

BIDDING DOCUMENTS

TENDER NO. 030/2025-26

Single Stage – One Envelope Procedure

As per Rule 46 (1) of Sindh Public Procurement Rules, 2010 (as amended to date)

Tender Purchase & Submission Date/Time:

17-06-2026 to 04-07-2026 10:00 A.M.

NIT No: SICVD/TN/ SC/No.030/25-26 Opening Date & Time:

04-07-2026 at 10:30 A.M.

Procurement of Stationery Items

Note: In all Procurements of SICVD will be carried out through electronic bid submission on EPAD only.

It is mandatory for all bidders to get registered at EPADS SPPRA.

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I. Instructions to Bidders

A. Introduction

1. Source of Funds

- 1.1. The Procuring agency has received / applied for loan/grant federal/provincial/local government funds from the source(s) indicated in the bidding data in various currencies towards the cost of the project /schemes specified in the bidding data and it is intended that part of the proceeds of this loan/grant/funds/ will be applied to eligible payments under the contract for which these bidding documents are issued.
- 1.2. Payment by the Fund will be made only at the request of the Procuring agency and upon approval by the Government of Sindh., and in case of a project will be subject in all respect to the terms and conditions of the agreement. The Project Agreement prohibits a withdrawal from the allocated fund account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of the Federal Government/ Sindh Government, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than the Procuring agency shall derive any rights from the Project Agreement or have any claim to the allocated fund proceeds.

2. Eligible Bidders, Goods, and Services

- 2.1. This Invitation for Bids is open to all suppliers from eligible source as defined in Sindh Public Procurement Rules, 2010 (as amended to date), and its bidding Documents except as provided hereinafter.
- 2.2. Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring agency to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation for Bids.
- 2.3. Government-owned enterprises in the Province of Sindh may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government of Sindh.
- 2.4. Bidders shall not be eligible to bid if they are under a of ineligibility for corrupt and fraudulent practices issued by the any government organization in accordance with sub clause 13.1
- 2.5. All goods and related services to be supplied under the contract shall have their origin in eligible source countries, defined in the Sindh Public Procurement Rules, 2010 (as amended to date) and it's Bidding Documents, and all expenditures made under the contract will be limited to such goods and services.
- 2.6. The bidder shall disclose any conflict of interest as defined under rule 2(l) of Sindh Public Procurement Rules, 2010 (as amended to date), Failure to disclose such conflict shall render the bid non-responsive.
- 2.7. The prices once offered by the firms will not be changed until the finalization of new tender. Documentary proof by the competent authority should be submitted along with the tender for price quoted. All documents should be produced for any imported items.
- 2.8. The supplier should submit a guarantee certificate that the items they will supply are new and the suppliers is fully responsible for any wrong shipment or supply etc. and also replace near expiry and already expired items.

- 2.9. The competent authority may blacklist any firm strictly in accordance with the Sindh Public Procurement Rules, 2010 (as amended to date), ensuring prior notice, opportunity to be heard, and compliance with prescribed procedure, against any firm, importer, or distributor found supplying substandard items, incomplete consignments, late deliveries, inferior quality goods, short supplies, or incorrect items. Such actions shall be taken strictly in accordance with the Sindh Public Procurement Rules, 2010 (as amended to date), ensuring due process and the bidder's right to a hearing. All blacklisting decisions shall be reported to SPPRA as required.
- 2.10. The technical bid must include detailed specifications of each quoted item, along with the catalogue, name of the manufacturer, country of origin (in accordance with Sindh Public Procurement Rules, 2010 (as amended to date)), and registration number. Failure to provide this information against any quoted item shall render the tender non-responsive. All goods and services supplied under the Contract must originate from eligible countries and territories as defined under the Sindh Public Procurement Rules, 2010 (as amended to date).
- 2.11. After finalization of the tender, this Institute will intimate the tenderer regarding approval of their items and they will acknowledge receipt letter for acceptance the supply for fiscal year 2026-2027.
- 2.12. Bids will not be accepted from resellers or retailers. If a vendor fails to supply goods to SICVD after three written reminders, the vendor may be proceeded against for blacklisting strictly in accordance Sindh Public Procurement Rules, 2010 (as amended to date), after issuance of show-cause notice and providing an opportunity of hearing.

B. Bidding Documents and Bid Preparation

3. Bidding Documents

- 3.1. Bidders are expected to examine all instructions, forms, terms, and specifications such as *Instructions to Bidders (ITB)*, *Bid Data Sheet*, *Conditions of Contract (CC)*, *Technical Specifications / Scope of Work*, *Eligibility Criteria*, *Evaluation Criteria*, *Price Schedules*, *Bid Security*, *Contract*, and *Performance Security*, as failure to furnish any required information, or a bid not substantially responsive, may result in rejection of the bid.
- 3.2. In accordance with Rule-23 of the Sindh Public Procurement Rules, 2010 (as amended to date), any bidder requiring clarification of the bidding documents may submit a written request or an EPAD at least five (05) calendar days prior to the deadline for submission of bids as specified in the Bid Data Sheet. The Procuring Agency shall respond to such queries in writing within three (03) calendar days and copies of the response, including a description of the inquiry without identifying its source, shall be forwarded to all bidders who have obtained the bidding documents.
- 3.3. At any time before submission of bids, SICVD, for any reason, at its own initiative or in response to a clarification requested by an interested Bidder, may **amend** bidding documents, notifying all the interested bidders in writing. SICVD, may also extend the deadline for the submission of bids to allow the interested bidders reasonable time to incorporate the amendment in their bids.

4. Bid Language, Cost, Form, Prices, and Currencies

- 4.1. The bid, all correspondence and documents relating to the bid, shall be written in English language. Supporting documents and printed literature furnished by the Bidder may be in another language if these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Bid, the translation

shall govern.

- 4.2. Bidders shall complete the Bid Form and the appropriate Price Schedule, indicating the goods and services to be supplied, a brief description of the goods and services, their country of origin (in accordance with the Sindh Public Procurement Rules, 2010 (as amended to date), quantity, and prices.
- 4.3. Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account unless otherwise specified in the Bid Data Sheet. A bid submitted with an adjustable price quotation will be treated as nonresponsive and will be rejected.
- 4.4. **Bidders shall quote their price on a delivered duty (DDP) basis inclusive of all fees, and other charges except GST. The stamp duty will be charged as per the prescribed Govt. Rules (0.35% of the total contract value) and all other charges, including transportation to the consignee's end. SICVD will not bear any taxes/fees or any charges if not included in the Financial Bid/price schedule.**

5. Eligibility, Qualification, and Conformity Documents

- 5.1. A Bidder shall furnish, as part of the bid, documentary evidence, to SICVD's satisfaction, establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted. Such documentary evidence shall include but may not be limited to the following:
 - a. The Bidder has the financial, technical, production capability or necessary authorization to perform the contract, and meets the qualification (eligibility) and evaluation criteria listed in the bidding document /Bid Data Sheet.
 - b. In case the Bidder has not manufactured or otherwise produced the goods and services being supplied under the contract, it has been duly authorized by the goods' manufacturer or producer to supply the goods in Pakistan.
 - c. A Bidder shall also furnish, as part of its bid, the documentary evidence establishing the eligibility and conformity to the bidding documents of all goods and services which the Bidder proposes to supply under the contract. Such evidence, in the form of literature, drawings, and data, shall include but may not be limited to: **(a)** a detailed description of the essential technical and performance characteristics of the goods and services; **(b)** a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods and services for a period to be specified in the Bid Data Sheet, following commencement of the use of the goods and services by SICVD; **(c)** an item-by-item commentary on SICVD's Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications; and **(d)** a statement in the Price Schedule of the country of origin (in accordance with the Sindh Public Procurement Rules, 2010 (as amended to date), of the goods and services offered which shall be confirmed by a certificate of origin issued at the time of shipment.

6. Bid Security and Validity

- 6.1. In accordance with Sindh Public Procurement Rules, 2010 (as amended to date) Rule 37 (2), bidders shall furnish a bid security in the amount and form specified in the Bid Data Sheet to protect SICVD against the risk of conduct warranting forfeiture. The bid security shall be forfeited if a bidder withdraws its bid during the bid validity period, or, in the case of a successful bidder, fails to sign the contract or furnish the required performance security under

the conditions specified in the bidding documents

- 6.2. In accordance with Sindh Public Procurement Rules, 2010 (as amended to date) Rule 37 (2), the bid security, in PKR shall be furnished in the **form of a Deposit at Call or a Pay Order or a Demand Draft or a Bank Guarantee** issued by a scheduled bank in Pakistan or from a foreign bank duly counter-guaranteed by a scheduled bank in Pakistan in favor of the SICVD valid for a period of 28 days beyond the Bid Validity date.
- 6.3. Unsuccessful bidders' bid security will be discharged or returned as promptly as possible but **not later than thirty (30) days after the expiration of the period of bid validity**.
- 6.4. The successful Bidder's bid security will be discharged upon the Bidder signing the contract and furnishing the performance security, pursuant to ITB Clause 12
- 6.5. The Bid security may be forfeited:
 - (a) If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form.
 - (b) In the case of success bidder, If the Bidder fails to sign the contract or furnish the performance security in accordance with Clause 12.
- 6.6. Bids shall remain valid after the date of bid opening date specified in the Bid Data Sheet.
- 6.7. In exceptional circumstances, the SICVD may solicit the Bidder's consent to an extension of the period of validity, which if agreed to, the bid security shall also stand suitably extended. The request and the responses thereto shall be made in writing. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document. A Bidder may refuse the request without having its bid security forfeited.

7. Format and Signing of Bid

- 7.1. The bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for un-amended printed literature, shall be initialed by the person or persons signing the bid.
- 7.2. The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract. Any interlineations, erasures, or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

C. Submission, Opening and Evaluation of Bids

8. Sealing and Marking of Bids

- 8.1. The bid shall be typed and digitally/electronically submitted through EPADS by the Bidder or a person duly authorized to bind the Bidder to the contract. All pages/documents uploaded with the bid shall be duly signed, stamped, and initialed by the authorized representative of the Bidder. Any interlineations, erasures, or overwriting shall be valid only if initialed by the authorized signatory of the Bidder.
- 8.2. The procurement shall be conducted under the Single Stage – One Envelope Procedure in accordance with Rule 46(1) of the Sindh Public Procurement Rules, 2010 (as amended to date). Bidders shall upload a single electronic bid through EPADS containing all required technical, commercial, financial, and supporting documents. Financial evaluation shall only be conducted for bids found substantially responsive in accordance with the bidding documents and applicable SPPRA Rules. The scanned copy of the bid security shall be uploaded on EPADS, while the original bid security must be submitted at the address specified in the NIT/Bidding Documents/Bid Data Sheet before the bid submission deadline. The electronic bid shall clearly bear the title and reference number of the procurement activity as specified in the Bid Data

Sheet.

