

DOW UNIVERSITY OF HEALTH SCIENCES



BIDDING DOCUMENT

Single Stage – Two Envelope Procedure

As per Rule 46 (2) of SPPRA, 2010 (Amended up to date)

NIT # DUHS/W&S/2026/1665

Dated: 26th January, 2026

REPAIR AND MAINTENANCE OF GENERATORS

(REF NO: DUHS/W&S-NIT/193)

NOTICE INVITING TENDER (NIT)



DOW UNIVERSITY OF HEALTH SCIENCES

NIT No. DUHS/W&S/2026/1665

Dated: 26-01-2026

NOTICE INVITING TENDER (NIT)

Dow University of Health Sciences (DUHS), Karachi is a Public Sector University that invites e-bids through E-Pak Acquisition & Disposable System (EPADS) from well-reputed Companies / Bidders/firms having registration with the Federal Board of Revenue (FBR), Income Tax Department, Sindh Revenue Service Board and Sales Tax.

S#	NAME OF WORK	METHOD OF PROCUREMENT
1.	PROVISION OF PATIENT'S MEAL & CANTEEN SERVICES (REF. NO. DUHS/W&S-NIT/192)	
2.	REPAIR AND MAINTENANCE OF GENERATORS (REF. NO. DUHS/W&S-NIT/193)	
3.	(RE-TENDER) SUPPLY, FIXING, INSTALLATION & COMMISSIONING OF (270KW & 450KW) GRID TIED SOLAR SYSTEM AT (GIRLS HOSTEL, OJHA CAMPUS) & (WAREHOUSE, OJHA CAMPUS), DUHS KARACHI (REF. NO. DUHS/W&S-NIT/194)	Single Stage-Two Envelope Procedure as per rule 46 sub rule-2 of SPP Rules 2010 (Amended upto date)
4.	MAINTENANCE & REPAIR WORK OF DOW UNIVERSITY OF HEALTH SCIENCES, OJHA CAMPUS, DUHS, KARACHI. (REF. NO. DUHS/W&S-NIT/195)	Single Stage-Single Envelope Procedure As per Rule 46 (1) of SPPRA, 2010 (Amended up to date)
5.	MAINTENANCE & REPAIR WORK, DMC CAMPUS INCLUDING BOYS HOSTEL, GIRLS HOSTEL HIJRAT COLONY, DIDC AND DDC, KARACHI (REF NO: DUHS/W&S-NIT/196)	Single Stage-Single Envelope Procedure As per Rule 46 (1) of SPPRA, 2010 (Amended up to date)
Tender Fee:	Rs. 5,000/- (Rupees Five Thousand Only) Non-Refundable in shape of Pay Order / Demand Draft in favor of Dow University of Health Sciences, Karachi.	
Security:	Bid Security and Performance Security as mentioned in the bidding document.	

E-Bidding documents as per detailed terms and conditions, specifications and requirements are available for the registered bidders on Sindh Public Procurement Regulatory Authority's EPADS at <https://portalsindh.eprocure.gov.pk/#/> and University website <https://duhs.edu.pk> on the payment noted above (non-refundable) on any working day except the day of opening of tenders.

The electronics bids must be submitted using EPADS before closing time **16-02-2026 at 10:00 Hrs.** Manual bids, shall not be accepted. Electronic Bids will be opened on **16-02-2026 at 11:30 Hrs.** For any query related to e-bidding, please Contact to the facilitator /Coordinator, Procurement Committee Services at Admin Block 5th floor DMC Campus, Baba-e-Urdi Road near Civil Hospital Karachi, Phone No. 021-38771000 (Ext. 5820 /5907). The tender fee (non-refundable) and bid security (refundable) shall be submitted in the form of a Pay Order/Demand Draft / Bank Guarantee issued by a Scheduled Bank of Pakistan in favor of Dow University of Health Sciences, Karachi and must be delivered to the above-mentioned office of the Facilitator / Coordinator, Procurement Committee at the same address.

In case of any unforeseen situation resulting in the closure of the office on the date of opening or if Government declares Holiday the tenders shall be submitted/opened online on the next working day at the same time. The Procuring Agency reserves the right to reject any or all bids subject to relevant provisions of SPP Rules, 2010 (Amended up to date) and may cancel the bidding process at any time prior to the acceptance of a bid or proposal under "Rule-25" of said Rules. In case of any ambiguity in between NIT and tender document, tender will be considered as senior.

**DIRECTOR
Works & Services Department, (DUHS)**

www.duhs.edu.pk
Baba-e-Urdi Road, Karachi - 74200 Pakistan.
Tel: 021-99216065 Fax: 021-99216065

26cm x 3col

BID DATA SHEET

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

1.	Name of Procuring Agency:	Dow University of Health Sciences (DUHS)
2.	Bidding Procedure:	Single Stage – Two Envelope through online EPADS
3.	Name of Contract:	Repair and Maintenance of Generators
4	Tender fee:	Rs.5,000/- (Five Thousand Rupees Only) Non-Refundable in Shape of Pay Order / Demand Draft in favor of Dow University of Health Sciences, Karachi.
5.	Submission of Tender fee & Bid Security Address:	Dow University of Health Sciences (DMC Campus), Facilitator / Coordinator, Procurement Committee-Services, Admin Block 5 th Floor DMC Campus, Baba-e-Urdu Road near Civil Hospital Karachi. Phone No. 021-38771000 Extension 5820, 5907
6.	Language of the Bid:	English.
7.	Currency of the Bid:	The price quoted shall be in Pakistani Rupee.
8.	Bid Security:	The amount of bid security shall be amounting to Rs. 100,000/- (Rupees One Hundred Thousand Only) in the form of a Call Deposit, Bank Draft or a Bank Guarantee issued by a scheduled bank of Pakistan, in favor of the Dow University of Health Sciences, Karachi.
9.	Bid Validity Period:	90 days
10.	Tender Purchasing date:	As per NIT
11.	Deadline for bid submission:	As per NIT (Online through EPADs at https://eprocure.gov.pk/)
12.	Date and Time of Bid opening:	As per NIT (Online through EPADs at https://eprocure.gov.pk/)
13.	Alternate Bid:	Not Allowed
14.	Joint Venture / Consortium Bid:	Not Allowed
15.	Period of Contract:	The initial contract shall be signed for a period of twelve (12) months. It may be extended till the finalization of new tender on same terms & conditions or renewed once for an additional period of twelve (12) months, subject to: (i) the Contractor's / Service Provider's satisfactory performance during the preceding contract period, (ii) a pre-renewal performance evaluation conducted by DUHS, and (iii) mutual written consent of both parties. All terms and conditions of the contract shall remain unchanged during the renewal period, except that the contract rates may be increased by upto ten percent (10%) annually.
16.	Performance Security:	The amount of Performance Security shall be ten percent (10%) of the total contract value for one (01) year (12 months) .

BIDDING DOCUMENT

REPAIR AND MAINTENANCE OF GENERATORS

A. INTRODUCTION: -

Dow University of Health Sciences, Karachi (DUHS) is a premier institute of health sciences in Pakistan, established under the Dow University of Health Sciences Act 2004 having its main campus at Baba-e-Urdu Road, Karachi. DUHS has been developing tradition of excellence in education, research and community service. DUHS has educated and trained more than 8,000 students and residents from more than 20 institutions.

B. OBJECTIVE: -

The main objective of contract (Repair and Maintenance Service of Generators) is to engage a service provider to provide curative and preventive maintenance support services to ensure the efficient, safe, optimal, uninterrupted functioning of Generators (“Equipment”) and minimize downtime that would occur in the event of equipment failure.

C. SCOPE OF WORK AND TERMS & CONDITIONS OF CONTRACT: -

1. SCOPE OF WORK: -

- 1.1. The scope of work includes providing comprehensive preventive maintenance and corrective repair services of the all Generators (“Equipment”) installed at DUHS through qualified/trained Technicians/Engineers to ensure optimal performance, efficiency, and uninterrupted operations.
- 1.2. The Contractor shall arrange and implement the professional techniques including optimum warehousing of all relevant tools, parts, consumables etc. The contractor shall maintain supplies of parts and consumables shall timely arrange parts as and when required as per quoted rate in tender. The Contractor will arrange enough stock of emergency spares to ensure the minimum downtime.
- 1.3. The Contractor shall be responsible for providing 24/7 (365 days) service coverage, in the event of breakdown at DUHS site, emergency repairs / trouble shooting will be done to rectify the cause of Breakdown. The Contractor shall be responsible for remedying the defect(s) on the same date on which complaint was launched. Failure to meet the prescribed resolution time, except in cases of Force Majeure, shall attract penalties as determined by DUHS without prejudice to other contractual remedies. A complaint register shall be maintained and shared with DUHS, recording each complaint, response time, action taken, and confirmation of resolution.
- 1.4. The Contractor shall maintain a comprehensive service history log for every equipment covered under this Contract. In addition, the Contractor shall be responsible for maintaining proper monthly records of all maintenance activities and sharing them with DUHS for monitoring purposes.
- 1.5. The Contractor shall be responsible to provide maintenance strictly in accordance with manufacturer's recommended practices and shall attend to all types of faults, defects, repair, servicing, maintenance, break down/failures within prescribed time.
- 1.6. The Contractor shall regularly take samples of water, lubricating oil for analysis to the relevant laboratory. The Contractor shall make available to the DUHS all the results of such testing. The Contractor shall be responsible for ensuring that the water, lubricating oil, fuel used in the Generators is in accordance with the specifications.

