



UNIVERSITY HEALTH CLINIC

University of Engineering and Technology, Lahore

No.Univ/UHC/05/1439

Dated: 11.10.2018

TENDER NOTICE

Sealed proposals on single stage, two envelope bases (Technical and Financial Proposal) are hereby invited by the University of Engineering and Technology (UET) Lahore for the selection of well reputed/ registered medical stores/pharmacies for the supply of medicines in accordance with the bid documents. The interested individuals/firms/companies are requested to submit necessary information along with documentary evidences as prescribed in the bidding documents. The bid security/ earnest money mentioned in bidding/ tender documents accordance to PPRA Punjab submitted through CDR in the name of Treasurer, UET Lahore is required to be submitted along with the bid,(otherwise the offer shall be rejected for being non-responsive) in the office of Health Clinic, UET Lahore up to 05.11.2018 till 11.00 AM by hand.

The technical proposal will be opened on the same date at 11.30 A.M in the office of Chief Medical Officer in the presence of the bidders or their authorized agents.

The bid documents can be obtained from the date of advertisement in press from the office of the Chairman Health Committee, University Health Clinic (08:00 AM to 10:00 PM) up to 05.11.2018 on the payment of Rs. 500/- (Rupees Five Hundred) non-refundable to be deposited in the University Main Account No. 553-33 Habib Bank Ltd. Engineering University Lahore Branch along with a formal request of **Bid document on Store/ Pharmacy's letter head.**

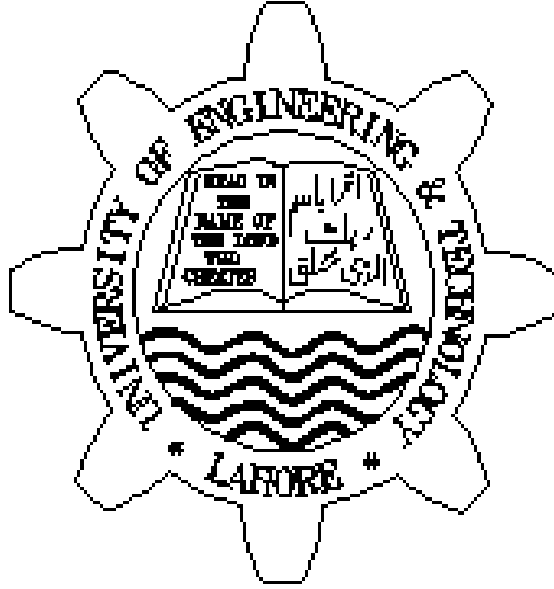
No telephonic/ Telegraphed/ faxed bids are acceptable. Only registered address from FBR and PPRA (if applicable) are eligible to participate Procurement shall be governed by the PPRA Rule 2014. (Amended upto 2018)

Dr Shahzad Ali
Chief Medical Officer



UNIVERSITY HEALTH CLINIC
University of Engineering and Technology, Lahore

UNIVERSITY OF ENGINEERING & TECHNOLOGY
LAHORE



BID DOCUMENTS

Supply of Medicines

for

University Health Clinic

UNIVERSITY OF ENGINEERING AND TECHNOLOGY LAHORE



UNIVERSITY HEALTH CLINIC
University of Engineering and Technology, Lahore

PRICE Rs. 500/-

Last date of submission: _____

FOR OFFIC USE ONLY

Serial No. _____

Sold to: - M/s _____

Date of Sale _____ Bank Challan No. _____ Date _____

**Chairman,
University Health Committee,
University of Engineering & Technology,
Lahore.**



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UNIVERSITY OF ENGINEERING & TECHNOLOGY LAHORE.

TERMS & CONDITIONS FOR BID

Invitation to Bid and Instruction to the Bidder.

1. University Health Clinic, University of Engineering & Technology, Lahore intends to local purchase the Medicines. The supplier will be responsible to deliver the medicines to UET employees.
2. Name of the Medical Store/Pharmacy : _____
Address: _____
Telephone _____
3. Bio-data of the technical staff available in the Medical Store/Pharmacy.
4. Offer should be valid for 30 days from the date of opening of bid.
5. National Tax Number.
6. Registration Certificate with Health department (License Number).
7. Sales Tax Number.
8. University desire to select at least two or three pharmacies/ Medical Stores closer to the University of Engineering and Technology, Lahore.
9. The bid security worth 20,000/ should be deposited in the form of Demand Draft in the name of Treasurer, UET, Lahore not exceeding the 5% of the estimated cost (Seventeen million). The security amount will be released after the completion of agreement. Bank guarantee will not be accepted.