9. Submission, Modification and Withdrawal of Bids

- 9.1. Bids must be received by SICVD at the specified address no later than the time and date specified in the Bid Data Sheet. Any bid received by SICVD after the deadline for submission of bids will be rejected and returned unopened to the Bidder.
- 9.2. SICVD may, at its discretion, extend the deadline for submission of bids by amending the bidding documents, in which case all rights and obligations of SICVD and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
- 9.3. Bidder may modify or withdraw its bid after submission, provided that written notice of such modification, including any substitution or withdrawal is received by SICVD prior to the deadline for bid submission specified in the Bid Data Sheet.
- 9.4. Any notice of modification or withdrawal shall be prepared, sealed, marked, and dispatched as a signed confirmation copy, and must be postmarked prior to the bid submission deadline.
- 9.5. No bid may be modified after the bid submission deadline has passed.
- 9.6. No bid may be withdrawn during the period between the bid submission deadline and the expiry of the bid validity period specified by the bidder in the Bid Form. Any withdrawal during this interval shall result in forfeiture of the bidder's bid security in accordance with Sindh Public Procurement Rules, 2010 (as amended to date) Rule 37.

10. Bid opening and Evaluation

- 10.1. The SICVD will open all bids in the presence of bidders' representatives who choose to attend at the time, date, and place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register evidencing their attendance. If the scheduled tender opening date is declared a public holiday by the Government, or if any unforeseen circumstances arise, the tenders shall be submitted and opened on the next working day at the same time and venue.
- 10.2. The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the SICVD, at its discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for late bids, which shall be returned unopened to the Bidder.
- 10.3. The Bids and modifications that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances. Withdrawn bids will be returned unopened to bidders.
- 10.4. In accordance with Sindh Public Procurement Rules, 2010 (as amended to date) **Rule 43 (Clarification of Bids)**, during the evaluation stage, SICVD may at its discretion request written clarifications from a bidder regarding the bid. All such requests and responses must be in writing, and no changes to pricing or the substantive content of the bid are allowed.
- 10.5. The SICVD will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.
- 10.6. Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.
- 10.7. Before the detailed evaluation, the SICVD will determine the substantial responsiveness of

each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, such as those concerning Bid Security, Applicable Law, and Taxes and Duties, will be deemed to be a material deviation. The SICVD's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

- 10.8. The SICVD may waive any minor infirmity, nonconformity, or irregularity in a bid that does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder. If a bid, however, is not substantially responsive, it will be rejected by the SICVD and may not subsequently be made responsive by the Bidder by any correction.
- 10.9. No Bidder shall contact the SICVD on any matter relating to its bid, from the time of the bid opening to award of contract. If the Bidder wishes to bring additional information to the notice of the SICVD, it should do so in writing. Any effort by a Bidder to influence the SICVD in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

D. Award of Contract

11. Post-Qualification and Award Criteria

- 11.1. In accordance with Sindh Public Procurement Rules, 2010 (as amended to date) Rule 49, the SICVD will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.
- 11.2. In the absence of prequalification, the SICVD will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, considering the Bidder's financial, technical, and production capabilities, based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information as SICVD deems necessary and appropriate i.e. Eligibility & Evaluation criteria mentioned in the bidding document.
- 11.3. An affirmative determination will be a prerequisite for award of the contract to the Bidder, whereas a negative determination will result in rejection of the Bidder's bid, in which event SICVD may proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

12. Contract Award and Performance Security

- 12.1. In accordance with Sindh Public Procurement Rules, 2010 (as amended to date) Rule 49, prior to the expiration of the bid validity period, SICVD shall notify the successful bidder in writing of the award of contract. Such notification shall constitute the formation of the contract. Upon the successful bidder's furnishing of the performance security, SICVD shall promptly notify the unsuccessful bidders and release their bid securities.
- 12.2. Within thirty (30) days of receipt of the Contract Form, the successful bidder shall **sign, date,** and return the contract to the SICVD
- 12.3. Within Twenty (20) days of receipt of the letter of award, the successful bidder will furnish performance security as per provision of bidding document, thereafter; the contract agreement will be signed with the successful Bidder in line with Sindh Public Procurement Rules, 2010 (as amended to date) Rule 39.
- 12.4. The quoted prices must be valid for the entire framework contract agreement, which is one year (or until the next tender is finalized subject to satisfactory performance and annual review). Orders will be placed based on demand from the SICVD's Network Hospitals in

Sindh.

- 12.5. Failure of the successful Bidder to sign the contract agreement and furnish performance security as per details mentioned in the Bid Data Sheet of the bidding documents shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the SICVD may award the contract to the next lowest evaluated Bidder or call for new bids.

13. Corrupt or Fraudulent Practices

- 13.1. SICVD requires that Bidders/Suppliers/Contractors observe the highest standard of ethics during the procurement and execution of contracts. In pursuance of this policy, the Procuring Agency, in accordance with the Sindh Public Procurement Act, 2009 and Sindh Public Procurement Rules, 2010 (as amended to date) defines for the purpose of this provision, the terms set forth below as follows:

(a) "Corrupt Practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and

(b) "Fraudulent Practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring Agency, and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Procuring Agency of the benefits of free and open competition.

- 13.2. SICVD shall reject a proposal for award if it determines that the bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

14. SICVD Right to Vary Quantities, Accept, Reject or Annul the Bidding Process

- 14.1. The SICVD reserves the right at the time of contract to increase or decrease, the quantity of goods and services originally specified in the Schedule of Requirements/scope of work without any change in unit price or other terms and conditions.

- 14.2. The SICVD also reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the SICVD's action.

15. Audit Rights – Scope to be Expanded

- 15.1. SICVD reserves the right to inspect and audit the Supplier's records related to the performance and payments under the contract at any time during its execution and for a period of five (5) years thereafter.

16. Complaint Redressal Mechanism

- 16.1. Any bidder aggrieved by any act or decision of the Procuring Agency may seek redressal in accordance with applicable rules of the Sindh Public Procurement Rules, 2010 (as amended to date)

17. Compliance with SPPRA Laws and Notification

- 17.1. This procurement shall be governed by the provisions of the Sindh Public Procurement Rules, 2010 (as amended to date), including all circulars, notifications, and directives issued by the Sindh Public Procurement Regulatory Authority (SPPRA) from time to time. In case of any inconsistency between the provisions of these bidding documents and the applicable SPPRA laws, rules, or notifications, the provisions of the Sindh Public Procurement Act, 2009 and the Sindh Public Procurement Rules, 2010 (as amended) shall prevail.

II. Bid Data Sheet

The following specific data for the goods 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.

Introduction

i.	Name of tender / contract – Procurement of Stationery Items
ii	Name of Company/Procuring agency – SICVD
iii	Procuring agency’s address, telephone, telex, and facsimile numbers. National Insurance Company Ltd (NICL) Building, 9th Floor, Abbasi Shaheed Road, Karachi-74400 Telephone-021-9922-5881-90
iv	Language of the bid- English

Preparation and Submission of Bids

v	Eligibility and Evaluation Criteria. Details may be checked in the relevant section as mentioned in the bidding document
vi	Fixed amount of bid security- The Earnest Money / Bid Security shall be submitted as a fixed amount and shall not be less than the amount specified against each item in the “Scope of Work” provided in Section VII of the Bidding Document in the shape of Deposit at Call, Pay Order, Demand Draft or a Bank Guarantee in favor of in favor of “SINDH INSTITUTE OF CARDIOVASCULAR DISEASES,”. (as per SGA&CD notification dated 25-08-2025)
vii	Bid validity period - 90 days
viii	Performance Security- 5% of awarded tender amount in the shape of Deposit at Call, Pay Order, Demand Draft or a Bank Guarantee.
ix	Address for bid submission- Manager Procurement, SICVD Head Office, National Insurance Company Ltd (NICL) Building, 9th Floor, Abbasi Shaheed Road, Karachi-74400
x	Deadline for bid submission- 04 th July, 2026 at 10:00 AM
xi	Time and date for opening 04 th July, 2026 at 10:30 AM Place for bid opening SICVD Head Office, National Insurance Company Ltd (NICL) Building, 9th Floor, Abbasi Shaheed Road, Karachi-74400

Bid Price and Currency

xii	The price quoted shall be on Delivered Duty Paid (DDP).
xiii	The price of a contract shall be fixed, including all Govt taxes except GST, duties, fees, transportation charges, or any other charges. No extra charges will be paid by SICVD.
xiv	Contract Period: The quoted prices must be valid for the entire framework contract agreement, which is one year (extendable for another term only in accordance with applicable SPPRA Rules and approval of competent authority) from the signing of Contract Agreement. Orders will be placed based on demand from SICVD’s Network Hospitals in Sindh.

Bid Evaluation

xv	Criteria for bid evaluation. <i>Single Stage One Envelop Procedure-</i> Details may be found in the relevant section of this bidding document
xvi	Delivery schedule: As mentioned / specified in conditions of contract Clause No. 28.
xvii	Delivery Point: SICVD Sukkur, Larkana, Nawabshah, TMK, Hyderabad, Sehwan, Mithi, Khairpur, Liyari & Baldia

III. Preparation and Submission of Bids

Mandatory Qualification Requirements

Please review the following list of requirements/ documents to be enclosed with the Technical Proposal.

These are the MANDATORY REQUIREMENTS/DOCUMENTS, non- submission of any one of the mandatory documents / non-compliance to the any single mandatory provision will lead to disqualification / rejection of the bid.

