

BIDDING DOCUMENT

HIRING OF EXPERT FIRM FOR INSECTICIDE SPRAY TO ELIMINATE THE COCKROACHES, FLIES BED BUGS, RATS , CRAWLING INSECT PEST MOSQUITO AND DENGUE LARVA ETC. CONTRACT SHALL BE FOR A PERIOD OF TWO YEAR FROM THE DATE OF AWARD OF CONTRACT, ONE YEAR EXTENDABLE WITH THE SATISFACTORY PERFORMANCE AND MUTUAL CONSENT OF BOTH PARTIES.

LAHORE GENERAL HOSPITAL LAHORE

Ph: No. 042-99268836

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Preface

This template for Standard Bidding Documents (SBDs) (Non-Consultancy Services) has been formulated in accordance with Punjab Procurement Regulatory Authority Act, 2009 (PPRA Act-09) and Punjab Procurement Rules 2014 (PPR-14). It has been seriously taken care of that all the basic guidelines/principles/requirements for the preparation of SBDs should be included in this template in order to facilitate the procuring agencies of Punjab. The principle of "Value for money" remained the guiding spirit and ultimate object of our endeavor.

All the procuring agencies may use/seek guidance from this template for the preparation and finalization of SBDs (of a specific procurement) which may also include other details, as per requirement of the procuring agencies, as far as they are not inconsistent with Punjab Procurement Regulatory Authority Act, 2009 (PPRA Act-09) and Punjab Procurement Rules, 2014 as amended upto-date (PPR-14). In case of any conflict between provision of this document and the law/ Rules, the later shall prevail.

This SBD has been prepared by PPRA internally, endeavored to make it a reality in a very short span of time.

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LAHORE GENERAL HOSPITAL LAHORE

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INSTRUCTIONS TO BIDDERS

1. **Source of Funds:** Lahore General Hospital, Lahore has allocated funds for Hiring of an expert company/firm/contractor to eliminate cockroaches, flies, Bed Bugs, Rats, crawling Insect Pests, Mosquito, and Dengue Larva etc. which will be utilized by the Lahore General Hospital, Lahore.
2. **Eligible bidders:** - The bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices, declared by any Government (Federal/Provincial/District), a Local Body or a Public Sector Organization.
3. **Cost of Bidding:** The bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the manner or outcome of the bidding process.
4. **Bidding Procedure**
 - a. Single Stage two envelopes bidding procedure shall be used as per PPRA rules clause 38(2) a 2014 for procurement of such goods where the bids to be evaluated on technical grounds and the procedure for single stage two envelopes shall be:-
 - b. The bid shall be single package consisting of two separate envelopes, containing separately the financial and the technical proposal.
 - c. The envelopes shall be marked as "Financial Proposal" and "Technical Proposal".
 - d. In the first instance, the "Technical Proposal" shall be opened and the envelope marked as "Financial Proposal" shall be retained unopened in the custody of the procuring.
 - e. The procuring agency shall evaluate the technical proposal in the manner prescribed in advance, without reference to the price and shall reject any proposal which does not conform to the specified requirements.
 - f. During the technical evaluation no amendments in the technical proposal shall be permitted.
 - g. After the evaluation and approval of the technical proposals, the procuring agency shall open the financial proposal of the technically accepted bids, publically at a time, date and venue announced and the communicated to the bidders in advance, within the bid validity period.
 - h. The financial bids found technically non-responsive shall be turned un-opened to the respective bidders.
 - i. The lowest evaluated bidder shall be awarded the Contract.
 - j. In case of non-availability/allocation of sufficient required fund the whole procurement may be scraped and in such case the procuring agency shall incur no liability towards the prospective bidders.
 - k. Keeping in view the availability of fund, the quantity may be increased/decreased strictly as per the PPRA Law/Rules.

5.

Bidding Documents

- a. Content of Bidding Documents The goods required, bidding procedures, and Contract terms are prescribed in the bidding documents. In addition to the Invitation for Bids, the bidding documents shall include:-
- b. Invitation to Bids
- c. Instructions to Bidders (ITB)
- d. Bid Data Sheet
- e. General Conditions of Contract (GCC)
- f. Special Conditions of Contract (SCC)
- g. Schedule of Requirements
- h. Bid Form

- i. Bidder Profile Form
 - j. General Information Form
 - k. Affidavit
 - l. Bid Security Form
 - m. Technical Bid Form
 - n. Contract Form
 - o. Financial Bid Form / Price Schedule
 - p. Performance Guarantee Form
 - q. Check List
 - r. The "Invitation for Bids" does not form part of the Bidding Documents and is included as a reference only. In case of discrepancies between the Invitation for Bid and the Bidding Documents listed above, the said Bidding Documents shall take precedence.
 - s. The bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents.
 - t. Failure to furnish all information required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect shall be at the bidder's risk and may result in the rejection of its bid.
6. **Clarification of Bidding Documents:**-A prospective bidder requiring any clarification of the bidding documents may notify the Procuring Agency, in writing at the Procuring Agency's address, indicated in the Invitation for Bids. The Procuring Agency shall respond in writing to any request for clarification of the bidding documents, which it receives no later than ten (10) days prior to the deadline for the submission of bids prescribed in the Invitation for Bids. Written copies of the Procuring Agency's response (including an explanation of the query but without identifying the source of inquiry) shall be sent to all prospective bidders that have received the bidding documents.
7. **Amendment of Bidding Documents:**-At any time prior to the deadline for submission of bids, the Procuring Agency, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, may modify the bidding documents by amendment. All prospective bidders that have received the bidding documents shall be notified of the amendment in writing and shall be binding on them. In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring Agency, at its discretion, may extend the deadline for the submission of bids.
8. **Language of Bid:** The bid prepared by the bidder, as well as all correspondence and documents relating to the bid exchanged by the bidder and the Procuring Agency shall be written in English. Supporting documents and printed literature furnished by the bidder may be in another language provided they are accompanied by an accurate translation in English, in which case, for purposes of interpretation of the Bid, the translation shall govern.
9. **Documents Comprising the Bid:-**
- a. The bid shall comprise the following components:
 - b. Bid Form and Price Schedule completed in accordance with instruction to bidders (to be submitted along with financial proposal);
 - c. Documentary evidence established in accordance with instruction to bidders that the bidder is eligible to bid and is qualified to perform the Contract if its bid is accepted;
 - d. Documentary evidence established in accordance with instruction to bidders that the goods to be supplied by the bidder are eligible goods and conform to the bidding documents
 - e. Bid Security, Furnished in accordance with instruction to bidders.
10. **Bid Form & Price Schedule:**-The bidder shall complete the Bid Form and an appropriate Price Schedule furnished in the bidding documents.
11. **Bid Prices:**

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- a. The bidder shall indicate on the appropriate Price Schedule.
- b. Form of price Schedule is to be filled in very carefully typed. Every page is to be signed and stamped at the bottom. Any erasing/cutting may lead to the cancellation of the bid. No hand written bid will be accepted.
- c. The bidder should quote the prices of services according to the strength / technical specifications as provided in the Form of Price Schedule.
- d. The bidder is required to offer competitive price. All prices must include the General Sales Tax (GST) and other taxes and duties, where applicable. If there is no mention of taxes, the offered / quoted price shall be considered as inclusive of all prevailing taxes/duties at the time of payment. The benefit of exemption from or reduction in the GST or other taxes shall be passed on to the Procuring Agency.
- e. Prices offered should be for the current financial year. Conditional offer shall also be considered as non-responsive.
- f. While tendering your quotation, the present trend / inflation in the rate of services in the market should be kept in mind. No request for increase in price due to market fluctuation in the cost of goods and services shall be entertained.

12. **Bid currencies:-** Prices shall be quoted in Pak Rupees.