1.7. The Contractor will manage and keep the equipment in good operating condition and provide the expertise for the Repair and Maintenance Services of the equipment on behalf of the DUHS which includes but not limited to following:

Monthly Maintenance Services:

a. The following maintenance activities shall be performed on monthly basis:

S. No.	Description	Unit
1	Inspection for oil, coolant, or fuel leakage; loose components; wiring defects; corrosion; dust accumulation; abnormal noise, vibration, or overheating	Job.
2	Operate generator under no-load and load conditions to verify starting, lubrication, stability, conduct load bank testing for early fault detection	Job.
3	Inspect, top-up/replace, and monitor engine oil, coolant (when engine is cold), and fuel levels; test diesel fuel quality and drain water contamination	Job.
4	Inspect and clean fuel system including tank, lines, filters, and drain points for leakage, contamination, corrosion, or blockage; replace filters as required	Job.
5	Inspect cooling system (radiator, hoses, fan blades, clamps, pump); inspect for blockages, leaks, damage and clean radiator fins, straighten fins, check coolant concentration, flush if required	Job.
6	Inspect alternator for dust, moisture, overheating, and ventilation adequacy	Job.
7	Inspect exhaust system for leakage, corrosion, blockage, damage overheating, or loose joints	Job.
8	Inspect batteries, terminals, and charging system; clean corrosion, tighten connections, and perform battery load testing. Inspect spark plugs for wear or burn.	Job.
9	Inspect belts, hoses, mountings, base frame, vibration pads, exhaust supports, and fasteners and replace these parts if required; rectify vibration or noise	Job.
10	Inspect control panel, wiring, sensors, relays, alarms, gauges, indicators, and protection devices; test voltage, current, frequency, and alarms; carry out required adjustments.	Job.
11	Lubricate bearings, couplings, linkages, and other moving parts as per manufacturer's recommendations	Job.
12	Clean generator exterior, panels, canopy, engine block, alternator casing, crankcase breather, cooling fan, air intake paths, cooling vents, ventilation opening and accessible internal compartments	Job.
13	Dry internal electrical and mechanical components using compressed air to prevent moisture accumulation	Job.
14	Conduct technical condition assessment by recording operating parameters (engine performance, alternator output, oil pressure, coolant temperature, exhaust temperature, voltage, current, frequency, load)	Job.
15	Inspect and service automatic/manual transfer switch after safe shutdown	Job.
16	Replace consumables (engine oil, oil filter, air filter, fuel filter, spark plugs) as per prescribed maintenance intervals	Job.
17	Perform operational start-up, shutdown, and functional testing after maintenance	Job.
18	De-rust corroded components where required and apply primer and protective paint	Job.
19	Maintain cleanliness of generator room, enclosure, and site after maintenance activities	Job.
20	Identify early signs of mechanical, electrical, or performance degradation and recommend corrective action.	Job.
21	Maintain and update complete maintenance logs documenting inspections, readings, defects, corrective actions, and recommendations	Job.

2. TERMS AND CONDITIONS OF CONTRACT:-

2.1. The Contractor shall maintain log sheets and history records for every equipment covered under this Contract, including inspection reports, preventive maintenance, operating hours, service summaries, repair jobs, parts replaced, emergency responses, and performance parameters. A complete logbook of all

defects, complaints, and corrective actions shall be maintained and made available to DUHS for inspection.

- 2.2. After award of contract, the contractor will prepare a detail report on the status/ condition of the equipment within 15 days and submit to Director Works and Services.
- 2.3. The Contractor shall prepare and share monthly work plans with the Works & Services Department, DUHS, including deployment schedules, periodic logs, and timing of visits, to minimize disruption of services.
- 2.4. Maintenance reports shall be provided the next working day after each activity.
- 2.5. The Contractor shall submit to DUHS, on the first of every month, the monthly report. Monthly performance reports shall:
 - Consolidate running records of all equipment along with accumulated operating figures for the previous month
 - Certify the condition and performance of each unit against the scope of work.
 - Highlight preventive checks, corrective repairs, and overall performance.
 - Highlight parts that may require urgent or scheduled repair/replacement in the upcoming period, subject to approval of the Competent Authority.
 - Include recommendations for key maintenance operations, based on accumulated running hours and system performance.\
- 2.6. Quarterly reports shall consolidate preventive maintenance records, confirm compliance with manufacturer's standards, covering critical equipment, safety devices, wear and tear, and recommendations.
- 2.7. The Contractor shall perform monthly preventive and corrective maintenance of all equipment in accordance with scope of work of the bidding documents and manufacturer recommendations. Services shall cover maintenance of all identified equipment in satisfactory working condition, including corrective repairs and replacement of non-warranty parts as and when required.
- 2.8. The Contractor's precautionary measures for maintenance and servicing will be checked and supervised by the engineer of DUHS. All maintenance activities must adhere to safety and PPE (Personal Protective Equipment) procedures.
- 2.9. The Contractor shall not delay or postpone preventive overhauls or repairs that are due as per manufacturer's instructions without prior written approval from Director Works & Services, DUHS. Any deterioration/loss/damage caused by unreasonable delay shall be the Contractor's responsibility.
- 2.10. The Contractor shall be responsible for relocation, re-installation, and corrective repairs of malfunctioning part as required.
- 2.11. The Contractor shall keep at its own cost an adequate stock of emergency parts and consumables. All parts and consumables used shall be invoiced separately to DUHS in accordance with agreed terms.
- 2.12. In case of malfunction caused by poor-quality consumables/parts by the Contractor, the Contractor shall rectify the fault at its own cost.
- 2.13. The Contractor shall also maintain sufficient instruments, tools, and minor spares at all times (24/7/365) to enable uninterrupted service.

- 2.14. In case of equipment failure, the Contractor's engineer/technician shall diagnose the fault, identify non-warranty parts requiring replacement, and formally notify the Director Works & Services, DUHS for approval.
- 2.15. All parts identified for replacement must be physically verified by DUHS's Engineer. Replacement shall only proceed after documentation is signed by both the Contractor's Engineer/Technician and DUHS staff.
- 2.16. The Contractor shall not repair, modify, or replace any parts under manufacturer/supplier warranty without DUHS's prior written approval. Faulty or removed parts not under warranty shall be handed over to DUHS against a proper receipt/return slip. All replacements shall be recorded in maintenance logs, with details of serial numbers, dates, and reasons, certified by DUHS's Engineer.
- 2.17. All new parts supplied must be genuine, unused, OEM-certified, and covered under manufacturer warranty. Refurbished, reconditioned, or counterfeit parts are strictly prohibited. Warranty cards and related documentation must be handed over to DUHS at the time of installation. If a new component fails during its warranty period, the Contractor shall replace/repair it at no additional cost.
- 2.18. The Contractor shall provide whatever assistance the DUHS may reasonably require in determining appropriate safety and other regulations to be applied to the Maintenance and Scheduled Maintenance.
- 2.19. DUHS may provide the Contractor, upon request, copies of relevant technical documentation (drawings, manuals, schedules, etc.) for maintenance purposes. Such documents shall remain DUHS property and may not be used for any other purpose.
- 2.20. The Contractor expressly acknowledges that, prior to submitting its bid, it had carefully examined, investigated, and considered all relevant factors, conditions, requirements, and circumstances pertaining to the Contract. Accordingly, the Contractor shall not be entitled, during the term of this Agreement, to make any claim for additional payment, financial adjustments, or extensions of time on account of its failure to duly account for such factors, conditions, requirements, or circumstances at the time of bidding.
- 2.21. The Contractor shall bear full responsibility for all deliveries and deliverables to the DUHS. The Contractor shall not claim or charge on account of logistics, transportation, loading/unloading, insurance, freight, labor costs or any other charges. No separate claims on these heads will be entertained.
- 2.22. Annexure-L is not part of the Bid Form/Price Schedule/Annexure-H/Schedule of Requirements/BOQ, therefore, the DUHS shall not be bound to procure all or any of the items listed therein from the contractor/successful bidder. Annexure-L is included for rate-fixation purposes only, and the quoted rates shall remain valid for a period of contract, whether the bidder is successful or unsuccessful. DUHS reserves the right to verify quoted rates in Annexure-L against prevailing market prices at the time of procurement.
- 2.23. Any additional payment, apart from the repair and maintenance work defined in Scope of Work, shall include:
 - a. Actual charges for supply, installation and commissioning of parts for equipment, as listed in Annexure-L.
 - b. All those other repair & maintenance services which are not mentioned in the scope of work.
- 2.24. DUHS reserves the right to increase, decrease, or drop any quantity or service originally specified in the

Format for Quoting the Rates/Bid Form/Price Schedule/Annexure-H/Schedule of Requirements/BOQ, without change in unit price or other terms and conditions during the contract period.

