

# STANDARD BIDDING DOCUMENTS FOR EQUIPMENTS



## PARAPLEGIC CENTRE PESHAWAR

JAN 2018

# PARAPLEGIC CENTRE PESHAWAR

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## **SECTION-I**

### **INVITATION OF BIDS**

#### **TENDER NOTICE (Two Envelopes)**

The Paraplegic Centre Peshawar invites sealed Technical & Financial quotations (single stage two envelopes) in two separate envelopes from manufactures/importers/authorized dealers, registered with income tax and sales tax departments for the supply of Gym Equipment( Physiotherapy equipment).

Bidding documents including term and conditions, list of items and their specifications can be collected from the purchase officer of the center or can be downloaded from the official website of the Centre ([www.paraplegiccenter.org](http://www.paraplegiccenter.org)). The quotations should reach the office of the undersigned up to 08.02.2018 not beyond 11:00 AM. The quotations (Technical proposals) will be opened, on same day at 11:30 AM in the presence of bidders or their representatives.

All Bids must be submitted with a call deposit worth 2% of the total bid value, in favor of the “Chief Executive Officer, Paraplegic Centre Peshawar”.

**Chief Executive  
Paraplegic Centre Peshawar  
Street No. 10, Sector P-1, Phase – IV,  
Hayatabad Peshawar  
Phone No. 091-9217901**

## **SECTION– II**

### **TERMS & CONDITIONS / INSTRUCTIONS TO BIDDERS**

#### **Terms and Conditions for the tender of Gym Equipment (Physiotherapy Equipment)**

1. Each supplier has to provide 2% call deposit (refundable) of the supply in favour of “Paraplegic Centre”.
2. Only typed tender on original letter pad, sealed and signed (Every page) should be submitted, hand written quotation will not be entertained.
3. Income tax and sales tax registration must be provided.
4. The original brochures must be attached with the bids.
5. Payment shall be made after satisfactory inspection of the supplied items.
6. If any supplier is engaged in any litigation with health department, its details must be provided.
7. The Centre reserves the right to reject all the bids, as per section 47 of the KPPRA rules 2014, after assigning valid reasons.
8. The Income Tax, stamp duty and professional tax or any Government tax will be charged as per rule. (However, this center is exempted from the General Sales Tax). (Only those firms will be honoured that are on Active Taxpayer’s List of FBR).
9. No conditional tender will be accepted.
10. The successful bidder will be bound to execute agreement on the stamp paper.
11. Bidding will be conducted through single stage-two envelopes bidding procedure as per Khyber Pakhtunkhwa procurement of Goods, works and Services rules.
12. The envelopes shall be marked as “Technical Bid” and “Financial Bid” and shall seal both bids in separate envelopes. The said two envelopes shall then be sealed in an outer envelope.
13. Suppliers should clearly mention their office address and phone numbers on their letter heads.
14. The supplier will be bound to ensure the supply of the said order within 30 days for local and 90 days for imported items after the receipt of supply order otherwise penalty will be imposed as per KPPRA rules 2014.

15. The supply order will be canceled if the supply is substandard or is not according to the specification.
16. The given rates should remain valid till 30.06.2018.
17. The supply should be made to the stores of the Centre at its premises during official timing (08:00 AM to 02:00 PM)
18. Provisional tax certificate will be attached at the time submitting the invoice.

## SECTION – III

### SPECIFICATIONS

#### GYM (PHYSIOTHERAPY EQUIPMENT)

##### HAND DYNAMOMETER

- Durable, lightweight molded body construction
- Use as standalone hand grip dynamometer or wireless with Bluetooth technology for cord free use with available clinical or data collection research software.
- Ideal for routine screening of grip strength and initial and ongoing evaluations
- Grip Tests: Maximum Grip Test, 5 Position Grip Test, Rapid Exchange Grip Test, and Hand Grip Fatigue Test.
- LCD display can be set to read force in pounds, kilograms or newton
- Uses rechargeable 9 volt battery, with AC adapter charger included Two AAA batteries
- Selectable units of measure: pounds (lbs.), Newton (N), or kilogram-force
- Low and high threshold settings: Low – 0.8 lb. to 200 lbs. in 0.1 lb. increments and High – 3 lbs. to 200 lbs. in 0.1 lb. increments.
- Measuring accuracy within 1%
- Auto shutoff to conserve battery life.
- Latest time saving digital technology
- Aluminum body construction with scratch resistant UV coating.
- Grip force from 0 - 300 lbs(120kg).
- Easy to read LCD display in pounds /kilograms.
- Reusable storage calibration.
- Collection of up to 5 trails for both right and left hand.
- Ten minutes out off feature helps conserve battery power
- Adjustable handles has 5 positions able to accommodate any hand size .