13. **Documents Establishing bidder's Eligibility and Qualification**


- a. The bidder shall furnish, as part of its technical bid, documents establishing the bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted.
- b. The documentary evidence of the bidder's eligibility to bid shall establish to the Procuring Agency's satisfaction that the bidder, at the time of submission of its bid, is eligible as defined under instruction to the bidders
- c. The documentary evidence (to be submitted along with technical proposal) of the bidder's qualifications to perform the contract if its bid is accepted shall establish to the Procuring Agency's satisfaction:
- d. National Tax, General Sales Tax and Professional tax certificate with documentary proof shall have to be provided by each bidder in the tender.
- e. The bidder is required to provide with the Technical Proposal, the name of item(s) for which they have quoted their rates in the Financial Proposals.

14. **Documents Establishing Goods' Eligibility and Conformity to Bidding Documents:-**The bidder shall furnish along with Technical Proposal, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods, which the bidder proposes to services under the contract.

15. **Bid Security:-**The bidders are required to furnish bid security in bid/quoted price which should be 2% of the estimated cost as per tender list in shape of CDR/ Bank Guarantee/Pay Order/Demand Draft in the name of Medical Superintendent, Lahore General Hospital, Lahore, along with the tender.

16. **Bid Validity**

- a. Bids shall remain valid for the period of 180 days after the date of opening of Technical Bid, prescribed by the Procuring Agency. A bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive.
- b. The Procuring Agency shall ordinarily be under an obligation to process and evaluate the bid within the stipulated bid validity period. However, under exceptional circumstances and for reason to be recorded in writing, if an extension is considered necessary, all those who have submitted their bids shall be asked to extend their respective bid validity period. Such extension shall be for not more than the period equal to the period of the original bid validity.


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17. Bidders who,-

- a. Agree to the Procuring Agency's request for extension of bid validity period shall not be permitted to change the substance of their bids.
- b. Do not agree to an extension of the bid validity period shall be allowed to withdraw their bids without forfeiture of their bid securities (earnest money).

18. Format and Signing of Bid:-The bidder shall prepare and submit its bid along with original purchase receipt. The bid shall be typed or written in indelible ink and shall be signed by the bidder or a person or persons duly authorized to bind the bidder to the Contract. The person or persons signing the bid shall initial all pages of the bid, except for un-amended printed literature.

19. Submission Of Bids:-

- a. Sealing and Marking of Bids:-
- b. The envelopes shall be marked as "FINANCIAL PROPOSAL" and "TECHNICAL PROPOSAL" in bold and legible letters to avoid confusion. The inner and outer envelopes shall be sealed and:
 - c. be addressed to the Procuring Agency at the address given in the Invitation for Bids and;
 - d. Bear the name and number indicated in the Invitation for Bids.
 - e. The inner envelopes shall also indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared as "non-responsive" or "late".
 - f. If the outer as well as inner envelopes are not sealed and marked as required by instruction to bidders, the Procuring Agency shall assume no responsibility for the bid's misplacement or premature opening and shall be rejected forth with.

20. Deadline for Submission of Bids:-Bids must be submitted by the bidder and received by the Procuring Agency at the address specified under instruction to bidders, no later than the time and date specified in the Invitation for Bids. The Procuring Agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with instruction to bidders, in which case all rights and obligations of the Procuring Agency and bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.

21. Late Bid:-Any bid received by the Procuring Agency after the deadline for submission of bids prescribed by the Procuring Agency shall be rejected and returned unopened to the bidder.

22. Withdrawal of Bids:-The bidder may withdraw its bid after the bid's submission and prior to the deadline prescribed for submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified in instruction to bidders.

23. Opening of Bids:-

- a. The Procuring Agency shall initially open only the envelope marked "TECHNICAL PROPOSAL" in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Invitation for Bids. The bidders' representatives who are present shall sign the Attendance Sheet evidencing their attendance. However, the envelope marked as "FINANCIAL PROPOSAL" if it is sealed shall be retained in the custody of Procuring Agency without being opened and till completion of the evaluation process.
- b. The bidders' names, item(s) for which they quoted their rate and such other details as the Procuring Agency, at its discretion, may consider appropriate, shall be announced at the opening of technical proposal. No bid shall be rejected at technical proposal / bid opening, except for late bids, which shall be returned unopened to the bidder. However, at the opening of Financial Proposals (the date, time and venue would be announced later on), the bid prices, discounts (if any), and the presence or absence of requisite Bid Security and such

other details as the Procuring Agency, at its discretion, may consider appropriate, shall be announced.

c. The Procuring Agency shall prepare minutes of the bids opening (technical and financial).

24. **Clarification of Bids:-** During evaluation of the bids, the Procuring Agency may, at its discretion, ask the bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted

25. **Preliminary Examination:-**

a. The Procuring Agency shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

b. In the financial bids the arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the bidder does not accept the correction of the errors, its bid shall be rejected, and its bid Security may be forfeited. If there is a discrepancy between words and figures, the amount in words shall prevail.

c. The Procuring Agency may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any bidder.

d. If a bid is not substantially responsive, it shall be rejected by the Procuring Agency and may not subsequently be made responsive by the bidder by correction of the nonconformity.

26. **Evaluation & Comparison of Bids**

a. The Procuring Agency shall evaluate and compare the bids, which have been determined to be substantially responsive.

b. The Procuring Agency's evaluation of technical proposal / bid shall be on the basis of previous performances, previous test reports, inspection of plant/ factory / premises (if found necessary), previous experience, financial soundness and such other details as the Procuring Agency, at its discretion, may consider appropriate, shall be considered. However, the evaluation of financial proposal shall be on the basis of price inclusive of prevailing taxes and duties in pursuant to instruction to bidders.

c. All bids shall be evaluated in accordance with the evaluation criteria and other terms & conditions set forth in these bidding documents.

d. A bid once opened in accordance with the prescribed procedure shall be subject to only those rules, regulations and policies that are in force at the time of issue of notice for invitation of bids.

27. **Evaluation Criteria:-**

For the purposes of determining the lowest evaluated bid, facts other than price such as previous performances, previous experience, financial soundness and such other details as the Procuring Agency, at its discretion, may consider appropriate shall be taken into consideration. The following merit point system for weighing evaluation factors/ criteria can be applied for the **TECHNICAL PROPOSALS**. The number of points allocated to each factor shall be specified in the Evaluation Report.

28. **Bid Evaluation Criteria: -**

a. After technical evaluation is completed, the Procuring Agency shall inform the bidders who have submitted proposals the technical scores obtained by their technical proposal, and shall notify those bidders whose proposal did not meet the technical evaluation criteria or were

considered non-responsive, that their financial proposals shall be returned unopened after completing the selection process. The Procuring Agency shall simultaneously notify in writing bidders that have secured the minimum qualifying marks, the date, time and location for opening the financial proposals. Bidders' attendance at the opening of financial proposals is optional.

- b. Financial proposals shall be opened publicly in the presence of the bidders or their representatives who choose to attend. The name of the bidders and the technical evaluation result of the bidder shall be read aloud. The financial proposal of the bidders who met the technical evaluation criteria shall then be inspected to confirm that they have remained sealed and unopened. These financial proposals shall be then opened and the quoted price read aloud and recorded.
29. **Contacting the Procuring Agency:-** No bidder shall contact the Procuring Agency on any matter relating to its bid, from the time of the bid opening at the time the of awarded. If the bidder wishes to bring additional information to the notice of the Procuring Agency, it should do so in writing. Any effort by a bidder to influence the Procuring Agency in its decisions on bid evaluation, bid comparison, or award may result in the rejection of the bidder's bid. Canvassing by any bidder at any stage of the Tender evaluation is strictly prohibited. Any infringement shall lead to disqualification in addition to any other penalty Procuring Agency may in its discretion impose.
30. **Qualification & disqualification of bidders:-**The Procuring Agency shall disqualify a bidder if it finds, at any time, that the information submitted by firm was false and materially inaccurate or incomplete.
31. **Rejection of Bids:-**The Procuring Agency may reject any or all bids at any time prior to the acceptance of a bid. The procuring Agency shall upon request communicate to any bidder who submitted a bid, the grounds for its rejection of any or all bids, but is not required to justify those grounds. The Procuring Agency incurs no liability, solely towards bidders who have submitted bids. Notice of the rejection of any or all bids shall be given promptly to the concerned bidders that submitted bids.
32. **Re-Bidding:-**If the Procuring Agency rejected all bids, it may call for a re-bidding or if deems necessary and appropriate the Procuring Agency may seek any alternative methods of procurement under Rule 38 (2)a of the Punjab Procurement Rules-2014. The Procuring Agency before invitation for re-bidding shall assess the reasons for rejection and may revise specifications, evaluation criteria or any other condition for bidders, as it may deem necessary.
33. **Announcement of Evaluation Report:-**The Procuring Agency shall declare the results of bid evaluation prior to the award of procurement.
34. **Redressal of grievances by the Procurement Agency:**
- As per PPRA Circular No. L&M(PPRA)10-01/2011 dated 20th May 2019 all bidders may submit grievance in written, against technical evaluation within 48 hours of declaration of technical evaluation report. Following redressal of grievances against technical evaluation, no further grievance against technical will be entertained and financial bid will then be opened, and only grievance against financial evaluation will be entertained further.
 - The procuring Agency shall constitute a committee comparing of odd number of persons, with proper powers and authorization, to address the complaints of bidders that may occur prior to the entry into force of the procurement contract.
 - Any bidder feeling aggrieved by any act of the Procuring Agency after the submission of his bid may lodge a written complaint concerning his grievance no later than ten (05) days after the announcement of the technical bid evaluation report.
 - The committee shall investigate and decide upon the complaint within fifteen days of the receipt of the complaint.

