ☐ The bidder must be registered with the Income / Sales Tax Department, reflected as Active Tax Payer on the list of FBR, NTN, .KNTN and professional tax.
- Valid & Active KPRA Registration is **Mandatory**.
- The bidder shall provide an undertaking on legal paper 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 Section 44(1) KPPRA Rules 2014.

4. GENERAL CONDITIONS: -

- LRH/MTI 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.
- Alternative bid shall not be considered and shall be rejected by the Competent Authority.
- At any time prior to the deadline for submission of bids, LRH/MTI 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.
- 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 non-conformity.
- LRH/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, **Lady Reading Hospital Peshawar** invites sealed bids under National Competitive Bidding for Rental Contract of **“Fumigation 2024-27”** for Hospital, under rule 6(2)(a) **“Single Stage Two Envelope”** of KPPRA Rules 2014, from well experience firm registered with the Income / Sales tax, reflected on Active Taxpayer List of FBR.

The bidders are required to submit bid security @ **100,000/-** in the name of **Hospital Director LRH/MTI Peshawar**. Pre-bid meeting with the interested bidders will be held on _____ at Committee room of Material Management Department of the institution.

The bids complete in all aspects must reach the undersigned by **11:00 AM** on _____, which will be opened at **11:30 AM** on the same day in committee room of the Hospital in the presence of the 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 @ **100,000/-** (refundable) drawn in favor of “**Hospital DirectorLRH-MTI Peshawar**”

The bid security may be forfeited:

1. If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. In the case of a successful Bidder, if the Bidder fails to sign the contract or to furnish performance Guarantee.

7. BID VALIDITY:

- The bids should be valid for the period of 180 days.
 - In exceptional circumstances, LRH/MTI 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, excepts provided in the bidding document.

BSDs Fumigation 2024-27

8. 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.

| | Parameters | Sub-parameters | Marks |
|----------|--------------------------------|---|------------------|
| 1 | Legal Requirement | | 10 |
| | | Sales Tax Registration Certificate | Mandatory |
| | | NTN Registration Certificate | Mandatory |
| | | Audit report of last two years (3 marks for each year) | 06 |
| | | KNTN Registration Certificate | Mandatory |
| | | Bank Statement of Lasts Years (2 Marks for each year) | 04 |
| 2 | Staff | | 10 |
| | | 01 mark for each person. List of staff should be provided on letter head pad with essential details I.e Name, contact details, appointment letter with pay slip. | 10 |
| 3 | Relevant Experience | | 20 |
| | Company in fumigation services | 2 Marks for each year maximum 10 certificates (PO/Award letter/contract agreement) | 20 |
| 4 | Past Performance | Major institutions served | 20 |
| | Past Relevant Performance | i 1-2 | 5 |
| | | ii 3-4 | 12 |
| | | iii 5 & more Performance certificate should be submitted from GOVT/semi Govt or private institute. | 20 |
| 5 | Tools and Machines | | 10 |
| | | Sprayer (10Liter & above) = 05 Nos | 03 |
| | | Fogger Machine for ICUS = 02 Nos | 03 |
| | | Thermal Fogger, Drill Machine, Knap Sack = 02 each | 04 |
| | Total Marks | | 70 |
| | Qualifying Marks | | 49 |

- The bidders achieving a minimum of 49 marks out of 70 marks in the Technical Evaluation will be declared technically qualified. Financial bids of only technically qualified 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. After opening of the financial bid of the qualify bidders the firm / contactor quoting the lowest rates in total amount/Max Lowest items will be selected and contract will be awarded.

6

- Bids having items not fulfilling/noncompliance with the required specifications shall be treated as non-responsive bids.

- If the supply and installation is not done within the period mentioned in the supply order, penalty @ 2% will be charged up to 15 days and beyond 15 days the penalty will be charged @ of 5%. will be deducted from the performance guarantee.