S#	DOCUMENT OF PARTICIPATING FIRM	YES / NO	Page No. (Must fill)
1.	PRODUCT EVALUATION		
1.1	Technical / Financial Proposal on Bidder's Letterhead		
1.2	Samples of quoted items shall be submitted at the Stores SICVD-Baldia at least three (03) working days prior to bid opening for technical evaluation purposes. Samples shall be evaluated by the Technical Evaluation Committee strictly on the basis of specifications, quality, stitching, fabric, durability, and compliance with required standards. The Procuring Agency may retain approved samples for record/reference purposes. Non-compliance shall result in bid disqualification. A scanned copy of the sample receiving acknowledgment, must be attached with the bid documents.		
1.3	Tender Purchase Receipt or Pay order of Tender Fee should be attached with the tender.		
1.4	The Earnest Money / Bid Security shall be submitted as a fixed amount and shall not be less than the amount specified against each item in the "Scope of Work" provided in Section VII of the Bidding Document. Financial instruments required as above-mentioned bid security shall be physically submitted in original, while bids shall be submitted electronically through EPADS, in accordance with SPPRA e-Procurement framework.		
1.5	Copy of Pay order of Bid security should be attached in technical proposal.		
1.6	Bids should be submitted electronically ONLY through EPADS, Manual submission of bids is NOT allowed.		
1.7	Undertaking on stamp paper of Rs. 500/- to the effect that: <ol style="list-style-type: none"> 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. Any blacklisting proceedings shall be initiated and concluded strictly in accordance with Rule 35 of the Sindh Public Procurement Rules, 2010 (as amended), including issuance of show cause notice, opportunity of hearing, speaking order, and right of appeal The rate quoted to SICVD should not exceed the rates charged by other hospitals in Pakistan and shall be firm, competitive, and subject to market reasonableness assessment by the procuring agency in accordance with Sindh Public Procurement Rules, 2010 (as amended to date). The Quoted price will remain unchanged till the completion of the tender period / until the finalization of the subsequent tender. The items they will supply are new and the suppliers is fully responsible for any wrong shipment or supply etc and also Return and Replace of Expired / Near Expiry Stock. The supplies will have to be delivered at the premises of SICVD on the supplier's risk and cost. Any breakages or shortage of stock will be recovered from the suppliers. Undertaking must be submitted for recover of any breakage or shortage. 		
1.8	NTN, STRN, Professional Tax Certificates (with Active Taxpayer Status on FBR website where applicable) or Income Tax exemption certificate.		
1.9	Name of Banker with accounts maintenance certificate.		
1.10	Average Annual turnover of last three years Rs. 25 Million (FBR Returns/Audited Account Reports for the last 3 years must be attached as supporting documents for the verification of the turnover)*The financial capacity requirement is commensurate with the nature, volume, and criticality of the procurement.		

Mandatory Knock Out Clause: All quoted items shall undergo sample evaluation. If any sample is found substandard, counterfeit, poor in quality, the bid for that item shall be rejected.

Note: ONLY THOSE BIDDERS WHO COMPLETED MANDATORY REQUIREMENTS WILL BE ELIGIBLE FOR FURTHER EVALUATION.

IV. Bid Evaluation

- a. The bids not responsive to the MANDATORY QUALIFICATION CRITERIA provided at Preparation of Bids Clause No. III shall not be eligible for further Technical Evaluation.
- b. Joint Venture / Consortium Bids, Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after specific date and time and bids of Blacklisted firms shall be treated as rejected / non-responsive.
- c. **Bids are invited as per the Single Stage – One Envelope Procedure** in accordance with sub-rule 1 of rule 46 of the Sindh Public Procurement Rules, 2010.
- d. Bidders achieving will be considered only for further process besides compliance of all mandatory clauses.
 - a. Bids not accompanied by the Bid Security of the required amount and form shall be rejected.
 - b. The bids shall be evaluated and compared on itemized basis.
 - c. Alternative bids shall not be allowed.
 - d. In case of discrepancy between unit price and total amount, the unit price shall prevail.

V. Conditions of Contract

18. Definitions

18.1. In this Contract, the following terms shall be interpreted as indicated:

- a. "The Contract" means the agreement entered between SICVD and the Supplier, including all attachments and appendices there to and all documents incorporated by reference therein.
- b. "The Contract Price" means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.
- c. "The Goods" means all of the equipment, machinery, and/or other materials which the Supplier is required to supply to the SICVD under the Contract.
- d. "The Services" means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, software installation, configuration, integration, licensing, updates, and other such obligations of the Supplier covered under the Contract.
- e. "CC" means the Conditions of Contract contained in this section.
- f. "SICVD" means the organization purchasing the Goods and Services, as named in Bid Data Sheet
- g. "SICVD's country" is the country named in Bid Data Sheet.
- h. "The Supplier" means the individual or firm supplying the Goods and Services under this Contract.
- i. "The Project Site," where applicable, means the place or places named in Scope of work.
- j. "Day" means calendar day.

19. Application

19.1. These Conditions of contract shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

20. Country of Origin

20.1. All Goods and Services supplied under the Contract shall have their origin in the eligible countries and territories, wherein "origin" means the place where the Goods were mined, grown, or produced, or from which the Services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or purpose or utility from its components. The origin of Goods and Services, therefore, is distinct from the nationality of the Supplier, Sindh Public Procurement Rules, 2010 (as amended to date)

20.2. The Goods and Services supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin (in accordance with Rule 13(1) of Sindh Public Procurement Rules, 2010 (as amended to date). Such standards shall be the latest issued by the concerned institution.

21. Contract Disclosure and Indemnity

21.1. The Supplier shall not, without SICVD's prior written consent, **disclose** the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of SICVD in connection therewith, to any person other than a

person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

- 21.2. The Supplier shall not, without SICVD's prior written consent, make use of any document or information except for purposes of performing the Contract. Any document, other than the Contract itself, shall remain the property of SICVD and shall be returned (all copies) to SICVD on completion of the Supplier's performance under the Contract if so, required by SICVD.
- 21.3. The Supplier shall permit SICVD to inspect the Supplier's accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by SICVD, if so required. The Supplier shall **indemnify** SICVD against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods and services or any part thereof in SICVD's country.

22. Performance Security

- 22.1. In accordance with Sindh Public Procurement Rules, 2010 (as amended to date) Rule 39, within Twenty (20) days of receipt of the notification of Contract award, the successful Bidder shall furnish to SICVD the performance security in the amount specified in Bid Data Sheet, payable to SICVD as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.
- 22.2. In accordance with Sindh Public Procurement Rules, 2010 (as amended to date) Rule 39 (1), the performance security in PKR shall be furnished in the form of a Deposit at Call or a Pay Order or a Demand Draft or a Bank Guarantee issued by a scheduled bank in Pakistan or from a foreign bank duly counter-guaranteed by a scheduled bank in Pakistan in favor of the procuring agency.
- 22.3. The performance security will be discharged by SICVD and returned to the Supplier not later than one year following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in Bid Data Sheet.

23. Inspections and Tests

- 23.1. SICVD or its representative shall have the right to inspect and/or to test the Goods and Services to confirm their conformity to the technical specifications at no extra cost to SICVD. Technical Specifications shall specify what inspections and tests SICVD requires and where they are to be conducted. SICVD shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.
- 23.2. The inspections and tests of goods and services as defined herein in accordance with Technical Specification may be conducted on the premises of the Supplier at point of delivery, and/or at the Goods' final destination or at SICVD Head Office or any other place to be conveyed subsequently. If conducted on the premises of the Supplier all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to SICVD.
- 23.3. Should any inspected or tested Goods fail to conform to the Specifications, SICVD may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to SICVD. SICVD's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival in SICVD's country shall in no way be limited or waived because of the Goods having previously been inspected, tested, and passed by SICVD or its representative prior to the Goods' shipment from the country of origin (in accordance with Rule 13(1) of Sindh Public Procurement Rules, 2010 (as amended to date) Rules, 2010 as amended).

- 23.4. SICVD reserves the right to reject any partial, damaged, defective, substandard, expired, or non-conforming supplies that do not meet the specifications or requirements of the bidding documents and contract. The Supplier shall, at its own risk and cost, replace such rejected items within the time specified by SICVD, failing which SICVD may procure the same from alternative sources at the risk and cost of the Supplier, without prejudice to any other rights or remedies available under the contract or applicable law.
- 23.5. Nothing above shall in any way release the Supplier from any warranty or other obligations under this Contract.

24. Packing

- 24.1. The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.
- 24.2. The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in Bid Data Sheet, and in any subsequent instructions given by SICVD.

25. Delivery, Insurance, and Transportation

- 25.1. Delivery of the Goods and Services and their documents shall be made by the Supplier under the terms specified in the Schedule of Requirements/scope of work. The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered. Insurance coverage, hence being sellers' responsibility may be appropriately arranged.
- 25.2. The Supplier is required, under the Contract, to transport the Goods to the specified place(s) of destination within SICVD's designated locations (as detailed in the Bid Data Sheet). The cost and responsibility of transporting the Goods to these destinations shall be borne by the Supplier. The Supplier shall also ensure that the cold chain is maintained throughout the transportation and delivery process, in accordance with the product's storage requirements.

26. Warranty

- 26.1. The Supplier warrants that the Goods or Services supplied under the Contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by SICVD's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.
- 26.2. SICVD shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, within one week period and with all reasonable speed, repair or replace the defective Goods or parts thereof, without costs to SICVD in order to attain contractual guarantees or pay liquidated damages. In case more time is required for repair or replacement then the supplier will submit its case with sound justification, however it will be at the discretion of SICVD to accept request or not.
- 26.3. If the Supplier, having been notified, fails to remedy the defect(s) within the period specified above, SICVD may proceed to take such remedial action as may be necessary, at the

Supplier's risk and expense and without prejudice to any other rights which SICVD may have against the Supplier under the Contract.

27. Payment and Prices

- 27.1. In case of DDP Price, The Supplier's request(s) for payment shall be made to SICVD in writing, accompanied by an invoice describing, as appropriate, the Goods and Services delivered as per technical specification /scope of work given herein and by documents submitted pursuant to this clause, and upon fulfillment of other obligations stipulated in the Contract.
- 27.2. Payments, which are to be made in Pak. Rupees, shall be made promptly by SICVD, but in no case later than (120) days after submission of an invoice or claim by the Supplier as per schedule. Payment shall be subject to satisfactory inspection, verification, and acceptance by SICVD.
- 27.3. Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any price adjustments authorized or in SICVD's request for bid validity extension, as the case may be.