- e. Mere fact lodging of a complaint shall not warrant suspension of the procurement process.
- f. If any bidder not satisfied with the decision of the committee of the Procuring Agency may lodge on appeal to the arbitrator of this hospital, if the firm by pass the arbitrator their appeal will be not considered to proceed further in the matter
35. **Contract:-**The bidder with the lowest evaluated bid, if not in conflict with any other law, rules, regulations or policy of the Provincial Government, shall be issued Contract, within the original or extended period of bid validity.
36. **Limitations on negotiations**
- Negotiations may not relate to the price or substance of tenders or proposals specified by the bidder in his tender, but only to minor technical, Contract or logistical details.
 - As guidance only, negotiations may normally relate to the following areas:
 - Minor alterations to technical details, such as the terms of reference.
 - Minor amendments to the Special Conditions of Contract;
 - finalizing the payment arrangements;
 - mobilization arrangements;
 - agreeing final delivery or completion schedules to accommodate any changes required by the procuring agency;
 - inputs required from the procuring agency;
 - clarifying details that were not apparent or could not be finalized at the time of bidding;
37. **Negotiations shall not be used to:-**
- substantially change the technical quality or details of the requirement, including the tasks or responsibilities of the bidder or the performance of the goods;
 - substantially alter the terms and conditions of Contract;
 - reduce unit rates or reimbursable costs, provided that in case of exceptional circumstances like exorbitant rate, rates higher than prevailing market rates, negotiation may be adopted;
 - Substantially alter anything which formed a crucial or deciding factor in the evaluation of the Tenders or proposals.
38. **Award of Contract: -**
- Procuring Agency shall issue Award letter. The firm is responsible to provide the services according to terms & condition. If the successful bidder fails to comply with the contract then the firm shall be blacklisted minimum for two years within the institute and the 05% bid security be forfeited. In such situation, the Procuring Agency may make the award to the next lowest evaluated bidder or call for new bids.
 - Failure of the successful bidder to comply with the requirement of instructions to the bidders shall constitute sufficient grounds for the annulment/termination of the award and forfeiture of the bid Security, in which event the Procuring Agency may make the award to the next lowest evaluated bidder or call for new bids.
39. **Forfeit The Bid Security:-**
- In case the successful bidder does not deposit the following within 14 days of the issuance of advance acceptance, the hospital will have the right to cancel the bid/contract and 02% bid security forfeit the bid security & firm shall be blacklisted minimum for two years within the institute.
40. **Stamp Duty:-**Stamp duty @ 0.25% of total contract value.
41. **Performance Guarantee:-**Performance Guarantee @ 05% of total contract value in the shape of CDR / bank Guarantee. Said Performance Security will be released after the expiry of the said contract with the condition of No Dues Certificate.
42. **Corrupt or Fraudulent Practices:-**
- The Procuring Agency requires that the Procuring Agency as well as bidders contract observe the highest standard of ethics during the procurement and execution of such


contract. In pursuance of this policy, the Procuring Agency defines, for the purposes of this provision, the terms set forth below as follows:

- b. **corrupt practice**” means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in Contract execution; and
- c. “**fraudulent practice**” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring Agency, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Procuring Agency of the benefits of free and open competition;
- d. Shall reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question;
- e. Shall declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing a contract; onus of proof will be on the firm.




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BID DATA SHEET (BDS)

The following specific data for the services to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders. Whenever there is a conflict, the provisions herein shall prevail over those in Instructions to Bidders.

Evaluation Criteria may, inter alia, contain the following:-

MANDATORY PARAMETERS:

Sr No.	Knockout Clause / Compulsory Clause	Documents Attached Yes / No	YES	No
1.	Bidder computerized National Identity Card, N.T.N certificate Punjab / Evidence of Legally registered entry.	Compulsory		
2.	Valid Income Tax & Active General Sales Tax.	Compulsory		
3.	Valid Professional Tax certificate & PRA Registration.	Compulsory		
4.	Under Taking on legal stamp paper of Rs. 100/- that the firm is not Black listing from Procuring Agency (PGMI/AMC/LGH.LHR)and PPRA, Punjab.	Compulsory		
5.	Price Should not be mentioned on technical bid.	Compulsory		
6.	The Bidder shall submit the authority letter favor of person or persons with their cell numbers, who will sign the bid and attend the relevant meetings.	Compulsory		
7.	The bidder will submit 2% CDR / Bank Guarantee / Pay Order / Demand Draft of Estimated Cost before closing time of Tender.	Compulsory		
8.	Bid should submit in bidding from provide index & page marking certificate with the technical proposal (Bidders should mark the number, signed & stamped on all the pages and also mention the total number of pages.)	Compulsory		

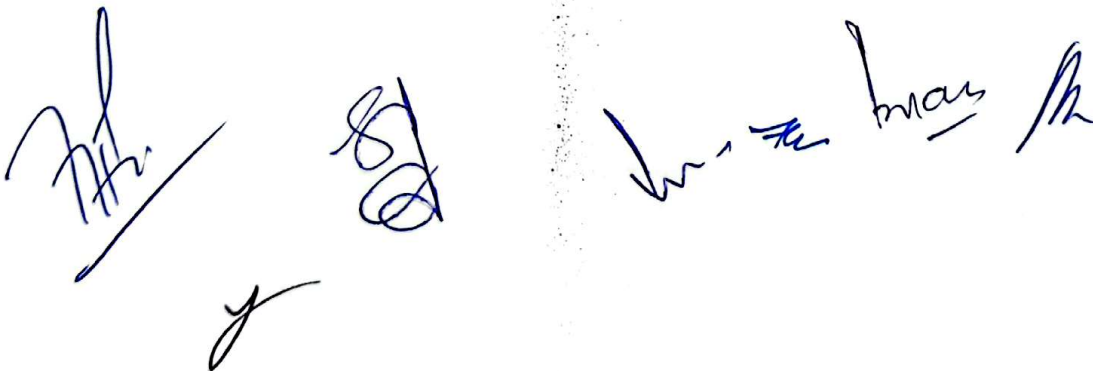
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MARKING PARAMETERS:

Bidders complying with all mandatory parameters and obtaining 50% in each category and overall 70% marks shall be declared as responsive. Financial Bids of only Responsive Bidders shall be opened.

