



# Tender Documents – T25/2022

## Medical Lab Tests

TENDER NOTICE .....	4
COMPANY INTRODUCTION .....	5
INVITATION TO BID.....	6
SCOPE OF WORK .....	7
BIDDING PROCEDURE.....	7
INSTRUCTIONS TO BIDDERS (ITB) .....	7
ELIGIBILITY CRITERIA FOR BIDDERS .....	8
LIST OF DOCUMENTS TO BE ENCLOSED .....	8
CLARIFICATION / QUERIES ON TENDERING DOCUMENTS .....	9
BID PRICE.....	9
VALIDITY OF BIDS .....	10
LANGUAGE OF BIDS .....	10
BID SECURITY / EARNEST MONEY .....	10
ACCEPTANCE / REJECTION OF BID .....	10
FORFEITURE OF BID SECURITY .....	11
CANCELLATION OF BIDDING PROCESS .....	11
AMENDMENT OF TENDER DOCUMENT .....	11
PERIOD OF CONTRACT .....	12
DEADLINE FOR SUBMISSION OF BID .....	12
POST BID SUBMISSION .....	13
OPENING OF BID .....	13
EVALUATION OF BIDS.....	13
ANNOUNCEMENT OF BID EVALUATION REPORT .....	13
BID EVALUATION CRITERIA – 100 MARKS .....	14
CLARIFICATIONS / CORRECTIONS OF BID .....	15
PENALTY .....	15
PERFORMANCE SECURITY .....	15
REFUND OF PERFORMANCE SECURITY .....	15
FORFEITURE OF PERFORMANCE SECURITY .....	15
APPLICABLE LAW.....	16
ARBITRATION .....	16
COST OF TENDERING .....	16
COST OF STAMP DUTY .....	16

THIRD PARTY SERVICES.....	17
TENDER TIMELINES.....	17
BID DATA SHEET .....	18
CONTACT DETAILS OF THE BIDDER.....	19
SPPRA INTEGRITY PACT (To be signed with bidder awarded the contract).....	19
BID FORM / PRICE SCHEDULE .....	20

## TENDER NOTICE

Published in Dawn, Jang and Kawaish Newspapers (Tuesday 8 November 2022)


**SINDH**  
 INTEGRATED EMERGENCY  
 & HEALTH SERVICES

**Sindh Integrated Emergency & Health Services**  
**TENDER NOTICE**  
**Sindh Integrated Emergency & Health Services (SIEHS),** a not for profit organization incorporated under Section 42 of Companies Act, 2017, is providing ambulatory, healthcare and telehealth services to the public in Sindh province.  
 The following tenders are advertised and relevant information & guidelines are available in each relevant tender documents at company website: <http://siehs.org/tender-documents/>

1. Tender # 16/2022 - Staff Transportation Services
2. Tender # 24/2022 - Purchase of Core Switch for Data Center
3. Tender # 25/2022 - Medical Lab Tests Services for project staff
4. Tender # 26/2022 - Turnkey Services for Travels/ Lodging/ Accommodation/Venue Arrangements
5. Tender # 28/2022 - Repair & Maintenance of Ambulances
6. Tender # 33/2022 - Supply of Medicines & Surgical Disposables Items
7. Tender # 34/2022 - Office Stationery, Janitorial, Grocery, General Office Supplies
8. Tender # 35/2022 - Printed Stationery Supplies

Supply Chain Department  
 Sindh Integrated Emergency & Health Services  
 Plot No. 43-15 / K, Block 6, P.E.C.H.S, Karachi, Pakistan  
 UAN: +92-21-111-111-823 Ext: 2006/2022 [www.siehs.org](http://www.siehs.org)


**SINDH**  
 INTEGRATED EMERGENCY  
 & HEALTH SERVICES

**سندھ انٹیگریٹڈ ایمرجنسی اینڈ ہیلتھ سروسز**  
**ٹینڈر نوٹس**  
**سندھ انٹیگریٹڈ ایمرجنسی اینڈ ہیلتھ سروسز (SIEHS)،** ایک غیر منافع بخش ادارہ جو کمپنی ایکٹ 2017 کی دفعہ 42 کے تحت قانون شدہ ہے جو صوبہ سندھ عوام الناس کو ایسویلیٹری، ہیلتھ کیئر اور ٹیلی ہیلتھ سروسز مہیا کر رہا ہے۔ درج ذیل ٹینڈر مشتمل کئے جاتے ہیں اور متعلقہ معلومات اور گائیڈ لائنز ہر ایک متعلقہ ٹینڈر دستاویزات میں کمپنی ویب سائٹ پر دستیاب ہیں۔ <http://siehs.org/tender-documents/>

