

**OFFICE OF THE DIRECTOR GENERAL PAKISTAN POST OFFICE
ISLAMABAD**

No. PR.2-7/2022

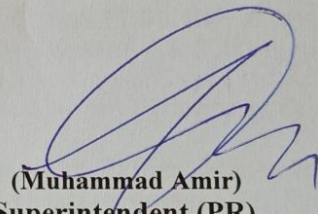
dated at Islamabad-44000, the,

27th April, 2022

Sub: - **UPLOADING OF TENDER NOTICE FOR PURCHASE OF MEDICINE
FOR THE YEAR 2021-22 % PMG CENTRAL PUNJAB CIRCLE
LAHORE.**

Kindly find enclosed herewith a Tender Notice under subject noted above of Pakistan Post for uploading on your website. Bill in duplicate having this office reference number (File No) may kindly be sent for payment to the undersigned as per government policy.

2. An early action is requested.


(Muhammad Amir)
Superintendent (PR)

✓
Mr. Rizwan Mehmood,
Asst Director (IT & Monitoring),
Public Procurement Regulatory Authority,
1st Floor FBC Building Near State Bank,
Sector G-5/2,
Islamabad-Pakistan

Copy to: -

1. The Director (IT) % Directorate General Pakistan Post Office, Islamabad for uploading on Pakistan Post website today.
2. Office Copy.

PAKISTAN POST
OFFICE OF THE POSTMASTER GENERAL, CENTRAL PUNJAB CIRCLE,
LOWER MALL, LAHORE

TENDER

- 1- Sealed tenders are invited for the bulk purchase of allopathic medicines (with generic names) for the **Financial Year 2021-2022** for Pakistan Post Medical Centre's, at level of Postmaster General (CP) Lahore from registered pharmaceutical companies / authorized dealers, distributors/Manufacturers (TENDERERS) having valid authorized license which are not black listed and have sufficient experience for the supply of medicines on large scale. Any tenderer declared fraudulent or corrupt by any government (federal, provincial or local) or public sector organization are NOT ELIGIBLE. Affidavit on a non-judicial paper of Rs.100/- that Bidder is not black listed and no criminal / civil case is pending in any Court of Law, also required with tender. The tender will be opened under Public Procurement Rules 2004. The firms will adopt **Single Stage Two- Envelope Procedure** as provided in the Public Procurement Rules 2004 vide clause # 36(b).
 - 2- Technical bid and financial bid must be submitted in separate envelopes (Technical Bid & Financial Bid must be written clearly). Following documents must be attached with technical bids.
 - a) Name of Company
 - (b) Name of Owner
 - (c) Copy of CNIC
 - (d) Office Address / Phone No/ Email.
 - (e) Copy of GST
 - (f) Copy of NTN
 - (g) Copies of previous two years tax returns
 - (h) Income tax certificate
- Rates of tender will include all payable taxes and the rate offered by the bidder will be valid for the financial year 2021-22 from date of commencement. Medicine suppliers are bound to supply the medicine at Pak Post Medical Centre Multan Road Lahore at their own cost.
- 3- Tender forms and detail of medicines are available till **16-05-2022** upto **11:00 AM** in the office of the Postmaster General Central Punjab Circle, Lower Mall, Lahore on the payment Rs. 2000/- (non-refundable) to be deposited at any Post Office in ACG-67 (Unclassified Receipt).
 - 4- Rates should only be mentioned in the prescribed tender form issued by the Postmaster General, Central Punjab Circle, Lahore and rates will be applicable till **30.06.2022**.
 - 5- Bank Draft / Postal draft / CDR amounting to Rs.200,000/- (refundable) as Earnest Money is mandatory to be attached with the **Technical Bid**, without Earnest Money tender will not be acceptable.
 - 6- Successful bidder will complete supply of medicines within 30 days after the receipt of supply order at Pak Post Medical Centre Multan Road Lahore. Supply order can be cancelled if the medicines are not supplied within given time or found substandard and Earnest Money will be forfeited.
 - 7- Every item must be stamped **PAK POST LAHORE NOT FOR SALE** and should be clearly visible
 - 8- Delivery challah and invoice must include the information i.e., nomenclature, batch number, manufacturing and expiry date at time of delivery of goods.
 - 9- The successful bidder is bound to replace the near expiry medicines with fresh stock if not consumed without extra charges before 3 months of its expiry.
 - 10- Owner of firm or nominated representative having authority letter alongwith copy of CNIC can participate in the tender opening process.
 - 11- Sealed tenders can be dropped in tender box in office of Postmaster General, Central Punjab Circle, Lower Mall, Lahore upto **16-05-2022** till **11:30 AM** which will be opened on same day at **12:00 hours** in the presence of representative of the medicine companies. No tender will be received after the due date and time.
 - 12- Any Conditional, ambiguous or incomplete offer in any respect shall be ignored. no supplementary or revised offer after opening of the tender shall be entertained.
 - 13- Postmaster General Central Punjab Circle Lahore reserves the right to accept or reject any tender or part of tender at any time before its acceptance and to increase / decrease the quantity of medicines mentioned in the quotation.
 - 14- Retail price / trade price / concessional price should be mentioned in tender.
 - 15- Firms/companies evaluation criteria should be certified by ISO-9001/ Drug Registration Letter (DRL) by DRAP / Local Current Good Manufacturing Practice Certificate (LCGMPC) / Valid Drug Manufacturing License (VDML) Certificate, summary of continuous supply record for last 3 years of each quoted product to ascertain availability of product in local market, manufacturers represented by distributors are to submit their drug sale license along with manufacturer license and authority letter of the companies being represented, sole agents for foreign principles will also provide valid drug sale license for evaluation.
 - 16- Medicine brands /type of medicines evaluation criteria: brands having better recovery rates on basis of experience will be assessed as efficacy of different brands varies directly affecting length of treatment & cost, patient compliance, availability of drugs and time-tested brands will be selected.
 - 17- Firm should be on Active Tax Payers list (ATL) of FBR Documentary evidence should be attached with the technical bid.
 - 18- Terms & Conditions are available in the tender form.

(ZIA UL HAQ RANJHA)
DY. POSTMASTER GENERAL (ADMN)
PH: NO. 042-99210713