Sr. No	Scoring Clause	Projects	Marks
1	Experience		
	Specific Hospital experience in similar assignment. For the purpose of ranking of the Bidder / Service provider, marks will be awarded as follows ❖ The service provider shall submit work order / contract / performance satisfactory letter as an evidence.	1-2 Projects 3-4 Projects 05 & above	10 Marks 25 Marks 35 Marks
2	Capacity of the Firm		
	• 20-25 Relevant Personal >25-40 Relevant Personal >40 & above ❖ The list of Personal along with their Name, Designation CNIC and Mobile Number must be provided	20 Marks 25 Marks 35 Marks	35
3	Financial Capability of Bidders:		
	• Average Annual Turnover for last 03 Years (duly supported by Audited Financial Statement) must be attached	30-40 Million >40-50 Million >50 to above Million	10 20 30

- **Note:** To qualify, The Company must to score > 70 marks.
- No any documents will be accepted after submission of Bid.
- Bid validity period after opening of the Bid is: 180 Days.



GENERAL CONDITIONS OF CONTRACT

1. **Application:**

These General Conditions shall apply to the extent that they are not inconsistent / superseded by provisions of other parts of the contract.

2. **Incidental Services:**

The Supplier shall be required to provide the incidental services as specified in Special Conditions of the contract.

3. **Payment:**

The method and conditions of payment to be made to the Supplier under this Contract shall be specified in Special Conditions of the contract. The currency of payment is Pak. Rupees.

4. **Prices:**

The bidder will give a certificate that the price charged are not more than from the prevailing price in the market /or any others government institution and if nay discrepancy is found later on the prices charged excess will be covered form the security of the contract or his bills.

5. **Contract Amendments:**

No variation in or modification of the terms of the contract shall be made except by written amendment by the competent authority.

6. **Delays in the Supplier's Performance:**

Delivery of the goods shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring Agency. If at any time during performance of the contract, the Supplier should encounter conditions impeding timely delivery of the goods, the Supplier shall promptly notify the Procuring Agency in writing of the fact of the delay, its likely duration and its cause(s). The Procuring Agency may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the Procuring Agency by amendment of in supply order. A delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages, unless an extension of time is agreed upon without the application of liquidated damages.

7. **Termination for Default:**

The Procuring Agency, without prejudice to any other remedy for breach of contract, by written notice of default sent to the Supplier, may terminate the contract in whole or in part, if the Supplier fails to deliver any or all installments of the contract within the period(s) specified in the contract, or within any extension thereof granted by the Procuring Agency; or if the Supplier fails to perform any other obligation(s) under the contract and if the Supplier, in the judgment of the Procuring Agency has engaged in corrupt or fraudulent practices in competing for or in executing the contract.

8. **Force Majeure**

Notwithstanding the provisions of general conditions of contract the Supplier shall not before forfeiture of its Performance Guaranty/ bid Security, or termination/ blacklisting for default if and to the extent that its delay in performance or other failure to perform its obligations under the contract is the result of an event of Force Majeure. For the purposes of this clause Force Majeure means an act of God or an event beyond the control of the Supplier and not involving the Supplier's fault or negligence directly or indirectly purporting to mismanagement and/or lack of foresight to handle the situation. Such events may include but are not restricted to acts of the Procuring Agency in its sovereign capacity, wars or revolutions, fires, floods, earthquakes, strikes, epidemics. If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Agency in writing with sufficient and valid evidence of such condition and the cause thereof. The Committee of Lahore General Hospital, constituted for redresses of grievances,

shall examine the pros and cons of the case and all reasonable alternative means for completion of contract under the contract and shall submit its recommendations to the competent authority. However, unless otherwise directed by the Procuring Agency in writing, the Supplier shall continue to perform its obligations under the contract as far as is reasonably practical and shall seek reasonable alternative means for performance not prevented by the Force Majeure event.

9. **Termination for Insolvency:**

The Procuring Agency may at any time terminate the contract by giving written notice of one month time to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination shall be without compensation to the contractor, provided that such termination shall not prejudice or affect any right of action or remedy which has accrued or shall accrue thereafter to the Parties.

10. **Arbitration and Resolution of Disputes:**

- a. The Procuring Agency and the contractor shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- b. If, after Thirty (30) days from the commencement of such informal negotiations, the Procuring Agency and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred to the Arbitrator for resolution through arbitration.
- c. In case of any dispute concerning the interpretation and/or application of this Contract shall be settled through arbitration as decided by the Authority.

11. **Governing Language:**

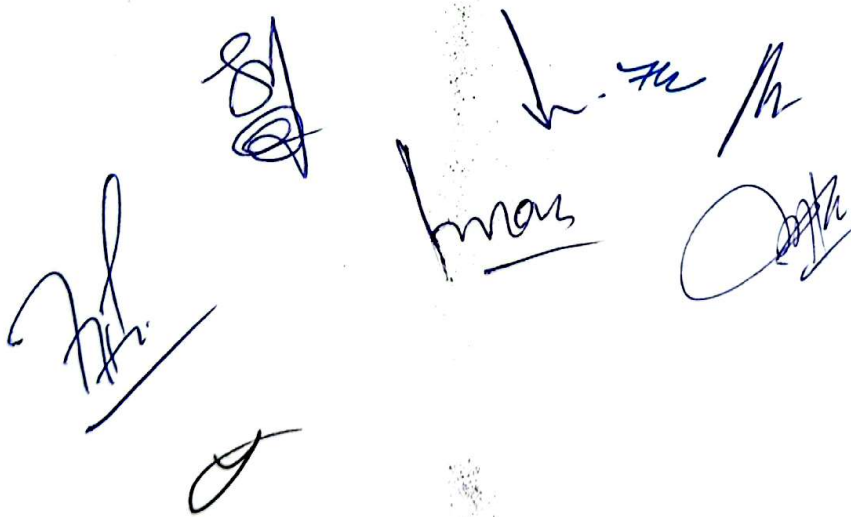
The contract shall be written in English language. All correspondence and other documents pertaining to the contract, which are exchanged by the Parties, shall be written in English.

12. **Applicable Law:**

This contract shall be governed by the laws of Pakistan and the courts of Pakistan shall have exclusive jurisdiction.

13. **Notices:**

- a. Any Notice given by one party to the other pursuant to this contract shall be sent to the other party in writing and confirmed to other party's address specified in Special Conditions of contract.
- b. A notice shall be effective when delivered or on the notice's effective date, whichever is later.



SPECIAL CONDITION OF CONTRACT

1. The contract shall be for a period of two year from the date of award of contract, one year extendable with the satisfactory performance and mutual consent of both parties.
2. The contractor shall be responsible for eradication of rate elimination of bed & Bugs insect from the premises of Lahore General Hospital Lahore. Outer areas and covered areas, Hostels, Wards, Theaters, offices, ducts terraces roofs, basements, all stores, kitchens, cafeteria, canteen, false ceiling, Ac ducts, operation theaters etc.
3. The contractor shall be responsible for elimination of bed bugs, insect from all hospital furniture including beds, benches tables, couches, chairs, almirah, bedside racks and tables' bed side tray etc.
4. The contractor shall be responsible for elimination of rates, bed bugs from the areas not mentioned in clause 3 as and when notified by the authority.
5. If the contractor fails to provide satisfactory services, his contract may be cancelled and security money will be forfeited in favor of Lahore General Hospital Lahore.
6. In case of repealed complaints the authorities can cancel the contract without giving any reason.
7. In case of violation of any term & conditions. Medical Superintendent, Lahore General Hospital, Lahore will be authorized to strict action according to the rules.
8. The rates quoted by the firm include all government charges and tax.
9. The Contractor shall provide certificate about the elimination/eradication of the rats, bugs, cockroaches, and declaring the premises rat free and inspect free after the first phase (Action Phase) approximately month from the date of award of contract. Thereafter contractor shall maintain the area rats and insects etc to the satisfaction of the authority till the completion of the currency of contractor period.
10. The contractor if fails to use the rodenticide /insecticides of specifies quality and in sufficient quantity OR in case not found of the stipulated quality, the Medical Superintendent and Principal have the right the reject such articles and to Purchase these articles at the contractor's risk from open market.
11. The reject and unused goods/ rodenticide/ insecticide shall be removed by the contractor from the premises at his own expenses and hospital shall not be responsible for any damage, whatsoever for such rejected insecticide.
12. In case of failure of the said tacks/infectiveness of chemicals/medicines/rodenticide/insecticides, the contractor shall be held fully responsible and liable to be penalized.
13. Contractor shall be responsible for the storage and use of chemicals etc. in such a manner which is not injuries. hazardous of humans, and environment of the hospital.
14. The contractor shall provide and store the rodenticide. Insecticides on his own risk and cost are a safe manner but whenever he shall use them he shall notify it to authority one week before the use. A work schedule in consolation with authority shall be made pre-hand and all services will be provided in accordance to the schedules.
15. Any case if reported due to injurious effect of chemicals/rodenticide/insecticide etc., the contractor shall be held responsible and will be preceded according to law. In that case contractor shall be bear expenses on treatment of injured patients of person.
16. Selection and safe disposable of dead rats shall be the responsibility of the contractor.
17. The responsibility of the quality of rodenticide / insecticides/ chemicals/medicine used shall lie with the contractor.
18. Contractor shall be responsible for the provision of material and services for the said purpose.
19. All the related services shall be the responsibility of the contractor.
20. Contractor should depute trained staff, supervised by the entomologist having 2-3 years practical experience in Govt. Hospital well versed with operational treatment and safety measure.