- 2.25. The Contractor shall, at its own cost, hire and deploy qualified Engineers, Technicians, and support staff for the repair & maintenance of the all generators installed at various locations, as per DUHS requirements. Staff must have the professional experience, ability, and expertise required to repair and maintain generators installed at DUHS.
- 2.26. All Contractor staff shall strictly follow DUHS's instructions and comply with workplace rules, regulations, safety standards, and precautions.
- 2.27. The Contractor shall supply and maintain such sufficient instruments, tools / gadgets and equipment including personal safety equipment, for the use of his staff that is required to enable them to fulfill their duties as per contract.
- 2.28. The Contractor shall provide free of cost Personal Protective Equipment (PPE) (safety helmets, gloves, glasses, shoes etc.) to all staff of Contractor deployed at DUHS, and ensure their proper use.
- 2.29. The Contractor shall be solely responsible for health, safety, and compensation of its employees in case of illness, injury, or accident during service. DUHS shall not be a party to such claims.
- 2.30. The Contractor shall be liable for any loss or damage caused to DUHS by its staff, DUHS shall have the right to recover the cost of such loss or damage, including repair or replacement expenses, from the Contractor in additions to other remedies available under the Contract or applicable law.
- 2.31. The Contractor shall comply with all applicable Pakistani laws, permits, codes, and regulations, as well as DUHS's internal rules and policies.
- 2.32. The Contractor shall service / repair the generators at site only after operating hours and shall make its best efforts to keep the generator available during operating hours set by the DUHS.
- 2.33. The DUHS shall at its own cost provide the Contractor with appropriate facilities for storing Spare Parts needed for the Maintenance and Scheduled Maintenance, but the Contractor shall be responsible for the safe storage and necessary maintenance of those Spare Parts.
- 2.34. The Contractor shall possess a properly equipped workshop with necessary tools, communication facilities, and qualified technical manpower for repair and maintenance of generators. In case of any major fault, the defective parts may be taken by the Contractor to its workshop for repair; however, the Contractor shall provide suitable backup part to ensure uninterrupted services. Any part handed over for repair or maintenance shall be jointly inspected by DUHS and the Contractor at the time of issuance and return to ensure that original and functional parts are not unnecessarily replaced. The Contractor shall remain responsible for the complete maintenance and performance of the equipment throughout the contract period, including addressing any faults arising before scheduled preventive maintenance.

3. PERIOD OF CONTRACT & COMMENCEMENT OF SERVICES:-

- 3.1. The initial contract shall be signed for a period of twelve (12) months. It may be extended till the finalization of new tender on same terms & conditions or renewed once for an additional period of twelve (12) months, subject to: (i) the Contractor's / Service Provider's satisfactory performance during the preceding contract period, (ii) a pre-renewal performance evaluation conducted by DUHS, and (iii) mutual written consent of both parties. All terms and conditions of the contract shall remain unchanged during the renewal period, except that the contract rates may be increased by upto ten percent (10%) annually.

3.2. Services shall be commenced from the effective date of contract agreement.

4. PERFORMANCE SECURITY:-

4.1. The Successful Bidder/ Contractor shall submit the Performance Security / Guarantee in the amount specified in the Bid Data Sheet in the shape of Deposit at Call or Pay Order or Demand Draft or a Bank Guarantee in favor of Dow University of Health Sciences, Karachi issued by a scheduled bank in Pakistan valid for a period of ninety (90) days beyond the date of completion / expiry of the contract (Annexure-E). No interest will be paid on Performance Security.

4.2. Bid Security of successful bidder/ Contractor shall be returned after receipt of Performance Security / Guarantee.

4.3. **Forfeiture of Performance Security / Guarantee:** The Performance Security/Guarantee submitted by the Contractor shall be liable to forfeiture, in whole or in part, under the following circumstances:

- a. If the Contractor, fails to commence, deliver, or maintain the required services, or provides unsatisfactory services, breaching the Contract Agreement/Work Order and/or failing to perform within the stipulated timelines.
- b. In case of such failure, DUHS reserves the right to obtain the required services from the next advantageous bidder or any alternate source at the Contractor's risk and cost, without further reference. Any additional expenses incurred by DUHS shall be recovered from the Performance Security and/or any sums payable to the Contractor.
- c. If any loss or damage is caused to DUHS by the Contractor or its staff, DUHS shall have the right to recover the cost of such loss or damage, including repair or replacement expenses, from the Contractor by way of deduction from the Performance Security, any pending bills, or through any other legal remedies available under the Contract or applicable law.
- d. If the Contractor fails to settle any dues, claims, or recoveries lawfully payable to DUHS under the Contract, such amounts shall be adjusted against the Performance Security and/or other payments due to the Contractor.

4.4. **Refund of Performance Security / Guarantee:** After successful completion of services in contractual period, performance security / guarantee will be refunded, without any interest, within three months if contract not extended for a further period.

5. CANCELLATION / TERMINATION OF CONTRACT:-

5.1. **Termination For Default:** DUHS reserves the right to cancel or terminate the Contract, in whole or in part, at its sole discretion, with thirty (30) days' written notice, in any of the following cases, and DUHS shall not be liable to any risks and costs whatsoever in consequence of such cancellation/termination of the contract:

- a. Failure to provide services as per the Contract Agreement/Work Order within the stipulated period or failure to perform any contractual obligation.
- b. Failure to maintain satisfactory performance levels despite written notice.
- c. Violation of any material term or condition of the Contract.
- d. Loss or damage caused by the Contractor or its staff.
- e. If the Contractor becomes bankrupt, insolvent, or enters into composition with creditors.
- f. If the contractor, in the judgment of the DUHS has engaged in "Corrupt and Fraudulent Practices" in competing for or in executing the Contract.

"For the purposes of this Bidding Document and the resulting Contract, the term "Corrupt and Fraudulent Practices" shall have the meaning assigned to it under the Sindh Public Procurement Rules, 2010 (as amended up to date)"

5.2. In case of termination for default, DUHS shall be entitled to:

- a. Forfeit the Performance Security in part or full;

- b. Recover the damages besides forfeiture of Performance Security / Guarantee.
- c. Obtain the required services from the next advantageous bidder or alternate sources at the Contractor's risk and cost;
- d. Recover any additional costs or loss or damages incurred from the Contractor's Performance Security or any other dues payable to the Contractor.

5.3. **Termination for Convenience:** DUHS may, at its sole discretion and without assigning any reason, terminate the Contract with thirty (30) days' notice.

5.4. **Blacklisting:** In addition to termination, DUHS reserves the right to recommend blacklisting of the Contractor under Rule 19 of the Sindh Public Procurement Rules, 2010 (as amended up to date), subject to due process of law.

5.5. **Preservation of Rights:** Cancellation, termination, forfeiture, or blacklisting shall not prejudice or affect any rights, remedies, or claims already accrued to DUHS under the Contract or applicable law.

6. GOVERNING LAW & RESOLUTION OF DISPUTES:-

- 6.1. This Contract shall be governed by and construed in accordance with the laws of Islamic Republic of Pakistan.
- 6.2. Any dispute or difference or liability of whatsoever nature arising out of the contract shall be first settled amicably by the parties. In the event, parties are unable to amicably resolve the dispute, the dispute shall be referred for resolution by arbitration under the Pakistan Arbitration Act, 1940, as amended up to date, by one or more arbitrators selected in accordance with said Law where each party will bear their own cost. The seat/place of arbitration shall be at Karachi, Pakistan.
- 6.3. Parties agrees that the courts of Karachi, Pakistan shall have exclusive jurisdiction to settle any dispute or claim arising out of or in connection with this Contract or its subject matter or formation.

7. CONFIDENTIALITY:-

- 7.1. DUHS and Contractor acknowledge and agree to maintain the confidentiality of any information exchanged during the provision of services under this contract, in compliance with applicable laws and regulations.

8. ENTIRE AGREEMENT:-

- 8.1. This Contract constitutes the entire understanding between the Parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, and negotiations, whether oral or written.

9. INDEMNITY:-

- 9.1. The Contractor undertakes and agrees to indemnify and hold harmless DUHS & its employees and agents from and against all claims, demands, liabilities, damages and expenses of any nature whatsoever, arising out of or resulting from this contract whether due to performance / non-performance or poor performance of any services under this Contract by the Contractor, its employees or its agents.
- 9.2. Both parties shall, in all matters arising in the performance of the Contract, conform, in all respects, with the provisions of all Central, Provincial and Local Laws, Statutes, Regulations and By-Laws in force in Pakistan, and shall give all notices and pay all fees required to be given or paid and shall keep the each other indemnified against all penalties and liability of any kind for breach of any of the same.

10. SEVERABILITY:-

10.1. In case any portion of this Contract becomes illegal or unenforceable either by the force of law, the remainder of this Contract shall continue in full force and effect. The parties may mutually negotiate the terms effected by such a severance.

11. ASSIGNMENT & SUBCONTRACTING:-

11.1. The Contractor shall not assign, transfer, or subcontract, in whole or in part, any of its rights, obligations, or responsibilities under this Contract. Any such assignment, transfer, or subcontracting shall be deemed null and void and shall constitute a material breach of this Contract. In such event, DUHS shall have the right to terminate the Contract forthwith, forfeit the Performance Security, recover damages, and initiate blacklisting proceedings under Rule 19 of the Sindh Public Procurement Rules, 2010 (as amended up to date).