## **MUSCLE STIMULATOR**

- Carrying case.
- 2 lead wire
- 9 volt battery.
- 4 pre-gelled electrodes.
- Operating manual.
- Channels: dual pulse rate: 1 – 150.
- Pulse width: 30 – 260 micro seconds.
- On time: 1-30 sec.
- Off time: 1 -30 sec
- Ramp time: 1-6 seconds.
- Output current: 0 – 90 MA.
- Waveform: asymmetrical Bi phase.

## **ERGOMETER**

- Padded handle
- Light weight frame
- Permits a custom fit for various sized hands
- Includes four pairs of graded color coded latex free rubber bands can be changed
- Quickly to adjust resistance blue , black, white.

## **IN EXSUFFLATOR**

### **Automatic Mode**

- Preset: 1, 2, 3
- Cough-Trak: OFF/ON
- Inhale pressure: 0 to 70 cmH<sub>2</sub> O, in increments of 1
- Inhale flow: Low/Medium/High
- Inhale time: 0 to 5 s, in increments of 0.1s
- Exhale pressure: 0 to -70 cmH<sub>2</sub> O, in increments of 1 cmH<sub>2</sub> O
- Exhale time: 0 to 5 s step of 0.1 s
- Pause time: 0 to 5 s increments of 0.1s (Only with Cough-Trak OFF)
- Oscillation: OFF/Inhale/Exhale/Both
- Frequency: 1 to 20 Hz, in increments of 1Hz (Only available if Oscillation is activated)
- Amplitude: 1 to 10 cmH<sub>2</sub> O increments of 1cmH<sub>2</sub> O (Only available if Oscillation is activated)

- AC voltage source: 100 to 240 VAC, 50/60Hz
- DC power source: 12 VDC
- Dimensions (H×W×D): 23.1x29.2x19 cm
- Weight: 3.8 kg (4.3 kg with battery)

### **Manual Mode**

- Preset: 1, 2, 3
- Cough-Trak: NA
- Inhale pressure: 0 to 70 cmH<sub>2</sub> O, in increments of 1
- Inhale flow: Low/Medium/High
- Inhale time:NA
- Exhale pressure:0 to -70 cmH<sub>2</sub> O, in increments of 1 cmH<sub>2</sub> O
- Exhale time:NA
- Pause time:NA
- Oscillation:OFF/Inhale/Exhale/Both
- Frequency: 1 to 20 Hz, in increments of 1Hz (Only available if Oscillation is activated)
- Amplitude: 1 to 10 cmH<sub>2</sub> O increments of 1cmH<sub>2</sub> O (Only available if Oscillation is activated)
- AC voltage source: 100 to 240 VAC, 50/60Hz
- DC power source: 12 VDC
- Dimensions :(H×W×D):23.1x29.2x19 cm
- Weight: 3.8 kg (4.3 kg with battery)

### **ELECTRIC HI –LO TILT TABLE:-**

Provides smooth, quiet lift from horizontal 90 degree in 25 seconds and includes these:-

- Three 4” positioning straps
- Four locking casters
- Removable stainless steel footboard for easy entry and exit.
- Hand –held ,safe pneumatic control attached to and 8”cord for convenient access from either side of the table
- Latex free
- Base adjust from 25” H to 39” H (57”L x30” W)
- Moving parts enclosed for extra safety
- Surface areas 28”x78”
- Heavy –duty motor safely accommodates up to 300 lbs requires 115 V , 50 -60 cycle power source
- Optional 32” wooden tray



