

**WATER AND SANITATION AGENCY
LAHORE DEVELOPMENT AUTHORITY, LAHORE**



TECHNICAL BID

PROVISION OF QUALITY MEDICINES

JULY 2019

**WATER AND SANITATION AGENCY
LAHORE DEVELOPMENT AUTHORITY, LAHORE**

1. INTRODUCTION.

Water and Sanitation Agency (WASA) LDA is an autonomous body which provides facilities of Water Supply, Sewerage and Drainage to the inhabitants of Lahore.

Sealed bids are invited from professionally as well as financially sound and well reputed Pharmacies / chain pharmacies / medical stores having a valid drug sale license on form 9-A with category A for supply of drugs / medicines and surgical disposable on local purchase (day to day) through framework contract for one year (extendable) under Punjab Procurement Rules 2014 having at-least one branch covering entire town wise jurisdiction of WASA Lahore, conveniently and easily accessible to WASA patients for the **Provision of Quality Medicine** on reasonable discounted rates on MRP.

2. PURPOSE OF TENDER.

Water and Sanitation Agency (WASA) LDA invites single stage two envelopes tender under PPRA-2014 (updated) for providing all type of medicines from well reputed chemists who qualify eligibility criteria for a period of one (01) year commencing for the following:

- a. All Regular Employees of WASA.
- b. All Retired Employees of WASA.
- c. Dependent family members of all regular and retired employees of WASA.

3. TYPE OF OPEN COMPETITIVE BIDDING.

Single Stage - Two Envelope Bidding Procedure as provided in rule 38(a) of PPR2014 shall be followed. The said Procedure is reproduced as follows:

The bid shall be a single package consisting of two separate envelopes, containing separately the financial and the technical proposals;

The envelopes shall be marked as "Financial Proposal" and "Technical Proposal";

In the first instance, the "Technical Proposal" shall be opened and the envelope marked as "Financial Proposal" shall be retained unopened in the custody of the procuring agency;

The procuring agency shall evaluate the technical proposal in the manner prescribed in advance, without reference to the price and shall reject any proposal which does not conform to the specified requirements;

During the technical evaluation no amendments in the technical proposal shall be permitted;

After the evaluation and approval of the technical proposals, the procuring agency shall open the financial proposals of the technically accepted bids, publicly at the time, date and venue announced and communicated to the bidders in advance, within the bid validity period;

The financial bid of the technically disqualified bidder shall be reclaimed till award of the contract in accordance with the PPRA-2014 rules or till the disposal of grievance(s) filed by such technically disqualified bidder or the technically disqualified bidder may receive his financial bid after submitting undertaking on Judicial paper that he is satisfied with the proceedings of the procuring agency and shall not object at any forum / court.

The lowest evaluated bidder shall be awarded the contract; and
 The last date for submission of bid(s) is _____ **2019**.
 Pre-bid meeting shall be held on _____ **2019**.

4. SCOPE OF WORK TO BE PERFORMED BY THE CHEMIST / DRUGGIST.

a. The Bidder / Contractor will provide medicines to all regular & retired WASA employees 7000 approximately and their dependent family members.

b. To coordinate / discuss the matters/affairs with any authorized officer being nominated by Managing Director WASA Lahore.

5. RESPONSIBILITIES OF WASA:

a. WASA will supervise and monitor the provision of medicines to its regular, retired employees and their dependent family members.

b. WASA, LDA will bear the cost of medicines as quoted by the lowest evaluated bidder.

6. TENDER ELIGIBILITY/QUALIFICATION CRITERIA:

A bidder can participate in one Town or more than one Town, if he has established Pharmacy / Medical Stores within the territory of relevant town. Following criteria is only for one town and any bidder participate in more than one town shall have to meet the given criteria separately for each town.

Sr.N	CRITERIA	Yes/No	Page #
1	Original receipt for purchase of tender.		
2	Earnest money of Rs.30,000/- in shape of CDR in the favor of Director Procurement & Stores WASA LDA, Lahore, Must be attached with Technical bid.		
3	Valid Retail Drug sale License.		
4	Minimum 01-years business history in relevant field.		
5	Maintenance of Bank Account reflected through authentic bank statement.		
6	Annual turned over showing minimum cost of Rs.25-Million.		
7	Acceptance of terms and conditions, tender documents duly signed and stamped.		

