

# Medical Teaching Institution (MTI)

Lady Reading Hospital (LRH)

Peshawar



Contact No: 091-9211927

## BID SOLICITATION DOCUMENTS

(Single Stage Two Envelope)

FOR

HOUSEKEEPING ITEMS (25-26)

S.N	Name of Items	Call Deposit (RS)
1.	Housekeeping Items	100,000

Interested bidders are required to submit the Non-Refundable fees of PKR Five thousand (5000) only in the MCB Bank "LRH Receipts account No:0847608141003952" prior to submission of Bids. (Separate Fee should be submitted with each tender).

The Original Receipt must be attached in the technical bid. If the receipt not found in bids, then the said bidder will be considering Disqualified.

**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 Material Management**  
LRH- MTI Peshawar

**AD Legal**  
LRH- MTI Peshawar

**Manager Housekeeping**  
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

## INTRODUCTION:

Medical Teaching Institution (MTI)/ Lady Reading Hospital Peshawar invites. Item wise sealed bids from the Eligible Bidders (Suppliers) / Manufacturers / Authorize Dealers for “\_\_\_\_\_” for Hospital. Open Competitive Bidding under rule 6(2) (a) “**Single Stage Two 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 / **/2025 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 / **/2025 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 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.
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.

## **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.

## Medical Teaching Institution (MTI)

Lady Reading Hospital (LRH)  
Peshawar

### **"TENDER NOTICE"**

(Single Stage Two Envelop)

Sealed Bids are invited from the Manufacturers/ Importer/authorized Dealers for the supply of following items for LRH Peshawar. Tender should reach to the office of the undersigned on or before **28 /05 /2025 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. N	Name of Work	Call Deposit	Pre-Bid Time
1.	Housekeeping Items (25-26)	100,000	Date: 16 / 05/2025 Time: 11:00AM

### **TERMS AND CONDITION:**

1. Pre-bid Meeting will be held on respective dates at 11:00 AM in the office of Manager Material Management LRH-MTI Peshawar.
2. Only typed tender on original prescribed letter pad, sealed & signed with proper binding should be submitted, the quoted Price must be printed, and hand written quoted price is not being acceptable. The tenders must be according to hospital specification; double rates for one item will not be accepted.
3. For Single Stage Two Envelops, the envelopes shall be marked as "TECHNICAL BID" and "FINANCIAL BID" and BOLD and LEGIBLE letters to avoid confusion. Similarly, the bidder shall seal both bids in separate envelopes. The said two envelopes shall then be sealed in an outer envelope.
4. The tender must be according to Bid Solicitation Documents (BSDs).
5. The Income Tax, stamp duty and Professional Tax or any other Government tax will be charged as per rules. (Only those firms will be honored that are on Active Taxpayer's List FBR).
6. No conditional tender will be acceptable.
7. A detailed Bid Solicitation Documents (BSDs) can be obtained from the Material Management Department of LRH-MTI during working hours (Monday to Friday) or also available on our web-site [www.lrh.edu.pk](http://www.lrh.edu.pk)
8. The bid security in the shape of CDR will be accepted only.
9. 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 giving valid reason.
10. KPRA is Mandatory for all services tenders.

11. LRH's FTN Number is 9050181.

12. Note: Text in Bold will be treated as mandatory.

13. Interested bidders are required to submit the Non-Refundable fees of PKR Five thousand (5000) only in the LRH Receipts account No:0847608141003952 (MCB) prior to submission of Bids. (Separate Fee should be submitted with each tender).

14. The Receipt must be attached with the submitted bid. If the receipt not found in bids, then the said bidder will be considering Disqualified.

i. (Original receipt in financial bids)

ii. (Copy of receipt in technical bids)

15. Note: Text in Bold will be treated as mandatory.

**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 @ **100,000** drawn in favor of “Hospital Director LRH Hospital” should be kept sealed in the 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 or to furnish performance Guarantee.

#### 5. BID VALIDITY:

- i) The bids should be valid for a period of 180 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 30-06-2026.