The following information/ instruction may please be provided to Bidders:-

1. License from Executive District Officer (Health).
2. Warrantee of whole seller/ Distributor. Manufacturer.
3. Qualification of Manager.
4. Availability of medicines. (list of chronic diseases attached)

Technical Evaluation:

- | | <u>Number
Assigned</u> |
|------------------------------------------------------------------|----------------------------|
| 1. <u>Environment of Store/ Pharmacy:</u> | |
| a. The premises have proper and adequate facility for storage of | 20 |



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Drugs and for their protection from direct sunlight, dust or dirt, including Refrigeration facility.

- b. The premises is clean, hygienic and in tidy condition. 15
- c. The covered area of the premises of a pharmacy is not be less than 140 square feet with minimum breadth of 8 Feet in the front and height of 8 feet and in case of medical Store, 96 square feet with minimum breadth of 8 feet and height 8 feet. 20
- d. The supply of drug shall be recorded suitably and the records, the bill or the counterfoils shall be preserved for a period of at least three years from the date of the sale.. 15
- e. Relevant experience in terms of years. 5/10/15/20 years or more. 30
2. The Medical Store/ Pharmacies will be required to submit the financial Proposal based on discount rates.
3. The responsive Medical Store/ Pharmacies will be communicated about the date, time and venue for opening of financial proposal.

Bid Evaluation Criteria:

Bid will be processed on the basis of single stage two envelops. The envelops shall be Marked as “**Technical Proposal**” and “**Financial Proposal**”.

Financial Bid Evaluation:

	Number <u>Assigned</u>
Trade Discount/Rebate.	100

Disqualification:

Offers are liable to be rejected if there is any deviation from the instructions as laid down in these terms & conditions.

PROF. DR. KHALID MAHMOOD UL HASAN
Chairman Health Committee



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Contract Form along with its General Terms & Conditions

This agreement has been executed on the ----- between the University of Engineering and Technology, Lahore hereinafter called "The University" and M/s ----- hereinafter called "Supplier" on the terms and conditions given hereunder:

1. The Supplier shall supply medicines on _____ percent discount on the retail price fixed by the Drugs Regulatory Authority or the manufacturer as printed on the packet of the medicine.
2. The University will provide him specimen signatures of the medical officers authorized to issue prescriptions to the University employee.
3. The prescriptions shall be issued on printed forms, specimen of which will be provided to the Supplier.
4. All the medicines supplied to the University employees by Supplier must invariably be stamped "NOT FOR SALE".
5. Medicines are to be issued against the original vouchers issued by the University Health Clinic bearing the authorized signatures of the University Medical Officer and duly stamped. The original voucher should also carry the signatures of the patient, National Identity Card No., Medical Card No., Name and designation of the employee. The Supplier shall not accept any prescription, which does not fulfill the above conditions.
6. Overwritten and tempered vouchers will not be processed.
7. The Supplier undertakes that he shall have to provide all the medicines prescribed by the University Medical Officers. If any medicine is not available, a certificate of its non-availability will be provided to patient and the medicine will be deleted from the voucher.
8. The procedure for sending the bills to the University for payment shall be as under:
 - a) The cash Memo bearing the invoice No, date and detail of medicines along with cost of each medicine is to be attached with each original copy of the prescription issued by the University Medical Officers.
 - b) The bills may be sent on monthly basis and payment will be made within a month positively.
 - c) Bills not fulfilling the above requirements/specifications shall not be entertained for payment by the University.
 - d) The Taxes levied by the Govt. from time to time will changed/included in the price and will be deducted at the time of payment to the supplier.
9. The University reserves the right to disapprove the Supplier's Store with one month notice, in case the medicines are substandard etc. under the Drug Act and is not supported with warranty.
10. This agreement should be valid for three years w.e.f _____ and should be renewable with mutual consent of both the parties for further one year only.

In WITNESS WHEREOF both the parties have signed this agreement at Lahore on the day and year above mentioned.

WITNEES

1. _____

University

Signature _____

2. _____

Supplier

Signature _____