- 1- ٹینڈر نمبر 16/2022 اسٹاف ٹرانسپورٹیشن سروسز
- 2- ٹینڈر نمبر 24/2022 ڈیٹا سینٹر کیلئے کور سوئچ کی خریداری
- 3- ٹینڈر نمبر 25/2022 پروجیکٹ اسٹاف کیلئے میڈیکل لیب ٹیسٹس سروسز
- 4- ٹینڈر نمبر 26/2022 ٹرن کی سروسز برائے ٹریولرز/لوڈنگ/اکوموڈیشن/وینویواریمینٹس
- 5- ٹینڈر نمبر 28/2022 ایمرجنسی سروسز کی مرمت اور مینٹیننس
- 6- ٹینڈر نمبر 33/2022 میڈیکل سروسز اور سرجیکلرز ڈسپوزبلز آئٹمز کی فراہمی
- 7- ٹینڈر نمبر 34/2022 آفیس اسٹیشنری، جنی ٹوریل، گروسری، جنرل آفیس سپلائز
- 8- ٹینڈر نمبر 35/2022 پرنٹڈ اسٹیشنری سپلائز

**سپلائی چین ڈپارٹمنٹ**  
 سندھ انٹیگریٹڈ ایمرجنسی اینڈ ہیلتھ سروسز  
 پلاٹ نمبر 43-15/K، بلاک 6، پی-ای-سی-ایچ-ایس-کراچی، پاکستان  
 UAN: +92-21-111-111-823 Ext: 2006/2022 [www.siehs.org](http://www.siehs.org)


**SINDH**  
 INTEGRATED EMERGENCY  
 & HEALTH SERVICES

**سندھ انٹیگریٹڈ ایمرجنسی اینڈ ہیلتھ سروسز**  
**ٹینڈر نوٹس**  
**سندھ انٹیگریٹڈ ایمرجنسی اینڈ ہیلتھ سروسز (SIEHS)** هڪ غير منفعي بخش ادارو، جيڪو 2017 جي فريقي 42 تحت قانوني طور رجسٽرڊ ٿيل آهي، جيڪو سنڌ صوبي، عوام الناس کي ايملوليتري، هيلٿ ڪيئر ۽ ٽيلي هيلٿ سروسز مهيا ڪري رهيو آهيو. <http://siehs.org/tender-documents/>

- 1- ٽينڊر نمبر 16/2022 اسٽاف ٽرانسپورٽيشن سروسز
- 2- ٽينڊر نمبر 24/2022 ڊيٽا سينٽر لاءِ ڪور سوئچ جي خريداري
- 3- ٽينڊر نمبر 25/2022 پروجيڪٽ اسٽاف لاءِ ميڊيڪل ليٽ ٽيسٽس سروسز
- 4- ٽينڊر نمبر 26/2022 ٽرن-ڪي-سروسز واسطي ٽريولرز/لوڊنگ/اکوموڊيشن/وینویواریمینٽ
- 5- ٽينڊر نمبر 28/2022 ایمرجنسی سروسز جي مرمت ۽ مینٹیننس
- 6- ٽينڊر نمبر 33/2022 میڈیکل سروسز ۽ سرجیکلرز ڈسپوزبلز آئٹمز جي فراہمی
- 7- ٽينڊر نمبر 34/2022 آفیس اسٹیشنری، جنی ٹوریل، گروسری، جنرل آفیس سپلائز
- 8- ٽينڊر نمبر 35/2022 پرنٽڊ اسٽیشنری سپلائيز

**سپلاءِ چين ڊپارٽمينٽ**  
 سندھ انٹیگریٹڈ ایمرجنسی اینڈ ہیلتھ سروسز  
 پلاٹ نمبر 43-15/K، بلاک 6، پی-ای-سی-ایچ-ایس-کراچی، پاکستان  
 UAN: +92-21-111-111-823 Ext: 2006/2022 [www.siehs.org](http://www.siehs.org)



## COMPANY INTRODUCTION

---

Sindh Integrated Emergency and Health Services (SIEHS), is a section 42 not-for-profit company formed in collaboration with the Government of Sindh. This service is a realization of Government of Sindh's commitment to strengthen the primary healthcare structure in Sindh through a public-private arrangement ensuring delivery of timely, effective, patient-focused ambulance and holistic healthcare services, free-of-cost.

SIEHS under its ambit operates and manages Pakistan's first and only ISO 9001:2015 certified ambulance service called Sindh Rescue and Medical Service (SRMS). SRMS operates according to international protocols, and is equipped with advanced medical equipment, life-saving drugs and qualified paramedics and nurses, providing immediate pre-hospital emergency care to those suffering with acute health trauma. The quality emergency services are available to all those who need it, across the social spectrum.

Our Tele Tabeeb platform is designed to support health care solutions and capacity building across the general health continuum, free-of-charge. With 24/7 access to doctors, clinical psychologists and healthcare experts, supported by updated algorithms for common diseases and on-going pandemic, we ensure that people in need receive timely diagnostic and counselling services, anytime. Our state-of-the-art call center allows callers to access coordinated advice and counselling services from across Pakistan, by dialing "1123".

