

**TELEPHONE INDUSTRIES OF PAKISTAN
HARIPUR / HAZARA.**

TENDER NO.04/2022

BIDDING DOCUMENTS

FOR

**SUPPLY OF MEDICINES FOR TIP FIELD OFFICE ISLAMABAD, LAHORE
AND KARACHI FOR A PERIOD OF ONE YEAR (EXTENDABLE).**

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TENDER NOTICE NO.04 / 2022

(Amar Ali Khan)
HoD (Procurement)
Telephone Industries of Pakistan, Haripur
Tel: 0995-627769

[illegible]

TIP Building, 186 Street 2, I-9/2, I-9, Islamabad, Islamabad Capital Territory
 Phones: +92-51-4444911, Haripur Office: +92-995-611461, Fax: +92-51-4444915

TERMS & CONDITIONS FOR TENDER NO. 04/2022

1. The contract shall be valid for a period of one year (Extendable) as per mutual agreed Terms & Conditions. In case of unsatisfactory performance, competent authority (CEO / MD TIP) reserves the right to terminate the contract at any stage without assigning any reason.
2. The quotation / bid should be provided on letter head as per FORM OF BID (Specimen Form of bid is available in tender documents). Validity of bid should be 90 days.
3. Sealed bids addressed to HoD Procurement, Telephone Industries of Pakistan Khanpur Road Haripur by referring "**Tender No. 04 / 2022 for supply of medicines**", should reach on or before **June 22, 2022 up to 11.00 am** Tender will be opened on the same day at 11:30 am. In TIP Conference room TIP Haripur, in the presence of bidders or their authorized persons.
4. Bid security of **Rs. 50,000/- (Rupees Fifty Thousand Only)** in the form of Demand Draft in favour of **Telephone Industries of Pakistan TIP Haripur** must be attached along with the bid which will be returned to the unsuccessful bidders soon after finalization of the tender process. The bid security of successful bidder will be returned after the signing of contract / agreement.
5. Copies of the following are required to be attached with the quotation:
 - Bider's CNIC
 - NTN Certificate
 - Drug Sales License (The supplier must have proper Retail shop / Medical Store that may be visited / inspected the Medical Store before signing of the contract.
6. The contractor will intimate the exact address, Telephone No. of medical store / as well as residence address with telephone No.
7. No bid will be considered / entertained if :
 - i. It is received after the specified date and time.
 - ii. The bid is unsigned.
 - iii. The bid is ambiguous.
 - iv. The bid is conditional.
 - v. It is without Bid security of Rs. 50,000/-. (Rupees Fifty Thousand only)
 - vi. The bid received with shorter validity than 90 days.
 - vii. The bidder has not mentioned the rebate (% age Discount) clearly (The offered discount should be on the retail prices). At any instance, if prices quoted in the bills were found higher than retail prices approved by the Ministry of Health, the Competent Authority (CEO / MD TIP) reserves the right to deduct the excess amount charged.
8. The successful bidder have to submit / deposit a **Demand Draft of Rs. 100,000/- (Rupees one Hundred Thousand Only)** in favour of "Telephone Industries of Pakistan Pvt Ltd Haripur" as Performance Guarantee before finalization of contract. The same will be refunded on successful completion of the contract period. Bank Guarantee / Cheque will not be acceptable as performance guarantee.

9. Terms and condition of the contract will be written on Judicial Stamp paper of worth Rs. 100/= by the contractor, and contract will be signed by the both parties.

10. Medicines shall be supplied by the contractor in such quantities as may be required by the TIP as prescribed by the Medical officer TIP Islamabad, Lahore and Karachi to employees / workers (Serving & retired) with quantity and type prescribed each time by Medical officer in requisition medical slip.

11. In all emergency cases, the contractor shall ensure to supply the medicines "IMMEDIATELY" at any time during the day or night.

12. In case the contractor fails to supply the ordered items on the same day, purchase will be made on risk and cost basis.

13. The contractor shall submit their Bill to Finance department TIP Haripur through HR&A department on fortnightly basis in the following format along with relevant requisitions slips issued by the Doctor: -

- a. Serial No of contractor Bill.
- b. Date of supply (to be indicated against each item).
- c. Reference No. of Doctor Requisitions slip.
- d. Quantity of medicines supplied: -
 - i. in Case of Tablets - No of Tablets with potency.
 - ii. In case of Liquids - No of bottles with quantity.
 - iii. In case of Injections - No of Injections with quantity.
 - iv. In case of Gel/Tubes etc --- No & quantities.

14. The medicines supplied will be charged in bill at their retail price. And amount of discount will be deducted from the amount of each bill submitted by the contractor for payment. The contractor will also provide the following certificate along each Bill: -

"Certified that the prices charged in this bill are the authorized retail prices of the medicines supplied".

15. Income Tax / Other Taxes if applicable will be deducted from Contractor Bills as per Govt. Rules.

16. The Competent Authority (CEO / MD TIP) reserves the right to accept or reject any or all the offers, its decision in case of any dispute will be final.

Bid Evaluation Criteria.

1. Bids conforming to the terms and conditions as specified in the tender documents.
2. The Bidder who will offer maximum discount on retail price of medicines will be given preference.


(Amar Ali Khan)

HoD (Procurement)

Telephone Industries of Pakistan, Haripur

Tel: 0995-627769

FORM OF BID

TENDER NO. 04 / 2022 OPENING DATE June 22, 2022

Name & address of bidder: -----

CNIC #.----- (Copy also to be attached)

Complete address of Medical Store with Telephone no. -----

N.T.N No. ----- (Copy also to be attached)

Drugs Sale License No. ----- (Copy also to be attached)

Demand Draft No. for bid Security -----

Percentage Discount (rebate) on retail price: -----

It is certified

That I / We have read carefully the terms and conditions of tender enquiry and are acceptable to me / us.

That the discount / rebate offered by me / us is a percentage of discounts on retail price.

Signature & stamp of Bidder