8	List of Government/Autonomous Institution where already Supplying/ pharmacies established.		
9	National Tax Number (NTN).		
10	Black Listing & Litigation history on Rs.100.00 stamp paper		

7. EVALUATION OF BIDS.

First Technical bids will be opened and WASA, LDA will examine the same as per evaluation criteria made available with the tender document. Financial proposals of only those bidders will be opened who are technically qualified as per the formulated criteria. Successful bidders(s) will be called for presentation on any intimated date.

Terms & Conditions

1. TENDER PRICE.

The quoted price shall be:

- i. In Pak Rupees;
- ii. Inclusive of all Government applicable taxes;

2. BID SECURITY.

The Tenderer shall furnish the Bid Security (Earnest Money) as under:

- i. For a sum equivalent to Rs.30,000/- and denominated in Pakistani Rupees;
- ii. As part of technical bid envelope, failing which will cause rejection of bid;
- iii. In the form of Call Deposit Receipt in favor of Water And Sanitation Agency, Lahore;
- iv. Have a minimum validity period of (120) days from the opening of the bids / tender.

3. PERFORMANCE SECURITY:

The successful bidder shall furnish Performance Security as under:

- i. Within Fifteen (15) days of the receipt of the Acceptance Letter from the Agency;
- ii. In the form of Bank Guarantee issued by a scheduled bank operating in Lahore;
- iii. For a sum equivalent upto 10% of the total value of the accepted tender price and denominated in Pakistani Rupees.

4. CONTRACT DURATION.

The contract duration shall be initially for a period of one (01) year starting from signing of contract agreement and it may be renewed for further periods on the Terms and Conditions mutually agreed upon by the concerned parties.

5. MODE OF PAYMENT.

The Firm / Company shall provide all necessary supporting documents along with invoice:

- I. The Firm / Company shall submit an Application for Payment on monthly basis to the Agency. The Application for payment shall be accompanied by such invoices, receipts or other documentary evidence as the procuring agency may require, state the amount claimed, and set forth in detail. In the order of the Price Schedule, particulars of the Services and subsequent to the period covered by the last proceeding Payment; if any
- II. The Agency shall pay the amount within Fourteen (14) days following the verification of bills by Medical Cell in Pakistani Rupees, through treasury cheque after completion of the task.

6. BID VALIDITY

The Tender shall have a minimum validity period of (120) days. The Agency may solicit the Tenderer's consent to an extension of the validity period of the Tender as per PPRA-2014. The request and the response thereto shall be made in writing.

7. OPENING OF THE TENDER.

Tenders (Technical Bids) shall be opened at a time and date as mentioned in the presence of the vendors who intend to participate as per provisions of Punjab Procurement Rules-2014. The absence of the bidder does not create his any right to object the proceeding.

8. Clarification of bids:

No bidder shall be allowed to alter or modify his bid after the bids have been opened. However the procuring agency may seek and accept clarifications to the bid that do not change the substance the bid.

9. Limitation on negotiation's:

There shall be no negotiations with the bidder.

10. Rejection of bids:

The authority may reject all bids or proposals at any time prior to the award of contract as per PPRA Rules 2014 (Rule 35).

11. Acceptance of bids:

The bidder with the highest discount, if not conflict in any other law, rules, regulations or policy of the Government of Punjab, shall be awarded the procurement award.

12. Qualification of suppliers and contractors:

A procuring agency, at any stage of the procurement proceedings, may require the suppliers or contractors to provide information concerning their professional, technical, financial, legal or managerial competence whether already prequalified or not.

13. NO OFFER WILL BE CONSIDERED IF IT:

- i. Is received after the date and time fixed for its receipt.
- ii. Is unsigned.
- iii. Is over written
- iv. Is conditional
- v. Is given by the firm black listed, suspended or removed from the approval list of the Health Department Government of Punjab, Autonomous Health institutions or by the Federal Government.
- vi. Is received with a validity period shorter than that required in the tender inquiry.
- vii. Does not conform to the general conditions of the tender inquiry.
- viii. Is received without earnest money as specified in the tender.