## **FES (functional electrical stimulation for both upper and lower limb)**

Size and weight	Length 31.5" (80cm)	
	Width 19.3" (49cm)	
	Height 36.2" (92cm) – 40.6" (103cm)	
	115lbs. (52kgs)	
Base	105lbs (48kg)	
	31" (79cm) x 23" (58cm) x 24" (61cm)	
Arm crank	40lbs (18kg)	
	31" (79cm) x 14" (36cm) x 16" (41cm)	
Length of leg crank	4.3" (11cm)	
Speed range	Leg ergometer 15 – 55 rev/min ( $\pm 2$ rev/min)	
	Arm ergometer 15 – 55 rev/min ( $\pm 2$ rev/min)	
	SA, supine ergometer 5 – 55 rev/min ( $\pm 2$ rev/min)	
Torque range	Leg ergometer: 1 – 29Nm ( $\pm 1$ N)	
	Arm ergometer: 1 - 20Nm ( $\pm 1$ N)	
	SA, supine ergometer: 1 – 29Nm ( $\pm 1$ N)	
Power connection	120V~, 50/60Hz	230V~, 50/60Hz
Power input – floor mount systems	130VA	130VA
Fuses – floor mount systems	2 x 1.6 A, 250V, slow-blow	2 x 1.0 A, 250V, slow-blow
Power input – table mount systems	460VA	920VA
Fuses – table mount systems	2 x 4 A 250V slow-blow	2 x 4 A 250V slow-blow
Key materials	Aluminum, Steel, Polystyrol, Polyurethane	

Protective type	I
Degree of protection	Type BF Applied Part
Noise emission	50dB (A)
Noise emission value	According to DIN 45635-19-01-KL2
Display / interface	10", touch sensitive LCD
Operating system	Windows 10
Remote database connection	Windows 10
LAN connection	Ethernet LAN 10/100Base-T, RJ45 connector

### **Stimulator**

Maximum voltage output	200V
Maximum number of channels	16
Number of muscle groups	14 for leg cycling 22 for arm cycling abdominals and erector spinae for both leg and arm cycling
Current output per channel	0 – 140mA ( $\pm$ 2mA) with 100 to 1500 $\Omega$ load
Waveform type	Alternating monophasic, charged balanced
Pulse period	10 – 100msec; default: 30msec
Standard Pulse width	50 – 500 $\mu$ s; default: 250 $\mu$ s
Wide Pulse Width	500 - 3000 $\mu$ s

## SECTION – IV

### BID SUBMISSION FORM

(Should also be submitted on company letter head too with detail specification)

To

The Chief Executive Officer  
Purchase Committee  
Paraplegic Centre Peshawar.

Enclosed please find the offer to execute the contract of supply of Equipments for Paraplegic Centre Peshawar in accordance with the conditions of agreement accompanying this bid for the price of Rs. (Amount in figures)

(Amount in words) We accept to supply the items mentioned in the supply order within days on the rate approved by the purchase committee. This bid and your written acceptance will constitute a binding contract between us. We understand that you are not bound to accept the lowest or any bid you receive. We hereby confirm that this bid complies with the validity of the bid required by the proposal documents.

1. Name of Supplier:
2. Address of Supplier:
3. Phone Number of Supplier:
4. Fax No.
5. Name of the authorized person:
6. Signatures:
7. Designation of authorized person:
8. Stamp of the Supplying Agency:
9. Dated:

#### BID Form

SNO	ITEM NAME	SPECIFICATION	QUANTITY	PRICE PER UNIT WITH ALL TAXES	TOTAL PRICE
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## **SECTION – V**

### **FORM OF AGREEMENT/CONTRACT**

This agreement made on this day of 2017 between the Paraplegic Centre Hayatabad, Peshawar. (Herein after called the Purchaser) of the one part and (herein after called the Supplier) of the other part. Whereas the Purchaser invited bids for certain equipment viz and has accepted a Bid by the Supplier for the supply of those equipments/Machinery / Goods in the sum of Rupees (hereinafter called the Contract Price.

