

**ANNUAL PROCUREMENT PLAN OF OTHER MISCELLANEOUS AND UNIFORM & LIVERIES ITEMS.
FOR THE FINANCIAL YEAR 2026-27.
OFFICE OF THE DISTRICT HEALTH OFFICER SHAHEED BENAZIRABAD**

Sr#	Description of Procurement	Required Quantity	Estimated Total Cost	Source of Funds (ADP/Non ADP)	Propose Procurement Method	Time of Procurement / Tentative				Remarks / Method
						1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	
01	Procurement of Other Miscellaneous and Stationery Printing Items.	As per required	2.208 (M)	Non ADP	Single Stage Two Envelop		✓	✓	✓	E-Bids through E-Pak Acquisition and Disposable System (EPADS)


 DISTRICT HEALTH OFFICER
 SHAHEED BENAZIRABAD

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GOVERNMENT OF SINDH
HEALTH DEPARTMENT
(PROCUREMENT MONITORING & INSPECTION CELL)

NOTIFICATION

No. SO(PM&I)/2026-27/F.126/(DHO-SB): A Procurement Committee under Rule-7 of Sindh Public Procurement Rules 2010 (Amended up-to-date) is hereby constituted for procurement of Drugs / Medicine (15% L.P.) (other than items already approved under Frame Work Contract) / Miscellaneous Items / Medical & Laboratory Equipment / Uniform & Liveries / Stationary / Printing / Consumable Items / Repair of Transport & Furniture for the District Health Office, Shaheed Benazirabad for the financial year 2026-27.

01	District Health Officer, Shaheed Benazirabad.	Chairman
02	Representative of Deputy Commissioner, Shaheed Benazirabad.	Member
03	District Population Welfare Officer, Shaheed Benazirabad.	Member
04	Representative of Medical Superintendent PMC Hospital Nawabshah.	Member
05	Pharmacist, DHO office.	Member

TORs:

- The TORs/ Functions / Responsibilities of the Procurement Committee in accordance with Rule-8 of SPP Rules 2010 shall be as under:
- 1) Preparing and /or Reviewing bidding documents.
 - 2) Carrying out technical as well as financial evaluation of the bids;
 - 3) Preparing evaluation report as provided in Rule-45;
 - 4) Making recommendations for the award of contract to the competent authority; and
 - 5) Perform any other function ancillary and incidental to the above.

SECRETARY HEALTH
GOVERNMENT OF SINDH

No. SO(PM&I)/2026-27/F.126/(DHO-SB):

Karachi dated, the 18th August 2026

Copy forwarded for information and necessary action to:-

1. The Managing Director, Sindh Public Procurement Regulatory Authority, Karachi.
2. The District Accounts Officer, Nawabshah Distt. Shaheed Benazir Abad.
3. The Chairman & all members of the Committee
4. PS to Minister, Health & Population Welfare Department, Govt. of Sindh, Karachi.
5. PS to Secretary Health, Govt. of Sindh, Karachi.
6. PS to Additional Secretary (PM&I), Health Department, Govt. of Sindh, Karachi.



(Signature)
(DEEN MUHAMMAD ABRO)
SECTION OFFICER (PM&I)



GOVERNMENT OF SINDH HEALTH DEPARTMENT

NOTIFICATION

No. SO(PM&I)/2026-27/F.126/(DHO-SB): A Complaint Redressal Committee under Rule-31 of Sindh Public Procurement Rules 2010 (Amended up-to-date) is hereby comprising the following Officers for scrutinizing the complaints of aggrieved bidders against tender invited by the District Health Office, Shaheed Benazirabad for the financial year 2026-27.

01	Director Health Services Nawabshah, District Shaheed Benazirabad.	Chairman
02	District Accounts Officer, District Shaheed Benazirabad.	Member
03	Independent Professional of relevant field.	Member

ToR's:

- To scrutinize the complaints from the aggrieved bidders and decide the cases strict in accordance with SPP Rules 2010.

