

RESTD

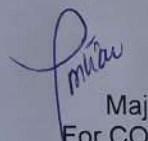
4 Mtn Med Bn
C/O Pak A Code No. 54
No. 806 / MS
Jun 2026

To: _____

Subj: **Registration of Firms**

It is intimated that following additional documents are required for registration of your firm with this battalion.

1. Photographs of proprietor duly attested - 01 Copy
2. Photocopy of CNIC of proprietor duly attested - 01 Copy
3. Photocopy of NTN Certificate - 01 Copy
4. Photocopy of Professional Tax Certificate CFY - 01 Copy
5. Photocopy of General Sales Tax Registration - 01 Copy
6. Photocopy of Valid Drug Sale License - 01 Copy
7. Concerned authority and photocopies duly attested - 01 Copy
8. Particular of firm as per photocopy attached - 01 Copy
9. Bio Data of Firm on Firm letter head as per specimen attached - 01 Copy
10. Soft Copy of Complete filled tender form/Quotation in USB - 01 Copy
11. ATL Certificate - 01 Copy
12. Detail of Workers - 01 Copy
13. Bank Statement last 1 year - 01 Copy
14. 3 x specimen signature Performa of company CEO - 01 Copy


Maj
For CO
(Imtiaz Hussain)

RESTD

GENERAL AND SPECIAL CONDITION OF TENDER

1. **Delivery of tender.** The offer / bid shall comprise of a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal. The envelopes shall be marked as "Financial Proposal" and "Technical Proposal" in bold and legible letters to avoid confusion. Don't attach any condition with offer.
 - a. **Technical Proposal / Offer.** Only technical details along with essential literature / brochures without the financial aspect (don't quote / write rates in technical offer) should be enclosed in an envelope. Firm will endorse certificate / confirmation with technical offer regarding attachment of bank draft of Earnest Money /bid security but will not disclose the AMOUNT of earnest money /bid security.
 - b. **Financial Proposal / Offer.** The offer indicating the quoted price in figure as well as in words along with essential literature / brochures /attach original bank draft / pay order of bid security / earnest money with financial proposal as per instruction given. Financial offer must be signed by the MD or authorized signatory.
 - c. **The tender duly sealed will be addressed to:-**
The CO 4 Mountain Medical Battalion Garhi Dupatta Mzd (AJK).
Telephone .03034163911 & 03043794687
2. **Date and time for receipt of tender.** The tender documents must reach this office by the date and time specified in the advertisements. This battalion will not accept any excuse of delay occurring in post. Tenders received after the fixed time will not be entertained. Don't send offer through fax /email /cable or telex.
3. **Tender Opening.** Technical offer will be opened half an hour after the tender opening timings and will be sent for technical scrutiny. Date and time for opening of financial offer shall be intimated later. Financial offer of only those firms will be opened whose technical offer has been accepted by technical authorities. Financial offer of the firms, whose technical offer has been rejected, will be returned unopened. Only legitimate /authorized representatives of firms will be allowed to attend tender opening. These representatives should be fully aware of the details of tender requirements, their firm's offer and deviation if any. They must be fully authorized to take decision on the spot on behalf of their company.
4. Lowest bid against each item will be accepted but without compromising on quality of equipment / medical stores. Lowest offer will not be the only criteria for awarding contract. Good business practice, reputation sound financial standing and capacity for fulfilling requirement of the medical battalion should also be given due weight age.
5. **Withdrawal of offer.** If the firm withdraws its offer the earnest money of such firm will be confiscated.
6. **Following must be attached along with technical Offer.**
 - a. Photocopy of General Sales Tax Registration and NTN Certificate.
 - b. Photocopy of CNIC of MD of the firm.
 - c. Photocopy of bank statement of last year.
7. **Documents.** Following additional information / copy of document must provide / attached with offer.
 - a. A copy of letter showing firm's financial capability.
 - b. Registration With Income Tax.
 - c. NTN Certificate.
 - d. Professional tax certificate CFY.
 - e. Sales tax registration certificate.
 - f. Principal /Agency Agreement.
 - g. Authorized Distributor Certificate
 - h. GST Exemption Certificate (if applicable)
 - i. Soft copy of Tech Specification.
 - j. Photocopy of undertaking No **Black List Firm** from any Govt Institute /Army.
 - k. Under taking Cert on stamp paper with the remarks that **we accept all the terms & conditions of 4 Mountain Medical Bn.**
 - l. Firms /Distributors will quote their rates duly signed as well as **softcopy & Hard Copy** as per format provided. Item not quoted from the list must not be deleted and marked as "0" . Kindly mention lab kit items as **(per kit ML and no of test)**
 - m. Rs.15000 Security/CDR amount in the name of commanding officer 4 Mountain Medical Battalion