28. Change Orders

- 28.1. SICVD may at any time, by a written order given to the Supplier, make changes within the general scope of the Contract in (a) drawings, designs, or specifications, where Goods and Services to be furnished under the Contract are to be specifically manufactured for SICVD, (b) the method of shipment or packing, (c) the place of delivery; and/or, (d) the Services to be provided by the Supplier.
- 28.2. If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this Clause must be asserted within thirty (30) days from the date of the Supplier's receipt of SICVD's change order.

29. Contract Amendments

- 29.1. No variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.
- 29.2. Delivery of the Goods and performance of Services shall be made by the Supplier under the schedule prescribed by SICVD in the Schedule of Requirements/scope of work. If at any time during performance of the Contract, the Supplier should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify SICVD in writing of the fact of the delay, its likely duration and its cause(s).
- 29.3. As soon as practicable after receipt of the Supplier's notice, SICVD shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract. Except as provided, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages, unless an extension of time is agreed upon without the application of liquidated damages.

30. Delivery of Items and Penalty

The schedule for supply of Items shall be as under:

- i. Within 15 days from the date of issuance of supply order by the Purchasing Agency
- ii. A grace period of 1 week may be granted by the competent authority if justified with valid reasons.

Liquidated Damages: The liquidated damages shall be imposed at the rate of 0.5% per week or part thereof, subject to a maximum of 10% of the contract value, in accordance with the terms of the contract and applicable procurement laws of the Sindh Public Procurement Rules, 2010 (as amended to date). Once the maximum limit is reached, SICVD may rescind the contract and recover actual losses incurred, ensuring no duplication of penalties.

31. Contract Period

31.1 The quoted prices must be valid for the entire framework contract agreement, which is one year ((extendable for another term only in accordance with applicable SPPRA Rules and approval of competent authority)) from the signing of Contract Agreement. Orders will be placed based on demand from SICVD's Network Hospitals in Sindh.

32. Termination for Default

32.1. SICVD, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part:

- a. if the Supplier fails to perform any other obligation(s) under the Contract;
- b. if the Supplier fails to deliver any or all of the Goods and Services within the period(s) specified in the Contract, or within any extension thereof granted by SICVD;
- c. if the Supplier, in the judgment of SICVD has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.
- d. Repeated delayed deliveries, supply of substandard, counterfeit, defective, or non-conforming items, failure to maintain supply continuity, or repeated breach of contractual obligations shall constitute unsatisfactory performance and may result in termination of contract and initiation of blacklisting proceedings strictly in accordance with the Sindh Public Procurement Rules, 2010 (as amended to date), after fulfillment of all due process requirements including notice and opportunity of hearing.

32.2. In the event SICVD terminates the Contract in whole or in part, SICVD may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to SICVD for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

33. Force Majeure

33.1. Notwithstanding as provided herein, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

33.2. For purposes of this Clause, "Force Majeure" means an event beyond the control of the Supplier and not involving the Supplier's fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of SICVD in its sovereign capacity, wars or revolutions, pandemics, lockdowns, fires, floods, epidemics, quarantine restrictions, freight embargoes and officially declared emergencies affecting delivery or installation timelines".

33.3. If a Force Majeure situation arises, the Supplier shall promptly notify SICVD in writing of such condition and the cause thereof. Unless otherwise directed by SICVD in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

34. Termination for Insolvency or Convenience

- 34.1.** SICVD may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise **insolvent**. In this event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to SICVD.
- 34.2.** SICVD, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its **convenience**. The notice of termination shall specify that termination is for SICVD's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.
- 34.3.** The Goods that are complete and ready for shipment within thirty (30) days after the Supplier's receipt of notice of termination shall be accepted by SICVD at the Contract terms and prices. For the remaining Goods, SICVD may elect to have any portion completed and delivered at the Contract terms and prices; and/or to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier.

35. Resolution of Disputes

- 35.1.** SICVD and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.
- 35.2.** If, after thirty (30) days from the commencement of such informal negotiations, SICVD and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed manner and/or arbitration under the provisions of Arbitration Act 1940.

36. Governing Language, Applicable Law, and Notices

- 36.1.** The Contract shall be written in English language and interpreted in accordance with the laws of Islamic Republic of Pakistan, provided that if the Contract is written in other language, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents about the Contract which are exchanged by the parties shall be written in the same language.
- 36.2.** Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by cable, telex, or facsimile and confirmed in writing to the other party's address specified in Bid Data Sheet. A notice shall be effective when delivered or on the notice's effective date, whichever is later.

37. Taxes and Duties

- 37.1.** Supplier shall be entirely responsible for all taxes, duties, license fees in the case of DDP etc., incurred until delivery of the contracted Goods to SICVD.
- 37.2.** In both cases i.e. DDP and C&F stamp duty (0.35% of contract value) will be paid by the supplier.

VI. Scope of Work

PROCUREMENT OF STATIONERY ITEMS

Sr. No.	Item Description	Quantity	Units	Fixed Amount of Bid Security Value in PKR
1	ART LINE MARKER BLACK (PERMANENT)	1,500	Each	1,890
2	ART LINE MARKER BLUE (PERMANENT)	1,500	Each	1,890
3	ATTENDANCE REGISTER 100 PAGES	200	Each	1,960
4	BALL POINT BLACK (CLIPPER OR EQUIVALENT)	500	Each	224
5	BALL POINT BLACK (PIANO OR EQUIVALENT)	5,000	Each	1,680
6	BALL POINT BLUE (CLIPPER OR EQUIVALENT)	600	Each	269
7	BALL POINT BLUE (PIANO OR EQUIVALENT)	12,000	Each	4,032
8	BALL POINT GREEN (CLIPPER OR EQUIVALENT)	50	Each	25
9	BALL POINT GREEN (PIANO OR EQUIVALENT)	50	Each	25
10	BALL POINT RED (CLIPPER OR EQUIVALENT)	1,000	Each	448
11	BALL POINT RED (PIANO OR EQUIVALENT)	2,000	Each	672
12	BARRICUDE TAPE (YELLOW BLACK) 3 INCH	20	Each	420
13	BINDING TAPE	10	Each	31
14	BOX FILE IMPORTED WITH CLIP (GOOD QUALITY)	1,000	Each	8,680
15	BOX FILE LARGE (GOOD QUALITY)	2,000	Each	10,080
16	CARBON PAPER RUBBY (BLACK)	200	Each	2,520
17	CARTON TAPE 3"	600	Each	2,268
18	COLOR PAPER A4 SIZE (GOOD QUALITY)	20	Pkt	274
19	COMPACT DISK (CD) (TIAWAN)	120,000	Pcs	235,200
20	COMMON PIN / PAPER PIN (GOOD QUALITY)	50	Pkt	63
21	CELL PACEMAKER 9 VOLT (GOOD QUALITY)	100	Pcs	694
22	CELL SIZE-AA (PENCELL CELL) (GOOD QUALITY)	1,200	Pcs	1,848
23	CELL SIZE-AAA (REMOTE CELL) (GOOD QUALITY)	1,200	Pcs	1,344
24	CELL SIZE-C (CELL LARYNGOSCOPE) (GOOD QUALITY)	600	Pcs	3,326
25	CELL SIZE-D(GOOD QUALITY)	50	Pcs	420
26	CELL FOR GLUCOMETRE (GOOD QUALITY)	500	Pcs	1,400
27	CELL LARYNGOSCOPE (SMALL) (GOOD QUALITY)	100	Pcs	336
28	CALCULATOR 14 DIGIT CITIZEN OR EQUIVALENT	60	Pcs	1,764
29	DISPATCH REGISTER 200 PAGES (GOOD QUALITY)	10	Each	112
30	DOCUMENT BASKET TRAY (GOOD QUALITY)	20	Each	946
31	DUSTER FOR WHITE BOARD (GOOD QUALITY)	20	Each	45
32	ENVELOPE A4 SIZE:10"X12"	500	Each	190
33	ENVELOPE WHITE A4 SIZE:10"X12"	2,000	Each	878
34	ERASER SOFT DUX OR EQUIVALENT	100	Each	42
35	FLUORESCENT MARKER (HIGHLIGHTER) DOLLAR OR EQUIVALENT	600	Each	924
36	GEM CLIP LARGE	100	PKT	182
37	GEM CLIP SMALL	100	PKT	134
38	GUM STICK 21 GM DOLLAR OR EQUIVALENT	200	Each	784
39	INK FOR STAMP MACHINE/PAD	100	Each	448
40	MARKER SMALL TEMPO BLACK	50	Each	21
41	MARKER SMALL TEMPO BLUE	50	Each	21
42	MASKING TAPE 1" ABRO	50	Each	56

