



Government of Pakistan  
PAKISTAN ORDNANCE FACTORIES  
TENDER ENQUIRY

TO

Dear Sirs,

Reference: TENDER ENQUIRY NO. 4145-EM (Svc & Maint.)-25(03)-LP-PUR-HOSP,  
**DATED 31.03.2026.** You are requested to submit quotation for Svc & Maint. of dialysis  
Machines as per Schedule to the Tender. Offer should be sent duly sealed in an  
envelope. Please note the following instructions for filling t'he tender:

1. SUBMISSION OF TENDER

- 1.1 TENDERS WILL BE OPENED AT 1000 HOURS ON 28 APRIL 2026 IN  
BID CENTER ADJACENT TO RABITA HALL POF WAH CANTT AND  
MUST REACH BID CENTER ON OR BEFORE 0930 HOURS ON DUE  
DATE. The tender received late will not be entertained. You may witness  
the opening of the tender if you so desire. If a representative is deputed,  
he should bring a letter of authority from you.
- 1.2 Only one tender should be included in one envelope. The outside of the  
envelope should be inscribed with:-

Tender Enquiry No: 4145-EM (Svc & Maint.)-25(03)-LP-PUR-HOSP

Tender to be opened on 28 APRIL 2026 AT 10:00 Hrs

The Bids received by Post will endorse following address:

Bid Center Adjacent to Rabita Hall POF Wah Cantt

In addition to it, the bids" By Hand "will also be received in the Bid Center  
till 30 mints before the time of Bid opening. No Bid will be received in  
POF Hospital.

Tender in favour of: DY. COMMNADANT-POF-HOSPITAL  
POF WAH CANTT (PAKISTAN)

- 1.3 If envelope does not indicate reference of T.E or received late the same  
may be returned un-opened.

2. GENERAL INSTRUCTIONS REGARDING PREPARATION OF QUOTATIONS

- 2.1 For materials, the prices should be filled in column 5 and delivery date in  
column 6 of the schedule to this Tender Enquiry. The undertaking should be  
signed at the bottom of the Schedule, which shall form the Quotation. You  
may use a separate sheet if necessary.

- 2.2 For Plant and Machinery, you are required to quote in two parts:  
**Part I "Technical Offer"**: It should exclusively give technical details and literatures/brochures of the offered plant, machinery and equipment; validity date; delivery schedule; and signed undertaking given on the schedule to this Tender Enquiry. It must not indicate price, costs etc.  
**Part II "Commercial Offer"** It should indicate the commercial Terms e.g. price, terms of payment, mode of payment, mode of supply.  
 Each part should be placed in a separate sealed cover. The envelopes should be inscribed with: Part I "Technical Quotation without price" and Part II "Commercial Quotation with Price."
- 2.3 The quotation must remain valid for, at least 90 days from the date of opening of commercial tenders.
- 2.4 The quotation should hold good for any reduced or enhanced quantities without notice.
- 2.5 In the event of non-acceptance of offer, intimation may be given to the Tenderers on their request.
- 2.6 Conditional offers or alternative offers are likely to be ignored.
- 2.7 Quotations should be based on: -  
 F.O.R. station of Dispatch basis, i.e. delivered free on rail, inclusive of packing and forwarding charges. The stores will be booked under Military Credit Note, to be provided by the purchaser.  
 and/or  
 Free delivery at POF's stores at POF Hospital, Wah Cantt
- In this case Octori duty will be payable by the supplier.
- 2.8 Taxes and Duties etc. where applicable, must be shown separately, quoting reference to Registration No. in cases of Sales Tax and relevant authority in the case of others. Offer without these clarifications and inclusive of Taxes and Duties may be ignored.
- 2.9 Taxes and duties levied on or after Tender opening date or on or after the date offer was signed and dispatched will be allowed to include in the offered rates.
- 2.10 "Suppliers will furnish a certificate, issued by Excise & Taxation Deptt, that he has cleared all Professional Tax payable by him" offers received without this certificate will be rejected.
- 2.11 If the requisite information is not furnished on the T.E forms or offer received is not conformity with the requirement of the T.E such offer shall be ignored
- 2.12 Suppliers will render necessary information regarding hazardous effects on environment, of the materials/products supplied by them, in their quotations and shipping/dispatch documents.