Maintenance of discipline and conduct of employees workers depute on his behalf shall be the sole responsibility of the contractor.

21. The contractor shall provide a list of his employees in the hospital to the hospital administration and bound to discharge employees if that employee is not acceptable to the authorities.
22. Contractor should not be blacklisted from Procuring Agency (PGMI/AMC/LGH.LHR) and PPRA Punjab.
23. Workers of the company shall wear uniform approved the authorities along with their identification cards.
24. Schedule of payment; - provision of satisfactory report/ certificate duly endorsed by the end user, the payment shall be made on monthly basis.

Chemicals

Sr. No.	Generic Name	Trade Name	Firm

Note: All assessments and procuring procedures i.e. receiving, opening and awarding etc. shall be governed by the Punjab Procurement Rules, notified in 2014.

PRICE SCHEDULE FOR Hiring of an expert company/firm/contractor to eliminate cockroaches, flies, Bed Bugs, Rats, crawling Insect Pests, Mosquito and Dengue Larva IN PAK RUPEES

Name of bidder _____ No. _____

SR. NO.	ITEM	PER MONTH COST

mas *871* *h* *Qm*
7/11

SCHEDULE OF REQUIREMENTS/WORK PLAN/ DEPUTATION PLAN

/The Procuring Agency should formulate Schedule of Requirements/work plan /deputation plan in accordance with PPR-14 keeping in view its requirements, nature of services to be procured i.e. simple services/janitorial services/security services/repair and maintenance/any other services etc. etc. However, for a standard procurement/contract contents of a generalized Schedule of Requirements may be as follows.]

Notes for Preparing the Schedule of Requirements/Work Plan/Deputation Plan.

01. The contractor shall be responsible for elimination of bed Bugs insect from the premises of Lahore General Hospital Lahore. Outer areas and covered areas (Hostels, Wards, Theaters, offices, ducts terraces roofs, basements, all stores, kitchens, cafeteria, canteen, false ceiling, Ac ducts, operation theaters and residencies of hospital etc).
02. The contractor shall be responsible for Insecticide Spray to eliminate the Cockroaches, flies bed bugs, Rats, Crawling Insect Pest Mosquito and Dengue larva etc.

mas *SA* *h-tu*
MS *y* *M* *Orta*

NOTES ON THE SAMPLE FORMS

The Bidder shall complete and submit with its Bid the **Bid Form** and **Price Schedules** in accordance with the requirements included in the Bidding documents.

When requested in the Bid Data Sheet, the service provider should provide the **Bid Security**, either in the form included hereafter or in another form acceptable to the Procuring Agency.

The **Contract Form**, when it is finalized at the time of contract award, should incorporate any corrections or modifications to the accepted Bid resulting from price corrections acceptable deviations e.g., payment schedule, The Price Schedule and Schedule of Requirements, deemed to form part of the contract, should be modified accordingly.

The **Performance Guarantee/ Bank Guarantee for Advance Payment** forms should not be completed by the service provider at the time of their Bid preparation. Only the successful Bidder will be required to provide Performance Guarantee/bank guarantee for advance payment in accordance with one of the forms indicated herein or in another form acceptable to the Procuring Agency.

The image shows several handwritten signatures and initials in blue ink. On the left, there is a signature that appears to be 'Imas'. To its right is another signature, possibly 'S.A.'. Further right are the initials 'L. Fu'. Below these, there is a large, stylized signature that looks like 'Z.H.' with a horizontal line underneath. To the right of this is another signature, possibly 'Ch', and further right is a signature that looks like 'Onje'.

BID FORM

To be signed & stamped by the Service Provider and reproduced on the letter head. To be attached with the Bid, in case of Single Stage One Envelope Procedure and with the Financial Bid, in case of Single Stage Two Envelope Procedure]

Date: _____

To: [name and address of Procuring Agency]

Gentlemen and/or Ladies:

Having examined the Bidding documents including Addenda Nos. [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, in conformity with the said Bidding documents for the sum of [total Bid amount in words and figures] or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to _____ percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring Agency.

We agree to a Bid by this Bid for a period of [number] days from the date fixed to Bid opening as per Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed (if required), this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

[In case of single stage one envelope bidding procedure]

The Composition of our Bid is:

- Complete bidding document (without filling) signed and stamped by the bidder
- all the forms relevant to the technical and financial bids (clearly indicated on each form)
- All the required documents establishing eligibility of bidders/goods shall be made part of the bid.
- Any other document required by the procuring agency not inconsistent with PPR-14.

[In case of single stage two envelope bidding procedure],

The Composition of our bid consists on separate Technical and financial bids, detail of which is as follows:

Technical bid includes the following:-

- Complete bidding document (without filling) signed and stamped by the bidder

Pr. S. Pr. Waqas LGH Idara

- b) All the forms relevant to the technical bid, to be reproduced on the letter head of the bidder as indicated on each individual form.
- c) Copy of bid security form along with copy of financial instruments [to be decided by the procuring agency i.e. Bank Guarantee / Bank call-deposit (CDR) / Demand Draft (DD) / Pay Order (PO) or Banker's cheque] valid for () Days, beyond the validity of Bid in the manner as prescribed on the bid security form.
- d) Any other document required by the procuring agency not inconsistent with PPR-14.

Financial bid includes the following:-

- a) Original Bid form on letter head of the firm, duly signed and stamped.
- b) Price schedule / financial form to be reproduced on the letter head of the bidder duly signed and stamped.
- c) Original Bid security form along with Original financial instrument [to be decided by the procuring agency i.e. Bank Guarantee / Bank call-deposit (CDR) / Demand Draft (DD) / Pay Order (PO) or Banker's cheque] valid for () Days, beyond the validity of Bid.
- d) Any other document required by the procuring agency not inconsistent with PPR-14.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of service provider	Amount and Currency
--------------------------------------	---------------------

(if none, state "none")

We understand that you are not bound to accept the lowest or any Bid you may receive.

Dated this _____ day of _____ 20_____.

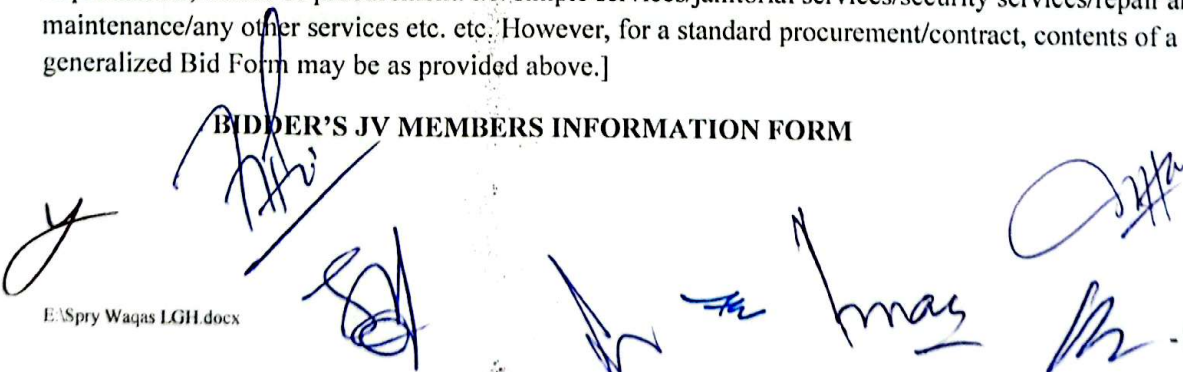
[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

[The Procuring Agency should formulate Bid Form in accordance with PPR-14 keeping in view its requirements, nature of procurement. i.e. simple services/janitorial services/security services/repair and maintenance/any other services etc. etc. However, for a standard procurement/contract, contents of a generalized Bid Form may be as provided above.]