SIEHS invites sealed bids on single stage one envelope procedure for the provision of Medical Lab tests for SIEHS ambulance staff from well reputed companies registered with SECP / federal / provincial tax authorities / SRB.

## INVITATION TO BID

Sindh Integrated Emergency and Health Services (SIEHS), invites the sealed bids for Medical Lab test from SECP registered well-reputed Labs available on List of Active Tax Payers” of FBR (for Income Tax) & SRB (For Sales Tax) websites.

Tender fee	Rs. 3,000/- (Rupees three thousand only) Non-Refundable
Bidding procedure	Single Stage – One Envelope Procedure
Bid security	Refer bid data sheet
Last date of tender purchasing	
Deadline for submission of bids	
Bid opening date and time	

1. Bidding documents are available on the websites of Sindh Integrated Emergency and Health Services (SIEHS), (<http://siehs.org/tender-documents/>). The bidder is required to enclose Pay Order / Demand Draft of tender fee (Rs. 3,000/-) with their bid, which must be issued by a scheduled bank.
2. SIEHS may issue the clarifications or amendments in respect of the bidding documents which will be uploaded on the website, SIEHS will not be responsible of any confusion or misunderstanding in this regard.
3. In case of any unforeseen situation or government holiday resulting in closure of office on the date of opening, bids shall be submitted / opened on next working day at the given time and venue.
4. SIEHS reserves the right to reject any or all the bids subject to the relevant provisions of SPP Rules 2010 (Amended 2022).

## **SCOPE OF WORK**

### **(Medical Lab Tests)**

1. Number of employee tests – 1000 persons (approximate)
2. Service Provider will facilitate employee with medical test service.
3. Service provider will perform the following test for each employee;
  1. Chest PA
  2. Anti HCV
  3. HBs Ag
  4. Medical Examination by General Physician
  5. CBC ESR Profile
  6. Urine DR
  7. Eye examination & color blindness test
4. Service provider will perform above medical tests and will ensure to provide verified reports along with service provider's covering letter mentioning the outcome about the medical test.
5. The Service provider will not be entitled to any additional payments for any reasons except the quoted service charges. Therefore, the service provider will employ and designate its own resources i.e. staff, vehicles, logistics, consumables, supplies etc. for conducting medical tests for the employees.
6. Test reports to be provided by the lab in 4-5 working days, online reports to be made accessible within 2-3 days.
7. Subletting of services to any other lab is not allowed. If such practice comes to the knowledge of SIEHS, service provider may be liable to a penalty of Rs. 50,000 and / or cancellation of the agreement with subsequent forfeiture of performance security.
8. Tests will primarily be conducted in Karachi, Hyderabad, and Sukkur, and if possible at Makli, Larkana, Badin, Ghotki, Qambar and Kandhkot in Sindh Province.

### **Payment:**

Payment shall be processed within 45 days after receiving of correct invoice.

## **BIDDING PROCEDURE**

Bids should be submitted in accordance with instructions and bidding procedure shared in this document. Bids are invited as per Single Stage – One Envelope Procedure in accordance with rule sub rule 2 of rule 46 of the Sindh Public Procurement Rules, 2010 (Amended 2022).

## **INSTRUCTIONS TO BIDDERS (ITB)**

1. Bidder must read all the contents of IFB/NIT as well as Bidding Document and understand all the requirements.
2. Bidder must ensure that the Bid Form is filled in all respect, without any confusion.
3. Bid Security shall be inserted in the proposal.
4. There should not be any over-writing, double writing, crossed, additional conditions.
5. Rates/Prices (Unit Price and/or Total Price) are to be quoted clearly in digits as well as in words.



	<b>SINDH INTEGRATED EMERGENCY AND HEALTH SERVICES</b> <b>TENDER DOCUMENTS</b>	<b>MEDICAL LAB TESTS</b>
---	--	--------------------------

6. Each document/paper submitted by the bidder shall be signed/stamped by the bidder on the face of document.
7. Bidder shall examine the Bid Evaluation Criteria and insert appropriate document in the proposal accordingly.
8. Conditional bids, telegraphic bids, bids not accompanied by bid security of required amount and form, without tender fee, bids received after specific date and time and bids of Black Listed firms shall be treated as rejected / non-responsive.

### **ELIGIBILITY CRITERIA FOR BIDDERS**

1. Bidder which meets the following eligibility criteria / mandatory requirements would be declared responsive for further evaluation as per the evaluation criteria specified in this bidding document.
2. Verifiable documentary proof for all following requirements is a mandatory requirement, noncompliance will lead to disqualification.
3. Bidder shall complete all the terms & conditions of this bidding document.
4. Bidder able to enclose the documents as per the list of required bidding document.
5. Companies must be available on “List of Active Tax Payers” of FBR (for Income Tax) and SRB (For Sales Tax) websites.
6. The bidder must have at least 5 years of experience in the relevant field.
7. Testing labs in Karachi, Hyderabad, and Sukkur are mandatory.
8. Registration with Pakistan National Accreditation Council (PNAC).
9. Existing and any past service providers are only eligible for bidding upon providing Satisfactory Performance Certificates for respective periods of services from SIEHS. No other certificates will be accepted for eligibility. The existing or any past service providers may request to respective user department of SIEHS (formally Aman Health Care Services) for such document and must be enclosed with the proposal/bid document.

