

# Medical Teaching Institution (MTI)

Lady Reading Hospital (LRH)

Peshawar



Contact No: 091-9211927

## BID SOLICITATION DOCUMENTS

(Single Stage Single Envelope)

FOR

**New TONERS, Refilling of Toners and Repair of Printers (24-25)**

S.N	Name of Items	Call Deposit (RS)
1.	<b>New TONERS, Refilling of Toners and Repair of Printers (24-25)</b>	<b>200,000</b>

**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.

**Assistant Manager Material Management**  
LRH- MTI Peshawar

**AD Legal**  
LRH- MTI Peshawar

**System Engineer**  
LRH- MTI Peshawar

**Manager Operations (MIS)**  
LRH- MTI Peshawar

**Director Finance**  
LRH- MTI Peshawar

**Associate Hospital Director**  
LRH- MTI Peshawar

**Nursing Director**  
LRH-MTI Peshawar

**Medical Director**  
LRH-MTI Peshawar

**Hospital Director**  
LRH-MTI Peshawar

## INTRODUCTION:

Medical Teaching Institution (MTI)/ Lady Reading Hospital Peshawar invites. Item wise sealed bids with Proper binding from the Eligible Bidders (Suppliers) / Manufacturers / Authorize Dealers for “\_\_\_\_\_” for Hospital. Open Competitive Bidding under rule 6(2) (a) “**Single Stage Single Envelope**” bidding procedures of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Rules 2014.

## 1) INSTRUCTIONS TO BIDDERS:

1. This Bidding procedure will be conducted in light of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Laws, Rules made there under along with Standard Bidding Documents.
2. The bids will be opened on \_\_\_\_\_ at **11:30 AM** in presence of the bidders / representatives who choose to attend.
3. Pre-bid meeting with the interested bidders will be held on \_\_\_\_\_ at **11:00 AM** in Conference Room / MMD Office 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. The bid should be complete in all respect and must be signed by the bidder.
6. All prices quoted must be in Pak Rupees (PKR) and should include all applicable taxes by Govt (at any stage of Tender process). If not specifically mentioned in the Quotation, it will be presumed that the prices include all the taxes.
7. Bidders are essentially required to provide correct and latest postal / email / web addresses, phone / mobile / fax numbers for actively and timely communication.
8. 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.
9. 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. It is received after the date and time fixed for its receipt;
  - c. The offer is ambiguous;
  - d. The offer is conditional i.e. advance payment, or currency fluctuations etc.;
  - e. The offer is from blacklisted firm in any Federal / Provincial Govt. Deptt:
  - f. Only typed tender on original prescribing letter pad, sealed & signed (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
10. Usage of correction fluid & corrections are strictly prohibited unless duly initiated.
11. Any erasing / cutting etc. appearing on the offer, must be properly signed by the person signing the tender.
12. Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.

13. In case of Bid Tie, the decision will be taken by making toss / draw / Recall sealed quotation in front of the bidders.
14. 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's future bids.

## **2) ELIGIBILITY CRITERIA:**

Bidders must give compliance to the below mentioned clauses as these are mandatory to being eligible for the bidding process. Relevant certificates must be attached.

1. Computerized National Identity Card (photo-copy).
2. The bidder must be registered with Income / Sales Tax Department, reflected as Active Tax Payer on the list of FBR.NTN/KNTN and Professional tax.
3. The bidder shall provide an undertaking that the bidder has not been declared black listed by any Governmental / Semi-Governmental institutions.
4. Bidders shall not be eligible to bid if they are under a declaration of Ineligibility for corrupt and fraudulent practices issued by any government organization in accordance with the Section 44(1) KPP Rules 2014.
5. For original Toners, Supplier must provide propriety certification from the company.
6. Authorization will be verified from the Principal/ Authorized Dealer.

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

1. LRH 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, LRH 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. MTI / LRH Peshawar may accept or reject any or all of the bids under Rule 47 of KPPRA Rules, 2014.

**LADY READING HOSPITAL PESHAWAR**  
**Medical Teaching Institution (MTI)**  
**TENDER NOTICE**  
(Single Stage Single Envelope)

Sealed Bids are invited from Manufacturer/Importers/Authorized Distributors for the supply of following items for LRH-MTI Peshawar. Tender should reach to the office of the undersigned on or before at **11:00 AM** which will be opened on the same day at **11:30 AM** in presence of bidders or their representatives. The Bid security shall be submitted from the account of the firm/bidder/contractor who submits the bid in favor of Hospital Director, Lady Reading Hospital Medical Teaching Institution Peshawar.