BIDDER'S JV MEMBERS INFORMATION FORM



{To be reproduced and signed & stamped by the lead partner and all JV members on their letter Pad, to be attached with Technical Bid in addition to the JV agreement}

{The Service Provider shall fill in this Form in accordance with the instructions indicated below. The following table shall be filled in for the Service Provider and for each member of a Joint Venture}.

Date: [insert date (as day, month and year) of Bid submission]

RFB No.: [insert number of RFB process]

Alternative No.: [insert identification No if this is a Bid for an alternative]

Page _____ of _____ pages

1. Bidder's Name: [insert Bidder's legal name]
2. Bidder's JV Member's name: [insert JV's Member legal name]
3. Bidder's JV Member's country of registration: [insert JV's Member country of registration]
4. Bidder's JV Member's year of registration: [insert JV's Member year of registration]
5. Bidder's JV Member's legal address in country of registration: [insert JV's Member legal address in country of registration]
6. Bidder's JV Member's authorized representative information Name: [insert name of JV's Member authorized representative] Address: [insert address of JV's Member authorized representative] Telephone/Fax numbers: [insert telephone/fax numbers of JV's Member authorized representative] Email Address: [insert email address of JV's Member authorized representative]
7. Attached are copies of original documents of [check the box(es) of the attached original documents] <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITB. <input type="checkbox"/> In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and that they are not under the supervision of the Service Provider.
8. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

BIDDER PROFILE FORM

{To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid}

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- 23 -

Sr.#	Particulars
1.	Name of the company:
2.	Registered Office:
Address:	
Office Telephone Number:	
Fax Number:	
3.	Contact Person:
Name:	
Personal Telephone Number:	
Email Address:	
4.	Local office if any:
Address:	
Office Telephone Number:	
Fax Number:	
5.	Registration Details:

a) Audited Financial Statement Attachment (Last 3 years)

Yes	No
-----	----

b) Details of Experience (Last Five Years)

(i)	Similar Project (Agency/Department)	Item Name
(ii)	Value of total Projects/Tenders/POs	Amount

c) Staff Detail and last month Payroll

Yes	No
-----	----

[The Procuring Agency should formulate Bidder Profile Form in accordance with PPR-14 keeping in view its requirements, nature of procurement. i.e. simple services/janitorial services/security services/repair and maintenance/any other services etc. etc. However, for a standard procurement/contract, contents of a generalized Bidder Profile Form may be as provided above.]

[Handwritten signatures and initials in blue ink]

GENERAL INFORMATION FORM

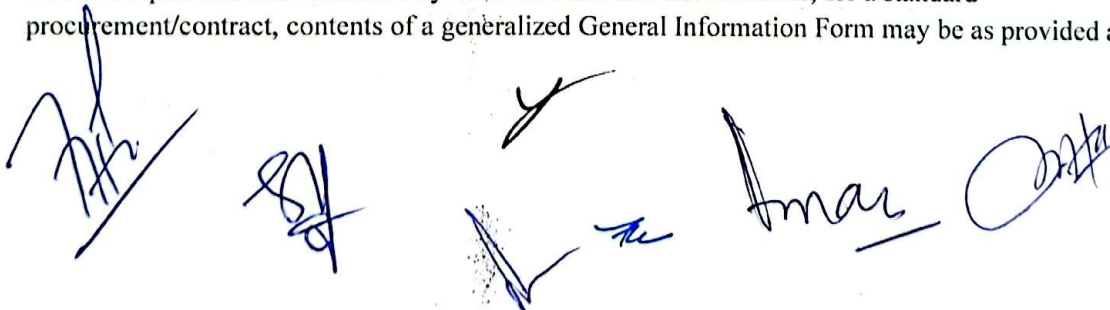
[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid]

Particulars	
Company Name	
Abbreviated Name	
National Tax No.	Sales Tax Registration No
PRA Tax No.	
No. of Employees	Company's Date of Formation

*Please attach copies of NTN, GST Registration & Professional Tax Certificate

Registered Office	State/Province
Address	
City/Town	Postal Code
Phone	Fax
Email Address	Website Address

[The Procuring Agency should formulate General Information Form in accordance with PPR-14 keeping in view its requirements, nature of procurement i.e. simple services/janitorial services/security services/repair and maintenance/any other services etc. etc. However, for a standard procurement/contract, contents of a generalized General Information Form may be as provided above.]



AFFIDAVIT

[To be printed on PKR 100 Stamp Paper, duly attested by oath commissioner. To be attached with Technical Bid]

Name: _____

(Applicant)

I, the undersigned, do hereby certify that all the statements made in the Bidding document and in the supporting documents are true, correct and valid to the best of my knowledge and belief and may be verified by employer if the Employer, at any time, deems it necessary.

The undersigned hereby authorize and request the bank, person, company or corporation to furnish any additional information requested by the [name of Procuring Agency] of the Punjab deemed necessary to verify this statement regarding my (our) competence and general reputation.

The undersigned understands and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the [name of Procuring Agency]. The undersigned further affirms on behalf of the firm that:

- (i) The firm is not currently blacklisted by the Procuring Agency (PGMI/AMC/LGH.LHR) and PPRA Punjab.
- (ii) The documents/photocopies provided with Bid are authentic. In case, any fake/bogus document was found at any stage, the firm shall be blacklisted as per Law/ Rules.
- (iii) Affidavit for correctness of information.
- (iv) *****omitted***

[Name of the Contractor/ Bidder/ Service Provider] undertakes to treat all information provided as confidential.

Signed by an authorized Officer of the company

Title of Officer: _____

Name of Company: _____

Date: _____

[The Procuring Agency may alter or modify the details of this form in accordance with PPR-14 keeping in view its requirements, nature of procurement i.e. simple services/janitorial services/security services/repair and maintenance/any other services etc. etc. However, for a standard procurement/contract, contents of a generalized this Form may be as provided above.]



BID SECURITY FORM

To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Financial Bid]

Whereas [name of the Bidder] (hereinafter called "the Bidder") has submitted its Bid dated [date of submission of Bid] for the supply of [name and/or description of the services] (hereinafter called "the Bid").

KNOW ALL PEOPLE by these presents that WE [name of bank] of [name of country], having our registered office at [address of bank] (hereinafter called "the Bank"), are bound unto [name of Procuring Agency] (hereinafter called "the Procuring Agency") in the sum of for which payment well and truly to be made to the said Procuring Agency, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this ____ day of _____ 20____.

