

Tender Notice Nos. 40/2024

Tender for the
Outsourcing of Orthodontics/Prosthetic Laboratory Appliances/Material
On Annual Running Rate Contract Basis for the Year 2024 & 2025

- i) A Public Sector Organization invites sealed tenders as well as soft copies of the same for all its Tertiary Care and Secondary Care Hospitals situated in different cities of Pakistan under “Single Stage – Two Envelopes Bidding” procedure from the eligible bidders / suppliers / manufacturers for the following items on FOR basis and as required basis.

S #	Description	Last Date for submission of Bids	Tender Opening Time & Date	Tender Fee (Non-Refundable)
1	Outsourcing of Orthodontics/Prosthetic Laboratory Appliances / Material	Up till 10:00am on 5 th Nov 2024	10:30am on Tuesday 5 th Nov 2024	Rs. 2,000/-

- ii) A set of tender documents along with terms and conditions can be downloaded from PPRA website: www.ppra.org.pk. An amount of **Rs. 2,000/-** in favor of **Head LAO, PAEC General Hospital, Islamabad** as **Tender Fee** payable in the shape of “**Pay Order / Demand Draft**” must be submitted along with Technical Proposal.
- iii) The technical & financial specifications and rates of respective generics and prequalified brands for these generics will be quoted by filling only specified cells of the “Tender Document” in specified format which are available on PPRA website. In this respect, detailed “Instructions” / “Terms & Conditions” have also been uploaded along with “Tender Files”. Duly signed and stamped tender / proposals before closing date and time will be accepted on prescribed format.
- iv) This tender advertisement can also be seen on PPRA website www.ppra.org.pk.
- v) The competent authority reserves the right to reject the tender.

Admin Officer (Proc.)
PAEC General Hospital
Sector H-11/4, Islamabad.
Phone: 051-9257171 (Ext. 289)

**PAKISTAN ATOMIC ENERGY COMMISSION
GENERAL HOSPITAL H-11/4
ISLAMABAD**

No. Hosp-1(1614)/24

Dated: -10-2024

M/S _____

Subject: **TENDER ENQUIRY FOR THE OUTSOURCING OF ORTHODONTICS/PROSTHETIC LABORATORY APPLIANCES/MATERIAL ON ANNUAL RUNNING RATE CONTRACT BASIS FOR THE YEAR 2024 & 2025**

Dear Sir,

The following instructions may kindly be complied with while forwarding quotations for the outsourcing of "Orthodontics/ Prosthetic Laboratory Appliances/Material" on annual running rate contract basis for the Year 2024 & 2025 for PAEC General Hospital, H-11/4, Islamabad.

1. The quotations should be addressed to **Admin Officer, PAEC General Hospital, H-11/4, Islamabad**. The bidders will submit their offers using single stage two envelopes bidding procedure as per following details:-
 - i. The bid will be comprised of a **Single Package containing Two Separate Envelopes**. Each envelope will contain separately "Technical Proposal" and the "Financial Proposal".
 - ii. The separate envelopes should be marked as "**TECHNICAL PROPOSAL**" and "**FINANCIAL PROPOSAL**" in **bold and legible letters** in order to avoid confusion.
 - iii. Initially only the envelopes marked as "**TECHNICAL PROPOSAL**" will be opened.
 - iv. The envelopes marked as "**FINANCIAL PROPOSAL**" will be retained in safe custody without being opened until opening date for financial proposals.
 - v. The technical proposal will be evaluated **without reference to any Price** and any proposal that do not conform to the specified requirements will be rejected.
 - vi. No amendment in the Technical Proposal will be permitted during evaluation.
 - vii. The Financial Proposal of the bids will be opened publicly at a specified time; date and venue announced and communicated in advance to the bidders of technically accepted bids only. The Financial proposal of the bids found non-responsive or without offered rates will be returned to the respective bidder and would be treated as cancelled.
 - viii. The supplier is bound to replace the near expiry stock at least six months before expiry date of supplied items failing which may result in deduction from any outstanding bill/invoice or earnest money.
 - ix. **Samples for each item must be provided** along with "Technical Proposal"

General terms & conditions:

2. All the **Technical Proposals and Financial Proposals** in **Separate Sealed Envelopes** clearly marked as "**THE OUTSOURCING OF ORTHODONTICS/PROSTHETIC LABORATORY APPLIANCES/MATERIAL ON ANNUAL RUNNING RATE CONTRACT BASIS FOR THE YEAR 2024 & 2025**" should reach the undersigned on or before the tender opening date i.e. **05-11-2024** up to **10:00am**. Technical bids for **outsourcing of Orthodontics/Prosthetic Laboratory Appliances/material** will be opened on **05-11-2024** at **10:30am** in **Conference Room, PAEC General Hospital, Sector H-11/4, Islamabad** in the presence of bidders who would have submitted their offers as per instructions/ requirements and intend to be present. In case of falling holiday on the opening date, the tenders will be opened on the next working day at the same time.

3. No tender will be considered if:-

- a. It is received after the time and date fixed.
- b. The tender and related documents are not signed.
- c. The offer is ambiguous.
- d. Items offered differ in descriptions/requirements/format etc. from those required.
- e. It is submitted without tender fee, earnest money or with less earnest money as a general policy.