12. INDEPENDENT:-

12.1. This Contract in no way creates an employer-employee or partnership or agency relationship between the Parties.

13. FORCE MAJEURE:-

13.1. Neither party shall be held liable for any failure or delay in fulfilling its obligations under this Contract if such failure or delay is caused by circumstances of Force Majeure, which are beyond the reasonable control and without the fault or negligence of the affected party. Force Majeure events may include, but are not limited to: acts of God, natural disasters, declared war, armed conflict, revolution, civil commotion, acts of terrorism, sabotage, explosions, or other events of a similar nature directly impacting the parties.

13.2. Force Majeure shall not include strikes or industrial disputes limited to the Contractor's own workforce, or arising from the Contractor's failure to manage its labor relations. Nationwide strikes, citywide shutdowns, or government-declared closures that are demonstrably beyond the Contractor's control may, however, be considered Force Majeure.

13.3. The party affected by a Force Majeure event shall promptly notify the other party in writing, providing reasonable evidence of the event and its expected duration. Performance obligations may be suspended for the period of delay caused by Force Majeure, but resume as soon as reasonably practicable after the event has ceased.

14. WAIVER:-

14.1. Failure by either Party to enforce any provision of this Contract shall not constitute a waiver of the right to enforce that provision or any other provision in the future. No waiver of any provision of this Contract shall be effective unless it is in writing and signed by the Party waiving the provision.

15. PAYMENT: -

15.1. Payment shall be processed on monthly basis as per agreed prices at Annexure-H.

15.2. All prices must be in Pakistani Rupees (PKR), inclusive of all applicable taxes, duties, levies, and charges. If taxes are not specifically mentioned, the price shall be deemed inclusive of all applicable taxes, duties and levies as per prevailing laws. DUHS will deduct applicable taxes, duties and other levies at source. Errors in calculation of taxes, duties, levies, and charges shall be borne by the contractor. **The price shall be fixed during the contract period.** However, subsequent exemption / reduction in tax rate / reduced rates in indirect taxes during contract period will be adjusted accordingly.

15.3. The Contractor required to submit the following documents along with bill:

- Monthly and Quarterly Performance Report of each generator as per Criteria mentioned in the bidding documents duly signed by Engineer of Contractor and Works and Services Department.
- Letter of undertaking that all parts under the warranty are not repaired by the contractor duly signed by Engineer Works and Services Department and Engineer of the Contractor.
- The contractor shall submit his bill in the prescribed form duly approved by DUHS.
- Invoice with covering letter, both duly signed and stamped by authorized officer.
- Copy of Contract Agreement on Stamp Paper duly signed by Contractor and The Registrar.
- Original satisfactory performance certificate issued by the competent person of the relevant site.
- Evidence / support of all claims in bills.
- Any other details/documents, if required by DUHS.

15.4. If any loss or damage is caused to DUHS by the Contractor or its staff, DUHS shall have the right to recover the cost of such loss or damage, including repair or replacement expenses, from the Contractor by way of deduction from any pending bills, or through any other legal remedies available under the Contract or applicable law.

D. BIDDING PROCEDURE AND AWARD OF CONTRACT:-

1. OBTAINING OF BIDDING DOCUMENT: -

1.1. Bidding Document can be obtained from Dow University of Health Sciences (DMC Campus), Facilitator / Coordinator, Procurement Committee-Services, Admin Block 5th Floor DMC Campus, Baba-e-Urdu Road near Civil Hospital Karachi against non-refundable payment of Rs. 5,000/- (in shape of Pay Order in favor of “Dow University of Health Sciences, Karachi”) from the date of publishing of this NIT in the print media, up to day before the date of opening of bid. No tender document shall be sold on the date of opening of bid.

E-BIDDING

1.2. Bidding documents are also available on Sindh Public Procurement Regulatory Authority's EPADS at <https://portalsindh.eprocure.gov.pk/#/> and University website <https://duhs.edu.pk> on the payment noted above (non- refundable) on any working day except the day of opening of tender.

2. BIDDING PROCEDURE: -

2.1. Bids are invited as per Single Stage – Two Envelope Procedure in accordance with sub rule 2 of rule 46 of the Sindh Public Procurement Rules, 2010 (Amended up to date).

3. INSTRUCTIONS TO THE BIDDERS: -

3.1. Bidders must carefully read the Notice Inviting Tender (NIT) and all sections of the Bidding Document to fully understand requirements before submission.

3.2. The Bid Form/Price Schedule must be completed in all respects, free from overwriting, double writing, crossed, erasures, confusion or conditional terms. Rates shall be quoted clearly in digits and words.

3.3. The Bid Form/Price Schedule shall be placed in the Financial Proposal.

3.4. Each document submitted by the bidder shall be signed and stamped by the bidder.

3.5. Bids must be uploaded on SPPRA's EPADS system under the Single Stage – Two Envelope Procedure.

3.6. Bid Security and Tender Fee must be submitted to Dow University of Health Sciences (DMC Campus), Facilitator / Coordinator, Procurement Committee-Services, Admin Block 5th Floor DMC Campus, Baba-e-Urdu Road near Civil Hospital, Karachi.

3.7. Technical Proposals must include all documents required for evaluation criteria. Financial Proposals shall include only the bid form/price schedule, and scanned bid security.

- 3.8. Conditional, alternative, telegraphic, incomplete, late, or non-compliant bids, bids not accompanied by Bid Security, bids for partial / limited items / limited groups shall be rejected. Joint ventures or consortium bids are not permitted.
- 3.9. Bids submitted by any bidder who stands blacklisted, debarred, suspended, and declared ineligible by any Federal, Provincial, or Local Government department, agency, regulatory authority, or by any national or international organization, whether public or private shall be rejected.
- 3.10. The bidder must nominate an authorized representative with name, designation, contact number, email, and address for communication during the procurement process.
- 3.11. No alteration or modification of bids shall be allowed after opening. However, DUHS may seek written clarification of ambiguities, provided such clarification does not change the substance of the bid.
- 3.12. Bids will be evaluated strictly in accordance with the criteria, terms, and conditions of this bidding document. In case of discrepancies, the Bidding Documents shall prevail over the NIT.
- 3.13. DUHS will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
- 3.14. It is the bidder's responsibility to examine, investigate and consider all factors, conditions, requirements, and circumstances before submitting the bid. No claims for additional payment, financial adjustments, or extensions of time shall be entertained later.
- 3.15. DUHS may require the bidder to provide proof of salary slips or other evidence to verify genuine employment of technical staff.

4. CLARIFICATION AND AMENDMENT OF BIDDING DOCUMENT:-

- 4.1. A prospective bidder may request clarification of the bidding documents in writing at least five (05) calendar days before the deadline for bid submission, as per Rule 23(1) of SPP Rules, 2010 (amended up to date).
- 4.2. DUHS shall respond in writing to requests for clarification received in time. Copies of the response will be shared with all bidders who obtained the bidding documents.
- 4.3. At any time before the deadline for submission, DUHS may issue an addendum/corrigendum/modify bidding document on its own initiative or in response to a clarification. All such amendments shall be binding on bidders, and DUHS may extend the deadline to allow bidders reasonable time to comply.

5. LANGUAGE OF DOCUMENTS:-

- 5.1. All bids and related correspondence shall be in English. Proposals must be submitted on the bidder's official letterhead, signed and stamped on each page by the person(s) authorized to sign/endorse, and accompanied by relevant technical literature in English.

6. VALIDITY OF BIDS:-

- 6.1. Bids shall remain valid for ninety (90) days from the date of opening of Technical Proposals. Bids with a shorter validity shall be rejected.

7. SUBMISSION & OPENING OF BIDS:-

- 7.1. Bids shall be submitted online through EPADS (eprocure.gov.pk) before the deadline stated in the NIT.
- 7.2. Technical Proposals will be opened online first and evaluated without reference to price and technical evaluation report shall be communicated to the bidders at least Seven (07) days prior to opening of Financial Proposal.
- 7.3. Financial Proposals of only technically qualified bidders will then be opened online through EPADS.

- 7.4. Financial Proposals of disqualified bidders shall not be opened and bid security shall be returned to the bidder.
- 7.5. If a Financial Proposal is mistakenly enclosed in the Technical Proposal, the entire bid shall be rejected.
- 7.6. If any bidder elects to submit alternative bid(s) / proposal(s), both bids ORIGINAL and ALTERATIVE will be rejected straightaway
- 7.7. Bids with vague conditions such as “subject to prior confirmation”, “subject to immediate acceptance” etc. shall be rejected.
- 7.8. DUHS shall upload the Final Bid Evaluation Report on the websites of the Authority (EPADS) and DUHS, and shall also intimate all bidders, at least three (3) working days prior to the issuance of the Letter of Acceptance.

8. BID EVALUATION CRITERIA:-

- 8.1. The Technical Evaluation shall be carried out on a Mandatory Requirement only. No scoring or weightage system shall be applied. Financial Proposals of only those bidders who meet all mandatory requirements shall be opened.
- 8.2. The contract shall be awarded to the Lowest Evaluated Responsive Bidder strictly in accordance with Rule 46 of SPPRA Rules, 2010 (Amended up to date).