Sr. No.	Item Description	Quantity	Units	Fixed Amount of Bid Security Value in PKR
43	MASKING TAPE 2" ABRO	50	Each	112
44	NOTICE BOARD 1 ½ ' X 2 ' (GOOD QUALITY)	5	Each	210
45	NOTICE BOARD 3 X 2 (GOOD QUALITY)	20	Each	1,736
46	NOTICE BOARD 3'X4' (GOOD QUALITY)	20	Each	2,352
47	NOTICE BOARD 44"X22" (LARGE) (GOOD QUALITY)	5	Each	1,400
48	NOTICE BOARD 5 X 2 (GOOD QUALITY)	5	Each	588
49	OFFICE FILE FOLDER (L-SHAPE) (GOOD QUALITY)	50	Each	49
50	OFFICE TABLE SET/ TABLE ORGANIZER	20	Each	532
51	PAPER A3 1* 500 Sheets in a Ream, 70 gram, Color ; White Good Runability, Printing Sharpness, Excellent Smoothness, Bright Appearance, Two-Sided Use, Longer Storage Period for Documents Paper One, BLC or Equivalent	5	Each	455
52	Paper A4 8" X 11" 70 GM 1* 500 Sheets in a Ream, 70 gram, Color ; White Good Runability, Printing Sharpness, Excellent Smoothness, Bright Appearance, Two-Sided Use, Longer Storage Period for Documents Paper One, BLC or Equivalent	10,000	Each	350,000
53	PAPER COLOUR	50	Each	630
54	PAPER CUTTER	50	Each	105
55	PAPER LEGAL 8.5" X 14" 80 GM 1* 500 Sheets in a Ream, Color ; White Good Runability, Printing Sharpness, Excellent Smoothness, Bright Appearance, Two-Sided Use, Longer Storage Period for Documents Paper One, BLC or Equivalent	200	Each	9,912
56	PAPER TAPE 1" 40 YARDS	300	Each	378
57	PAPER TAPE 3"	300	Each	1,134
58	PATIENT ID BAND ADULT	15,000	Each	5,565
59	PATIENT ID BAND PAEDS	10,000	Each	3,710
60	PEN HOLDERS	20	Each	56
61	PENCIL LEAD (GOLDFISH OR EQUIVALENT)	600	Each	202
62	PENCIL LEAD WITH RUBBER (GOLDFISH OR EQUIVALENT)	100	Each	39
63	PERMANENT MARKER BLACK DOLLAR/DUX OR EQUIVALENT	600	Each	924
64	PERMANENT MARKER BLUE DOLLAR/DUX OR EQUIVALENT	600	Each	924
65	PIN REMOVER DOLLAR OR EQUIVALENT	300	Each	714
66	PLASTIC FILE TRAY	20	Each	252
67	POINTER (BLUE) 0.3 Fine liner, Can be standard or thermo-sensitive Dollar or Equivalent	100	Each	84
68	POINTER (BLACK) 0.3 Fine liner, Can be standard or thermo-sensitive Dollar or Equivalent	100	Each	84
69	POST-IT PAD MULTI COLOR (STICKY NOTE)	100	Each	280
70	STICKY NOTES 1.75"H x 0.5"W ARROW FLAGS STICKERS	100	Pkt	196
71	STICKY NOTES MULTI COLOR (POSTED PAD) (SIZE 3INCH X 3INCH)	100	Pkt	392
72	SEPARATORS OFFICE FILE 10 PLASTIC DIVIDERS 6 DIFFERENT COLORS SIZE: 22.5 X 29.7CM A4, MULTICOLOR	100	Pkt	560
73	PUNCHING MACHINE (MEDIUM)	300	Each	6,216
74	PUNCHING MACHINE HEAVY DUTY	10	Each	1,428
75	REGISTER PLAIN 200 PAGES Finest Quality Material High Bright Paper, Superior & Smoother Paper Excellent finish, Easy to use and very durable HB or Equivalent	1,500	Each	8,358
76	REGISTER PLAIN 400 PAGES Finest Quality Material High Bright Paper, Superior & Smoother Paper Excellent finish, Easy to use and very durable HB or Equivalent	1,500	Each	16,380
77	RIBBON FOR BARCODE PRINTER 110 x 300	600	Each	10,080

Sr. No.	Item Description	Quantity	Units	Fixed Amount of Bid Security Value in PKR
78	RIBBON FOR BARCODE PRINTER 110 x 70	1,200	Each	16,800
79	RUBBER BAND	100	PKT	1,820
80	SCALE STEEL 12" Stainless steel material for long lasting use, 0.9 mm thickness avoid sharp edges Deli, Shark or Equivalent	150	Each	357
81	SCOTCH TAPE ½"	50	Each	35
82	SCOTCH TAPE 1" DOLLAR OR EQUIVALENT	300	Each	403
83	SCOTCH TAPE 2" DOLLAR OR EQUIVALENT	200	Each	504
84	SCOTCH TAPE 3" DOLLAR OR EQUIVALENT	600	Each	2,268
85	SHARPNER DUX OR EQUIVALENT	100	Each	42
86	STAMP MACHINE LARGE	100	Each	4,480
87	STAMP MACHINE MEDIUM	200	Each	3,640
88	STAMP PAD 2M DOLLAR OR EQUIVALENT (BLACK/BLUE)	50	Each	98
89	STAMP PAD RED	5	Each	10
90	STAPLER MACHINE HEAVY DUTY	10	Each	1,022
91	STAPLER MACHINE MEDIUM (DELI, DUX OR EQUIVALENT)	500	Each	5,460
92	STAPLER PIN 23/17 (DUX OR EQUIVALENT)	20	Pkt	123
93	STAPLER PIN 24/6 MEDIUM (DUX OR EQUIVALENT)	10,000	Pkt	15,400
94	STICKER SHEET A4	5	Pkt	259
95	STICKER PAPER A4 SIZE (MULTI COLOR)	5	Pkt	476
96	TABLE SCISSOR (GOOD QUALITY)	50	Each	406
97	TAPE DISPENSER (CARTON PACKING)	5	Each	84
98	TAPE DISPENSER (TABLE) DELI OR EQUIVALENT	5	Each	31
99	THUMB PINS DELI OR EQUIVALENT	50	Each	98
100	WHITE BOARD (3x4)	12	Each	67
101	WHITE BOARD MARKER (BLACK) DOLLAR/DUX OR EQUIVALENT	1,000	Each	1,540
102	WHITE BOARD MARKER (BLUE) DOLLAR/DUX OR EQUIVALENT	600	Each	924
103	WHITO PEN	600	Each	1,428
104	WRITING PAD (ORDINARY)	300	Each	630
105	PAPER SHREDDER (GOOD QUALITY)	3	Each	12,516
Total Fixed Amount of Bid Security				785,524

VII. Schedule of Requirements

1. For Goods supplied from within the SICVD's country (DDP Basis)

S#	Description of Goods	Qty.	Required Delivery Schedule	Location
01.	As per the details of items attached in Scope of work – Technical Specification of Items		As mentioned / specified in conditions of contract Clause No. 28.	Sukkur, Larkana, Nawabshah, TMK, Hyderabad, Sehwan, Mithi Khairpur, Lyari & Baldia

VIII. Bid Submission Form

Manager Procurement

SICVD

Address: National Insurance Company Limited Building,
9th floor, Abbasi Shaheed Road, Karachi-74400-Pakistan

Subject: **Procurement of Stationery Items**

Dear Sir,

Having examined the tender document, and addendum if issued, and Appendixes we, the undersigned, in conformity with the said document, offer to provide the said items on terms of reference to be signed upon the award of contract for the sum indicated as per Price Schedule.

We undertake, if our proposal is accepted, to provide the equipment's mentioned in the contract within time frame specified, starting from the date of receipt of notification of award from the client.

We agree to abide by this proposal for the period of 90 days from the date of bid opening and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We agree to execute a contract in the form to be communicated by the SICVD Head Office incorporating all agreements with such alterations or additions thereto as may be necessary to adapt such agreement to the circumstances of the standard.

We understand that you are not bound to accept a lowest or any bid you may receive, and that you will not defray any expenses incurred by us in bidding.

Authorized Signature with Official Seal

IX. Tender Proforma for Technical & Financial Bids

Tender No. 030/2025-26

PROCUREMENT OF STATIONERY ITEMS

Sr.	Description	Specs	Qty.	Unit	Pack Size	Make / Brand	Delivery Period	Price Per Unit without GST	Total Amount without GST	Attached Bid Security Amount

Official Stamp

1. In case of discrepancy between unit price and total amount, the unit price shall prevail.
2. Bidders are required to fill only the proforma for the Technical / Financial Bid as mentioned above.

Signature of Bidder: _____

X. Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS

Contract No. _____

Dated _____

Contract Value: _____

Contract Title: _____

..... **[Name of Contractor]** hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (hereinafter referred to as "GoS") or any administrative department or agency thereof or any other entity owned or controlled by GoS through any corrupt business practice. Without limiting the generality of the foregoing, **[name of Contractor]** represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from procuring Agency, except that which has been expressly declared pursuant hereto.

[Name of Contractor] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with procuring agency and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[Name of Contractor] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to procuring agency under any law, contract or other instrument, be voidable at the option of procuring agency.

Notwithstanding any rights and remedies exercised by procuring agency in this regard, **[name of Contractor]** agrees to indemnify procuring agency for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to procuring agency in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by **[name of Contractor]** as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from procuring agency.

Name of Procuring Agency:

Name of Contractor:

XI. Contract Form

THIS AGREEMENT made the ____ day of _____ 2026 between **Sindh Institute of Cardiovascular Diseases (SICVD), Government of Sindh of Pakistan** (hereinafter called “the Procuring agency”) of the one part and **M/s. (Name of Supplier)** (hereinafter called “the Supplier”) of the other part. Following items were agreed upon by both parties:

Item No.	Description	Quoted Rate	Quantity Ordered	Total Value in Figure
Grand Total to Rs				Rs.

WHEREAS the Procuring agency invited bids for provision of goods at Sindh Institute of Cardiovascular Diseases (SICVD), Government of Sindh has accepted a bid of the supplier **M/s (Name of Bidder)** for the **(Name of Tender)** for the supply of those goods in the sum of **Rs. (Awarded Amount) (Rupees in Words Only)** (Hereinafter called “the contract price”)

The supplier hereby declares that it has not obtained or induced the procurement of any contract, right, interest privilege or other obligation or benefit from Government of Sindh or any administrative subdivision or agency there of any other entity owned or controlled by it (GOS) through any corrupt business practice.

Without limiting the generality of the foregoing, the supplier represents and warrants that is has fully declared the brokerage, commission, fees etc. paid or payable to any one and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, include its affiliate, agent, associate broker, consultant, director, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder’s fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GOS, except that which has been expressly declared pursuant hereto.

The Supplier certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of related to the transaction with GOS and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

The Supplier accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GOS under any law, contract or other instruments, be avoidable at the GOS.

Notwithstanding any right and remedies exercised by GOS in this regard, the seller agrees to indemnify GOS for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GOS in an amount equipment to ten time the sum of any commission, gratification, bribe, finder’s fee or kickback given by the seller as aforesaid for the purpose of obtaining or including the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form GOS.

The supply will have to be delivered at the premises at the premises of SICVD at the supplier’s risk and cost. Any breakage or shortage of stock will be recovered from the supplier. We also hereby categorically confirm that the stores offered by us are exactly to the particulars and specification as laid

down in your tender enquiry & purchase order. Certified that the process quoted to this institute against tender are not more than the prices charged from any other purchasing agencies in the country and in case of any discrepancy, the seller hereby undertakes to refund the price charged in excess. Supplier guarantees that the said equipment shall be brand new of latest technology without defects out or blemish and shall meet the standard and specifications stated in their offer.

This agreement is valid for the entire framework contract agreement, which is one year (or until the next tender is finalized) from the signing of Contract Agreement. Orders will be placed based on demand from SICVD's Network Hospitals in Sindh.