4. Following Documents must be attached with Technical Proposal:-

- i. GST Certificate
 - ii. NTN Certificate
 - iii. Profession / Trade Tax Clearance Certificate
 - iv. Original Bank Draft of Earnest Money
5. **The offered rates will remain fix throughout the tender period** and must be valid for at least **01 Year (extendable)**. The period is extendable to cater for transition period for award of contract / award letter for the next financial year. The offer must be strictly according to attached specification, generics name etc.
6. **Rs. 10,000/- Earnest money** in the form of **Pay Order/ Bank Draft**, in favor of **Head LAO, PAEC General Hospital, Islamabad** must be attached **along with "Technical Offer" in separate sealed envelope. Financial proposal should contain only offered price / rate.**
7. The quantities to be purchased from the suppliers can be increased or decreased as per requirements of PGHI. The suppliers are to ensure timely delivery of material as specified failing to which may result in imposition of liquidated damages / late delivery (L.D) charges @ 2% per day subject to a maximum of 10% of the purchase order.
8. **Special Instructions:-**
- i. No change will be allowed during the currency of contract in supplier's distribution and the supply orders will be generated in the name of same supplier / bidder quoted in the tender.
 - ii. **Rates must be quoted in the specified format available on PPRA website (at the end of this document). Any proposal submitted without observing the instructions will be rejected.**
9. Any correspondence regarding this tender must be addressed to **Admin Officer, PAEC General Hospital, H-11/4, Islamabad** only. For any additional information contact on telephone numbers mentioned below.
10. The Competent Authority reserves the right to accept or reject any or all the offers.

(Muhammad Anwar Kamal)

Admin Officer

PAEC General Hospital, H-11/4, Islamabad

Phone: 051-9257171 Ext: 289

Fax: 051-9258862

TECHNICAL PROPOSAL

Supplier / Lab. Name:			
Address of Supplier / Lab:			
Name of Manager:		Mobile No. (Manager):	
E-Mail Address:		Land Line No. (Office):	
Quotation Validity Period:	01-12-2024 to 30-11-2025	Fax No.	
NTN :		Bank Draft No. : (Earnest Money of Rs. 10,000/-)	

Sr. No.	ITEM / GENERICS	Detail of Sample / Model provided
1	Addition of Fixed MyofunctionalAppliance	
2	Arch Bar Wire	
3	Band and Loop	
4	Bite Plane (Anterior / Posterior)	
5	CC Plate Per Arch (Upper & Lower)	
6	Chin Cup (Orthodontics)	
7	Chin Plate (Imported)	
8	Drill Bit(Imported)	
9	Essex Type Retainer Per Jaw	
10	Full Denture (Upper & Lower)	
11	Hyrax Appliance	
12	Metal Crown (Hi Gloss)	
13	Micro Plate Per Hole(Imported)	
14	Micro Screws(Imported)	
15	Mini Plate Per Hole(Imported)	
16	Mini Screw(Imported)	
17	Nance Button	
18	Night Guard	
19	Orbital Mesh(Imported)	
20	Orthodontics Hawley Appliance(Active) Per Jaw	
21	Orthodontics Hawley Appliance(Passive) Per Jaw	
22	Partial Denture Per Unit	
23	Porcelain Crown (PFM)	
24	Recon Plate(Imported)	
25	Recon Screws(Imported)	
26	Repair of Appliance	
27	Reverse Pull Head Gear / Face Mask	
28	Tongue Crib	
29	Twin Block	
30	Zirconia Crown	

SIGNATURE OF BIDDER / SUPPLIER: _____

SEAL/STAMP: _____

FINANCIAL PROPOSAL

Supplier / Lab. Name:			
Address of Supplier / Lab:			
Name of Manager:		Mobile No. (Manager):	
E-Mail Address:		Land Line No. (Office):	
Quotation Validity Period:	01-12-2024 to 30-11-2025	Fax No.	
NTN :		Bank Draft No. : (Earnest Money of Rs. 10,000/-)	

Sr. No.	ITEM / GENERICS	Detail of Sample / Model provided	Per Unit Offered Price (Rs.)
1	Addition of Fixed Myofunctional Appliance		
2	Arch Bar Wire		
3	Band and Loop		
4	Bite Plane (Anterior / Posterior)		
5	CC Plate Per Arch (Upper & Lower)		
6	Chin Cup (Orthodontics)		
7	Chin Plate (Imported)		
8	Drill Bit (Imported)		
9	Essex Type Retainer Per Jaw		
10	Full Denture (Upper & Lower)		
11	Hyrax Appliance		
12	Metal Crown (Hi Gloss)		
13	Micro Plate Per Hole (Imported)		
14	Micro Screws (Imported)		
15	Mini Plate Per Hole (Imported)		
16	Mini Screw (Imported)		
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22	Partial Denture Per Unit		
23	Porcelain Crown (PFM)		
24	Recon Plate (Imported)		
25	Recon Screws (Imported)		
26	Repair of Appliance		
27	Reverse Pull Head Gear / Face Mask		
28	Tongue Crib		
29	Twin Block		
30	Zirconia Crown		

SIGNATURE OF BIDDER / SUPPLIER: _____

SEAL/STAMP: _____