9. EVALUATION OF TECHNICAL PROPOSAL (MANDATORY REQUIREMENTS):-

- 9.1. Bidders must fulfill all mandatory requirements as specified in the bidding documents.
- 9.2. Failure to meet any mandatory requirement shall result in disqualification and rejection of the bid as non-responsive.
- 9.3. A bid shall be declared responsive if it complies with all mandatory requirements, terms and conditions of the bidding document and SPPRA Rules, 2010 (Amended up to date).
- 9.4. Only technically qualified bidders shall be considered for financial evaluation.

9.5. **Mandatory Requirement:** The bidder who meets the following mandatory requirements would be declared **technically qualified** for further evaluation as per the Evaluation Criteria specified in this bidding document. **Submission of verifiable documentary evidence against each requirement is compulsory, noncompliance will lead to disqualification.** Bidder shall be bound to produce the original documents for verification at the request of DUHS. If the bidder fails to produce the original documents within the prescribed time schedule their Bid will be rejected.

S. No.	Requirement
1	Tender Fee: Original to be submitted at DUHS before tender opening. A scanned copy must be attached in the Technical Proposal.
2	Bid Security: Original to be submitted at DUHS before tender opening. A scanned copy must be attached in the Technical Proposal.
3	Attach this complete bidding document, duly signed and stamped by the bidder on each page as acceptance of all terms and conditions of this bidding document.
4	Valid NTN / Income Tax Registration Certificate with online verification showing "Active Taxpayer" status (FBR).

S. No.	Requirement
5	Valid Sindh Sales Tax (SST-SRB) Registration Certificate with online verification showing "Active Taxpayer" status.
6	Copy of CNIC of the authorized signatory of the bid.
7	Compliance Certificate duly signed and stamped as per Annexure-B .
8	Complete profile and history of the bidder, including registered office address, details of Directors/owners with CNICs and contact details (Annexure-C).
9	Bidder must be in business for at least the last five (05) years (credible documentary evidence must be provided).
10	Bidder must have a repair/maintenance facility/workshop in Karachi (documentary proof required such as address, photographs, list of equipment etc.).
11	Affidavit on Stamp Paper as per Specimen given at Annexure-I .
12	Average Annual Turnover in the last three (03) financial years should not be less than PKR 05 million supported by Income Tax Returns (ITR – FBR).
13	Bidder must have at least Two (02) Full-Time Graduate Electrical/Mechanical Engineer having relevant experience and Three (03) Full-time Qualified Technicians have relevant experience. Following Supporting documents must be submitted: For Qualified Engineer: Engineering degree / PEC registration & CV For Qualified Technicians: Certificate of Electrical/Mechanical Technician & CV
14	The bidder must have successfully completed at least three (03) projects of Repair & Maintenance Services for generators during the last five (05) years in Govt./Semi-Govt./Autonomous Bodies/Universities/Hospitals/Private Sector/Banking Sector (Annexure-F). Following documentary evidences of each project with clearly mentioning tenure of contract must be provided for consideration: (1) Contract Agreement or Work Order(s) (2) Performance Certificate NOTE: Agreement / Work Order(s) and Performance Certificate must be for the period at least 12 months. If the ORIGINAL project period is more than 12 months then it would be considered a single project only. Extensions of project cannot be considered as a separate project.
15	Existing or past contractors / service providers of DUHS must submit Performance Certificate(s) issued by the Registrar Office, DUHS, for their period of contract/services at DUHS, clearly mentioning the period covered . No other certificate will be accepted.

10. EVALUATION OF FINANCIAL PROPOSALS:-

- 10.1. Financial Proposals of only technically qualified bidders will be opened online through EPADS.
- 10.2. Bids not accompanied by the Bid Security of required amount and form shall be rejected.
- 10.3. Prices must be quoted in Pakistani Rupees (PKR), inclusive of all applicable taxes, duties, levies, and charges. DUHS will deduct applicable taxes, duties and other levies at source.
- 10.4. The Evaluation of Financial Proposal will be conducted on quoted prices inclusive of all applicable taxes, duties, levies, and charges. If taxes are not specifically mentioned, the price shall be deemed inclusive of all applicable taxes, duties and levies as per prevailing laws. Errors in calculation of taxes, duties, levies, and charges shall be borne by the bidder. The price shall be fixed during the contract period. However, subsequent exemption / reduction in tax rate / reduced rates in indirect taxes during contract period will be adjusted accordingly.
- 10.5. The lowest evaluated bidder meeting all requirements shall be considered for award of contract.
- 10.6. In case of tie among two or more bidders in financial bid with identical offered rate, the procuring agency may

cancel the tender process.

11. AWARD OF CONTRACT:-

- 11.1. DUHS shall award the contract to the bidder offering the lowest evaluated responsive bid, subject to fulfillment of all terms and codal formalities.
- 11.2. Prior to the expiration of the original or extended bid validity period, DUHS shall notify the successful bidder in writing, through hand delivery / registered post / courier / email, of the acceptance of its bid (the “Letter of Acceptance”). The issuance of the Letter of Acceptance shall confirm DUHS’s decision to award the contract; however, the contract shall become effective and enforceable only upon the successful bidder’s submission of the prescribed Performance Security and execution of the formal Contract Agreement.
- 11.3. The successful bidder shall execute and sign the Contract Agreement with DUHS on stamp paper of appropriate value in accordance with the prevailing Government rules/rates under the Stamp Act, 1899. All applicable stamp duties and service charges, including those under Article 22 (Contract) of the Stamp Act, 1899, shall be borne solely by the bidder.
- 11.4. Failure of the successful bidder to furnish the Performance Security and/or to execute the Contract Agreement within the stipulated time shall entitle DUHS to cancel the award, forfeit the Bid Security and/or Performance Security, and take any other action deemed appropriate under SPPRA Rules, 2010 (Amended up to date), including awarding the contract to the next lowest evaluated responsive bidder.
- 11.5. Integrity Pact (Annexure-J) and Contract Form (Annexure-K) must be duly signed and submitted.
- 11.6. The Successful bidder shall not alter or delete any clause of the draft contract agreement. Minor rephrasing for clarity may be done with DUHS’s written approval, provided it does not adversely affect DUHS’s rights.
- 11.7. The Successful bidder shall submit the Performance Security / Guarantee and Bid Security of successful bidder shall be returned after receipt of Performance Security / Guarantee.

12. RIGHT TO ACCEPT OR REJECT BIDS:-

- 12.1. DUHS reserves the right to accept or reject any bid any or all bids or annul the bidding process at any time before award, as per Rule 25 of SPP Rules 2010 (amended up to date), without any liability to bidders.

13. REDRESSAL OF GRIEVANCES AND SETTLEMENT OF DISPUTES: -

- 13.1. Redressal of Grievances & settlement of dispute will be made as per Rule 31 & 32 of SPPRA Rule-2010 (Amended up to date).

14. REQUIREMENT / FORMAT OF BID:-

- 14.1. All bidders shall quote firm and final rates inclusive of all applicable taxes, duties, levies, and charges strictly on the format provided at Annexure-H. Each bid must be accompanied by the requisite Bid Security / Earnest Money in the form of Deposit at Call, Pay Order, Demand Draft, or Bank Guarantee, as prescribed in this Tender Document.

15. BID SECURITY:-

- 15.1. The Bidder shall furnish, as part of its bid, a Bid Security in the amount specified in the Bid Data Sheet, in the

form of Deposit at Call, Pay Order, Demand Draft, or Bank Guarantee (Annexure-D), issued by a scheduled bank in Pakistan, in favor of Dow University of Health Sciences (DUHS), Karachi. The Bid Security shall remain valid for at least twenty-eight (28) days beyond the bid validity period. No interest shall be payable on the Bid Security.

- 15.2. The Bid Security must be attached with the Financial Proposal, while a scanned copy shall be attached with the Technical Proposal.
- 15.3. Any bid not accompanied by a valid Bid Security in the prescribed form shall be rejected as non-responsive.
- 15.4. The Bid Securities of unsuccessful bidders shall be returned upon award of the contract to the successful bidder or upon expiry of the validity of the Bid Security, whichever is earlier.
- 15.5. The Bid Security of the successful bidder shall be returned only after submission of the required Performance Security and execution of the formal Contract Agreement.
- 15.6. The Bid Security may be forfeited/confiscated in the following cases:
 - a. If a bidder withdraws or modifies its bid during the bid validity period.
 - b. If the bidder does not accept the correction of the quoted amount following the correction of arithmetic errors.
 - c. If the successful bidder fails to furnish the required Performance Security or sign the Contract Agreement within the prescribed period.
 - d. If the successful bidder fails to commence or provide the requisite services as per contract.
 - e. If a bidder has been found black listed by any agency of Federal or Provincial Government.
 - f. If it is established that the bidder submitted false, misleading, or forged documents/certificates/affidavits to qualify.