#### 6. TECHNICAL SPECIFICATION

S.No	Item Name and Specification	Brand	Unit	Price
1	Air Freshener (Air Wick 300ml) (Without Fragrance)			
2	Phenyl (Finis 2.75 liters)			
3	Deodorizer for washrooms per liter			
4	Furniture polish/ clean spray			
5	Hand Wash Anti-Bacterial (Dettol/Safeguard 500ml)			
6	Caustic Soda (1Kg)			
7	Tuatry (1Kg)			
8	Washing Bleach (smart ultra clean) (4 Liters Can)			
9	Descaler Limescale Remover (750ml)			
10	Inseckt Killer Chemical Attack (Mortein 400ml)			
11	Floor Cleaner Klenex Floral (10 Liters)			
12	GPC (General Purpose Cleaner) (30 Liters)			
13	Potasium permanganate (Per kg)			
14	Window Cleaner Glint Insta (750ml)			
15	Wax Polish for Floor			
16	Zinc phosphate powder (Per kg)			
17	Chlorine Bleach (Per liter)			
18	Drain Opener Fast Acid			



19	Toilet Cleaner 500 ml (Harpic)	Brand	Unit	Price
20	Kitchen Roll			
21	Hi-Jeen Paper Towel (Rose patel)			
22	Tissue Box Large (Rose pattel/Jasmin) (Without Fragrance)			
23	Dry Mop (Frame+cloth+set)			
24	Dry Mop Cloth			
25	Wet Mop (Frame+cloth+set)			
26	Wet Mop cloth			
27	Water Bucket (30 Liters)			
28	Dustbin (10 Liters)			
29	Dustbin (30 Liters)			
30	Dustbin (50 Liters)			
31	Dustbin (70 Liters)			
32	Dustbin with Bucket cover (Small )			
33	Dustbin with Bucket cover (Medium)			
34	Dustbin with Bucket cover (Large)			
35	Wet Floor caution board Yellow			
36	Dusting Mat/Cloth			
37	Feather Duster			
38	Floor palla Puchara			
39	Hand Brush Wooden			
40	Hanger Plastic			
41	Hard Brush for Carpet cleaning			
42	Hanger Wooden			
43	Hand Broom 1 Kg			
44	Liquid Soap Dispenser			
45	Liquid Soap (Per liter)			
46	Automatic Air freshener Dispenser with 1 Refill and battery cells (Best Quality)			
47	Refill for Air freshener Dispenser (Fresco or Air Wick)			
48	Nylon Brush Long Handle			
49	Nylon Brush Short Handle			
50	Dish wash brush			
51	Cob webs Brush with long handle			
52	Dust Pan (Plastic)			
53	Scraper with handle			
54	Synthetic Door Mat (4X8)			

55	Synthetic Door Mat (4x6)	Brand	Unit	Price
56	Toilet Brush			
57	Commode pump			
58	Wiper 18"(single piece)			
59	Wiper 36"(single piece)			
60	Trash Bin Liner Bio Degradable (Blue 35X40)			
65	Trash Bin Liner Bio Degradable (Yellow 32X38)			
68	Plastic Bag (5kg,10kg capacity) Bio Degradable			
69	Plastic Bag with Seal (200g,400g,500g,1kg)			
70	Soap 68gm (lifebuoy /Safeguard/Dettol)			
71	Robin Neel Powder			
72	Robin Neel Liquid (1 Liter pack)			
73	Vim/ Max lemon bottle (430 gm)			
74	Scotch Brite			
75	Washing Powder Bonus / Express /Wheel/Surf Excel/ Ariel Economy Pack (One Kg Pack )			
76	Washing Powder Bonus / Express /Wheel/Surf Excel/ Ariel Economy Pack (5 Kg Pack )			
77	Washing Soap (Sufi Soap) (per packet)			
78	Washing Soda ICI (Per Kg)			
79	Danger box for syringes			
80	Plastic Lota			
81	Rommi for Washroom			
82	Housekeeping Heavy duty gloves (Long size)			
83	Coopex Powder (100gram)			
84	DDVIP Oil (500ml)			
86	Water Purification Tablet 5 gram (50 tablets per bottle)			
87	Formalin (5 liters Cane)			
89	Belcha Large with Handle			
90	Belcha Small with Handle			
91	Gentree with Handle			
92	Wheel Barrow single Tyre with (18 Gauge Chadar)			
93	Khurpa			
94	Kudala			
95	Plant Cutting Scissor (Large Size)			
96	PVC Flexible Plastic Pipe (1/2Per Kg) (2.5mm Thickness)			
97	PVC Flexible Plastic Pipe (3/4 Per Kg) (2.5mm Thickness)			



