

TENDER NOTICE NO: 45/ 2026

A Public Sector Hospital invites sealed tenders from eligible / authorized distributors / reputed firms / suppliers registered with income tax / sale tax department on FOR basis. The bids must be reached to the undersigned on or before mentioning date / time, which will be opened in the presence of tenderers and their authorized representatives.

S. #	Tender. #	Description	Tender Fee (Rs.)	Last Date/Time of Bid Submission	Bids Opening Date/Time
1	45/2026	Purchase/Printing of different items	2,000/-	13.10.2026 at 10:00 hours	13.10.2026 at 10:30 hours

A set of Tender documents along with terms and conditions can be downloaded from PPRA website (www.ppra.org.pk). An amount of Rs.2,000/- (Non-Refundable) payable in shape of pay order / demand draft in favor of Head LAO, Public Sector General Hospital, H-11/4, Islamabad must be submitted alongwith technical proposal.

The Competent Authority reserves the right to reject the tender.

Admin Officer (Proc)
Public Sector General Hospital
H-11/4 Islamabad
Ph: 051-9257171, Ext:-289

**PAKISTAN ATOMIC ENERGY COMMISSION
GENERAL HOSPITAL H-11/4,
ISLAMABAD**

No.Hosp-1(1723)/Printing/26

Dated: _____

M/s. _____

Subject: **Quotation For Purchase/Printing Tender Notice No. 45 /2026**

Dear Sir,

The following instructions may kindly be followed while submitting your quotation.

Instructions to Tender:

1. The quotations should be addressed to Admin Officer PAEC General Hospital H-11/4, Islamabad. The bidders shall submit their offers with reference to clause No.36 (b) of PPRA rules i.e. Single Stage - Two envelopes bidding procedure as per following details:

- i. The bid shall comprise a single package containing two separate envelopes. Each envelop shall contain separately the financial proposal and the technical proposal.
- ii. Envelops shall be marked as **“TECHNICAL PROPOSAL”** and **“FINANCIAL PROPOSAL”** in **bold and Legible letters to avoid confusion.**
- iii. Initially only envelop marked **“TECHNICAL PROPOSAL”** shall be opened.
- iv. Envelop marked as **“FINANCIAL PROPOSAL”** shall be retained in safe custody without being opened.
- v. The technical proposal shall be evaluated with out reference to price and any proposal which do not conform to the specified requirements shall be rejected.
- vi. No amendment in the technical proposal shall be permitted during evaluation.
- vii. The Financial proposal of bids shall be opened publicly at a time, date and venue announced and communicated to the bidders in advance of technically accepted bids only.
- viii. Financial proposal of the bids found non-responsive shall be returned un-opened to the respective bidders.

General terms & conditions:

2. All the **Technical and Financial Proposals** in **Separate Sealed Envelopes** clearly marked as **“Tender For Purchase /Printing of Tender Notice No. 45/2026** should reach to undersigned on or before the tender opening date **13.10.2026** at **10:00 hrs.** Technical bids will be opened on the same day at **10:30 hrs at (Conference Room) PAEC General Hospital Sector H-11/4, Islamabad** in the presence of bidders who submitted their offers as per instruction/ requirement and wish to be present. In case of falling holiday on the opening date, the tenders will be opened on the next working day at the same time.

3. No tender will be considered if:-

- a. It is received after the date and time fixed.
- b. The tender and related documents are not signed & Stamp.
- c. The offer is ambiguous.
- d. Items offered differ in description etc from those required.
- e. It is without earnest money or with less earnest money as a general policy.
- f. Over writing and cutting will be not accepted
- g. If rates received are higher than reasonable/retail rates.**

4. The quotation validity period will be started from the date of **issuance of award letter** and rates will be valid till completion of one year running contract (Extendable).

5. **Earnest money of Rs.60,000/-** in the form of **Pay Order/ Bank Draft**, in favour of Head LAO, PAEC General Hospital, Islamabad, must be attached **along with the Technical Offer in separate sealed envelope**. Earnest money will be returned to the unsuccessful bidders soon after finalization of the purchase proposal, and retained in case of successful bidders till satisfactory completion of regular contract agreement.