The schedule for supply of Items shall be as under:

- i. Within 15 days from the date of issuance of supply order by the Purchasing Agency.
- ii. A grace period of 1 week may be granted by the competent authority if justified with valid reasons.

Liquidated Damages: The liquidated damage shall be 0.5% per week or part thereof, up to a maximum of 10% of the contract value, in accordance with Rule 39(1) of the Sindh Public Procurement Rules, 2010 (as amended to date). Once the maximum limit is reached, SICVD may rescind the contract and recover actual losses incurred, ensuring no duplication of penalties.

Once the maximum period is reached, SICVD may consider termination of the Contract. However, the Bidder can make request for extension in delivery period with sound justification, and it will be decided by SICVD to grant permission or otherwise. After expiry of delivery period the competent authority have the right to forfeit earnest/ security money to the government account. In case of non-supply of store against the purchase order by the seller their earnest/ security money will be forfeited. Earnest/ security money can be used for realizing penalty/ fines or compensation of cost in case of non-supply.

The Performance Security shall be refunded upon successful completion of the Framework Contract Agreement.

“SICVD reserves the right to terminate the contract, in whole or in part, in the public interest by providing fifteen (15) days’ written notice to the Supplier. No compensation shall be payable except for duly received and accepted goods or services.”

Vendor / Supplier will be responsible for pre-requisition installation, free of cost and also responsible for pre-installation work if required. Any major & minor part becoming faulty during warranty period will to be supplied by the firm at their cost. If it is declared at the later stage that the supplied item(s) were of inferior quality the same will be replaced by the concerned firm at their own risk and cost.

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.

Signed, sealed, delivered by

(Executive Director)

Sindh Institute of Cardiovascular
Diseases (SICVD), Government of Sindh

Signed, sealed, delivered by

(Senior Designation)

(Name of Supplier firm/organization)

XII. Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)

GCC 1.1 (g)—The SICVD is: Sindh institute of Cardiovascular Diseases, Karachi. GCC 1.1 (h)—The SICVD's country is: Islamic Republic of Pakistan

GCC 1.1 (i)—The Supplier is:
[Name and Address of the Bidder]

2. Country of Origin (GCC Clause 2)

All Goods and Services supplied under the Contract shall have their origin in eligible countries and territories as defined under the **Sindh Public Procurement Rules, 2010 (as amended to date)** —Eligibility for the Provisions of Goods, Works, and Services in Government-Financed Procurement.

3. Technical Specifications (GCC Clause 3)

The technical specifications of the goods provided in this bidding document are only for widest possible competition and not for favor any single contractor or supplier nor put others at a disadvantage. However, the brand name, catalogue No. / Name etc., if any, has only been used for the reference purpose. Equipment offered **"ATLEAST EQUIVALENT OR HAVING BETTER TECHNICAL SPECIFICATIONS"** shall also be considered.

4. Performance Security (GCC Clause 4)

GCC 4.1—The amount of performance security, as a percentage of the Contract Price, shall be Five (5%) percent of the Contract Price in favor of Sindh institute of cardiovascular diseases., Karachi.

5. Inspection & Test (GCC Clause 5)

GCC 5.1 The Procuring Agency or its representative reserves the right to inspect and test the Goods to ensure they conform to the Contract specifications, at no additional cost to the Procuring Agency. This includes proper installation, commissioning, and testing of any delivered equipment. Any software upgrades will be provided free of charge. In the event that the feedback from testing and inspection of the equipment is negative, the SICVD, GoS will take further actions in accordance with the terms and conditions outlined in the bidding documents and relevant Sindh Public Procurement Rules, 2010 (as amended to date) and regulations. If any inspected or tested Goods fail to meet the Specifications, the Procuring Agency may reject the Goods. In such cases, the Supplier is obligated to either replace the rejected Goods or make the necessary modifications to ensure compliance with the specifications, at no additional cost to the Procuring Agency.

6. Packing (GCC Clause 6)

GCC 6.1—The following SCC shall supplement GCC Clause 6.2:

The packing, marking and documentation within and outside the packages shall be as per manufacturer standards meeting the safety requirements of the goods.

7. Delivery and Documents (GCC Clause 7)

GCC 7.1—**For Goods supplied from within the SICVD's country:** The Bidder shall provide the following documents at the time of delivery of goods to the Store / Warehouse of the Sindh institute of Cardiovascular Diseases, Karachi for verification duly completed in all respects:

Original copies of Delivery Note (Delivery Challan) (in duplicate) showing item's description,

make, model, quantity as well as Lot Number, Batch Number, Registration Number, manufacturing and expiry dates (if applicable).

- ii. Original copies of the Bidder's invoices (in duplicate) showing warranty, item's description, make, model as well as Lot Number, Batch Number, Registration Number, manufacturing and expiry dates (if applicable) per unit cost, and total amount.
- iii. Original copies of Invoices in duplicate showing item's description, quantity, per unit cost without Sales Tax and total amount.
- iv. Manufacturers or Bidder's warranty certificate.
- v. Inspection certificate issued by the nominated inspection committee / Bidder's factory inspection report.
- vi. Certificate of origin.

8. Insurance (GCC Clause 8)

GCC 8.1 – For Goods supplied from within the SICVD's country: The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence, insurance coverage is seller's responsibility. Since the insurance is seller's responsibility, they may arrange appropriate coverage.

GCC 8.2 – For Goods supplied from abroad as per C&F Karachi: The Goods supplied under the Contract shall be C&F Karachi under which risk is transferred to the buyer after the goods reached at Karachi port, hence insurance coverage / marine cover note is seller's responsibility. Since, the insurance / marine cover is seller's responsibility they may arrange appropriate coverage.

9. Prices (GCC Clause 9)

GCC 9.1—No prices adjustment shall be allowed.

10. Resolution of Disputes (GCC Clause 10)

GCC 10.1—The dispute resolution mechanism to be applied pursuant to GCC Clause 10.2 shall be as follows:

In the case of a dispute between the SICVD and the Supplier, the dispute shall be referred to the dispute resolution mechanism as defined in rule 31, 32 and 34 of the Sindh Public Procurement Rules, 2010 (as amended to date).

11. Governing Language (GCC Clause 11)

GCC 11.1—The Governing Language shall be ENGLISH

12. Applicable Law (GCC Clause 12)

GCC 12.1—The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan which includes the following legislation:

The Employment of Children (ECA) Act 1991, The Bonded Labour System (Abolition) Act of 1992 The Factories Act 1934

13. Notices (GCC Clause 13)

GCC 13.1—SICVD's address for notice purposes:

Head of Procurement

SINDH INSTITUTE OF CARDIOVASCULAR DISEASES – SICVD
National Insurance Company Limited Building, 9th Floor,
Abbasi Shaheed Road Karachi-74400
Tel. No. 021-9922-5881-90

Supplier's address for notice purposes:

Name of Bidder: _____

Name of Contact Person & Designation: _____

Phone No. _____

Fax No. _____

Mobile Phone No. _____

Email Address _____

Signed, sealed, delivered by

(Executive Director)

Sindh Institute of Cardiovascular
Diseases (SICVD), Government of Sindh

Signed, sealed, delivered by

(Senior Designation)

(Name of Supplier firm/organization)

**XIII. Form of Bid Security (Bank Guarantee)
(BANK GUARANTEE / BOND)**

Guarantee No: _____
Date of Issue: _____
Guarantee Amount: _____
Guarantee Expiry Date: _____

Security Executed on _____
(Date)

Name of Guarantor Bank with Address: _____
(Scheduled Bank in Pakistan)

Name of Principal (Contractor) with Address _____

Penal Sum of Security Rupees (express in words and figures) _____

(Rs. _____) Bid Reference No: _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bid and at the request of the said Principal (Bidder) we, the Surety above named, are held and firmly bound unto (hereinafter called the 'Employer') in the sum stated above for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Bidder has submitted the accompanying Bid dated _____ for _____
_____ to the said Employer; and (Particulars of Bid)

WHEREAS, the Employer has required as a condition for considering said Bid that the Bidder furnishes a Bid Security in the above said sum from a Scheduled Bank in Pakistan or from a foreign bank duly counter-guaranteed by a Scheduled Bank in Pakistan, to the Employer, conditioned as under:

- (1) That the Bid Security shall remain in force up to and including the date 28 days after the deadline for validity of Bids as stated in the Instructions to Bidders or as it may be extended by the Employer, notice of which extension(s) to the Surety is hereby waived.
- (2) That the Bid Security of unsuccessful Bidders will be returned by the Employer after expiry of its validity or upon signing of the Contract Agreement; and
- (3) If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form their Bid Security will be forfeited.
- (4) That in the event of failure of the successful Bidder to execute the proposed Contract Agreement for such work and furnish the required Performance Security, the entire said sum be paid immediately to the said Employer pursuant to Clause 6 & 12 of the Instruction to Bidders for the

successful Bidder's failure to perform.

- (5) This Bank Guarantee for Bid Security shall remain irrevocable and in full force for a period of ninety (90) days from the date of bid opening, plus an additional twenty-eight (28) days in accordance with Sindh Public Procurement Rules, 2010 (as amended to date)) Rule 37 (2), thereafter, unless otherwise extended in accordance with the terms of the bidding documents.

NOW THEREFORE, if the successful Bidder shall, within the period specified therefor, on the prescribed form presented to him for signature enter into a formal Contract with the said Employer in accordance with his Bid as accepted and furnish within twenty eight (20) days of his being requested to do so, a Performance Security with good and sufficient surety, as may be required, upon the form prescribed by the said Employer for the faithful performance and proper fulfilment of the said Contract or in the event of non-withdrawal of the said Bid within the time specified for its validity then this obligation shall be void and of no effect, but otherwise to remain in full force and effect.

PROVIDED THAT the Surety shall forthwith pay the Employer the said sum upon first written demand of the Employer (without cavil or argument) and without requiring the Employer to prove or to show grounds or reasons for such demand, notice of which shall be sent by the Employer by registered post duly addressed to the Surety at its address given above.

PROVIDED ALSO THAT the Employer shall be the sole and final judge for deciding whether the Principal (Bidder) has duly performed his obligations to sign the Contract Agreement and to furnish the requisite Performance Security within the time stated above, or has defaulted in fulfilling said requirements and the Surety shall pay without objection the said sum upon demand from the Employer forthwith and without any reference to the Principal (Bidder) or any other person.

