

NOTICE INVITING TENDERS (NIT)

IFB No. DUHS/HR/2016/01

Dated: 15th January 2016

The Dow University of Health Sciences, Karachi invites Tenders under sealed cover for providing "HEALTH INSURANCE SERVICES" to its employees and their dependent families from SECP approved Insurance Companies rendering Health Insurance services.

TENDER DESCRIPTIONS

TENDER REF NO.	DUHS/HR/2016/01
TENDER FEE	Rs. 2000/- (Rupees Two Thousand Only -Non-Refundable)
PURCHASING DATE FROM	15th January, 2016
LAST PURCHASING DATE	29th January, 2016
BID DELIVERY DATE AND TIME	30th January, 2016 at 11:00 A.M.
BID OPENING DATE AND TIME	30th January, 2016 at 11: 30 A.M
TENDER PROCEDURE	SINGLE STAGE ONE ENVELOPE

Bids must be delivered at the address mentioned below on or before **30th January 2016 at 11:00 a.m.** Bidding Documents containing detailed terms and conditions can be obtained by the authorized representative of the Company during office hours (10:00 A.m. to 02:00 P.M. except Friday from 10:00 A.m. to 12:00 P.M) from the Health Insurance Section, Registrar's Secretariat, 4th Floor, Admin Block, Dow University of Health Sciences, Baba-e-Urdu Road, Karachi or downloaded Bidding Documents from website www.duhs.edu.pk will be accepted on the above described payment (Tender fees) in shape of Call Deposit / Pay Order in favor of Dow University of Health Sciences, Karachi. Copy of the following documents to be attached with the bids.

- Registration with FBR
- Registration with Sindh Revenue Board (SBR)
- Detail Profile of the Company including Official Address & Contact Numbers
- Complete details of Registered Offices
- NTN Certificate
- Valid License

All bids must be accompanied with Bid Security not less than 03% of total value of the bid in shape of Call Deposit / Pay Order / Bank Guarantee in favor of Dow University of Health Sciences, Karachi. The bids without or less than 03% Bid Security will not be considered and rejected. Bids with minimum Bid Validity of 90 days should be submitted. Bids without or less than 90 Days' Bid Validity will not be considered and rejected.

The bidders not registered with Sales Tax and Income Tax or do not fulfill the terms and conditions will not be considered and their offer will be rejected as non-responsive. Government notified black listed firms shall not be entertained.

NOTE:

In case of any unforeseen situation or Government Holiday resulting in closure of the Office on the date of opening, the Tenders shall be submitted / opened on the next working day at the same time and venue.

The Dow University of Health Sciences reserves the right to reject any or all the bids subject to the relevant provisions of the SPPRA Rules.

**REGISTRAR**

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