7. The following are required to be mentioned in the quotation and copy also attached:-

- Letter of registration under sales Tax Act 1990. Copy
- Income / Sales Tax Registration No.
- Active Taxpayer list (ATL)

8. Special Instructions:

- i. No changes will be allowed during the currency of contract in supplier's distribution and the supply orders will be generated in the name of same supplier quoted in the tender.

9. Risk Liquidated Damages:

The quantities to be purchased from the suppliers can be increased or decreased as per requirement of PGHI. The suppliers are to ensure to timely delivery of items and if supplier fails to supply the stores up to the requisite quantity, quality and specifications within the delivery date / specified time. Purchaser will have right to confiscate the submitted earnest / security money, cancel the order and purchase the stores elsewhere at your risk & cost for which no notice shall be issued and the purchaser will not be responsible for any loss that you may suffer due to the cancellation of the order, or in such a case the purchaser may either impose a penalty on you to be paid by you by way of liquidated damages @ 2% of the value of un-supplied stores per day for the number of days by which the delivery is delayed and beyond the said date / specified time up-to a maximum of 10% of the total contract value.

10. **Warranty:**

The supplier will provide a warranty certificate that quality of stores is strictly in accordance to the specification given in the attached schedule to this contract and any defective part will be replaced free of all charges (including carriage/ loading/ unloading charges from site to supplier's premises and back).

11. Any correspondence regarding this tender must be addressed to Admin Officer, PAEC General Hospital H-11/4 Islamabad only. For any additional information's please contact on telephone numbers as given below.
12. The Competent Authority reserves the right to accept or reject any or all the offers.
13. **Samples of quoted items must be provided with tender.**
14. **If the bidder/supplier unconditionally accepts all "Terms & Conditions" of PGHI then participate in open tender and quote rates.**

(Muhammad Anwar Kamal)
Admin Officer (Proc)
Public Sector General Hospital
H-11/4, Islamabad
Ph: - 051-9257171 Ext: 289
Fax: 051-9258862

ANNEXURE-“A”Subject: **Quotation for Purchase/Printing Tender Notice No. 45/2026**

S. #	Item Description / Specification	Pack Size / Unit	Unit Price with GST
1	Envelope Air Mail Size 4"x9" 100Gsm2 Monogram Printed As per sample fine quality	Each	
2	Envelope Medium Size 10"x13" 100Gsm Monogram Printed As per sample	Each	
3	Envelope File Size 12"x15" 100Gsm Monogram Printed As per sample	Each	
4	Envelope for CT Scan Films Size 14"x17½" Craft Paper Printed As per sample 120Gsm	Each	
5	Envelope for MRI Films Size 14"x17½" Box Board Material Printed As per sample 120Gsm	Each	
6	Envelope for X-Ray Films Size 8"x10" Craft Paper Printed As per sample 120Gsm	Each	
7	Envelope for X-Ray Films Size 10"x12" Craft Paper Printed As per sample 120Gsm	Each	
8	Envelope for X-Ray Films Size 11"x14" Craft Paper Printed As per sample 120Gsm	Each	
9	Patient File Cover Printed Box Board Material 250Gram GSM ² Scale As per sample	Each	
10	Office File Cover Printed Art Card Material 350Gram GSM ² size legal size with cloth patti Scale As per sample	Each	
11	Office File Cover Printed Art Card Material 350Gram GSM ² size A4 with cloth patti Scale As per sample	Each	
12	Antenatal Card (Ivory) Printed Size B4 Color: Pink (as per sample)	Each	
13	ICU Flow Sheet Size 24"x34" Imported Paper 4 Color Printed as per Sample 70Gram GSM ² Scale I	Each	
14	PICU Flow Sheet Size 12"x23" Black & White Color Printed (both sides) as per Sample 70Gram GSM ² Scale	Each	