### **NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:**

1. The following documents shall be deemed to form and be read as construed as part of this agreement viz:
  - a. The purchasers Notification to the Supplier of Award of Contract (letter of acceptance);
  - b. The form of Bid and the price schedule submitted by the Supplier;
  - c. APPENDICES to BID.
2. The successful supplier shall be bound to supply the required items at approved rates within 30 days of the receipt of supply order for local items and 90 days for imported items. In case of delay in supply within stipulated time the penalty @ 2% per day will be imposed for first 15 days and thereafter@ 4% per day in the subsequent period.
3. The item if found sub-standard or if not according to specification shall be replaced free of cost by the Supplier.
4. The supplier shall be bound to deliver and install the approved equipments at the Site(Paraplegic Centre Hayatabad Peshawar) of installation at their own cost. However, the pre-requisite for the installation will be provided by the Centre.
5. The Supplier's request for payment shall be made to the Purchaser in writing, accompanied by invoices describing, as appropriate the equipment / machinery deliver upon fulfillment of all the obligations stipulated in the Contract. The payment to the supplier will be made by Purchaser after installation and inspection by technical committee and satisfactory report by end-users.
6. The Supplier is responsible for all taxes according to the laws of the Islamic Republic of Pakistan and Khyber Pakhtunkhwa Province.
7. The Supplier shall be responsible for deduction of 1% stamp duty while executing the contract as per Provincial Assembly Notification No. PA/NWFP/legis -1/2001/13723 dated 7/07/2007 regarding finance bill article No.22 (A) (B).

## 8. WARRANTY:

8.1 The Supplier warrants that all the goods are new, unused and of the most recent or current models and that they incorporate all recent improvements in design and materials.

8.2 The Supplier further warrants that the goods shall be free from defects arising from any act or omission of the Supplier or arising from design, materials and workmanship, under normal use in the condition prevailing in Khyber Pakhtunkhwa.

8.3 The warranty shall remain valid for twelve (12) months after the goods have been delivered to and accepted by the Purchaser.

8.4 The Centre shall give Notice to the supplier stating the nature of any such defects together with all available evidence thereof; promptly following the discovery thereof. The Purchaser shall afford all reasonable opportunity for the Supplier to inspect such defects.

8.5 Upon receipt of such Notice, the supplier shall, within fifteen (15) days expedition replace the defective goods or parts thereof, at no cost to the Purchaser.

8.6 If having been notified the Supplier fails to remedy the defects within the stipulated period, the purchaser may proceed to take within a reasonable period such remedial action as may be necessary, at the suppliers risk and expense and without prejudice to any other rights which the purchaser may have against the supplier under the contract.

9. The Centre's Technical / Inspection Committee shall have the right to inspect / test the goods to confirm their conformity to the contract specification. The inspection and test may be conducted in the premises of the Centre. The supplier shall provide all reasonable assistance, including access to drawings and production data, at no change to the Purchaser.

10. The purchaser may reject any equipment / machinery that fail to pass any test and / or inspection that do not conform to the specifications. The supplier shall replace the rejected equipment at no cost to the Purchaser and shall repeat the test or Inspection.

11. **Patent Indemnity:** The Supplier shall, subject to the Purchaser compliance with the condition of contract indemnify and hold harmless the Purchaser and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands losses damages, costs, and expenses of any nature including attorney's fees and expenses, which the Purchaser may suffer as a result of any infringement or alleged infringement of any patent utility model, registered design trade mark copyright, or other intellectual property right registered or otherwise existing at the date of the contract by reason of;

a. The installation of the goods by the supplier or the use of the goods in polestar where the site is located.

b. The sole in any country of the products produced by the goods.

1. Termination: Termination for default:

The Purchaser, without prejudice to any other remedy for breach of contract by notice of default sent to the supplier, may terminate the contract in whole or in part.

I. If the supplier fails to deliver any or all of the goods within the period specified in the contractor.

II. If the supplier fails to perform any other obligation under the contract. In the event the purchaser terminates the contract in whole or in part, the Purchaser may procure, upon such terms and in such manner as it deems appropriate Goods or related services similar to those undelivered or not performed, and the Supplier shall be liable to the purchaser to any additional costs for such similar goods.

a. If the supplier, in the judgment of the purchaser has engaged in corrupt and fraudulent practices in competing for or in executing the contract.

2. Assignment: The supplier shall not assign, in whole or in part its obligation under the contract.

Party – 1(Paraplegic Centre) Party – 2 (The Supplier)

(Chief Executive, Paraplegic Centre Peshawar)

Name of Supplier:

Address of Supplier:

Phone Number of Supplier:

Fax No.