SECRETARY HEALTH
GOVERNMENT OF SINDH

Karachi, dated, the 18th August 2026

No. SO(PM&I)/2026-27/F.126/(DHO-SB):

Copy forwarded for information and necessary action to :

- The Managing Director, Sindh Public Procurement Regulatory Authority Karachi.
- The District Accounts Officer, Nawabshah Distt. Shaheed Benazir Abad.
- The Chairman and all members of Complaint Redressal Committee.
- PS to Minister Health Govt. of Sindh, Karachi.
- PS to Secretary, Health Department, Govt. of Sindh, Karachi.
- PS to Additional Secretary (PM&I), Health Department, Govt. of Sindh, Karachi.



[Signature]
(DEEN MUHAMMAD ABRO)
SECTION OFFICER (PM&I)

**OFFICE OF THE DISTRICT HEALTH OFFICER
SHAHEED BENAZIRABAD**



BIDDING DOCUMENT

Bidding Documents for Procurement of Other
Miscellaneous and Stationery Printing Items.

FINANCIAL YEAR 2026-27.

Issued to M/s _____

*Due on 06-10-2026 at 01:30 PM in the Office of the District Health Office,
Sakrand Road Nawabshah, District Shaheed Benazirabad.
(Single Stage – Two Envelope Procedure)*

OFFICE OF THE DISTRICT HEALTH OFFICER SHAHEED BENAZIRABAD


**DISTRICT HEALTH OFFICER
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SALIENT FEATURES OF THE TENDER

1.	Name of Work & Address	Procurement of Other Miscellaneous items for the use of DHO Office and various Health Facilities of District Shaheed Benazirabad.
2.	Time & Date of issue of Tenders	From the date of publishing to one day before opening of Technical Proposal, during office hours. It should be (As mentioned in Notice inviting tender).
3.	Place of Issuance of Tender	Office of the District Health Officer Shaheed Benazirabad
4.	Date of pre-bid meeting	In case requested by bidders or informed by Procuring Agency. Mentioned pre-bid meeting date if any application received considered for discuss same mentioned date.
5.	Method of opening of Tender	Single Stage – Two Envelopes; as per SPPRA-Rules2010 (Amended up-to-date) on online EPAD system.
6.	Date & Time of Submission of Tenders	As published in newspapers It should be (As mentioned in Notice inviting tender).
7.	Date & Time of Opening of Tenders / Technical Proposals	As published in newspapers/ on EPAD system It should be (As mentioned in Notice inviting tender).
8.	Date of Opening of Financial Proposals	As informed by the Chairman of Procurement Committee to all participants
9.	Venue of submission & opening of Tenders	Office of the District Health Officer Shaheed Benazirabad
10.	Validity of Tenders	90 days as per Sindh Public Procurement Rules, 2010 (Amended till date).
11.	Amount of Earnest Money/Bid Security	Fixed Bid Security on each quoted item amount in shape of Pay order / Call deposit from each schedule Bank in favor of District Health Officer Shaheed Benazirabad to be submitted along with Financial Proposal and also attached photo copy without showing amount of that pay order else the offer will be rejected.
12.	(a) Contract Agreement Stamp Paper requirement for Agreement	The Contractor shall enter & execute a formal Agreement as per the "Form" annexed with such modification as may be necessary. - Rs. 0.35% of the Contract Value or as prescribed by Government Laws.
13.	Release of Earnest Money/Bid Security	To un-successful bidders, after financial bid is opened or technical bid is rejected. Earnest Money will be released to successful Bidder after purchase order is released but after 5% Security Deposit submission.
14.	Security Deposit	5% Security Deposit in the shape Pay Order/Bank Guaranty will be submitted by Contractor to Procuring Agency. Bank Guarantee of equal amount will also be acceptable.