8. The price quoted must be net per accounting unit. Prices will be mentioned for each item separately. Only one rate will be quoted for entire qty. item wise. Multiple rates if quoted will lead to rejection of the offer.

9. **Special Note:-** Item not quoted from the list must not be deleted and marked as "0" Lab Kit items

10. **Validity**

The rates shall be valid from **01 July 2026 to 30 Jun 2027**. The quotations must bear brand and generic name of medicines separately bearing the same P/VMS/NI/NIF, Medicines/Disposable/X-Ray Films/Lab kits no as followed in list of medicines /specimen provided, otherwise the quotations will not be accepted.

11. **Quality**

Medicines will not be accepted from coys which are not registered with ministry of Health, Pakistan.

12. **Packing**

a. All Packs/Bottles/Strips supplied must bear non erasable stamp stating **(Not For Sale, 4MMB Use Only) any batch not duly stamped will not be accepted.**

b. All Medicines/Surgical Disposable should be out of fresh batch with long expiry date (**Not less than 02 Years from date of supply**).

13. **Disqualification**

The tender opening committee has the right to reject/disqualify a company/supplier keeping in view its overall rapport among various CMHS/Bns, previous dealing with 4MMB & quality of Medicines/Disposable.

14. **Undertaking**

a) An undertaking shall be provided by the supplier that if items/medicines are declared unfit by the laboratory or its efficacy found doubtful at any stage, the same will be replaced by the firm without any financial implications on 4 Mountain Medical Battalion.

b) The supplier will be bound to replace the supplied medicines six months prior to expiry with new medicines/disposable items with 80% shelf life without any additional charges

c) If a stock of medicines /disposable items is received by the Bn through CPMC/DGP Army then the Bn will not be bound to purchase such stock from the bidders/suppliers.

d) Rates will not be changed after submission of quotations to this Hosp till 30 Jun 2027.

e) If a firm quoted the rate of an item to GHQ Medical Directorate /AM College and rate the said items is high from the rate quoted to this hospital, than supply order will be initiated on the rate quoted to this Bn to prevent loss to the state

f) Addition/deletion of items in list is prerogative of 4 Mountain Medical Battalion, if supply order of an item (not enlisted in tender documents) is issued, than supplier is bound to supply items as per terms & conditions at rate fixed by GHQ Med Die.

15. **Delay in supply of medicines**

Delivery time for national items is 30 days & 60 days for imported items after receipt of confirmed supply order by the firm. In case of late delivery of items, the concerned firms /supplier will be liable for fine 5% to total amount of the specific supply order, after which bill will be processed. In case of repeated late supplies, 4 Mountain Medical Battalion, shall have the right to discontinue the contract with the concerned firm.

14. **Mode of payment to suppliers**

Payments shall be made to suppliers through Controller Military Accounts (CMA), Rawalpind.

**BIO DATA OF FIRM
(ON COMPANY/FIRM LETTER HEAD)**

Name of Firms: _____
Name of Proprietor: _____
Address: _____
Tel Number: _____
Fax No: _____
E-Mail Address: _____
Whats App No: _____
Years of Establishment: _____
Status of the Firm: _____
Name of Bankers: _____

Date _____

Signature of applicant with stumpp

**PARTICULAR OF THE FIRM
(ON COMPANY/FIRM LETTER HEAD)**

1. Name: _____
2. Father's Name: _____
3. CNIC No: _____
4. Home Address: _____
5. Name of Medical Store: _____
6. Address of Medical Store: _____
7. a. Tel No. _____ b. Mobile No. _____ c. Fax No. _____ d. Whatsapp No. _____
e. Email address: _____
8. Drug Sale License No. _____
9. National Tax No. _____
10. Sales Tax Registration No. _____
11. Professional Tax Certificate: _____

Date _____

Signature of applicant with stumpp