### **LIST OF DOCUMENTS TO BE ENCLOSED**

1. Bidder(s) must ensure that the following documents are enclosed with the proposal.
2. Complete bidding documents, duly signed and stamped on its each/every page as acceptance of all terms & conditions.
3. Pay Order of Rs. 3,000/- in favor of Sindh Integrated Emergency and Health Services (NTN: 4979065)
4. Copy of NTN / Income Tax Registration Certificate, Sales Tax Registration Certificate / On line verification of Active Tax Payer for Sales Tax.
5. Copy of CNIC of signatory of the Bid Form.
6. Audited financial statement of the bidder for last three years (if available).
7. List of present CORPORATE CLIENTS of with name and contact persons, cell/telephone numbers, addresses and number of employees of that each client. Provide the document evidence in the form of satisfactory certificate & work order/s.
8. Details of Full-Time Doctors/pathologist/trained staff in relevant field available for test result signoff.



 <b>SINDH</b> INTEGRATED EMERGENCY & HEALTH SERVICES	<b>SINDH INTEGRATED EMERGENCY AND HEALTH  SERVICES  TENDER DOCUMENTS</b>	<b>MEDICAL LAB TESTS</b>
---	--	--------------------------

9. Complete details of turn-over of at least last three years duly supported with the documentary evidence;
10. Affidavit on stamp paper Rs.100 duly notarized to the effect that the Medical Laboratory is neither blacklisted nor suspended by any National / International, including Provincial and Federal Government.
11. Affidavits on stamp paper Rs.100 duly notarized to the effect that the bidder has submitted the correct and complete information along with the bid/offer. If any document/information is found forged/engineered /fake/bogus at any stage, the bidder may be declared as Blacklisted in accordance with law and the performance guarantee and payment, if any may be forfeited.
12. Valid documentary evidence in support of evaluation and qualification criteria.
13. Bid Security of required amount and form.
14. Bid form(s) duly filled in all respect clearly quote the price.
15. Once again note that bidder must ensure that the Bid Form is filled in all respect, without any confusion, there should not be any over-writing, double writing, crossed, additional conditions and Rates are quoted clearly in digits as well as in words.
16. Bidder(s) must understand that all payments / transaction shall be made in Pakistani Rupees (PKR) only.

Bidder(s) must work carefully and gross rates to be quoted, including all applicable taxes and also incorporate the impact of Sales Tax. SIEHS shall made payments after deduction of all applicable taxes including Income Tax & SST / GST and other taxes, if any.

### **CLARIFICATION / QUERIES ON TENDERING DOCUMENTS**

A prospective bidder requiring any clarification(s) may notify to SIEHS in writing via email address provided in the bid data sheet duly referring the title of the tender in email subject. The concerned officer will respond to any request for clarification within 03 calendar days, provided they are received at least five calendar days prior to the date of opening of bid. Queries can be sent on the email id: [procurement@siehs.org](mailto:procurement@siehs.org).

### **BID PRICE**

1. The price / bid offer quoted should be firm, final and clearly written / typed without any ambiguity.
2. The bid price should include all the government taxes, as per prevailing taxation rates of provincial / federal / local governments etc. (e.g., SST/GST, Income Tax, Withholding Tax etc.).
3. If there is no mention of taxes or calculation error, the offered/quoted price will be considered as inclusive of all prevailing taxes/duties. The benefit of exemption from or reduction in the Income Tax / SST / GST or other taxes during the contract period shall be passed on to SIEHS.
4. The bidder shall deem to have obtained all related information as to the requirements thereto which may affect the bid offer / price if required.

## **VALIDITY OF BIDS**

Bids shall remain valid for ninety (90) days w.e.f. date of opening of Technical Proposals. The bids without or less than Ninety (90) days validity will be rejected/disqualified.

## **LANGUAGE OF BIDS**

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 in English. Supporting documents and printed literature furnished by the bidder may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case for purposes of interpretation of the Bid, the translated version shall prevail.