IN WITNESS WHEREOF, the above bounden Surety has executed the instrument under its seal on the date indicated above, the name and seal of the Surety being hereto affixed and these presents duly signed by its undersigned representative pursuant to authority of its governing body.

SURETY (Bank)

WITNESS:

1. _____

 Name, CNIC No. Title & Address

2. _____

 Name, CNIC No. Title & Address

Signature _____
 Name _____
 Title _____
 Stamp/Seal:-----

XIV. Form of Performance Security (Bank Guarantee)

Validity (Contract period + 6 months)

Guarantee No: _____
Date of Issue: _____
Guarantee Amount: _____
Guarantee Expiry Date: _____

Security Executed on _____
(Date)

Name of Guarantor Bank with Address: _____
(Scheduled Bank in Pakistan)

Name of Principal (Contractor) with Address _____

Penal Sum of Security Rupees (express in words and figures) _____

(Rs. _____) Bid Reference No: _____

Letter of Acceptance No. _____ Dated _____

KNOW ALL MEN BY THESE PRESENTS, that in pursuance of the terms of the Bidding Documents and above said Letter of Acceptance (hereinafter called the Documents) and at the request of the said Principal we, the Guarantor above named, are held and firmly bound unto the _____ (hereinafter called the Employer) in the penal sum of the amount stated above, for the payment of which sum well and truly to be made to the said Employer, we bind ourselves, our heirs, executors, administrators and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the principal has accepted the Employer's above said Letter of Acceptance for _____ (Name of Contract) for the _____ (Name of Project).

NOW THEREFORE, if the Principal (Contractor) shall well and truly perform and fulfill all the undertakings, covenants, terms and conditions of the said Documents during the original terms of the said Documents and any extensions thereof that may be granted by the Employer, with or without notice to the Guarantor, which notice is, hereby, waived and shall also well and truly perform and fulfill all the undertakings, covenants terms and conditions of the Contract and of any and all modifications of the said Documents that may hereafter be made, notice of which modifications to the Guarantor being hereby waived, then, this obligation to be void; otherwise to remain in full force and virtue till all requirements of Conditions of Contract are fulfilled.

Our total liability under this Guarantee is limited to the sum stated above and it is a condition of any liability attaching to us under this Guarantee that the claim for payment in writing shall be received by us within the validity period of this Guarantee, failing which we shall be discharged of our liability, if any, under this Guarantee.

We, _____ (the Guarantor), waiving all objections and defenses under the Contract, do hereby irrevocably and independently guarantee to pay to the Employer without delay upon the Employer's first written demand without cavil or arguments and without requiring the Employer to prove or to show grounds or reasons for such demand any sum or sums up to the amount stated above, against the Employer's written declaration that the Principal has refused or failed to perform the obligations under the Contract, for which payment will be effected by the Guarantor to Employer's designated Bank & Account Number.

PROVIDED ALSO THAT the Employer shall be the sole and final judge for deciding whether the principal (Contractor) has duly performed his obligations under the Contract or has defaulted in fulfilling said obligations and the Guarantor shall pay without objection any sum or sums up to the amount stated above upon first written demand from the Employer forthwith and without any reference to the principal or any other person.

IN WITNESS WHEREOF, the above bounded Guarantor has executed this Instrument under its seal on the date indicated above, the name and corporate seal of the Guarantor being hereto affixed and these presents duly signed by its undersigned representative, pursuant to authority of its governing body.

Guarantor (Bank)

WITNESS:

1. _____

Name, CNIC No. Title & Address

2. _____

Name, CNIC No. Title & Address

Signature _____

Name _____

Title _____

Stamp/Seal:-----

SINDH INSTITUTE OF CARDIOVASCULAR DISEASES (LARKANA, TMK,MITHI,KHAIRPUR, SEHWAN, SUKKUR,HYDERABAD, LYARI, BALDIA,NAWABSHAH)
 NATIONAL INSURANCE COMPANY LIMITED BUILDING,9TH FLOOR, ABBASI SHAHEED ROAD,KARACHI
 PROCUREMENT PLAN FOR THE YEAR 2025-2026 (SICVD)

SUMMARY (REVISED ON 16-05-2025)

S.NO	DESCRIPTION OF PROCUREMENT	Estimated Budget Amount of 2025-2026 SICVD	Estimated Budget Amount Of 2025-2026 In Millions	Funds Allocated (In Million)	Sources Of Funds	Proposed Procurement Method	Timing Of Procurement				Remarks	
							1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.		
1	Stationery Items	14,682,624.00	14.68		"do"	AS PER SPRA RULES 15,16	3.67	3.67	3.67	3.67	14.68	
2	Printing Items	43,200,000.00	43.2		"do"		11	10.8	10.8	10.8	43.2	
3	House Keeping Items	120,000,000.00	120		"do"		30	30	30	30	120	
4	Home Appliance Items	48,000,000.00	48		"do"		12	12	12	12	48	
5	Building Maintenance Items	72,000,000.00	72		"do"		18	18	18	18	72	
6	Linen & Uniform Items	48,000,000.00	48		"do"		12	12	12	12	48	
7	Laboratory Items (Chemicals, Regents & Kits)	137,973,997.00	137.97		"do"		34.49	34.49	34.49	34.49	137.96	
8	Angiography & Angioplasty Items	-	-		"do"		10.8	10.8	10.8	10.8		
8(A)	Angiography And Angioplasty Items (Adult)	1,753,933,911.00	1753		"do"		438.25	438.25	438.25	438.25	1753	
8(B)	Electrophysiology Items	876,966,955.50	876.9		"do"		219.23	219.23	219.23	219.23	876.9	
8(C)	Angiography & Angioplasty Items (Peds)	876,966,955.50	876.9		"do"		219.23	219.23	219.23	219.23	876.9	
9	Bio-Medical Equipment Items	892,103,000.00	892.1		"do"		223.03	223.03	223.03	223.03	892.1	
10	Repairing And Spare Part Items	24,000,000.00	24		"do"		6	6	6	6	24	
11	Office Furniture Items	14,400,000.00	14.4		"do"		3.60	3.6	3.6	3.6	14.4	
12	Hospital Furniture Items	33,600,000.00	33.6		"do"		8.40	8.4	8.4	8.4	33.6	
13	Mess Food Items	100,800,000.00	100.8		"do"		25.20	25.2	25.2	25.2	100.8	
14	Drugs And Medicines	666,373,209.00	666.4		"do"		166.60	166.60	166.60	166.60	666.4	
15	Marketing And Social Media Advertisement, ADS,TVC Marketing	7,200,000.00	7.2		"do"		1.8	1.8	1.8	1.8	7.2	
16	Medical Gases	115,200,000.00	115.2		"do"		28.8	28.8	28.8	28.8	115.2	
17	Information Technology (Hardware, Software, Networking, And Fiber Optics Items	96,000,000.00	96		"do"		24	24	24	24	96	
18	Neuro Intervention Items	480,000,000.00	480		"do"		120	120	120	120	480	
19	Surgical And Disposable Items	1,440,000,000.00	1440		"do"		360	360	360	360	1440	
20	Repairing Of Furniture	3,360,000.00	3.36		"do"		0.84	0.84	0.84	0.84	3.36	
21	Hospital Maintenance Budget (Civil + Mechanical + Electrical + Construction Jobs)	190,603,000.00	190.6		"do"	47.65	47.65	47.65	47.65	190.6		
22	Rent A Car	65,000,000.00	0.6		"do"	0.15	0.15	0.15	0.15	0.6		
23	Misc.	50,000,000.00	0.5		"do"	0.13	0.13	0.13	0.13	0.5		

TOTAL	8,170,363,652.00	8,055.41
Total Purchasing Amount In Rupees	8.1 Billion	

Procurement Manager _____
 Chief Financial Officer _____
 Chief Operating Officer _____



SINDH INSTITUTE OF CARDIOVASCULAR DISEASES

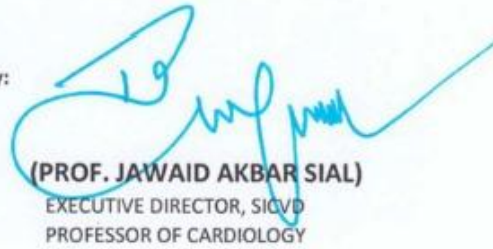
RAFIQUI (H.J.) SHAHEED ROAD, KARACHI-75510, PAKISTAN
PHONE: 99201271-10 Lines

REDRESSAL COMMITTEE

W.E.F: 01-01-2024

Purchase & Services Tenders – Medicine, Laboratory & General Tenders, Building Maintenance, Civil Works, Angiography, Angioplasty, Surgical Disposable, Theatre Equipment's Medical Equipment's & Repairing and E.P. Lab Committee	
COMMITTEE	
PROF. JAWAID AKBAR SIAL CHAIRMAN BPS-20	
REPRESENTATIVE OF A.G. SINDH GOVT. OF SINDH	REPRESENTATIVE OF NICVD FOR CONCERNED FIELD

Approved By:



(PROF. JAWAID AKBAR SIAL)
EXECUTIVE DIRECTOR, SICVD
PROFESSOR OF CARDIOLOGY



SINDH INSTITUTE OF CARDIOVASCULAR DISEASES


National Insurance Company Limited Building, 9th floor,
Abbasi Shaheed Road Karachi.74400

DETAILS OF PURCHASE & SERVICES TENDER COMMITTEES

W.E.F: 25-05-2025

1- Stationery Items 2- General & House Keeping Items 3- Linen /Uniforms			
COMMITTEE			
Dr. Muhammad Moosa Chief Operating Officer (Chairman) (BPS-19)	Mr. Faisal Abdul Sattar Chief Financial Officer (Member) (BPS-19)	Dr. Abdul Sattar Shaikh Associate Professor Pead's Cardiology NICVD - Karachi (External Member) (BPS-19)	Mr. Imtiaz Ahmed Manager Stores End-User (BPS-17)
Riaz Hussain Pharmacist (Member) (BPS-17)			

Approved By:



(PROF. JAWAID AKBAR SIAL)
 EXECUTIVE DIRECTOR, SICVD
 PROFESSOR OF CARDIOLOGY
 (BPS-20)

Dated: 16-06-2026
On page: 02
In size: 23 x 4



i. Multiple mounts with payload capacity up to 275kg.	Bid Opening Date	18-06-2026 11:30 AM	29-06-2026 11:30 AM
ii. Day / Night electro optics capability	All other terms and conditions of the tender document shall remain unchanged.		