16. REJECTION / DISQUALIFICATION OF BIDS:-

- 16.1. A bid shall be rejected, declared non-responsive, or the bidder disqualified at any stage of the process, if:
 - a. The bid is substantially non-responsive to the requirements of this Tender Document.
 - b. The bidder makes false, forged, misleading, or materially incorrect representations in forms, statements, certificates, or attachments submitted as proof of eligibility/qualification.
 - c. The bid is against the applicable laws, rules, regulations, codes, permits, or policies of Pakistan.
 - d. The bidder has a conflict of interest, whether direct or indirect, with DUHS.
 - e. The bidder is found to have engaged in “Corrupt and Fraudulent Practices” in competing for or executing the contract.
 - f. The bidder attempts to unduly influence the bid evaluation or contract award process.
 - g. The bid is submitted in any form or manner other than that prescribed, including failure to use the required forms, annexures, schedules, or submission mode.
 - h. The bid is unsigned, incomplete, partial, conditional, ambiguous, alternative, late, or otherwise non-compliant.
 - i. The bid is subjected to unauthorized interlineations, cuttings, corrections, erasures, or overwriting.
 - j. The financial proposal is included in the technical proposal, contrary to Rule 46(2) of SPP Rules, 2010 (Amended up to date).
 - k. The bid validity period is shorter than that prescribed in the Tender Document.
 - l. The bid is submitted for partial or limited items/services instead of the complete scope specified.
 - m. The bid is not accompanied by a valid Bid Security in the prescribed form, amount, or validity period.
 - n. The bidder withdraws, modifies, or fails to maintain its bid during the bid validity period.
 - o. The bidder refuses to accept the corrected bid price after arithmetic error corrections.
 - p. The successful bidder fails to furnish the required Performance Security or sign/execute the Contract Agreement within the prescribed period.

- q. The bidder fails to provide verifiable proof against the mandatory requirements (technical proposal).
- r. The bidder fails to commence or provide the requisite services as per contract.
- s. The bidder or its directors/partners are blacklisted, debarred, suspended, or declared ineligible by any Federal, Provincial, or Local Government department, agency, regulatory authority, or by any national or international organization, whether public or private.
- t. The bid contains vague terms such as “subject to prior confirmation” or “subject to immediate acceptance.”
- u. Any other ground for rejection provided under the Sindh Public Procurement Rules, 2010 (Amended up to date), or provided in the bidding document or identified by DUHS during evaluation, that renders the bid non-responsive.

ANNEXURE-A (1)

TECHNICAL PROPOSAL SUBMISSION FORM

[Location, Date]

To (Name and address of Client / DUHS)

Dear Sir,

We, the undersigned, having examined the Bidding Documents, including Addenda/Corrigenda Nos. _____ [Insert numbers and dates], hereby submit our Technical Proposal for _____ [insert title of assignment] in accordance with your IFB/NIT/Tender Document No. _____ [Insert number] dated _____ [insert date]. We further confirm that our Technical Proposal has been duly uploaded on the SPPRA EPADS portal within the prescribed time.

We confirm our unconditional acceptance of the terms and conditions of the Bidding Documents and undertake to provide the required Services/Goods in full conformity with the specified scope and obligations; and, if our bid is accepted, we further undertake to deliver the Services/Goods strictly in accordance with the Bidding Documents, furnish the prescribed Performance Security/Guarantee in the required form, amount, and time, and abide by this bid for the Bid Validity Period, during which it shall remain binding upon us.

We confirm that the issuance of the Letter of Acceptance shall constitute DUHS's decision to award the contract, effective and enforceable only upon submission of the prescribed Performance Security and execution of the formal Contract Agreement, and further affirm that we are not blacklisted, debarred, suspended, or declared ineligible by any Federal, Provincial, or Local Government department, agency, regulatory authority, or by any national or international organization, whether public or private, have not engaged in and shall not engage in "Corrupt and Fraudulent Practices", and fully comply with the eligibility requirements of the Bidding Documents and applicable laws of Pakistan.

We acknowledge DUHS's absolute right to accept or reject any bid, annul the procurement process at any stage, and/or accept the bid deemed most advantageous, without incurring any liability to us or defraying any costs associated with the preparation or submission of this Proposal.

We undertake that, in competing for (and, if awarded, in executing) the Contract, we shall strictly observe the laws of Pakistan, including those relating to fraud and corruption. We confirm that we meet all the eligibility requirements of the Bidding Documents and that neither we, nor any of our affiliates, have been blacklisted, debarred, suspended, or declared ineligible by any Federal, Provincial, or Local Government department, agency, regulatory authority, or by any national or international organization, whether public or private on charges of "Corrupt and Fraudulent Practices". We further pledge not to engage in any such practices during the procurement or execution of the Contract.

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

ANNEXURE-A (2)

FINANCIAL PROPOSAL SUBMISSION FORM

[Location, Date]

To (Name and address of Client / DUHS)

Dear Sir,

We, the undersigned, having submitted our Technical Proposal for _____ [insert title of assignment] in response to your IFB/NIT/Tender Document No. _____ [Insert number] dated _____ [insert date], hereby submit our Financial Proposal.

Our attached Financial Proposal amounts to PKR _____ [insert amount in figures] (Pak Rupees _____ [insert amount in words]), inclusive of all applicable taxes, duties, levies, and charges as required under the Bidding Documents. This Proposal shall remain binding upon us for the entire Bid Validity Period.

We confirm that no commissions, gratuities, or unlawful payments have been, or shall be, made by us to any person or agency in connection with this Proposal or the execution of the Contract.

We further declare that neither we, nor any proposed Sub-Contractors, have been blacklisted, debarred, suspended, or declared ineligible by any Federal, Provincial, or Local Government department, agency, regulatory authority, or by any national or international organization, whether public or private on charges of engaging in “Corrupt and Fraudulent Practices”. We pledge not to indulge in such practices in competing for or executing the Contract and confirm our awareness of the relevant provisions of the Bidding Documents.

We understand that DUHS is not bound to accept the lowest or any Proposal received and reserves the right to annul the procurement process without incurring any liability to us.

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal

GENERAL COMPLIANCE CERTIFICATE
DECLARATION FOR ACCEPTANCE OF TENDER TERMS AND CONDITIONS

[Location, Date]

To: [Name and address of Employer]

Tender Reference No. _____

Name of Contract: _____

Dear Sir,

I/we carefully gone through the all Terms & Conditions/Clauses as mentioned in the above referred DUHS Tender document. I/we declare that all the Terms & Conditions /Clauses of this Tender are acceptable to my company/firm/sole proprietor. I /we further certify that I'm an authorized signatory of my company/firm/sole proprietor and am, therefore, competent to make this declaration.

Yours faithfully,

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

BIDDER PROFILE / DETAILS
(On Bidder / Company / firm's Letterhead)

1.	Registered Business Name	
2.	National Tax Number	
3.	Sindh Sales Tax Number (SRB)	
4.	PEC Registration Number In case of Company	
5	Years of Operation of Business after its Registration	
6	No of Human Resource	
7.	Bank Name and Branch	
8.	Bank Account Number	
9.	Physical address	
10.	Postal address	
11.	Telephone Number	
12.	Focal Person Name & Contact No	
13.	E-mail address	
14.	Blacklisting / Complaint / Litigation against the firm (By any govt. or other org. if any)	
15.	Name & Address of the companies / subsidiaries and associated companies, if any, with whom there is collaboration or joint venture	
16.	Details of Directors/owners with CNICs and contact details (Attach as separate Annexure)	
17.	Whether Bid Security enclosed? (Yes / No)	
18.	Legal Status of Business (Sole Proprietorship/Partnership/Company etc)	
19.	Any other relevant detail	

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

FORMAT OF BANK GUARANTEE BID SECURITY

Bank Guarantee No.:

Dated of issue:

Valid up to:

Value (Rs.):

To: [Name & Address of the Procuring Agency]

Dear Sir,

WHEREAS M/s _____ (hereinafter called “the Bidder”) has submitted its bid dated _____ for _____ [insert title of assignment / procurement reference] against your Tender / NIT No. _____ dated _____;

AND WHEREAS the Dow University of Health Sciences (Procuring Agency) requires the Bidder to furnish a Bid Security in the form of a Bank Guarantee for the sum of Rs. _____ (in figures) / (Rupees _____ in words) as security against the conditions of the bidding process;

NOW, THEREFORE, WE _____ [Name of Bank], having our registered office at _____ [Address], hereby unconditionally and irrevocably undertake and bind ourselves to pay to Dow University of Health Sciences, on its first written demand, without cavil, argument, or need to prove or substantiate its demand, any sum up to the maximum amount of Rs. _____ (in figures) / (Rupees _____ in words), in the event that the Bidder:

- Withdraws or modifies its bid during the bid validity period.
- Does not accept the correction of the quoted amount following the correction of arithmetic errors.
- Fails to furnish the required Performance Security or sign the Contract Agreement within the prescribed period.
- Fails to commence or provide the requisite services as per contract.
- Has been found black listed by any agency of Federal or Provincial Government.
- Has submitted false, misleading, or forged documents/certificates/affidavits to qualify.

This Guarantee shall remain valid up to twenty-eight (28) days beyond the bid validity period, i.e., until _____ [insert expiry date]. Any demand for payment under this Guarantee must be received by us on or before the said expiry date.

We further undertake to extend the period of this Guarantee if such extension is required beyond the above date and as so desired by the Bidder. This Guarantee is irrevocable and unconditional and shall remain in force until the return of the original Guarantee to the Bank by DUHS or expiry as stated above, whichever is earlier.