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15.	Release of Security Deposit	After completion of procurement process.
16.	Variation in Contract Price	No variation in price shall be allowed on any ground including currency fluctuation/variation or whatsoever.
17.	Discrepancy	If there is any discrepancy between Salient Features of Tender /Bidding Documents and respective contents mentioned elsewhere, Salient Features / Terms & Conditions and Additional Terms & Conditions of Tender will govern.
18.	Taxes	All taxes will be deducted as per prevalent laws of Country.
19.	Criteria for bid evaluation.	Merit Point Evaluation (Most Advantageous Bid) The items ranked highest in merit points (obtained through and based on technical and financial evaluation) shall be considered as most advantageous bid.
20.	Award of Contract	The Procuring agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the Most Advantageous Bid , provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.


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TERMS & CONDITIONS OF TENDER

1. The Contractors responsible for **Supply of Other Miscellaneous and Stationery and Printing Items**. So, the Contractors should take into account all such expenditures while quoting the bid.
2. **In Technical Bid**, the bidder must provide original data sheet, technical brochure, and all other relevant documents, along with copy of Pay Order / Bank Draft / Bank Guarantee without showing the amount figure otherwise, the bid will be ignored/rejected. The technical evaluation will be done on the basis of criteria given in tender document.
3. **In Financial Bid**, the vendor should mention financial offer along with scanned copy of Pay Order / Bank Draft / Bank Guarantee of Fixed bid security quoted items in favor of, **District Health Officer Shaheed Benazirabad, Bid Security (in Original)** must be submitted in sealed envelope to the procuring Agency before opening of tender.
4. The disclosure of firm's price at the time of opening of Technical bid will result in the rejection of the bid.
5. No tender will be entertained without earnest money. The earnest money will be forfeited to Government Treasury, in case of non-submission of security money within **seven (7) days** of receipt of the offer letter.
6. **For Single Stage Two Envelope Sections of the tender**, first scrutiny of Technical Bids will be performed by the Procurement Committee. Financial Bids of only those firms will be opened who are qualified technically.
7. The vendor has to quote only one rate for each item as per tender specifications. Hand written tenders or any over writing, cutting, should be signed.
8. Vendors should quote the items they intend to supply.
9. The bidder shall submit with the bid, an **Undertaking** on Non-Judicial stamp paper of Rs.50/- duly attested by Oath Commissioner, stating that the item will be supplied brand new, free from defects as per required specification.
10. If it has been found that the information submitted by the bidder regarding his qualification and professional, technical, financial, legal or managerial competence as supplier / contractor is / was false and materially inaccurate or incomplete at any stage, then the bidder will be disqualified.
11. Suppliers / Contractors will be responsible for supply at consignee end, free of cost and also responsible for free installation work, if required.
12. Items will be handed over to the Store Keeper will be handed over to Store Keeper **Office of the District Health Officer Shaheed Benazirabad**. (Price escalation will not be allowed.)
13. If vendor doesn't supply items in accordance with the supply order or fails to supply according to terms and conditions or in case of any other default, the Performance Security and Security Deposit would be forfeited and further action as per SPPRA rule would be taken against such vendor.
14. If the supplier fails to give supply and install within the stipulated period, Liquidated charges will be imposed.
15. The decision once taken will be final and will not be challenged in any Court of Law.
16. A copy of Income Tax and GST Registration Certificate should be attached along with Technical Bid.
17. The bidder shall furnish copy of ATL (Active Tax Payer List certificate).
18. Copy of valid Professional Tax (Excise & Taxation) Certificate, Income Tax Certificate and GST Registration Certificate should be attached with the technical bid.
19. The bidder shall furnish three years Income Tax Return Certificate.