### 3. INSPECTION

- 3.1 Supplies shall be subject to the inspection and acceptance by the competent inspection authority nominated by the Purchaser, who will arrange it at his own cost. Inspection facilities such as tools, test equipment, instruments etc will, however, be provided by the Suppliers in accordance with the relevant specifications.
- 3.2 Where considered necessary by the Purchaser, stores may be obtained on Warranty/Guarantee, subject to inspection on receipt. Rejected stores will be removed and replaced with the acceptable stores by the Supplier at his own expense, within a specified time.

### 4. TENDER FEE

The tender must be accompanied by a non-refundable fee by means of a crossed postal order/pay order for Rs 500/- in favour of Director Admin POFs Wah Cantt.

#### 4.1 TENDER SAMPLE

Where required, offer must a company tender sample, strictly according to the description and specification given in Tender Enquiry. Offer not accompanied by tender sample will NOT be entertained excepting the established and reputable firms who have either previously satisfactorily supplied the same or similar stores or have submitted an acceptable sample thereof against previous T.E.

### 5. BID MONEY

Bid Money as per following detail, should accompany the tender in the shape of Deposit at Call Receipt / Pay Order / Banker's Cheque, from a scheduled Bank drawn in favour of:- DY. COMMANDANT POF HOSPITAL WAH CANTT.

5.1 Registered / indexed firms incl foreign firms - 2% of quoted value subject to max ceiling of Rs. 0.50 M.

5.2 Registered / un-indexed firms incl foreign firms - 03% of quoted value subject to max ceiling of Rs. 0.75 M.

5.3 Unregistered Firms incl foreign firms - 5% of quoted value subject to max ceiling of Rs. 1.00 M.

5.4 Govt. organization/ production units/state owned enterprises/ welfare projects of Svcs HQ - Rs. 0.50 M.

5.5 Earnest money will be returned to un successful (less first three lowest quote firms) bidders on opening of commercial offer.

5.6 Earnest / bid money will be returned to successful bidder on submission of unconditional BG.

## 6. ACCEPTANCE OF OFFERS

6.1 The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.

6.2 Procuring agency shall incur no liability, solely by virtue of its invoking sub-rule (1.1) towards suppliers or contractors who have submitted bids or proposals.

6.3 Notice of the rejection of all bids or proposals shall be given promptly to all suppliers or contractors that submitted bids or proposals

## 6.2 PERFORMANCE BOND

(a) The successful bidder shall provide Performance Bond as per POF Purchase Procedure in vogue according to the value of contract in the form of a Deposit At Call Receipt from a scheduled Bank; or, an un-conditional Bank Guarantee valid for 12 months on a prescribed format. The Performance Bond will be in favour of C.M.A. POF Wah Cantt. It will be returned on satisfactory completion of the contract.

(b) If the Supplier fails to furnish the Performance Bond within the specified time, such failure will constitute a breach of the contract and the Purchaser shall be entitled to make other arrangements for purchase of the stores at the risk and expense of the Supplier.

6.3 Performance Bond from State owned organizations may be waived off at the discretion of the Purchaser.

## 6.4 FAILURE TO SUPPLY THE STORES

All deliveries must be completed by the specified date. If the failure to deliver the stores within the scheduled time should have arisen from "Force Majeure", which the Purchaser may admit as reasonable ground for further time, he will allow such additional time as he may consider to have been required by the circumstances of the case. Otherwise, he will be entitled, at his discretion, to cancel the contract; and/or, claim liquidated damages upto 2% but not less than 1% of the contract price of the items and their quantities for each and every month or part of a month, beyond the specified delivery date, during which these may not be delivered, subject to a maximum of 10% of the total contract value of the particular stores which remained unsupplied either in part or in full: or, to purchase, from elsewhere, the unsupplied stores at the risk and cost of the Supplier.