S.NO	Name of Work	Required Bid Security	Tender	Procurement Method
01	<b>New TONERS, Refilling of Toners and Repair of Printers (24-25)</b>	<b>200,000</b>	<b>1<sup>st</sup></b>	(Single Stage Single Envelope)

**TERMS AND CONDITIONS:**

1. Only typed tender on original prescribing letter pad, sealed & signed with proper binding should be submitted, the quoted Price must be printed and hand written quoted price is not acceptable. The tenders must be according to hospital specification; **double rates** for one item will not be accepted.
2. All the Bidders are informed that no additional document will be entertained after tender opening.
3. No conditional tender will be acceptable.
4. Pre-bid Meeting will be held on at **11:00 AM** in the MMD Committee Room of the LRH.
5. A detailed list of specification of required items can be obtained from the Material Management Department of LRH during working hours (**Saturday is working day**). The specification is also available on our web-site [www.lrh.edu.pk](http://www.lrh.edu.pk)
6. The bid security in the shape of Pay order (PO) will not be accepted.
7. The Hospital have rights to increase or decrease in quantity.
8. The competent Authority has the right to reject all bids under Rule 47 of the Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Procurement Rules 2014, after assigning valid reasons.
9. LRH's FTN Number is 9050181.

**Associate Hospital Director**  
LRH MTI Peshawar

**Hospital Director**  
LRH MTI Peshawar

**Address of Pre-Bid Meeting & Bid Submission/Opening:**  
Lady Reading Hospital/MTI Peshawar, Khyber Pakhtunkhwa,  
**Telephone(s): 0092-91-9211430-35**

**4. BID SECURITY:**

Bid security @ **200,000** drawn in favor of “Hospital Director LRH Hospital” should be kept sealed in the proposal.

**5. 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 or to furnish performance Guarantee.
- iii) If a successful Bidder unable to supply the items after issuance of 3 reminder, orders will be placed to the next lower bidder.

**7. BID VALIDITY:**

- i) The bids should be valid for a period of 120 days.
- ii) In exceptional circumstances, LRH 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.
- iii) Rates approved will be valid till 30-06-2025.

**6. TECHNICAL SPECIFICATION**

Description	Specification	Price
	<b>Lot 1</b>	
Original	Cartridge 057, for LaserJet Printer Canon LBP 226DW, Original	
	Cartridge 057H, for LaserJet Printer Canon LBP 226DW, Original	
	Cartridge 039, for LaserJet Printer Canon LBP 352X, Original	
	Cartridge 039H, for LaserJet Printer Canon LBP 352X, Original	
	Cartridge 052, for LaserJet Printer Canon LBP 214dw, Original	
	Cartridge set complete for Color printer HP M254nw Original	
	Cartridge set complete for Color printer HP 4700dn Original	
	Cartridge set complete for Color printer HP 500dn Original	
	Cartridge set complete for printer Samsung ml1610 Original	
	Cartridge set complete for printer HP Pro M12a	
	Cartridge set complete for printer HP CP1025nw	
	Cartridge set complete for printer HP CP1215	
	Cartridge set complete for printer Samsung e609a Original	
	Cartridge set HP toner 107A Original	