THE CONDITIONS of this obligation are:

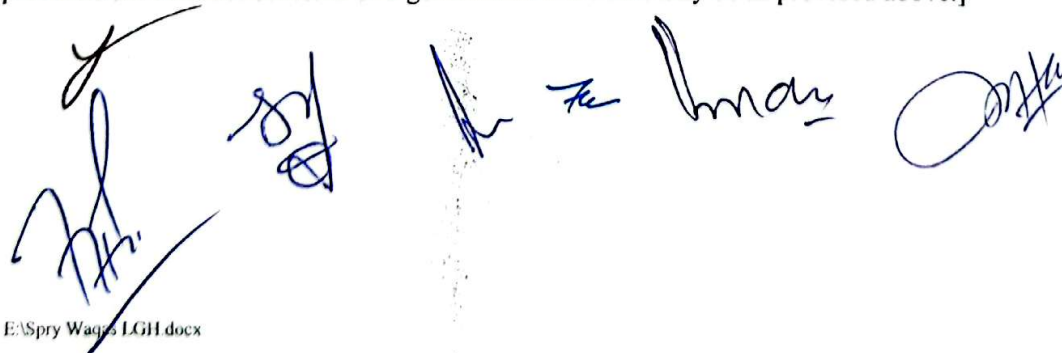
1. If the Bidder withdraws its Bid during the period of Bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its Bid by the Procuring Agency during the period of Bid validity:
 - (a) fails or refuses to execute the Contract Form, if required; or
 - (b) fails or refuses to furnish the Performance Guarantee, in accordance with the Instructions to Bidders;

we undertake to pay to the Procuring Agency up to the above amount upon receipt of its first written demand, without the Procuring Agency having to substantiate its demand, provided that in its demand the Procuring Agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including thirty (30) days after the period of Bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

[signature of the bank]

[The Procuring Agency may alter or modify the details of this form in accordance with PPR-14 keeping in view its requirements, nature of procurement i.e. simple services/janitorial services/security services/repair and maintenance/any other services etc. etc. However, for a standard procurement/contract contents of a generalized this Form may be as provided above.]



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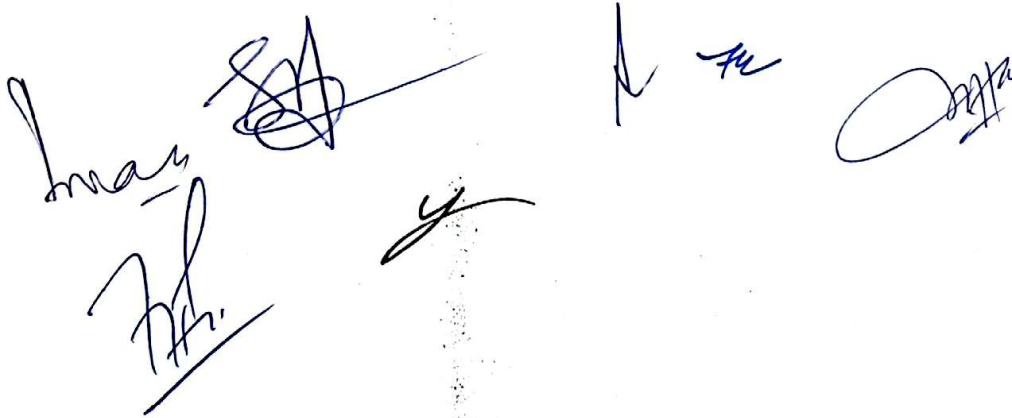
TECHNICAL BID FORM

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid]

Sr. No.	Description	Quantity	Specifications dimensions

Stamp & Signature of Bidder _____

[The Procuring Agency may alter or modify the details of this form in accordance with PPR-14 keeping in view its requirements, nature of procurement. i.e. simple services/janitorial services/security services/repair and maintenance/any other services etc. etc. However, for a standard procurement/contract, contents of a generalized this Form may be as provided above.]



Handwritten signatures and initials in blue ink, including the name 'Imam' and several illegible scribbles.

CONTRACT FORM

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid]

THIS AGREEMENT made on the ____ day of _____ 20____ between [name of Procuring Agency] of [country of Procuring Agency] (hereinafter called "the Procuring Agency") on the one part and [name of Service Provider] of [city and country of Service Provider] (hereinafter called "the Service Provider") on the other part:

WHEREAS the Procuring Agency invited Bids for certain services, viz., [brief description of services] and has accepted a Bid by the Service Provider for the supply of those services in the sum of [contract price in words and figures] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:

- a) the Bid Form and the Price Schedule submitted by the Bidder;
- b) the Schedule of Requirements;
- c) the General Conditions of Contract;
- d) the Special Conditions of Contract; and
- e) the Procuring Agency's Notification of Award.
- f) Contract agreement
- g) Complete Bid document

3. In consideration of the payments to be made by the Procuring Agency to the Service Provider as hereinafter mentioned, the Service Provider hereby covenants with the Procuring Agency to provide the services in accordance with the provisions of the Contract and Schedule of Requirements/Work Plan/ Deputation Plan.

4. The Procuring Agency hereby covenants to pay the Service Provider in consideration of the provision of services, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year mentioned above.

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Signed, sealed, delivered by _____ the _____ (for the Service Provider)

[The Procuring Agency should formulate Contract Form in accordance with PPR-14 keeping in view its requirements, nature of procurement i.e. simple services/janitorial services/security services/repair and maintenance/any other services etc. etc. However, for a standard procurement/contract, contents of a generalized Contract Form may be as provided above.]

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FINANCIAL BID FORM/PRICE SCHEDULE

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Financial Bid]

MINIMUM WAGE RATE SHOULD BE STRICTLY ADHERED

Sr. No.	Specifications/ dimensions	Price (inclusive of all taxes & duties etc.)	Total price (inclusive of all applicable taxes & duties etc.)	Total price (in words)
Total price in figures				
Total price in words				

Total Bid value (against which a Bid shall be evaluated) in figure.

Total Bid value (against which a Bid shall be evaluated) in words.

Detail of all applicable taxes/duties/charges, which must be included in the rates quoted by bidder, is given as below:

Note:

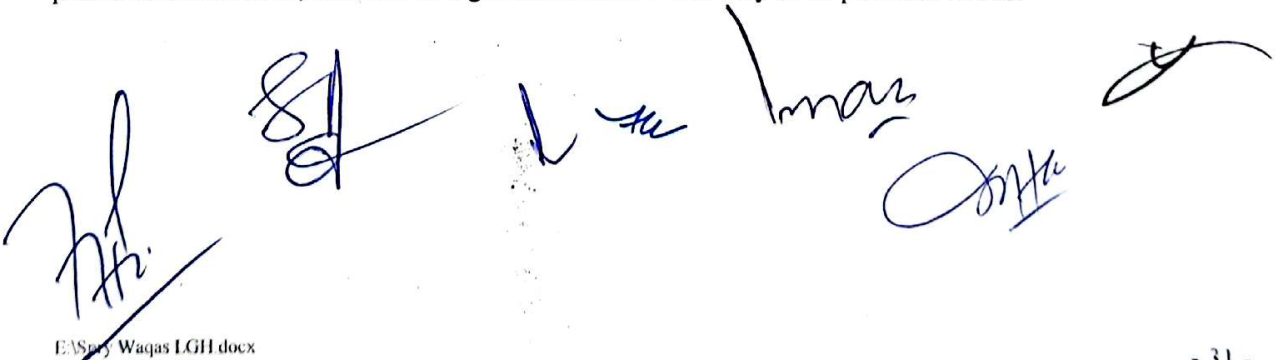
In case of difference between unit price and total price, unit price shall prevail and total price shall be "final".

In case of difference between amount in "words" and amount in "figures", amount in "words" shall be considered final.

A bid not compliant to minimum wage rate (as notified by the government) or excluding applicable taxes and duties shall straight away be rejected.

Stamp & Signature of Bidder _____

[The Procuring Agency may alter or modify the details of this form in accordance with PPR-14 keeping in view its requirements, nature of procurement i.e. simple services/janitorial services/security services/repair and maintenance/any other services etc. etc. However, for a standard procurement/contract, contents of a generalized this Form may be as provided above.



PERFORMANCE GUARANTEE FORM

[To be signed & stamped by the Bidder and reproduced on the letter head. To be attached with Technical Bid]

To,

[name and address of the Procuring Agency]

WHEREAS (Name of the Contractor/ Service Provider) hereinafter called "the Contractor" has undertaken, in pursuance of "INVITATION TO BID FOR THE "PROVISION OF _____" procurement of the following:

1. [Please insert details].

(Here in after called "the Contract").