14. Inspections and test/Analysis: The supplier will be responsible for free replacement of stocks if the same is not to be found of the same specifications as required on the demand from day by day basis. In case of non-supply the same will be purchased from the local market and the amount will be deducted from the bills of contractor pending in the purchase department. Unregistered/substandard/spurious/misbranded expired drug will be forfeited by the WASA and legal action will be taken against the Contractor. The contractor shall be refused for providing standard quality medicines/ disposable/items.

SPECIAL CONDITIONS

1. In case of any dispute the decision of the Medical Officer / Grievance Committee constituted by Managing Director WASA will be final.
2. Any consignment of medicine/disposables items not acceptable as regards quality to the end user, WASA doctor shall refuse partially /full quantity and the contractor shall replace the same immediately.
3. The Chemist must have a valid drug licence on form 9-A with category A.
4. One firm can participate in one or more than one towns of WASA with the condition to have Medical Store / Pharmacy / Branch in that town
5. No incomplete, supplementary or revised offer shall be accepted after opening of the tender.
6. If the acceptance of tender issued during the validity period of the offer and is not accepted to the qualified Firm / Company, the Earnest Money shall be forfeited.
7. In case the offer is withdrawn, amended or revised during the validity period of the offer, the Earnest Money is liable to be forfeited.
8. Facility of the supplies must be available round the clock (24/7).
9. Contract will be awarded to the tenderer offering highest / maximum discount on MRP fixed by DRAP. Products for which MRP has not been fixed by Government will be supplied on purchase rate of organization + Profit.
10. The tenderer must have the drug sale license and should have the comprehensive storage facilities for drugs/medicines.
11. The supplier/tenderer have financially sound background, based on authentic bank statement.
12. The contractor shall be solely responsible for provision and stocking of quality medicines at all times strictly in accordance with the provision of the drug act 1976 and drug sales rules 2007/DRAP Act 2012 and will be responsible for the quality/quantity of drugs supplied by him/her.
13. The contractor shall ensure availability of wide range of medicines including those contained in pharmacy. No alternate shall be acceptable. In case of default, the agency administration may take appropriate action including fine that will be decided by agency.
14. All the pages of tender must be signed properly at the bottom.
15. Successful bidder is bound to supply the full ordered quantities of all the desired brands except those, which are actually not available in the market.
16. The firm will be bound to supply the same brand of medicine freshly manufacturer prescribed by doctor.
17. The firm must have computerized sales & billing system.
18. All Government applicable Taxes will be paid by Medical Store.

SPECIFY TOWN

*Town applied for _____

* Mandatory

List of WASA Towns

1. Gulberg Town
2. Shalamar Town
3. Aziz Bhatti Wahga Town
4. Jubilee Town
5. Ravi Town

**WATER AND SANITATION AGENCY
LAHORE DEVELOPMENT AUTHORITY, LAHORE**



FINANCIAL BID

PROVISION OF QUALITY MEDICIENS

JULY 2019

**WATER AND SANITATION AGENCY
LAHORE DEVELOPMENT AUTHORITY, LAHORE**

Letter of Financial Bid

[Location, Date]

To:

The Deputy Managing Director (Engg)
Water and Sanitation Agency Lahore

Dear Sir,

We, the undersigned, offer to provide the services for **Provision of quality Medicines** in accordance with your Bidding Documents and our Technical Bid. Our % discount on MRP fixed by draped for National Pharmaceutical _____ and Multinational Pharmaceutical _____ for provision of quality medicines. This amount is inclusive of the all taxes, which shall be identified during negotiations and shall be added to the above amount.

Our Financial Bid shall be binding upon us subject to the modifications resulting from Agreement negotiations, up to expiration of the validity period of the Bid, i.e. for the period of One Hundred Twenty (120) days from the date fixed for receiving the same.

No commissions or gratuities have been or are to be paid by us to agents relating to this Bid and Agreement execution.

We understand you are not bound to accept any Bid you receive.

We remain,
Yours sincerely,

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Firm: _____

Address: _____

**PROVISION OF QUALITY MEDICIENS TO WASA EMPLOYEES ON
REASONABLE DISCOUNTED RATES**

Sr. No.	Item /Description	Discount on MRP fixed by DRAP % (In figures)	Discount on MRP fixed by DRAP % (In Words)
1.	Products of National Pharmaceuticals		
2.	Product of Multinational Pharmaceuticals		

Name of Firm/Pharmacy_____

Address_____

Signature_____