## **BID SECURITY / EARNEST MONEY**

1. The bid must be accompanied by a bid security in shape of a DD/Pay Order of 2% of the total contract value in favor of "Sindh Integrated Emergency and Health Services" on account of Earnest Money/Bid Bond (refundable) valid for a period of 28 days beyond the bid validity date. For unsuccessful parties the earnest money will be refunded within a period one month after the finalization of successful bidder.
2. The Bid Security shall be attached with the proposal. No interest will be paid on bid security.
3. Any bid not accompanied by an acceptable bid security shall be rejected by the SIEHS as non-responsive.
4. The bid security / earnest money of the unsuccessful bidders will be returned upon award of contract to the successful bidder or on expiry of validity of bid security whichever is earlier.
5. The bid security of the successful contractor will be returned only when the bidder furnishes the required Performance Security and signed relevant contract agreement. The successful bidder can adjust the Bid Security towards Performance Guarantee, in this situation, the successful bidder shall submit the balance amount on account of Performance Guarantee.

## **ACCEPTANCE / REJECTION OF BID**

A bid determined as non-responsive will be rejected and will not be made responsive by the bidder by correction of the non-conformity.

The bid shall be rejected if:

1. It is substantially non-responsive in a manner prescribed in this tender document.
2. It is against the Pakistani Laws, Rules, Regulations, Policies, Permits, Codes etc.
3. Bidder has conflict of interest with the SIEHS.
4. Bidder engages in corrupt or fraudulent practices in competing for Contract award.
5. Bidder tries to influence the bid evaluation / Contract award.
6. Bid submitted in other than prescribed forms, annexes, schedules, charts, drawings, documents / by other than specified mode; or
7. Unsigned, incomplete, partial, ambiguous, conditional, alternative, late.

	<b>SINDH INTEGRATED EMERGENCY AND HEALTH SERVICES</b> <b>TENDER DOCUMENTS</b>	<b>MEDICAL LAB TESTS</b>
---	--	--------------------------

8. Qualified by vague and indefinite expression such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly.
9. Without verifiable proofs against the mandatory as well as general documentary, qualification and eligibility related requirements; or
10. Bidder fails to meet all the requirements of Tender Eligibility / Qualification Criteria.
11. Bids submitted for partial / limited services / items as specified in the Format for Quoting the Rates / Schedule of Requirements / BoQ.
12. Bid submitted with shorter bid validity period.
13. Bidder fails to meet the minimum evaluation criteria requirements.
14. Bid not accompanied by the Bid Security (Earnest Money) of required amount and form.
15. Bidder refuses to accept the corrected Total Bid Amount / Price.
16. The Bidder has been blacklisted by any public or private sector organization.
17. Bidder has mentioned any financial implication(s) in the financial proposal that is in contradiction to this document and Government rules and regulations.
18. Black Listed firms will not be considered and will be rejected.

#### **FORFEITURE OF BID SECURITY**

The bid security / earnest money may be forfeited / confiscated:

1. A bidder requests to withdraw his or its bid after opening but within the bid validity period
2. Successful bidder fails to furnish performance security.
3. Successful bidder fails to sign the contract.
4. A bidder does not accept the correction of the quoted amount following the correction of arithmetic errors.
5. A bidder has been found black listed by any agency of Federal or Provincial Government.
6. In case of the bidder Company fails to provide the satisfactory services / goods / works.


#### **CANCELLATION OF BIDDING PROCESS**

SIEHS procurement committee:

1. May cancel the bidding process at any time prior to the acceptance of a bid or proposal.
2. Shall incur no liability towards the bidders.
3. Shall intimate the cancellation of bidding process immediately and upload a notice on the company website followed by prompt return of bid security.
4. Shall, upon request by any of the bidders, communicate to such bidder, grounds for the cancellation of bidding process, but is not required to justify such grounds.

#### **AMENDMENT OF TENDER DOCUMENT**

- a. At any time prior to the deadline for submission of bids, SIEHS may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the tender document by issuing a note to the provided email address shared by the bidder.

 <b>SINDH</b> INTEGRATED EMERGENCY & HEALTH SERVICES	<b>SINDH INTEGRATED EMERGENCY AND HEALTH  SERVICES  TENDER DOCUMENTS</b>	<b>MEDICAL LAB TESTS</b>
---	--	--------------------------

- b. Any amendments thus issued shall form eternal part of the tender document. To offer bidders a reasonable timeframe for preparing revised bids, the SIEHS may at its discretion extend the deadline for submission of bids.

### **PERIOD OF CONTRACT**

Initially contract shall be signed for a period of seven months (07 months: December 2022 – June 2023), however, contract can be extended for a period of further one year (12 months). The contract may further be renewed for next year maximum up to three years (subject to the satisfactory performance). The bidder is bound to provide services for extended contract period. Upon signing of agreement with successful bidder, the filled bidding documents will be part of agreement. The increase in price for the third year cannot be more than the inflation i.e. CPI published by the State Bank of Pakistan.

### **DEADLINE FOR SUBMISSION OF BID**

Bids must be received at the identified address no later than the time and date specified in the Bid Data Sheet. Any claim against the bids received late shall not be considered at any stage. Bidders are advised in their own interest to take all precautionary measures for delivery of sealed bids before the deadline for submission of bid.