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- 21 Conditional Tender(s) against the Government rules and non-compliance of instructions mentioned in Tender Form & Hand written tender(s) will not be entertained.
- 21 The right to reject or accept any / all tender(s) as per SPPR-2010 (Amended up to date).
- 22 Bids shall remain valid for 90 days after the date of bid opening and same may be extended in terms of Rule 38 (2) (3) (4) of SPPRA Rules.
- 23 Bid should be inclusive of all Government taxes (if applicable) and the same will be paid by the Contractor except withholding tax and 0.35% Stamp Duty.
- 24 The bid security will be forfeited to the Government, if the bidder withdraws his bid after opening and before the expiry of the bid validity period or fails to sign the contract in stipulated time if the bid is accepted.

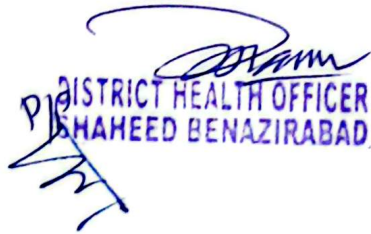
I / We agree to above mentioned terms & conditions:

Name of Contractor _____ Signature _____

(CNIC NO _____ (Copy must be attached).)

Full Address _____

Rubber Stamp _____


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DOCUMENT CHECKLIST

Please review the following list of all documents to be enclosed with the Technical Proposal. Non-submission of any one of the following documents will lead to disqualification and no further assessment of tender will not be done hence "TECHNICALLY REJECTED".

S.NO	DOCUMENT DESCRIPTION	YES / NO	PAGE #
1.	Tender Purchase Receipt (Original)		
2.	Bid Security (Copy with value hidden in Technical Proposal; Original in Financial)		
3.	Bidding Documents (Duly filled, Signed & Stamped by Bidder)		
4.	Technical Proposal on Bidder's Letter head.		
5.	Original affidavit on Non-Judicial stamp paper of Rs. 100/-regarding not black listing of firm		
6.	Income Tax Registration Certificate		
7.	GST Registration Certificate		
8.	Professional Tax Certificate (Sindh)		
9.	Proof of financial soundness (Bank certificate) Minimum Rs. 3.00(M) last year turn over		
10.	Bank Account Maintenance Certificate		
11.	Income Tax Returns (last 3 years)		
12.	Sample of quoted item should be provided at the time of opening of technical bid otherwise tender will be rejected.		
13.	Documentary Prof of 03 years' Experience in relevant field		

BIDDER'S DETAILS FOR NOTICE PURPOSES

Bidder Name:	
Address:	
Tel No.	
Fax No.	
Contact Person Name:	
Mobile No.	
Email Address:	


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P.R.S. NAHEED BENAZIRABAD

Note:

EVALUATION CRITERIA

Financial proposal must be submitted on company letter head duly signed and stamped. Bidder is required to type their offer in figure and as well as in words of the total amount; else the offer would be rejected.

EVALUATION/QUALIFICATION

1. The procuring agency reserves the right to evaluate and compare the bids on itemized basis OR on basis of a group of similar nature goods OR goods compatible with each other.
2. The following merit point system for weighing evaluation factors/criteria will be applied for technical proposals.
3. Bidders achieving minimum 70% marks will be considered as qualified beside compliant of all mandatory clauses. Documentary evidence must be attached in support of each parameter.
4. Any Bid not meeting the mandatory requirements of evaluation criteria will be disqualified /rejected straight away and will not be considered for further evaluation.
5. Provide website link of product certification for online verification.