	Cartridge set complete Canon Color LBP722cx Original	
	Toner for Canon 6555i	
	Toner Toshiba 6518A	
	Sharp Mx-M464 / AR452U	
	Toshiba E Studio 6518	
	Color laser jet pro M252 DW HP Cartridge	
	HP Laser jet P1005	
<b>Lot 2</b>		
Toners for Printers (1st Copy)	Cartridge 057, for LaserJet Printer Canon LBP 226DW,	
	Cartridge 057H, for LaserJet Printer Canon LBP 226DW,	
	Cartridge 039, for LaserJet Printer Canon LBP 352X,	
	Cartridge 039H, for LaserJet Printer Canon LBP 352X, Original	
	Cartridge 052, for LaserJet Printer Canon LBP 214dw,	
	Cartridge 26A, for LaserJet Printer HP 402dw/dn,	
	Cartridge 85A	
	Cartridge 80A	
	Cartridge 17A,	
	Cartridge 76A,	
	Cartridge set complete for Color printer HP M254nw Original	
	Cartridge set complete for printer HP Pro M12a	
	Cartridge set complete for Color printer HP 4700dn Original	
	Cartridge set complete for Color printer HP 500dn Original	
	Cartridge set complete for printer Samsung ml1610	
	Cartridge set complete for printer Samsung e609a	
	Sharp Mx-M464 / AR452U	
	Toshiba E Studio 6518	
Color laser jet pro M252 DW HP Cartridge		
HP Laser jet P1005		
Cartridge set complete Canon Color LBP722cx		
<b>Lot 3</b>		
Toners for Printers (Compatible)	Cartridge 057, for LaserJet Printer Canon LBP 226DW,	
	Cartridge 039, for LaserJet Printer Canon LBP 352X,	
	Cartridge 052, for LaserJet Printer Canon LBP 214dw,	
	Cartridge 26A, for LaserJet Printer HP 402dw/dn,	
	Cartridge 85A, Original	
	Cartridge 80A, Original	
	Cartridge 17A, Original	
	Cartridge set complete for Color printer HP M254nw Original	
	Cartridge set complete for printer HP Pro M12a	
	Cartridge set complete for Color printer HP 4700dn Original	
	Cartridge set complete for Color printer HP 500dn Original	
	Cartridge set complete for printer Samsung ml1610	
	Cartridge set complete for printer Samsung e609a	

Sharp Mx-M464 / AR452U	
Toshiba E Studio 6518	
Color laser jet pro M252 DW HP Cartridge	
HP Laser jet P1005	
Cartridge set complete Canon Color LBP722cx	

**NOTE: For Lot 1 Authorization Certificate from Manufacturer is must and should be attached in the Bid.**

**Brand Name, Complete Specification of product, Pack Size & Price is Mandatory against each item. Any item without mentioning the above will be consider rejected.**

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

## 7. Repair of Printers

Repair & Maintenance of Printers <b>without Parts</b>			
S.No	Description	Qty	Price
1	Canon 351 X Printer	35	
2	Canon 226 DW Printer	200	
3	Canon 214 DW Printer	150	

Repair & Maintenance of Printers <b>with Parts</b>			
S.No	Description	Qty	Price
1	Canon 351 X Printer	35	
2	Canon 226 DW Printer	200	
3	Canon 214 DW Printer	150	

## 8. Refilling of Toners

S.No	Toner Model to be Refill	Description	Price
1	Hp 05A (CE505A) / Hp 05X (CE505X)	HP Laser Jet 2055dn	
2	Hp 53A (Q7553A)/ Hp 53X (Q7553X)	HP Laser Jet 2015	
3	Hp 26A (CF226A) / Hp 26X (CF226X)	HP Laser Jet 402dn	
4	Hp 80A (CF280A) / Hp 80X (CF280X)	HP Laser Jet 400dw	
5	Hp 85A (CE285A)	HP Laser Jet 1102	

6	Canon Cartridge 039H	Canon LBP 351X	
7	Canon Cartridge 039	Canon LBP 351X	
8	Hp 17A (CF217A)	HP Laser Jet 102	
9	Canon Cartridge 052	Canon 214DW	
10	Hp 12A (Q2612A) / Hp 12A (Q2612AD)	Laser Jet 1020	
11	Toner HP 05A	LaserJet 2035	
12	Toner 057 Canon	226 DW	
13	Toner HP-52 Canon	214 DW	

## 9. EVALUATION CRITERIA

1. The Firm/ Contractor quoting the lowest rates at each total amount will be selected and contract will be awarded.
2. Bids having items not fulfilling in compliance with required specifications shall be treated as non-responsive bids.
3. The Bidder shall provide an undertaking that the bidder has not been declared black listed by any Govt/Semi- Govt institution on stamp paper is Mandatory.

## 10. Award of Contract:

Contracts shall be confirmed through a written agreement signed by the successful bidder and the LRH/MTI Peshawar. The awarded Supplier/Vendor is required to submit the contract agreement within 1 week after the issuance of the award letter.

## 11. Payment:

- a. No advance payment will be permissible.
- b. The payment will be made after successful supply, installation/inspection and test run of all requisite items.