

Medical Teaching Institution (MTI)

Lady Reading Hospital (LRH)

Peshawar



Contact No: 091-9211927

BID SOLICITATION DOCUMENTS

(Single Stage Two Envelope)

FOR

New Toner (25-26)

AFTER PRE-BID

S.N	Name of Items	Call Deposit (RS)
1.	New Toner	200,000

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

System Engineer (MIS)
LRH- MTI Peshawar

Manager Operation 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 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 **21 / 07 /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 **14/07/2025 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.
15. "All participants/vendors are expected to quote their prices with utmost integrity, ensuring that they provide the best value for money. It is essential that rates quoted in tenders or for any awarded items are fair, competitive, and justifiable.

Please note that if any abnormality or significant deviation is found in the quoted or awarded rates, the concerned vendor will be held responsible for justifying the pricing. Failure to provide a satisfactory explanation will result in recovery of the excess amount from the vendor."

16. If any complaint is received from the end user regarding cartridge leakage or printer damage caused by low-quality cartridges, the **Purchase Order will be cancelled immediately without any further discussion**, and **appropriate penalties may be applied** as per hospital procurement policy.

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 **21 /07 /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.	New Toner (25-26)	200,000	Date: 14 /07 /2025 Time: 11:AM

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
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 @ **200,000** 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

7.	Description	Specification	
		Lot 1	Price
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 351X, Original	
		Cartridge 039H, for LaserJet Printer Canon LBP 351X, Original	
		Cartridge 070, Light Duty Printer Canon LBP 246 DW, Original	
		Cartridge 070H, Light Duty Printer Canon LBP 246 DW, 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 073, Heavy Duty Printer Canon LBP 361 DW, Original	
		Cartridge 073L, Heavy Duty Printer Canon LBP 361 DW, 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	
Lot 2		
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 351X,	
	Cartridge 039H, for LaserJet Printer Canon LBP 351X,	
	Cartridge 052, for LaserJet Printer Canon LBP 214dw,	
	Cartridge 26A, for LaserJet Printer HP 402dw/dn,	
	Cartridge 073, Heavy Duty Printer Canon LBP 361 DW	
	Cartridge 073L, Heavy Duty Printer Canon LBP 361 DW	
	Cartridge 85A	
	Cartridge 80A	
	Cartridge 17A,	
	Cartridge 76A,	
	Cartridge set complete for Color printer HP M254nw	
	Cartridge set complete for printer HP Pro M12a	
	Cartridge set complete for Color printer HP 4700dn	
	Cartridge set complete for Color printer HP 500dn	
	Cartridge set complete for printer Samsung ml1610	
	Cartridge set complete for printer Samsung e609a	
	Cartridge 070, Light Duty Printer Canon LBP 246 DW	
	Cartridge 070H, Light Duty Printer Canon LBP 246 DW	
	Sharp Mx-M464 / AR452U	
	Toshiba E Studio 6518	
	Color laser jet pro M252 DW HP Cartridge	
	Cartridge set complete for printer HP CP1025nw	
	HP Laser jet P1005	
	Cartridge set complete Canon Color LBP722cx	
Lot 3		
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	
Cartridge set complete for printer HP Pro M12a	
Cartridge set complete for Color printer HP 4700dn	
Cartridge set complete for Color printer HP 500dn	
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	

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	Financial Status		12
		Sales Tax Registration Certificate (04 Marks)	4
		NTN Registration Certificate (06 Marks)	6
		Audit report of last 2 years (each year carry 1 marks) (02 Marks)	2
2	Product Specification		20
	Product that 100% 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	Toners Warranty	Warranty of Toners must be given.	02
4	Affidavit	Submission of an affidavit stating that no employee or relative of the bidding company is currently employed at this hospital.	Mandatory
5	Past Performance (1 marks for each certificate)		05
	Institute include government department and private institute customer satisfaction certificate from the procuring entity of the last accomplished assignment must be attached.	Required up to 05 Certificates (Each certificate carries 01 Mark)	
6	Relevant Market experience (3 marks for each year)		15
	Supply orders/purchase orders/ contract agreement should be attached of relevant item.	Required up to 05 years' experience (Each year carries 03 Mark)	
7	Availability of Office (Location)		05
	Contract agreement/Evidence of location will be provided	Office available in Peshawar (Local). (Full Marks) Office if outside from Peshawar/other city.	05 02
8	Financial Capability		10
	To be verified from IT-1, IT-2	20 Million & Above	10
		10 Million to 20 Million	8
		05 Million to 10 Million	5
9	ISO 9001/ISO 45001/EE-09 Certification		01

	1 mark for the availability of any one of these certificates.	
	Total Marks	70
	Qualifying Marks	49

Note: 1. Product samples for all listed items shall be submitted for evaluation. Additional samples may be requested if deemed necessary.

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 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 / contractor with Highest Fair ranked bid (HFRB) 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.

S/No	Parameters	Sub-Parameteres	Total Marks
	Price		30
		Lowest Price will get full marks. The Formula to calculate the marks for the price submitted is: {Lowest Price (Fm) Price of Bid under Consideration (F)}x100 x 0.30	30

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.