## 6.5 PAYMENT

a.

CMA (POF) Wah Cantt will make payment on quarterly basis through crossed cheque on submission of following documents;

(a). Pre-Receipted Contractor's Bill in triplicate duly completed

(b) Professional Tax Certificate of Punjab Province for CFY duly attested by

Gazetted Officer (c) Copy of accepted contract duly signed and stamped by the firm (d) Original Sales Tax Invoice along with 01 attested copy (e) NTN Certificate (duly attested by Gazetted Officer) (f) ATL (Active Tax Payer List) of FBR (g) Part Supply / Part Payment is allowed.  
(h) Satisfactory performance report to be submitted by Manager E.M deptt in triplicate duly countersigned by End user of the Machine.

- b. Payment of duties / Taxes including professional tax (where applicable) must be supported by proof of having paid these to concerned Govt. Taxation Deptt:

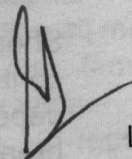
#### 7. SECURITY OF INFORMATION

The tenderer and his employees must not communicate any information relating to the sale/purchase of stores under this enquiry to any person other than the manufacturer or to any press or agent not authorized in writing by POFs to receive it.

Please return the Schedule to the Tender duly signed by the specified date, along with the specifications drawings etc. if any, enclosed herewith - even if you are unable to quote.

**WARNING** In case the firm abstain from making offers or fail to return/acknowledge the tender form by the specified date on three consecutive occasions, no further tender enquiry may be issued to them and their names would be liable to remove from the approved list.

Yours faithfully,



Lt.Col.

(Salman Hyat Khan)

Dy Commandant POF Hospital  
for PAKISTAN ORDNANCE FACTORIES

**PAKISTAN ORDNANCE FACTORIES**

**SCHEDULE TO TENDER ENQUIRY NO. 4145-EM (Svc & Maint)-25(03)-LP-PUR-HOSP  
DATE 31.03.2026.**

**(1) FOR MATERIALS**

Item No	Description with Spec etc.	Unit	Qty.	Price Figure	Price in Words	Delivery Date
1.	<b>DETAIL OF MACHINERY.</b> Service & Maintenance Contract of HEMODIALYSIS MACHINES (GAMBRO) (Model: AK-96 (without parts) Make: Gambro, Singapore Serial No: i. 21444 ii. 21445 iii. 33723 iv. 33726 <b>Specifications:-</b> (Attached as Annexure-A)	No.	04			Service required as per scope of work (Attached) & Schedule

**(2) For Services & Maintenance: -**

**(SPECIAL CONDITIONS ATTACHED AS ANNEXURE-B).**

**(3) Undertaking**

Should our offer be accepted, we hereby undertake to supply the stores/render the services contracted on the basis of Conditions of Contract embodied in Form POF 1280, and to deposit the performance bond within the prescribed time, failing which it will constitute a breach of contract, and POF will have the right to purchase the stores/services elsewhere at our risk and cost.

Place \_\_\_\_\_

Signature of the Tenderer \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Address \_\_\_\_\_

Income Tax G.I.R No. \_\_\_\_\_

GMA (POF) Wah Cantt will make payment on quarterly basis through crossed cheque on submission of following documents

(a) Pre-Receipted Contractor's Bill in triplicate duly completed

(b) Professional Tax Certificate of Punjab Province for G.F.Y duly attested by

**TERMS & CONDITIONS FOR SERVICE & MAINTENANCE CONTRACT (WITHOUT PARTS) OF DIALYSIS MACHINES (QTY 04 NOS) FOR FY 2026-27 & 2027-28.**