98	PVC Flexible Plastic Pipe (1" Per Kg) (2.5mm Thickness)	Brand	Unit	Price
99	PVC Flexible Plastic Pipe (1 ½" Per Kg) (2.5mm Thickness)			
100	PVC Flexible Plastic Pipe (2" Per Kg) (2.5mm Thickness)			
101	PVC Flexible Plastic Pipe (3" Per Kg) (2.5mm Thickness)			
102	Hand Disinfected Solution (5 liters Cane)			
103	Surface Disinfected Solution (5 Liters Cane)			
104	Instrument Disinfected Solution (5 Liters Cane)			
105	Bamboo for broom 5 feet length with (Jublie clamp 4 inch)			
106	Danger Box Plastic 7 liters puncture free, liquid proof can/gallon type			
107	Ultras sound Gel (5-liter cane)			
108	Salt (1 Kg)			
109	Jumbo Filter for RO System			
110	Disaf filter for RO System			
111	Water Filter 3 stages water filtration			
112	Scrubbing brush Numatics UK			
113	Hand sanitizer Dispenser			
114	Fumigation Machine			
115	Fog Machine			
116	Electric Grass Cutter Machine			
117	Water Despenser			
118	Electric Water Cooler with Filters (35 Gallons/ Liters)			
119	Microwave Ovan (25 Liters)			
120	Refrigerator (Medium Size)			
121	Electric Saw			
124	Pressure Washer Machine			
125	Snake Machine			
126	Trash Bin Liner Bio Degradable (Blue 18X27)			
127	Temik 20G (For Rats)			
128	Deltamethrin			
129	Dichlorvos			
130	Guardian			
131	Alpha Guard (For OT, s Fumigation)			
132	Virocid (For ICU, s Fumigation)			
133	Killer Gel for Cockroach			
134	Hand sanitizer Dispenser wall mounted			
135	Dust bin Foot operated Large (Yellow)			

136	Dust bin Foot operated Medium (Blue)	Brand	Unit	Price
137	Dust bin Foot operated Small (Red)			
138	Baby Weight Machine			
139	Plant Pot Small			
140	Plant Pot Medium			
141	Plant Pot Large			
142	Plant Pot Stainless Steel Small			
143	Plant Pot Stainless Steel Large			
144	Plant Pot Stainless Steel Medium			
145	Sanitizer Bottle With Pump 500ml			
146	Paper Towel Roll for Dispenser Small			
147	Paper Towel Roll for Dispenser Medium			
148	Paper Towel Roll for Dispenser Large			

#### **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
1	<b>Financial Status</b>		<b>18</b>
		Sales Tax Registration Certificate (04 Marks)	4
		NTN Registration Certificate (06 Marks)	6
		Bank statement of last 2 years (each year carry 3 marks) (06 Marks)	6
		Audit report of last 2 years (each year carry 1 marks) (02 Marks)	2
2	<b>Product Specification</b>		<b>22</b>
	Product that <b>100%</b> comply with the advertised specifications will be considered for evaluation	Product that 100% comply with the advertised specifications will be considered for evaluation. Vendors are required to provide undertaking that they will quote the products according to required specifications and will bound to provide the same.	
3	<b>Past Performance (1 marks for each certificate)</b>		<b>05</b>
	Institute include government department and private institute customer satisfaction certificate from the procuring entity of the	Required up to 05 Certificates (Each certificate carries 01 Mark)	

	last accomplished assignment must be attached.		
<b>4</b>	<b>Relevant Market experience (3 marks for each year)</b>		<b>15</b>
	Supply orders/purchase orders/ contract agreement should be attached of relevant item.	Required up to 05 years' experience (Each year carries 03 Mark)	
<b>5</b>	<b>Availability of Office</b>		
		Office available in Peshawar. (Full Marks) Office available if outside from Peshawar in KPK.	10 05
	<b>Total Marks</b>		<b>70</b>
	<b>Qualifying Marks</b>		<b>49</b>

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

**Total Marks in Technical Criteria: 70**

- 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 publically 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 will be selected and contract will be awarded.

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

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

**8. Award of Contract:**

Award letter is subject to approval of sample. Contract shall be confirmed through written agreement signed by successful bidder and the LRH/MTI Peshawar.

**9. Payment:**

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