Yours faithfully,

Name of the Bank:

Authorized officer's Signature & Seal:

FORMAT OF BANK GUARANTEE FOR PERFORMANCE SECURITY

Bank Guarantee No.:
Dated of issue:
Valid up to:
Value (Rs.)

To: [Name & Address of the Procuring Agency]

Dear Sir,

Whereas _____ [Name of Bidder/Supplier] (hereinafter called the Contractor) has undertaken, in pursuance of Tender / Contract No. _____ [number] dated _____ [date], to provide _____ [description of services/goods/works] (hereinafter called the Contract).

And whereas it has been stipulated in the said Contract that the Contractor shall furnish to the Dow University of Health Sciences, Karachi (hereinafter called the Procuring Agency) a Performance Security by a scheduled bank for an amount equivalent to _____ percent (____ %) of the total Contract Price, as security for compliance with the Contractor's performance obligations in accordance with the Contract.

And whereas we, _____ [Name of Bank], having our registered office at _____ [address of bank], (hereinafter called the Guarantor), have agreed to issue this irrevocable and unconditional Performance Guarantee on behalf of the Contractor.

Now therefore, we hereby unconditionally and irrevocably undertake and guarantee, on behalf of the Contractor, to pay to the Procuring Agency, upon its first written demand declaring the Contractor to be in default under the Contract, without demur, cavil, argument, or requiring the Procuring Agency to initiate any proceedings against the Contractor, any sum or sums not exceeding in total the guaranteed amount of _____ [amount in words and figures]. The amount stated in such written demand shall be conclusive evidence of the amount payable by us under this Guarantee.

This Performance Guarantee shall remain valid and in full force until ninety (90) days after the completion/expiry of the Contract Period, or until all obligations under the Contract have been duly fulfilled and discharged, whichever is later.

We further undertake to extend the validity of this Guarantee if so required by the Procuring Agency, provided such request is received by us before the expiry date of this Guarantee.

This Guarantee shall be governed by and construed in accordance with the laws of Pakistan.

Yours faithfully,

Name of the Bank:

Authorized officer's Signature & Seal:

PROJECT / CLIENT LIST
(On Bidder's / Company's / firm's Letterhead)

[Date]

To: [Name and address of Procuring Agency]

Tender Reference No. _____

Name of Contract: _____

Dear Sir,

I / we hereby declare that we had successfully completed / ongoing following similar nature projects / contracts in Govt./Semi-Govt./Autonomous Bodies/Universities/Hospitals/Private Sector/Banking Sector etc.

Copy of Agreements / Workorder(s) and satisfactory performance certificate are attached for your reference):

Sr. No.	Client Name / End User	Contact No.	Nature of Client (Public/Private Sector)	Scope of Work	Name & Location of Project	Year	Total yearly Contract value (PKR)

Yours faithfully,

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

Enclosed: As above

**DECLARATION OF ANNUAL TURNOVER
AND INCOME TAX RETURN
(On Bidder / Company / firm's Letterhead)**

[Location, Date]

To: [Name and address of Employer]

Tender Reference No. _____

Name of Contract: _____

Dear Sir,

I/we hereby declare that, my/our firm's Annual Turnover in the last three (03) financial years is as follow:

F. Y. ONE	F. Y. TWO	F. Y. THREE
PKR _____ (Million)	PKR _____ (Million)	PKR _____ (Million)

I/we hereby declare that our firm had filed Income Tax Returns for last the three (03) financial years. Copies of Income Tax Returns (ITR – FBR) are attached for ready reference.

Yours faithfully,

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal

Enclosed: As above

BID FORM / PRICE SCHEDEULE(TO BE SUBMITTED ON OFFICIAL LETTERHEAD
OF THE COMPANY DULY SIGNED & STAMP)

Sr. No.	Description	Item Code	Quantity	Unit	Monthly Rate per unit (PKR)	Total Amount (PKR)
A. DMC Campus						
1	500 KVA Diesel	ITM-012926	3	Nos.		
2	60 KVA Diesel	ITM-012926	1	No.		
3	30 KVA Diesel (Boys Hostel)	ITM-012926	1	No.		
4	22 KVA Diesel (Boys Hostel)	ITM-012926	1	No.		
B. Ojha Campus						
5	800 KVA Diesel	ITM-012926	1	No.		
6	800 KW Diesel	ITM-012926	2	Nos.		
7	703 KVA Diesel	ITM-012926	1	No.		
8	550 KVA Diesel	ITM-012926	2	Nos.		
9	500 KVA Diesel	ITM-012926	3	Nos.		
C. DIDC Chanisar Goth (DHA Campus)						
10	350 KVA Diesel	ITM-012926	1	No.		
D. LEJ Campus						
11	350 KVA Diesel	ITM-012926	1	No.		
E. MALIR CHEST CLINIC						
12	100 KVA Diesel	ITM-012926	1	No.		
13	22 KVA Diesel	ITM-012926	1	No.		
F. DIDCH 50 BEDDED HOSPITAL						
14	500 KVA Diesel	ITM-012926	1	No.		
15	200 KVA Diesel	ITM-012926	1	No.		
G. Nazimabad Chest Clinic						
16	150 KVA Diesel	ITM-012926	1	No.		
H. LAB. COLLECTION POINTS						
17	22 KVA Diesel (Hijrat Colony)	ITM-012926	1	No.		
18	22 KVA Diesel (Hyderabad Stat Lab)	ITM-012926	1	No.		
19	22 KVA Diesel (Sukkur Stat Lab)	ITM-012926	1	No.		
20	22 KVA Diesel (Quetta Stat Lab)	ITM-012926	1	No.		
21	08 KVA Petrol Genset	ITM-012926	5	Nos.		
22	06 KVA Petrol Genset	ITM-012926	5	Nos.		
23	03 KVA Petrol Genset	ITM-012926	23	Nos.		
24	50 KVA Diesel DR. A.Q. Khan Centre	ITM-012926	1	No.		
TOTAL MONTHLY AMOUNT (Including all applicable taxes, duties, levies, and charges e.g SST, WHT)						
TOTAL YEARLY AMOUNT (FOR 12 MONTHS)						

Note: Kindly mention only rates (%) of applicable indirect taxes which are included in the quoted price.

Indirect Tax	Rate (%)

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal:

AFFIDAVIT
(Must be Printed Stamp Paper)

We, M/s. _____, through our authorized signatory, hereby undertake that:

- a. Our company/firm is neither blacklisted, debarred, suspended, nor declared ineligible by any Federal, Provincial, or Local Government department, agency, regulatory authority, or by any national or international organization, whether public or private.
- b. Neither our company/firm nor any of its directors, owners, or partners has ever been awarded any punishment by any Court of Law.
- c. We confirm that all information and documents submitted along with our bid/offer are true, correct, complete, and genuine.
- d. If at any stage (before or after award of contract) any information or document submitted by us is found to be false, fabricated, forged, bogus, or misleading, or if any criminal proceedings are initiated or established in any Court of Law during the contract period, Dow University of Health Sciences (DUHS) shall have the right to terminate our services immediately without assigning any reason, declare us blacklisted, and forfeit our Bid / performance security and any payments due, without any liability on its part and without prejudice to any other remedies available to DUHS under the applicable law or the Contract..

For and on behalf of M/s. _____

Contact Person: _____

Address: _____

Tel #: _____ Mobile #: _____

Email: _____

Signature of Authorized Signatory: _____

Name & Designation: _____

Company Seal/Stamp

Date: _____

Witnesses:

_____ (Name, CNIC, Signature)

_____ (Name, CNIC, Signature)

Sworn and signed before me this _____ day of _____, 20 at _____.

ATTESTED

(Oath Commissioner / Notary Public)

INTEGRITY PACK
(AFFIDAVIT)

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.
PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.

Tender Reference Number: _____ Dated: _____
Contract Value: _____
Contract Title: _____

M/s. _____ (the Service Provider/Contractor), hereby declare and undertake that:

- a. We have not obtained, induced, or attempted to obtain the procurement of any contract, right, interest, privilege, or other obligation or benefit from Dow University of Health Sciences (DUHS) or any of its administrative/financial offices or departments through any “Corrupt and Fraudulent Practices”.
- b. Without limiting the generality of the foregoing, we represent and warrant that we have fully disclosed and declared all charges, brokerage, commission, fees, taxes, or levies paid or payable to anyone in relation to this procurement and we have not given, nor agreed to give, and shall not give or agree to give, directly or indirectly, to any person within or outside Pakistan (including affiliates, agents, associates, brokers, consultants, directors, promoters, shareholders, sponsors or subsidiaries), any commission, gratification, bribe, kickback, finder's fee, or unlawful payment, whether described as consultancy fee or otherwise, with the object of obtaining or inducing this procurement or contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from DUHS except that which has been expressly declared pursuant hereto.
- c. We further certify that we have made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to this transaction with DUHS, and that we have not taken and will not take any action to circumvent this declaration, representation, or warranty.
- d. We accept full responsibility and strict liability for making any false declaration, misrepresentation, not making full disclosure, or taking any action likely to defeat the purpose of this declaration, representation and warranty. We agree that any contract, right, interest, privilege or other obligation or benefit obtained by us in violation hereof shall, without prejudice to any other rights and remedies available to DUHS under law or contract or other instrument, be voidable at the sole discretion of DUHS.
- e. Without limiting DUHS's rights and remedies, we further undertake to indemnify and compensate DUHS for any loss or damage it may incur on account of our “Corrupt and Fraudulent Practices”. Such compensation shall not be less than the amount of any commission, gratification, bribe, gifts, or kickbacks given or offered by us, and may extend up to ten times such amount, as determined by DUHS in its sole discretion.