S#	PARAMETERS/SUB-PARAMETERS	Total Marks
A. PRODUCT EVALUATION		
1	Conformity to the Purchaser's Specifications (Mandatory)	50
1.1	Fully compliant with the required specifications	50
1.2	Compliant with minor deviation (up to 5% subject to main function is not affected)	40
1.3	Compliant with minor deviation (up to 10% subject to main function is not affected)	30
1.4	Non-compliant to required specifications	Disqualify
B. BIDDER EVALUATION		
2.	Past Experience/ Performance	20
2.1	Bidder's prior experience for supplying the same nature of product . Performance certificate of at least 03 public hospitals having minimum 3 years' Experience along with and Supply order/ Purchase Order of the firm in last 3 years, on letter head, signed and stamped by the Head of institution of public sector.	10
2.2	Bidder's prior experience for supplying the same nature of product . Performance certificate of at least 03 reputable private hospitals having minimum 3 years' Experience along with Supply order/ Purchase Order of the firm in last 3 years, on letter head, signed and stamped by the Head of institution of private sector.	10
3.	Turnover total during last three (03) financial years(Audited Statements of Accounts and Income Tax Return Forms must be attached as supporting documents)	30
3.1	Turnover last 3 years equal or above PKR 12 million	30
3.2	Turnover last 3 years equal or above PKR 10 million	25
3.3	Turnover last 3 years equal or above PKR 9 million	20
3.4	Turnover last 3 years below PKR 9 million	00
TOTAL MARKS BIDDER EVALUATION (B)		50
GRANDTOTAL (A+ B)		100


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BIDDER EVALUATION CRITERIA

Bid found to be responsive with maximum accumulative points (Technical + Financial) shall be accepted as the **most advantageous bid** as per SPPR, 2010 (Amended up to date).

Bids will be evaluated on the basis of following evaluation criteria.

A. TECHNICAL EVALUATION

- i) Technical evaluation has 70% weightage
- ii) Bids will be evaluated on a Bidder's capacity and capability to undertake supplies and on quoted item quality, performance and conformity to the required specifications.
- iii) Technical capacity of a bidder includes availability of workshop, tools, technical staff, number of installation and experience in the province of Sindh for prompt services to Karachi Division. Past performance of the bidder at District Health Officer Shaheed Benazirabad will also be reviewed.
- iv) A bidder must achieve a minimum of 70 points out of total 100 points in technical evaluation, to be considered for financial evaluation.

B. FINANCIAL EVALUATION

- i) Financial evaluation has 30% weightage.
- ii) Only financial proposal of bidders with responsive technical proposal will be opened. Financial proposal of bidders who do not meet required mandatory documents and minimum 70 points out of total 100 points in technical evaluation will be returned unopened.
- iii) Bidder who has offered the lowest value for the item will get 30 points.


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S.#	Name of The Articles	No / Qty	Qty Required	Amount Per Unit	Fixed Bid Security
Section A: Other Miscellaneous Items.					
1.	Broom Bans 500 Gram	Per No	20 Nos		6,387/-
	Broom Sar 500 Gram	Per No	20 Nos		
	Toilet Cleaner 500 ml (Harpic / Domex or equivalent)	Per No	30 Nos		
	Lock Medium Size 2"(Tri Circle or equivalent)	Per No	20 Nos		
	Lux Soap / Safe Guard or equivalent 85g	Per Soap	100 Nos.		
	Hand Wash (Life Buoy / Safe Guard or equivalent)	Per No	100 Nos		
	Phenyl Concentrated 425ml Typhon/Finis or equivalent	Per Bottle	100 Nos		
	Room Spray / Air Freshener 300 ml (Best Quality)	Per Bottle	200 Nos		
	Spray Oil 400 ml Finis/ Typhon or equivalent	Per No	100 Nos		
	Tissue Paper 2Ply, 275X2 500 Sheet (Rose Petal / Hankies or equivalent)	Per Box	200 Nos		
	LED Bulbs 28 W (Philip / Osaka or equivalent)	Per No	200 Nos		
	Dish Washer Liquid (Vim / Lemon Max or its equivalent) Medium size.	Per No	50 Nos		
	Plastic Beg for 10 ltrs dustbin	Per No	100 Nos		
2.	Mobil Oil Diesel 4ltr (Delo Gold or its equivalent)	Per No	50 Nos		18,900/-
	Mobil Oil Petrol 4ltr (Delo Gold or its equivalent)	Per No	50 Nos		
	Oil Filter (Diesel)	Per No	50 Nos		
	Oil Filter (Petrol)	Per No	50 Nos		
3.	Cartridge for Printer (HP Laser jet M507)	Per No	02 Nos		1,550/-
	Cartridge for Printer (HP Laser jet M506)	Per No	02 Nos		
	Cartridge for Printer (HP Laser jet 400 M401 dne)	Per No	02 Nos		
Section B: Stationery and Printing Items					
1.	Crystal Ball Pen Blue, Black, Red	Pkt	50 Pkt		3,288/-
	Ball Point	Pkt	200 Pkt		
	Correction Pen (White).	Each	100		
	Transparent Sheet for Binding	Each	300		
	Binding Tape	Each	50		
	Gum Stick	Each	100		
	White Paper for computer Legal Size 80G	Rim (500 paper)	20 Rim		
	White Paper for computer A4 80G	Rim (500 paper)	100 Rim		
2.	Printing of Office File with DHO Office monogram	Each	2000 Nos		2,160/-