STATEMENT OF REQUIREMENTS FOR Fumigation SERVICES

Scope of Work

- To execute the integrated pest control measures at Lady Reading Hospital premises and Staff colony, TMO & HO Hostel and Nursing Hostel premises including the surrounding areas w the boundary wall of Hospital and Staff colony respectively.
- The integrated pest control measures taken care of at your end shall be such that the entire Hospital wards, OPD Emergency Department, OTS, ICUS, AC Plant Building, Incinerator, MMD & Pharmacy Stores, Nursing Hostel, TMO & HO Hostel, Doctors Colony and Offices shall be free from insects like cockroaches, bedbugs, spiders, silver-fish, houseflies, mosquitoes and rodents.
- In addition, the Hospital Complex shall be free from any kind of termite.
- The environment requirement in entire Hospital Complex shall be strictly adhered from your end. All the necessary pest control measures/ inputs required for the same are included in the total contract price.
- Any other integrated Pest Control Measures which is not specified but implied to this contract.
- The contractor will be bound to provide PPEs to their worker deployed staff
- The LRH through its Officer nominated by Hospital Director, LRH reserves to itself the right of altering the specifications of works of adding to or omitting any items of work or of having portions of the same carried out departmentally or otherwise and such alterations and variations shall not violate this agreement.
- Representative of the agency shall meet authorized Officer daily to apprise the position and situation and to discuss any matter concerning for personnel.
- Ensure that effective and economic pest control measures are implemented and that they are in accordance with the Hospital's patient care services.
- Dogs & Cats will be catching on daily basis.
- Fumigation in Entire Hospital Once in a week of all the equipment's lying in ICUS, OTS and Labor room.
- Fumigation in All ICUS OTS twice in a week.

The contractor has to provide the followings:

1. The Contractor has to provide all the manpower, equipment, tools and tackles, their accessories/refills pertaining to Pest Control Services.
2. The Contractor has to provide supervisory and management support by his own staff to get the maximum output from the Pest Control Service force provided to LRH.
3. Teaching and training for the same has to be done by the Contractor.
4. The man and material needed for the management of the Pest Control Services staff will be the responsibility of the Contractor.
5. Following equipment, tools and tackles are minimum and mandatory to be provided to the Pest Control staff by the Contractor.
 - Fogging to be done on daily basis according to schedule
 - All chemicals to be provided by the contractor for fumigation and insect
 - For non-compliance of terms and condition a penalty of Rs. 2000 will be imposed accordingly Fumigation to be done on daily basis in all areas/ or when needed with Alfagot chemicals
 - Staff to be in uniform with proper name tags.

Tools (Mandatory)

1. Hand Sprayer Pump 06.
2. Fogging Machine (Big size) 01.
3. Fogging Machine Specialized for OT and ICUS (Small size) 01.
4. Mouse Catcher As per requirement.
5. Dogs & Cats Net 02,

Shift wise requirement of staff

Morning shift: 3 workers and 1 supervisor.

Evening shift: 3 workers and 1 supervisor

Night shift: 3 workers

List of Pest Control consumables

- FIPRONILGEL(10 gm) Per Pack
- CPP Chlorpyriphos 20 EC Ltr
- CPP Chlorpyriphos TC 50 EC Ltr
- Cypermethrin 10 % Ec (5 ltr) Per Pack
- Delta methrin 1.25 (1 kg) (for fogging) Kg
- Delta methrin 2.50 (1 kg) (for indoor spray) kg
- Alpha Cypermethrin 10 % (1 kg) kg
- Dichlovros 76% (5 ltr) Per Pack
- Zinc Phosphide (100 gm) Per Pack
- Baytex (1 ltr) Ltr
- Kristolite D.P. Powder (25 kg) Per Pack
- Imidacloprid 15% Gel (5 gm) Per Pack
- Phorate 10G (1 kg) kg
- Bromodiolone 0.5% (25 gm) Per Pack
- Rodent glue board each
- Diesel for fogging machine Ltr
- Petrol for fogging machine Ltr
- Sticknins for mad dogs
- Alphaguard

The rates quoted by the agencies shall remain constant during the contract period irrespective of market rates fluctuations.

•The cost of consumables used for Pest Control Services at LRH will be paid to the contractor on actual consumption basis subject to certification of invoices from concerned Manager Facilities.

Financial Criteria (70 Marks):

| S.No | Parameters | Sub-Parameters | Total Marks: | |
|------|------------|--|--------------|--|
| | Price | | 70 | |
| | | | 30 | |
| | | Lowest Price will get full marks. The formula to calculate the marks for the price submitted is: [Lowest Price (Fm)/Price consideration (F)] x100 x 0.30 | | |

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 50 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

BLACKLISTING OF DEFAULTED BIDDER/CONTRACTOR

Conditions for Blacklisting 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 Lady Reading Hospital MTI Peshawar.

Procedure for Blacklisting and debarment

1. Competent authority of Lady Reading 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.

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 05 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.

8. Award of Contract:

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