15	File Cover Printed 4 Color Art Card A 4 Size 250gm (As per Sample)	Each	
16	Patient Record File Surgery Pages 1-18, 68GM GSM ² Scale Front & Back Cover Ivory Card 180GM GSM ² Scale	Each Book	
17	Patient Record File Neuro-Surgery Pages 1-18, 68GM GSM ² Scale Front & Back Cover, Ivory Card, 180GM GSM ² Scale	Each Book	
18	Patient Record File GYNAE/OBS Pages 1-23, 68GM GSM ² Scale Front & Back Cover, Ivory Card, 180GM GSM ² Scale	Each Book	
19	Patient Record File Urology Pages 1-12, 68GM GSM ² Scale Front & Back Cover, Ivory Card, 180GM GSM ² Scale	Each Book	
20	Patient Record File Paeds Pages 1-10, 68GM GSM ² Scale Front & Back Cover, Ivory Card, 180GM GSM ² Scale	Each Book	
21	Patient Record File NICU Pages 1-48, 68GM GSM ² Scale Front & Back Cover, Ivory Card, 180GM GSM ² Scale	Each Book	
22	Patient Record File PICU Pages 1-48, 68GM GSM ² Scale Front & Back Cover, Ivory Card, 180GM GSM ² Scale	Each Book	
23	Patient Record File Medicine Pages 1-22, 68GM GSM ² Scale Front & Back Cover, Ivory Card, 180GM GSM ² Scale	Each Book	
24	Patient Record File Orthopedic Pages 1-13, 68GM GSM ² Scale Front & Back Cover, Ivory Card, 180GM GSM ² Scale	Each Book	
25	Patient Record File Cardiology Pages 1-10, 68GM GSM ² Scale Front & Back Cover, Ivory Card, 180GM GSM ² Scale	Each Book	
26	Patient Record File Dermatology Pages 1-14, 68GM GSM ² Scale Front & Back Cover, Ivory Card, 180GM GSM ² Scale	Each Book	
27	Discharge Book Medicine Size 5½" x 8" Pages 1-6, 68GM GSM ² Scale Front & Back Cover, Ivory Card, 180GM GSM ² Scale	Each Book	

28	Discharge Book Cardic surgery Size 5½" x 8" Pages 1-12, 68GM GSM² Scale Front & Back Cover, Ivory Card, 180GM GSM² Scale	Each Book	
29	Discharge Book Cardiology Size 5½" x 8" Pages 1-12, 68GM GSM² Scale Front & Back Cover, Ivory Card, 180GM GSM² Scale	Each Book	
30	Birth Certificate Register 100 Pages,(1/3 Leaves) 70GM GSM² Scale (continued serial) As per sample	Each Register	
31	Birth Certificate Printed 4 Color Art Card A4 As per sample	Each Card	
32	Letter Head Pad Paper A4, 4 off whit Colour Printed, 100GM GSM² Scale imported fine paper As per sample	Each Pad (1x100)	
33	Gate Pass Book Carbonless 100 Sheets x Triplicate Size 12"x8" with Binding 250gm Every card (As per Sample)	Each Book	
34	Histo Pad 3 Different Colours (As per Sample) 68GM GSM² Scale	Each Pad (1x100)	
35	Vehicle Movement Register (150 Leaves = 300 pages)	Each Register	
36	Vehicle POL Register (150 Leaves = 300 pages)	Each Register	
37	Printed Register Size 8"x13" 70GM GSM² Scale (300 Leaves = 600 pages As per Sample)	Each Register	
38	Printed Register Size 8"x13" 70GM GSM² Scale (200 Leaves = 400 pages As per Sample)	Each Register	
39	Printed Register Size 10"x15" 70GM GSM² Scale (300 Leaves = 600 pages As per Sample)	Each Register	
40	Printed Register Size 14"x18" 70GM GSM² Scale (300 Leaves = 600 pages As per Sample)	Each Register	
41	Printed Sticker 1" x 1" (As per Sample)	Each	
42	Printed Sticker 2" x 3½" Color Red & Green (As per Sample)	Each	
43	Printed Sticker 4" x 4" Color Red & Green (As per Sample)	Each	
44	File Flaper rexin printed as per sample	Each	

Not: Sample of all quoted items required.

Supplier Sign/Stamp