Dow University of Health Sciences
Signature & Seal

(Name of Supplier/Contractor/Consultant)
Signature & Seal

FORM OF CONTRACT
(Specimen purpose only)

This Agreement is made on this _____ day of _____, 202_____

BETWEEN

Dow University of Health Sciences, a premier institute of health sciences in Pakistan, established under the Dow University of Health Sciences Act 2004 having main campus at Baba-e-Urdu Road, Karachi, Pakistan, 74200; through its Registrar (hereinafter referred to as the “**Procuring Agency**” or “**DUHS**” which expression shall, unless repugnant to law or context, include its representatives, successors-in-interest and permitted assignees) OF THE FIRST PART.

AND

_____, a _____ incorporated/registered under the laws of Pakistan, having its principal place of business at _____, acting through its, duly authorized signatory, _____ (hereinafter referred to as the “**Contractor**” or “**Service Provider**” which expression shall, unless repugnant to law or context, include its representatives, successors-in-interest and permitted assignees) OF THE SECOND PART.

[“Procuring Agency or DUHS” and “Contractor or Service Provider” may hereinafter collectively be referred to as “Parties” and individually as a “Party” as and when the context of this Agreement]

WHEREAS the DUHS intends to hire Service Provider for _____ (Tender Ref: No. _____), Therefore, invited bids through N.I.T No. _____

WHEREAS the Contractor (successful bidder) submitted his bid vide _____ in accordance with the bid document and was selected as “successful bidder” pursuant to the bidding process, awarded the “Letter of Acceptance / Intent” (LoA/LoI) No. _____ to the Contractor on _____..

NOW, THEREFORE, in consideration of the foregoing premises and the mutual covenants contained herein, the parties agree as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the bidding document referred to. This agreement shall be effective from _____ to _____.
2. The following documents shall be deemed to form and be read and construed as part of the Agreement, viz.:
 - a. The Bid form / Price schedule submitted by the Contractor.
 - b. The Scope of Work (C-1) mentioned in the bidding document.
 - c. The Terms & Conditions of Contract (C-2 to C-15) mentioned in the bidding document.
 - d. The Procuring Agency’s Notification of Award / Letter of Acceptance
 - e. All clauses of the Bidding Document.
 - f. Rates Quoted by the Contractor at Annexure-L.
3. The Procuring Agency agrees to pay the Contractor the agreed price as per Price Schedule in consideration of the provision of the goods and/or services, and the Contractor agrees to provide the goods and/or services to the Procuring Agency in consideration of the agreed price.

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

(Signature of Contractor / Authorized Representative) (Signature of Authorized Officer of the DUHS)

Name
 Designation:
 Address:
 Seal:

Name:
 Designation
 Address:
 Seal

WITNESS – 1
 Name:
 NIC:
 Address:

WITNESS – 2
 Name:
 CNIC:
 Address:

ANNEXURE-L**OPTIONAL – ONE TIME RATE****(MAY BE PURCHASED AS WHERE & WHEN REQUIRED)****(Rates should be fixed for the entire length of contract)****(The rates of following items would not be included in the bid/performance security)**

S.No.	Description	Quantity	Unit	Rate per unit (Including all applicable taxes, duties, levies)
1.	Lube Oil Filter	1	No	
2.	Air Filter – Primary	1	No	
3.	Air Filter – Secondary	1	No	
4.	Water Filter	1	No	
5.	Lube Oil Mobile Pegasus-805/1005.	1	No	
6.	Spark Plug	1	No	
7.	Coil Ignition	1	No	
8.	Pleat Air Filter	1	No	

*Authorized Signature [In full and initials]:**Name and Title of Authorized Signatory:**Name of Bidder:**Stamp / Seal:*



DOW UNIVERSITY OF HEALTH SCIENCES

NIT No. DUHS/W&S/2026/1665

Dated: 26-01-2026

NOTICE INVITING TENDER (NIT)

Dow University of Health Sciences (DUHS), Karachi is a Public Sector University that invites e-bids through E-Pak Acquisition & Disposable System (EPADS) from well-reputed Companies / Bidders/firms having registration with the Federal Board of Revenue (FBR), Income Tax Department, Sindh Revenue Service Board and Sales Tax.

S#	NAME OF WORK	METHOD OF PROCUREMENT
1.	PROVISION OF PATIENT'S MEAL & CANTEEN SERVICES (REF. NO. DUHS/W&S-NIT/192)	
2.	REPAIR AND MAINTENANCE OF GENERATORS (REF. NO. DUHS/W&S-NIT/193)	
3.	(RE-TENDER) SUPPLY, FIXING, INSTALLATION & COMMISSIONING OF (270KW & 450KW) GRID TIED SOLAR SYSTEM AT (GIRLS HOSTEL, OJHA CAMPUS) & (WAREHOUSE, OJHA CAMPUS), DUHS KARACHI (REF. NO. DUHS/W&S-NIT/194)	Single Stage-Two Envelope Procedure as per rule 46 sub rule-2 of SPP Rules 2010 (Amended upto date)
4.	MAINTENANCE & REPAIR WORK OF DOW UNIVERSITY OF HEALTH SCIENCES, OJHA CAMPUS, DUHS, KARACHI. (REF. NO. DUHS/W&S-NIT/195)	Single Stage-Single Envelope Procedure As per Rule 46 (1) of SPPRA, 2010 (Amended up to date)
5.	MAINTENANCE & REPAIR WORK, DMC CAMPUS INCLUDING BOYS HOSTEL, GIRLS HOSTEL HIJRAT COLONY, DIDC AND DDC, KARACHI (REF NO: DUHS/W&S-NIT/196)	
Tender Fee:	Rs. 5,000/- (Rupees Five Thousand Only) Non-Refundable in shape of Pay Order / Demand Draft in favor of Dow University of Health Sciences, Karachi.	
Security:	Bid Security and Performance Security as mentioned in the bidding document.	

E-Bidding documents as per detailed terms and conditions, specifications and requirements are available for the registered bidders on Sindh Public Procurement Regulatory Authority's EPADS at <https://portalsindh.eprocure.gov.pk/#/> and University website <https://duhs.edu.pk> on the payment noted above (non-refundable) on any working day except the day of opening of tenders.

The electronics bids must be submitted using EPADS before closing time **16-02-2026 at 10:00 Hrs.** Manual bids, shall not be accepted. Electronic Bids will be opened on **16-02-2026 at 11:30 Hrs.** For any query related to e-bidding, please Contact to the facilitator /Coordinator, Procurement Committee Services at Admin Block 5th floor DMC Campus, Baba-e-Urdu Road near Civil Hospital Karachi, Phone No. 021-38771000 (Ext. 5820 /5907).The tender fee (non-refundable) and bid security (refundable) shall be submitted in the form of a Pay Order/Demand Draft / Bank Guarantee issued by a Scheduled Bank of Pakistan in favor of Dow University of Health Sciences, Karachi and must be delivered to the above-mentioned office of the Facilitator / Coordinator, Procurement Committee at the same address.

In case of any unforeseen situation resulting in the closure of the office on the date of opening or if Government declares Holiday the tenders shall be submitted/opened online on the next working day at the same time. The Procuring Agency reserves the right to reject any or all bids subject to relevant provisions of SPP Rules, 2010 (Amended up to date) and may cancel the bidding process at any time prior to the acceptance of a bid or proposal under "Rule-25" of said Rules. In case of any ambiguity in between NIT and tender document, tender will be considered as senior.



DOW UNIVERSITY OF HEALTH SCIENCES

26 جنوری 2026

ان آئی نمبر DUHS/W&S/2026/1665

کاربری پیش‌نمایشی آفیلیتیک سیستم (وی پی اچی ایلیک) کمیتیت ایک پلک سکنر خود رانی کوئی رال پورا آف ریچ (ایف‌نی آر)، اکم کلکس پارکر ایت سند درخواست نیزه و پورا اور سلکتیکس سر برخراز معرفت، حکم کمپنیز ایلی و بندگان افزایش سے ای پاک ایکیز میشن -

S#	NAME OF WORK	METHOD OF PROCUREMENT
1.	PROVISION OF PATIENT'S MEAL & CANTEEN SERVICES (REF. NO. DUHS/W&S-NIT/192)	
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ورجمنڈ بھی وہنگاں کیلئے تکمیل شرائیکا و شوابا، تصریحات اور مطلوبات پر مشتمل ای بیگ کے دستاویزات سندھ پلک پر کوئی دعویٰ نہیں کی اور یہی پرنسپل اور جنگی دعویٰ اور جنگی دعویٰ ہے جو کسی بھی کام والے دن ہوئے بھی بھٹکے کی جائیں گے مددجوں ہلاکتیاں اور اپنی <https://portalsindh.eprocure.gov.pk/#/> پرستیاں ہے۔

دوسرا ایڈیشن
(ڈی پی ہائچی ایکس)