### **SINGLE STAGE – ONE ENVELOPE PROCEDURE**

1. Bid shall comprise a single package envelope.
2. SIEHS shall evaluate the proposal in a manner prescribed in advance and reject any proposal which does not conform to the specified requirements. No amendments in the proposal shall be permitted after the submission of documents.
3. Bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance.
4. The bid should contain all the relevant information and desired enclosures in the prescribed format.
5. Bid should be submitted in a sealed envelope:
  - i. Be addressed to the SIEHS at the address given in the bidding documents
  - ii. Opened or e-mailed or faxed or telexed bids will not be accepted.
  - iii. Any bid received by the SIEHS after the date and time of tender opening will be rejected and returned as unopened to sender / bidder.
  - iv. Bids qualified by such vague and indefinite expression such as “subject to prior confirmation”, “subject to immediate acceptance” etc. will be treated as vague offers and rejected accordingly.
  - v. Bidder shall comply with all Pakistani Laws, permits, codes and regulation applicable to the bidder’s performance of services. Bid against the Government Rules and Policies, Conditional Bid, Ambiguous Bid or incomplete Bid and Bid without Bid Security will be rejected. No supplementary or revised offer after the opening of bids shall be entertained.

 <b>SINDH</b> <small>INTEGRATED EMERGENCY &amp; HEALTH SERVICES</small>	<b>SINDH INTEGRATED EMERGENCY AND HEALTH  SERVICES  TENDER DOCUMENTS</b>	<b>MEDICAL LAB TESTS</b>
---	--	--------------------------

- vi. In case of announcement of Public Holiday or any unfavorable circumstance, the bids will be opened on next working day. Other terms and conditions, venue and time for drop and opening will remain unchanged.
- vii. In case of discrepancies between the Notice Inviting Tender (NIT) and the Bidding Documents, the Bidding Documents shall take precedence.
- viii. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the bid validity period specified in the bid document.

## **POST BID SUBMISSION**

---

### **OPENING OF BID**


1. The date for opening of bids and the last date for the submission of bids shall be as given in the bidding documents and in the tender advertisement. In case, the two dates are different, the date and time, given in the bidding documents shall apply.
2. In case of the date of opening of tender declared as Public Holiday by the Government of Sindh or Federal Government or non-working day due to any reason, the next official working day shall be deemed to be the date for submission and opening of tenders/bids/offers, accordingly. The time and venue shall remain same.
3. All bids shall be opened publicly in the presence of all the bidders, or their representatives, who may choose to be present in person, at the time and place announced in the invitation to bid.
4. The Procurement committee shall read aloud the name of the bidder and total amount of each bid, and of any alternative bids if they have been permitted, shall be read aloud and recorded when opened.
5. All bidders in attendance shall sign an attendance sheet.
6. All bids submitted after the time prescribed as well as those not opened and read out at bid opening, due to any procedural flaw, shall not be considered, and shall be returned without being opened.

### **EVALUATION OF BIDS**

1. All bids shall be evaluated in accordance with the evaluation criteria and other terms and conditions set forth in the bidding documents.
2. 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 issuance of notice for invitation of bids.
3. The Committee may seek the clarification from the bidder in writing or oral as the case may be, in case of committee deemed fit, however any clarification shall not be changing the sanctity of original bid.
4. The Bids/Offers shall be evaluated conformity the requirements of terms & conditions of the bidding document based on the record / documentary evidence submitted by the bidder.

### **ANNOUNCEMENT OF BID EVALUATION REPORT**

1. Procurement committee shall announce the results of bid evaluation in the form of a report giving reasons for acceptance or rejection of bids.

	<b>SINDH INTEGRATED EMERGENCY AND HEALTH SERVICES</b> <b>TENDER DOCUMENTS</b>	<b>MEDICAL LAB TESTS</b>
---	--	--------------------------

- The report shall be uploaded on SIEHS website and intimated to all the bidders through email at least three (3) working days prior to the award of contract.

### BID EVALUATION CRITERIA – 100 MARKS

THE BIDS SHALL BE EVALUATED ON MOST ADVANTAGEOUS BID BASIS. The bidder which attains the highest combined weighted score according to the following criteria shall be selected. The Bids shall be evaluated on complete Lot / Group / Package basis reflected in the Bid Form / Price Schedule. Bids for partial / limited item(s) shall not be considered and rejected.