Name of the authorized person:

Signature:

Designation of authorized person:

Stamp of the Firm:

Dated:

Witness No. 1

Name:

Signature:

CNIC No:

Witness No. 2

Name:

Signature:

CNIC No:

## SECTION–VI

### DELIVERY TIME

1. The successful supplier / firm will be bound to supply the required items within 30 days of supply order for the local items and 90 days for imported items.
2. The successful supplier will be bound to supply the required items at approved rates within 30 days of the receipt of supply order for local items and 90 days for imported items. In case of delay in supply within stipulated time then penalty @ 2% per day will be imposed for first 15 days and thereafter@ 4% per day in the subsequent period.

## SECTION – VII

### QUALIFICATION CRITERIA

As stated in Section – II (Terms and Conditions/Instructions to Bidders)

## SECTION – VIII

### TECHNICAL BID EVALUATION CRITERIA

S/No.	Description	Points		
1.	Past performance (last one year) <b>(15 Marks Max)</b>	Major institutions served		
		i	No institution served	0
		ii	1	5
		iii	2 to 3	10
		iv	4 to 5	15
2.	Market experience <b>(05 Marks Max)</b>	i	1 to 3 Years	3
		ii	4 to 5 Years	4
		iii	Above 5 Years	5
3.	Financial Status <b>(10 Marks Max)</b>	i	Income Tax return (last year)	5
		ii	Sales tax return (last year)	5

4.	Specification <b>(10Marks Max)</b>	i	Complete matched	10
		ii	Partially matched	5
		iii	Not full filled	0
<b>TOTAL MARKS: 40 MARKS REQUIRED FOR QUALIFICATION: 28 (70%)</b>				

## **SECTION –IX**

### **BID VALIDITY**

The price bid will remain valid up to 30-06-2018

A call deposit equal to 2 % of the quoted value must accompany the bid otherwise bid will be considered as non-responsive. The call deposit should be in favor of the Chief Executive, Paraplegic Centre, Peshawar. The Call Deposit amount should be deposited on formula as Unit price x qty required= b \* 2 %. Cheques, Bank Guarantee, insurance guarantee and pay orders will not be accepted. The call deposits shall be verified before the preparation of comparative statements and if found fake, legal action will be taken against the firm as per rules.

The approved suppliers will be responsible for the replacement of spare parts free of cost during the guarantee period, which should be mentioned in the quotation and should be at least two years. In this regard a contract / agreement will have to be signed between the supplier and the Centre.

The Purchase Committee reserves the right to accept or reject any bid and cancel the process of completion and reject all bids, at any time prior to award of the contract without; thereby incurring any liability on the part of the effected supplier or any obligation to inform the affected supplier of the goods for the Purchase Committee decision.

No partial payment will be made against partial supply/ delivery.

The payment will be released after inspection by Centre's Technical / Inspection Committee and satisfactory report submitted by the end user.

The supplier shall also be responsible to install and demonstrate the required equipment at the site specified by the authority at his own cost.

The supplier shall be bound to provide catalogues with photos, samples of small instruments or any other information required for the Technical / Inspection Committee or Purchase Committee.

The black listed suppliers are not eligible to participate in the bidding.

All documents relating to the bid and contract shall be in English language.



The bidding documents should be signed and stamped by a person duly authorized on behalf of the supplier on every page.

The supplier shall produce authorization letter of manufacturers, which will be verified.

The supplier belong to the other province will provide the complete address and phone numbers of his branch office at Khyber Pakhtunkhwa.

The tender should be in sealed cover envelop clearly written thereon “quotations for -----” the name of the supplier with full address and telephone/ fax number must be written on the back of the quotation. If the envelop is not sealed and marked as above, the Center will not be responsible for misplacement or pre-mature opening of bid. Sealed bids should be addressed to the Chairman Purchase Committee.

The Purchase Committee reserve the right to increase or decrease the quantities of items of equipment/instruments/machinery.

In case of supply of defective or used items, the firm will be dealt with as per Government rules and regulations.

The successful supplier will have to make an agreement on stamp papers for the supply of the items according to the Contract.