**SCOPE OF WORK:**

<b><u>NOMENCLATURE</u></b>	<b><u>QTY (04 NOS)</u></b>	<b><u>SERVICE PERIOD: (02 YEARS)</u></b>	
	<b><u>Scope of Work</u></b>	<b><u>Schedule</u></b>	<b><u>Scope of Work</u></b>
Hemodialysis Machines Model AK-96 Make Gambro, Singapore  <b>Serial No:</b> i. 21444 ii. 21445 iii. 33723 iv. 33726	Chemical Disinfection	Every 15 days	<ul style="list-style-type: none"> <li>Complete disinfection program to be followed as per OEM Standards</li> <li>End-User/ Deptt has to spare the machines.</li> </ul>
	Calibration/Problem	As & when required	Special calibration set like simulator, start box & trim adopter must available with the firm.
	Replacement of minor parts, O-ring, tubing etc.	As & when required	<ul style="list-style-type: none"> <li>Minor parts will be replaced by firm on required basis.</li> <li>Hospital will purchase all major parts but firm is responsible to install / replace them, as &amp; when required.</li> </ul>
	Emergency deal	Any time (On call basis)	-
	Annual servicing	Bi-annually	02 visits per year
	Preventive Maintenance	Twice a month	<ul style="list-style-type: none"> <li>24 visits per year.</li> <li>Firm will submit service report on each visit/PPM.</li> </ul>

**Other Terms**

FHA

- i. Service provider authorization certificate to be attached with bid.
- ii. Dedicated / Trained Engineers shall be deputed for POF Hospital with dedicated service reports.
- iii. Firm to provide certificate for 24/7 support on service /complaint call
- iv. Firm to ensure 100% uptime throughout tenure of service contract
- v. Payment shall be made on quarterly basis upon receipt of service / PPM report + satisfactory performance report submitted by Electromedical deptt.

**ANNEX "B"**

**SPECIAL CONDITIONS**

1.	QUOTATION MUST BE PREPARED AS PER CONDITION NO.2.2 OF T.E PART-1 "TECHNICAL OFFER" IT SHOULD EXCLUSIVELY GIVE TECHNICAL DETAILS AND LITERATURE/BROUCHERS OF THE OFFERED PLANT, MACHINERY AND EQUIPMENT. VALIDITY DATE, OR SERVICE & MAINTENANCE, SCHEDULE AND SIGN UNDERTAKING GIVEN ON THE SCHEDULE TO THIS TENDER INQUIRY. IT MUST NOT INDICATE PRICE, COST ETC. IN PART-II COMMERCIAL TERMS e.g, PRICE IN RUPEES, TERMS & CONDITIONS AND PAYMENT TERMS BE MENTIONED. EACH PART SHOULD BE PLACED IN A SEPARATE SEALED ENVELOP. THE ENVELOPES SHOULD BE INSCRIBED WITH PART-I "TECHNICAL QUOTATION WITH OUT PRICE" AND PART-II "COMMERCIAL QUOTATION WITH PRICE."
2.	TENDER FEE AND EARNEST MONEY MAY BE PLACED IN SEALED SEPARATE ENVELOPS.
3.	ONLY REGISTERED SUPPLIERS (WITH SALES TAX) AND INCOME TAX DEPTT) WHO ARE ON ACTIVE TAXPAYER LIST (ATL) OF FBR ARE ELIGIBLE TO SUPPLY GOODS, SERVICES TO GOVERNMENT DEPARTMENT.
4.	THE PAYMENT TO REGISTERED PERSON MAY BE LINKED WITH THE ACTIVE TAXPAYER STATUS OF THE SUPPLIER AS PER FBR DATA BASE. IF ANY REGISTERED SUPPLIER IS NOT ACTIVE ON ATL HIS PAYMENT SHOULD BE STOPPED TILL THE MANDATORY RETURNS AND APPEARS ON ATL OF FBR.
5.	SUPPLIER WILL ENSURE TO PROVIDE DOCUMENTARY EVIDENCE AT THE TIME OF PAYMENT THAT STAMP DUTY @ 0.25% OF TOTAL VALUE OF CONTRACT HAS BEEN PAID.