S#	Evaluation Criteria	Points/Score
1.	<b>No. of years providing medical test facilities</b>	<b>Maximum 20</b>
	20 years and above	20
	11 to 19 years	15
	5 to 10 years	10
2a.	<b>Mandatory footprint - medical test facilities</b> Karachi – 6 marks Hyderabad – 6 marks Sukkur – 6 marks <b>(Details to be provided with location of presence for each location)</b>	<b>Maximum 18</b>
2b.	<b>Additional footprint - medical test facilities</b> Larkana, Thatta, Sujawal, Badin, Jamshoro, Ghotki, Jacobabad, Kashmore Kandhkot, Qambar ShadadKot, Shikarpur, Mir Pur Bathoro <b>(Details to be provided with location of presence, 2 mark for each location)</b>	<b>Maximum 22</b>
3.	<b>Lowest Quoted price (applicable to only qualified bidders)</b>	<b>Maximum 40</b>

Tender will be awarded to the responding organization with maximum accumulative points. The formula to calculate the marks for the quoted price is given below to be applied on unit price and/or total quoted price:

#### Solved example of financial scoring

If the lowest quoted price for the tests as a package is Rs. 4,000 the same lowest will obtain score as below:

$$[4,000 \div 4,000] \times 40 = 40 \text{ marks being the lowest bidder for the quoted item}$$

If the next higher quoted price is Rs. 5,000 the marks obtained will be:

$$[4,000 \div 5,000] \times 40 = 32 \text{ marks}$$

If the next higher quoted price is Rs. 6,000 the marks obtained will be:

$$[4,000 \div 6,000] \times 40 = 26.66 \text{ or round of as 27 marks and so on.}$$

## **CLARIFICATIONS / CORRECTIONS OF BID**

To assist in the examination, evaluation and comparison of the bids the committee at its discretion may ask the bidder for a clarification of its bid. The request for clarification and the response will be in writing via email and no change in the price or substance of the bid will be permitted.

Arithmetical errors will be rectified on the following basis:

1. If there is a discrepancy between unit price and total price that is obtained by the multiplying the unit price and quantity, the unit price shall prevail and total price shall be corrected. If there is a discrepancy between the words and figures the amount in words shall prevail. If there is a mistake in addition / totaling that can be corrected.
2. If the bidder does not accept the corrected amount of bid, his bid will be rejected and his bid security will be forfeited.

## **PENALTY**

In case the reports are not submitted in agreed timelines finalized in the contract, a penalty shall be charged up to a maximum 10% of the payable amount. In case if the reports are not provided after issuance of 2 notices, SIEHS may resort to cancellation of the order with no liabilities towards SIEHS.

Subletting of services to any other lab is not allowed. If such practice comes to the knowledge of SIEHS, service provider may be liable to a penalty of Rs. 50,000 and / or cancellation of the agreement with subsequent forfeiture of performance security.

## **PERFORMANCE SECURITY**

The Successful bidder shall submit the Performance Security / Guarantee in the amount specified in the Bid Data Sheet in the shape of Pay Order or Demand Draft or a Bank Guarantee in favor of SIEHS issued by a scheduled bank in Pakistan valid for a period of thirty (30) days beyond the date of completion / expiry of the contract. No interest will be paid on Performance security.


## **REFUND OF PERFORMANCE SECURITY**

The Performance Security / Guarantee shall be returned after expiry of contract and settlement of all claims. This amount will be returned to the supplier after satisfactory completion note from SIEHS.

## **FORFEITURE OF PERFORMANCE SECURITY**

1. In the event of failure to provide items/services as per Contract/Agreement / Work Order within the stipulated period, the performance security may be forfeited.
2. In that event, acquiring of the said items/services may be taken from the next lowest bidder vide the same work order at service provider's risk and cost without any farther reference, so that the loss incurred would be recoverable from the Performance Security of the said service provider or from any sum due of which may become due to the service provider.



	<b>SINDH INTEGRATED EMERGENCY AND HEALTH SERVICES</b> <b>TENDER DOCUMENTS</b>	<b>MEDICAL LAB TESTS</b>
---	--	--------------------------

3. If any equipment / instrument or property of SIEHS or its representative / landlord / donor/ is damaged by the representative of approved firm, cost of the same will be deducted from the performance security money / pending bills of the service provider.

### **APPLICABLE LAW**

The Services Contract/Agreement shall be governed by the Laws of Pakistan and the Courts of Karachi - Pakistan shall have exclusive jurisdiction.

### **ARBITRATION**

Any difference or dispute or liability of whatsoever nature arising out of the contract or in any way relating to the contract/agreement or to its construction or fulfillment should be settled as far as possible, amicably between the SIEHS and the bidder company. Should the parties fail to come to an amicable settlement the same shall be referred to the award of Arbitrators to be nominated one each by the SIEHS and the bidder company within fifteen (15) days of notice from either side or in the case of the said Arbitrators not agreeing, then to the award of an Umpire to be appointed by the Arbitrators in writing prior to proceeding with the arbitration. The decision of the Arbitrators or the Umpire, as the case may be, shall be final and binding on both the parties. The arbitration shall take place at Karachi, under Pakistani Law of Arbitration.

### **TERMINATION & CANCELANATION OF CONTRACT**

If the successful bidder fails to provide the satisfactory services, the SIEHS shall be entitled at his option to cancel the contract/agreement and recover the damages besides forfeiture of Performance Guarantee. The SIEHS shall not be liable to any risks and costs whatsoever in consequence of such cancellation of the contract/agreement.