AM (Procurement) – National Electronics Complex of Pakistan
Plot No. 23, Street No 06, Sector H-9/1, Islamabad.
Tel: 051-9187152, 051-9187258 Fax: 051-9187183 Email: contact152@proton.me

SICVD
SINHI INSTITUTE OF CARDIOVASCULAR DISEASES

سندھ انسٹیٹیوٹ آف کارڈیو ویکسولر ڈیزیز
نیشنل انشورنس کینی لیمینڈ بلڈنگ، نویں منزل، عباسی شہید روڈ، کراچی۔ 74400
ٹیلی فون نمبر۔ 021-9922-5881-90

Ref. SICVD/TN/SC/No.028 & 30-32/25-26

ٹینڈر نمبر: 028 & 30-32/25-26

(فزی ڈیواری بمقام ہماری مسافت پر یا سندھ میں کسی بھی SICVD ٹینڈر ورک اسپتالوں میں) FOR بنیاد پر مندرجہ ذیل جاس کے لئے خوب مشہور و معروف/کینیڈا جو فیڈرل بورڈ آف ریویو (FBR) انگریز اور نیٹلس ڈیپارٹمنٹس کے پاس رجسٹریشن کی حامل ہوں سے سندھ پبلک پروڈیورمنٹ ریگولیشنز (SPPRA) رولز 2010 (ترمیم شدہ 2019) کے تحت ایگزیکٹیو ڈائریکٹر SICVD کراچی کے پتہ پر سربراہ ٹینڈر مطلوب ہیں۔

نمبر شمار	تفصیل	ٹینڈر نمبر	بڈنگ پریمیٹ	پیشکشیں جمع کرانے کی آخری تاریخ	ٹیکنیکل پیشکشیں کھلنے کی تاریخ
01	فری ایئر ڈیواری 12V 100AH UPS-سیریز) مع کنڈیکٹنگ کیلیو	028/2025-26	ایک مہینہ	03-07-2026 صبح 11:00 بجے	03-07-2026 صبح 11:30 بجے
02	ایئر کنڈیشننگ	030/2025-26	ایک مہینہ	04-07-2026 صبح 10:00 بجے	04-07-2026 صبح 10:30 بجے
03	ہاؤس ٹیکنالوجی اور بڑے آؤٹ لاکٹس	031/2025-26	ایک مہینہ	04-07-2026 صبح 11:00 بجے	04-07-2026 صبح 11:30 بجے
04	لینن/یوٹیو ایم آؤٹ لاکٹس	032/2025-26	ایک مہینہ	04-07-2026 صبح 11:30 بجے	18-05-2026 صبح 12:00 بجے

ٹینڈر فیس 2000/- روپے ٹینڈر (صرف دو ہزار روپے) کا قابل واپسی بئنک چیک آؤٹ کرنا سنی ٹینڈر "سندھ انسٹیٹیوٹ آف کارڈیو ویکسولر ڈیزیز" کراچی بڈنگ اور کارڈ آؤٹ ڈسٹریکٹ ہاؤس میں درج ہے

پیشکشیں جمع کرنا اور کھلانا ہینڈ آؤٹ S.I.C.V.D. 9th فلور NICL بڈنگ کراچی

ٹینڈر دستاویزات جو ضرورہ فارماز، مفصل تصدیقات/آؤٹ لاکٹس اور شرائط و ضوابط پر مشتمل ہیں اکاؤنٹس ڈیپارٹمنٹ (ٹیلی فون نمبر: 021-9922-5881-90) پیشکش دہندہ کے ریکورڈ لیز کے تحت (S.I.C.V.D. کراچی) سے ٹینڈر اشاعت کے بعد کسی بھی پیم کار کو ہر ایک ٹینڈر کیلئے -2000/- روپے کے پے آؤٹ ڈسٹریکٹ ہاؤس میں ادا کرنا چاہئے۔ 9:00 بجے تک سہ پہر 3:00 بجے حاصل کی جاسکتی ہیں۔ یہ SPPRA ویب سائٹ سے ڈاؤن لوڈ کی جاسکتی ہیں۔

کھل ٹینڈرنگ کارروائی بڈ ریو ای۔ پاک ایگزیکٹو اینڈ ڈیپارٹمنٹس (EPADS) انجام دی جائیگی۔ سپلائر کیلئے ضروری ہے کہ جمع کرانے کی آخری تاریخ تک وہ اپنی پیشکشیں صرف بڈ ریو ای EPADS جمع کرائیں۔ دلچسپی رکھنے والے پیشکش دہندگان کیلئے ضروری ہے کہ وہ ایکٹو بڈنگ بڈ جمع کرانے کے لئے لنک <http://sindh.eprocure.gov.pk/#/supplier/registration> پر ای۔ پاک ایگزیکٹو اینڈ ڈیپارٹمنٹس (EPADS) پر رجسٹر کر لیں۔

ٹینڈر فیس اور بڈ سکورٹی (جیسا کہ صراحت شدہ ہے) "تین" سندھ انسٹیٹیوٹ آف کارڈیو ویکسولر ڈیزیز" کراچی قابل ادا ہوگی اور بڈ ریو ای EPADS اپ لوڈ کر دی جائے۔ پیشکشیں صرف بڈ ریو ای EPADS ٹول کی جائیں گی۔ تاہم سربراہ ہاؤس کا بیڑ جمع ٹینڈر فیس اور بڈ سکورٹی بھی مقررہ تاریخ اور وقت پر طے طور پر جمع کرائی جائے۔ تاہم سے جمع کرائی گئی یا وہ محظوظ نہیں اور سکورٹی کے بغیر ہوں گے سز کر دیئے جائیں گے۔

ٹیکنیکل پیشکشیں، کھلنے کی تاریخ اور وقت پر پیشکش دہندگان یا ان کے جائز نمائندوں کی موجودگی میں دیئے گئے پتہ پر پروڈیورمنٹ کینیڈا کھولے گی۔ ٹیکنیکل طور پر کو ایٹنا پیڈ پیشکشوں کے داخلہ پر پوزیشن پیشکش دہندگان کو پیشگی اطلاع کردہ اور مطلع کردہ تاریخ، وقت اور مقام پر سرعام کھولی جائیں گی۔ تھیل کی صورت میں ٹینڈر ای مقام اور وقت پر آئندہ کام والے روز وصول کئے آکھولے جائیں گے۔

SICVD کراچی کا پتہ محفوظ ہے کہ وہ SPPRA رولز 2010 (ترمیم شدہ تا حال) کے متعلق مندرجات سے مشروط کوئی یا تمام پیشکشیں سز کر دیئے یا بڈنگ عمل کو منسوخ کر دے۔

ایگزیکٹیو ڈائریکٹر


Dated: 16-06-2026
On page: 17
In size: 23 x 4

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National Insurance Company Ltd (NICL) Building,
9th Floor, Abbasi Shaheed Road, Karachi-74400
Tel. No. 021-9922-5881-90

Ref. SICVD/TN/SC/No. 028 & 30-32/25-26

TENDER NOTICE NO: 028 & 30-32/2025-26

Sealed tenders addressed to Executive Director, SICVD, Karachi are invited under Sindh Public Procurement Regulatory Authority (SPPRA) rules, 2010 (amended 2019) from well-reputed Firms/Companies having registration with Federal Board of Revenue (FBR), Income Tax and Sales Tax Departments for following jobs on FOR basis (free delivery at our site or any of SICVD Network Hospitals in Sindh).

S No.	Description	Tender No.	Bidding Procedure	Last Date of Submission of Bids	Opening Date of Technical Bids
01	Supply & Installation of Dry Battery 12V 100AH (UPS Series) with Connecting Cables	028/2025-26	Single Stage One Envelope	03-07-2026 Friday at 11:00 a.m.	03-07-2026 Friday at 11:30 a.m.
02	Procurement of Stationery Items	030/2025-26		04-07-2026 Saturday at 10:00 a.m.	04-07-2026 Saturday at 10:30 a.m.
03	Procurement of House Keeping & General Items	031/2025-26		04-07-2026 Saturday at 11:00 a.m.	04-07-2026 Saturday at 11:30 a.m.
04	Procurement of Linen / Uniform Items	032/2025-26		04-07-2026 Saturday at 11:30 a.m.	04-07-2026 Saturday at 12:00 p.m.

Tender Fees: Rs.2,000/- per tender (Rupees Two Thousand only) Non-Refundable in the shape of Pay Order in favor of institution "SINDH INSTITUTE OF CARDIOVASCULAR DISEASES", Karachi.

Bid Security & Validity: Mentioned in the Bidding Documents.

Submission & Opening of Bids: Head Office SICVD, 9th Floor, NICL Building, Karachi.

Tender documents containing prescribed Proformas, detailed specifications/list of items and terms and conditions can be obtained from Accounts Department (Tel No. 021-9922-5881-90 against request letter of bidder) S.I.C.V.D., Karachi between 09:00 a.m. to 03:00 p.m. in shape of Pay Order of Rs. 2,000/- for each tender on any working day after tender publication. The same can be downloaded from SPPRA website.

The complete tendering process shall be carried out through e-Pak Acquisition & Disposal System (EPADS). Supplier would be required to submit their bids through EPADS only by closing date of submission. Interested bidders are required to register themselves on the e-Pak Acquisition & Disposal System (EPADS) at the link <http://sindh.eprocure.gov.pk/#supplier/registration> for submission of electronic bids.

Tender fee and bid security (as specified) shall be drawn in favor of "SINDH INSTITUTE OF CARDIOVASCULAR DISEASES," Karachi, and uploaded via EPADS. Bids will be accepted only through EPADS; however, sealed hard copies with tender fee and bid security may also be submitted physically on the specified date and time. Late submissions or those without the required fee and security will be rejected.

Technical Bids will be opened by the procurement committee on the opening date and time at the given address in the presence of bidders or their authorized representatives. Financial proposals of technically qualified bids shall be opened publicly at a date, time and venue announced and communicated to the bidders in advance. In case of holiday, the tender shall be opened / received on the next working day at the same place and time.

SICVD-Karachi reserves the right to reject any or all the bids or cancel the bidding process subject to relevant provisions of SPPRA Rules 2010 (amended up to date).

EXECUTIVE DIRECTOR