AND WHEREAS it has been stipulated by you in the Contract that the Contractor shall furnish you with a bank guarantee by a scheduled bank for the sum specified therein as security for compliance with the Contractor's performance obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor a Guarantee;

THEREFORE WE hereby affirm that we are Guarantor and responsible to you, on behalf of the Contractor, up to a total of _____ (Amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the Contractor to be in default under the Contract, and without cavil or argument, any sum or sums as specified by you, within the limits of _____ (Amount of Guarantee) as aforesaid without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

[NAME OF GUARANTOR]

Signature _____

Name _____

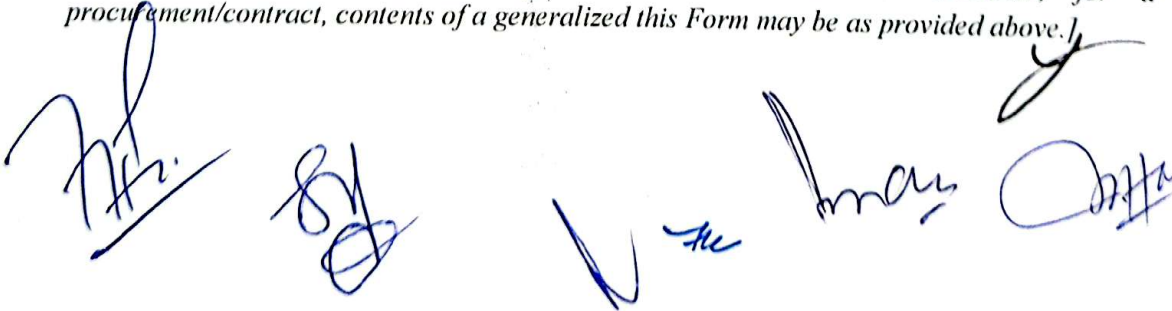
Title _____

Address _____

Seal _____

Date _____

[The Procuring Agency may alter or modify the details of this form in accordance with PPR-14 keeping in view its requirements, nature of procurement i.e. simple services/janitorial services/security services/repair and maintenance/any other services etc. etc. However, for a standard procurement/contract, contents of a generalized this Form may be as provided above.]



HIRING OF EXPERT FIRM FOR INSECTICIDE SPRAY

CHECK LIST

The provision of this checklist is essential prerequisite along with submission of tenders. All bidders must fulfill this form and check list.

Name Tender _____

Name of Firm _____

Address _____

Phone _____ Fax _____

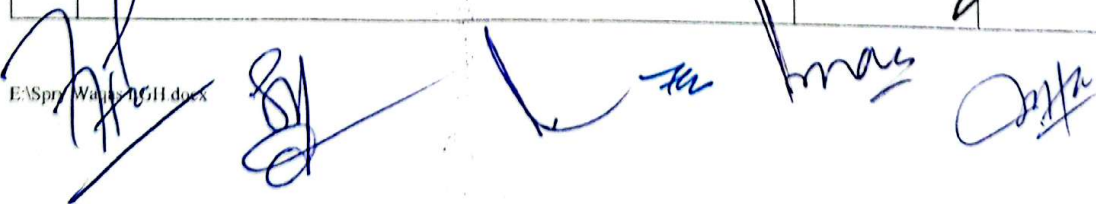
E-mail _____ URL <http://www.> _____

[To be signed and stamped and presented on Bidder's letter head pad]

The provision of this checklist is essential prerequisite along with submission of tenders (with technical proposal).

Sr. #	Detail	Responsive	Non-responsive
1	Original receipt for purchase of tender along with Standard Bidding Documents.		
2	Copy 02% Bid Security of estimated cost must be submitted with technical proposal.		
3	All required samples (if demanded) have been submitted in [name of the Procuring Agency] sample store.		
4	Active Registration with Income Tax Authorities (National Tax Number NTN) at least three years old		
5	Copy of active Registration with Sales Tax Authorities (STRN)		
6	Copy of active Registration (Professional Tax Certificate)		
7	Bidder s JV Member information		
9	Technical Bid Form of Bidding documents on letter head of the firm duly signed and stamped.		
10	Bid Form Bidding documents on letter head of the firm, duly signed and stamped.		
11	Bid Security Form of Bidding documents on letter head of the firm, duly signed and stamped.		
12	Performance Guarantee Form of Bidding documents on letter head of the firm, duly signed and stamped.		

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13	General Information Form of Bidding documents on letter head of the firm duly signed and stamped.		
14	<p>Affidavit on non-judicial Stamp Paper of Rs. 100/-</p> <p>(i) The firm is not currently blacklisted by the Procuring Agency (PGMI/AMC/LGH.LHR) and PPRA Punjab.</p> <p>(ii) The documents/photocopies provided with Bid are authentic. In case of any fake/bogus document look at any stage. They shall be black listed as per Rules / Laws.</p> <p>(iii) Affidavit for correctness of information.</p> <p>(iv) ****omitted***</p> <p>Affidavit for correction of information Form of Bidding documents on letter head of the firm, duly signed and stamped.</p>		
15	<p>i. Work order / supply order / purchase order of previous relevant experience.</p> <p>ii. Company profile. Staff list along with location and address <i>[where applicable]</i>.</p> <p>iii. Audited Financial Statement, National tax number Certificate, General Sale Tax Number Certificate (last 03 year).</p> <p>iv. Bidders profile Form of Bidding documents on letter head of the firm, duly signed and stamped.</p>		
16	Contractor shall be responsible to be used Chemicals approved from WHO for fumigation.		
17	Contractor shall have valid authorization distributor certificate for WHO approved chemicals to be used for fumigation.		
18	Contractor shall have Satisfactory past performance certificate of well reputed hospitals/organizations.		

Stamp & Signature of Bidder _____








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LAHORE GENERAL HOSPITAL LAHORE
INVITATION FOR BIDS

1. Lahore General Hospital Lahore invites bids/tenders from the Technical & financially sound, income Tax/ Sales Tax registered firms for Hiring of an expert company/firm/contractor to eliminate cockroaches, flies, Bed Bugs, Rats, crawling Insect Pests, Mosquito and Dengue Larva etc.
2. Bidding shall be conducted through 38 (2)(a) Single Stage–Two Envelopes bidding procedure of Punjab Procurement Rules, 2014. The bids shall clearly be **marked with Bid Enquiry No.** for which the proposal is submitted.
3. Bidding documents in the English language, can be obtained/ download from E-PADS/PPRA after the publication on website and the interested bidders shall participated through E-PADS as per given schedule.
4. Bid must be submitted electronically through E-PADS. Which will be opened on same day through E-PAD as per given schedule in the presence of interested bidders.
5. The Original Bid security 2% of the estimated price in the shape of CDR/ Bank Guarantee only (issued by a scheduled bank operating in Pakistan), in the name of Medical Superintendent, Lahore General Hospital, Lahore, shall be delivered to Lahore General Hospital before the tender closing time mentioned in bidding documents & advertisement, otherwise bid submitted through E-PADS will be straightaway rejected.
6. The successful bidders are required to furnish performance Guarantee, which should be 05% of the total contract amount, in shape of call at deposit / Bank Guarantee only (issued by a scheduled bank operating in Pakistan), in the name of Medical Superintendent, Lahore General Hospital, Lahore.
7. In case the date of opening or last date of sale and submission is declared as a public holiday by the Government or non-working day due to any reason, the next official working day shall be deemed to be the date of sale, submission and opening of tenders accordingly. The time and venue shall remain the same.
8. The contract shall be for a period of two year from the date of award of contract & one year extendable with the satisfactory performance and mutual consent of both parties.
9. Firm shall be responsible for elimination of bed Bugs insect from the premises of Lahore General Hospital Lahore. Outer areas and covered areas(Hostels, Wards, Theaters, offices, ducts terraces roofs, basements, all stores, kitchens, cafeteria, canteen, false ceiling, Ac ducts, Garden ,Trees and residencies of hospital etc.
10. Bids must be submitted through Government established e-Procurement system. No manual bid will be accepted.

Sr.	Name of Tender	Estimated Cost	Last date & time for submission of tender	Tender opening date & time
1	Hiring of Expert firm for Insecticide Spray to eliminate the Cockroaches, flies bed bugs, Rats , Crawling Insect Pest Mosquito and Dengue larva etc.	4878720/-	20-05-2025 & 11.00am	20-05-2025 & 11.30am


Medical Superintendent
Lahore General Hospital,
Lahore
042-268836 