

**Government of Pakistan
Ministry of Housing & Works
Federal Government Employees Housing Authority
Mauve Area, Sector G-10/4, Islamabad.**

TENDER DOCUMENT



**Provision of Prescribed Medicines to the Employees of
Federal Government Employees Housing Authority and their dependents,
in Islamabad.**

Issued to.

M/S. _____

Deputy Director (GA)
Federal Government Employee Housing Authority,
10-Mauve Area, Sector G-10/4, Islamabad.

1. Introduction/Instructions to Bidders

- i.** The **Federal Government Employees Housing Authority** invites **bids** from the registered interested pharmacies located in Islamabad through **PPRA E-PAD** version 1.0 (old version) for the provision of medicines to the employees of FGEHA and their dependents.
- ii.** The procurement process shall be governed by **PPRA Rules 2026**
- iii.** Bids are required to be submitted through **PPRA E-PAD** version 1.0 (old version) <https://eprocure.gov.pk> as per **PPRA Rule** specifying **Single Stage Two Envelope Procedure vide clause 27 (B)**
- iv.** The pharmacy must have its own setup, telephone facility, good repute, sound financial position and complete enterprising infrastructure in Islamabad.
- v.** All bidders must be registered with Income Tax & Sales Tax Authorities and shall submit their respective copy of NTN and GST Certificate.
- vi.** The bid security of **Rs. 50,000/-** (Refundable) shall be attached with the bid in the form of Pay Order/Demand Draft/CDR duly issued by any schedule bank in favor of FGEHA, otherwise the bid will not be entertained.

DEPUTY DIRECTOR (GA)

**FEDERAL GOVERNMENT EMPLOYEES HOUSING AUTHORITY
10, MAUVE AREA, G-10/4, ISLAMABAD
TELE: 051-9106032**

Name of the Pharmacy: _____

Address: _____

Telephone No: _____

GST Reg. No. _____

National Tax No. _____

TERMS AND CONDITIONS OF THE TENDER

Documents Required

- i. Attested copy of category “**A**” Drug sale License
- ii. Attested copy of NTN Certificate.
- iii. Attested copy of GST Certificate.
- iv. Must have Islamabad based setup.
- v. All Tax deduction will be applied as per Government Policy.
- vi. Bid is based on **Single Stage Two Envelope** (SSTE) bidding procedure.
- vii. Interested Bidders may download the tender document: **E-PADS** Version 1.0 (old version) at <https://eprocure.gov.pk>
- viii. The Proposals prepared in accordance with the instructions provided in the tender document must be submitted on E-PADS v 1.0 (old version) (<https://eprocure.gov.pk>) through electronic means only.
- ix. Contract will be made initially for a period of one **(01)** year and further extendable as per rules / PPRA provision.

2. Short listing criteria are as under;

<u>Technical Evaluation Criteria:</u>	Max Marks	
a). No. of outlets (2.5 for each)	=	10
b). Cold Chain	=	05
c). Qualified Staff plus Pharmacist	=	05
d). Medicines Stock (Approx. 3 million)	=	05
e). Audited Financial Balance Sheet for last 3 years	=	10
f. Valid Drug License	=	05
g. No. of Clients, having at least two clients (<i>Marks per client shall be determined by dividing 10 marks by the highest number of clients among all applying bidders</i>)	=	10
Total Marks		= 50

Financial Evaluation:

- a). Maximum discount offered on retail price.

Opening of bids:

Bids received shall be opened on **10 /11 / 2026 at 12:30 PM** in the committee room of FGEHA. All bids shall be opened publicly in the presence of the interested bidders or their authorized representatives.

Bid Price:

1. The prices quoted should be inclusive of all taxes, duties & service/installation charges etc.
2. Taxes will be recovered as per rules and regulations of the Government.

Rejection of bids & dispute:

1. All bids submitted after the prescribed date and time shall not be entertained.
2. Failure in submission of any of the required documents will result in the rejection of bid/proposal.
3. Any bid received without **bid security**, shall not be entertained.
4. FGEHA reserves the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal with cogent reasons.

Award of the Tender:

1. Tender would be awarded on **Maximum Discount Offered on Retail Price** under **Single Stage, Two Envelope (SSTE)** bidding procedure.

7. Undertaking

It is certified that the information furnished here in and as per the documents submitted are true and correct and nothing has been concealed or tampered with. We have gone through all the conditions of tender and are liable to any punitive action for furnishing false information / documents.

2. shall provide the prescribed medicines as per terms and conditions of the contract without any delay.

Date this _____ day of _____ .

Signature

(Company Seal)