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CONTRACT FORM

1. I/We _____, by caste _____ R/O _____ bound myself / ourselves to supply the said item to the **District Health Officer Shaheed Benazirabad** during the financial year 2026-27 to until further orders. The articles are shown in tender form and the rates are specified against each. The articles shall be of the best quality. The decision of the District Health officer In-charge authorized by him to act on his behalf (therein called the said officer) in regard to the quality and kind of the articles shall be final and binding upon me / us.
2. The supplies shall be delivered whenever required in the presence of the said officer or his representative and myself/ ourselves or my /our authorized agent my / our agent / agents shall be responsible person/persons and his / their name shall be known to the said officer in case it is discovered otherwise this contract /tender will be cancelled and security money forfeited.
3. Should any delay occur on my / our part or should I / We / Our agent fail to supply the articles at he given time and place the said officer may purchase them from the Market out of my / our security deposit and the differences between the contract and Market rate shall be paid well by me / us.
4. The security money deposited by me /us shall be returned to me / us after successful completion of the contract and on my/our furnishing the usual No demand certificate.
1. Tender from shall be accompanied by Earnest money @ 2.5% as per tender form in shape of Call Deposit / Pay Order.
6. I will supply all the items as offered by me in Tender during the financial year at same rate and cost without delay/fail.
7. The articles / stores will be delivered upon proper receipt signed by the authorized officer on the delivery challan. The original challan will be attached with the bills.
8. The District Health Officer Shaheed Benazirabad reserves the Right to cancel the part or whole Tenders without any reasons.
9. I / We perfectly understand all the above conditions and general directions to the contractor. I /we bind myself/ ourselves to abide by them and I /we also understand my/our contract, is liable to terminate in case of breach of any of the terms of contract. In that case my/ our security deposit will be forfeited by the District Health Officer Shaheed Benazirabad.
10. The District Health Officer Shaheed Benazirabad reserves the right to increase or decrease the quantity of any item of schedules as and when it is deemed necessary without assigning any reason.


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11. Delivery orders will be supplied within the stipulated date and time as given in the order, failing which security money will be forfeited.
12. In case of late delivery penalty of 2% of the total cost of the ordered items will be imposed after the expiry of the given period.
13. The District Health Officer Shaheed Benazirabad reserve the right to impose the following penalties for any breach of the contract by bidders.
 - (a) Forfeiture of the Security money
 - (b) Forfeiture of payment
 - (c) Black listing of the firm
14. I / We shall abide by the General Sales Tax rules as applicable.
15. The approved bidder(s) has/have to deliver the material on F.O.R basis at District Health Officer Shaheed Benazirabad.
16. Income Tax, GST and SST will be deducted as per rules, on the purchase / Services.
17. The bid will be valid for **nineteen (90)** days from the date of opening of the tender.

IN WITNESS whereof the parties here to have caused this Agreement executed the day and year above written

Signed, sealed, delivered by _____ the (for the Procuring agency.

Signed, sealed, delivered by _____ the (for the Supplier).


P/R
DISTRICT HEALTH OFFICER
SHAHEED BENAZIRABAD