### **REDRESSAL OF GRIEVANCES BY THE PROCURING AGENCY**

Redressal of Grievances & settlement of dispute will be as per Rule 30 & 31 of SPPRA Rule-2010 (Amended 2022).

### **COST OF TENDERING**

The bidder shall bear all costs associated with the preparation and submission of its documents, while SIEHS in no case shall be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.

### **COST OF STAMP DUTY**

0.35% or notified by the Government of Sindh, will be paid by successful bidder as stamp duty.

### THIRD PARTY SERVICES

If required, will be the responsibility of the bidder. Sindh Integrated Emergency and Health Services will not be a party to any such agreement between the bidder and any of its vendors, sub-contractor, if so.

### TENDER TIMELINES

The estimated timing for the key milestones in the tender process is as follows:

Steps	Time line	Date / Remarks
Tender published in newspaper / uploaded on SIEHS website		Tuesday, 8 <sup>th</sup> November 2022
Addressing of queries from bidders	From the date of tender publishing till 05 calendar days to the bid submission date	Maximum by Monday, 21 <sup>st</sup> November 2022
Bid submission by vendors	Maximum by 9:30 am	Saturday, 26 <sup>th</sup> November 2022
Bid opening by committee	10:00 am	Saturday, 26 <sup>th</sup> November 2022 (Tentative). Please confirm via contact detail in bid data sheet
Analysis of bid along with clarification of queries if any		Wednesday 30 <sup>th</sup> November 2022 (Tentatively)
Internal approvals and project award with Letter of intent		
Signing of contract		Tuesday 15 <sup>th</sup> December 2022 (Tentatively)

\*Timeline is estimated and may change based on technical complexities. It is suggested that the bidder contacts the concerned person (preferably via email) on the detail provided in the bid data sheet.

 <b>SINDH</b> <small>INTEGRATED EMERGENCY &amp; HEALTH SERVICES</small>	<b>SINDH INTEGRATED EMERGENCY AND HEALTH  SERVICES  TENDER DOCUMENTS</b>	<b>MEDICAL LAB TESTS</b>
---	--	--------------------------

<b>BID DATA SHEET</b>	
Company name	Sindh Integrated Emergency & Health Services (SIEHS)
Postal address / Head office	Plot No. 43-15/K, Block 6, P.E.C.H.S, Karachi, Pakistan.
Procurement Focal person	Attention to : Mr. Syed Sharjeel UI Hasan
Email address	procurement@siehs.org
Contact number	021-111-111-823, Ext 2022 / 2005
Pricing mechanism	The price shall be fixed during the contract period.
Bid security	Amount of bid security should be 2% of the total bid price
Bid validity	Bid validity period shall be 90 days after opening of technical proposal
Deadline for bid submission	Saturday, 26th November 2022, maximum by 9:30 am (Tentative). Please confirm via contact detail in bid data sheet
Date, Time and Place of Bid opening	Saturday, 26th November 2022, at 10:00 am (Tentative). Please confirm via contact detail in bid data sheet
Performance Security	5% of contract price. This amount will be returned to the bidder after satisfactory completion note from SIEHS.

**CONTACT DETAILS OF THE BIDDER**

Name of the Company	
Company NTN	
Company GST No.	
Provincial sales tax numbers (SST)	
Office Address	
Name of the authorized contact person for tender project	
Email address for tender query correspondence	
Telephone No with extension if any	
Mobile No.	
Signature of Authorized Person (Name & Designation)	
Company stamp if available	

**SPPRA INTEGRITY PACT (To be signed with bidder awarded the contract)**



**BID FORM / PRICE SCHEDULE**

**PROVISION OF LAB TEST SERVICES**  
(To be submitted on official company letterhead duly signed & stamp)

Period: 1<sup>st</sup> December – 30<sup>th</sup> June 2023

SR #	Medical Tests	Unit Price (in Rs.)	GST/SST	Total Price (in Rs.)
1	Chest PA			
2	Anti HCV			
3	HBs Ag			
4	Medical Examination by General Physician			
5	CBC ESR Profile			
6	Urine DR			
7	Eye examination & color blindness test			

Period: 2, 1<sup>st</sup> July 2023 – 30<sup>th</sup> June 2024

SR #	Medical Tests	Unit Price (in Rs.)	GST/SST	Total Price (in Rs.)
1	Chest PA			
2	Anti HCV			
3	HBs Ag			
4	Medical Examination by General Physician			
5	CBC ESR Profile			
6	Urine DR			
7	Eye examination & color blindness test			

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

CNIC: \_\_\_\_\_

Designation: \_\_\_\_\_

Company: \_\_\_\_\_

Stamp: \_\_\_\_\_

Date: \_\_\_\_\_