

# **DOW UNIVERSITY OF HEALTH SCIENCES, KARACHI.**



## **BIDDING DOCUMENT**

**Single Stage-One Envelope Procedure  
As per Rule 46 (1) of SPPRA, 2010 (Amended up to date)**

**IFB / NIT NO: DUHS/W&S/2024/1260, DATED: 01 OCT, 2024**

---

## **HIRING OF TRANSPORT SERVICES FOR RIVA WATER PLANT (REF. NO. DUHS/W&S-NIT/159)**

---

## NOTICE INVITING TENDER (NIT)



### OFFICE OF THE DIRECTOR WORKS & SERVICES DOW UNIVERSITY OF HEALTH SCIENCES

Baba-e-Urdu Road, Karachi-74200 Pakistan.  
Tel: 9215754-57 Ext: 5814 Website: [www.duhs.edu.pk](http://www.duhs.edu.pk)

No. DUHS/W&S/2024/1260

Dated: October 1, 2024

# TENDER NOTICE

Dow University of Health Sciences (DUHS), Karachi is a Public Sector University that invites e-bids through E-Pak Acquisition & Disposable System (EPADS) from well-reputed Companies / Bidders/firms having registration with the Federal Board of Revenue (FBR), Income Tax Department, Sindh Revenue Service Board and Sales Tax for following works.

S. NO:	NAME OF WORK	METHOD OF PROCUREMENT
1.	PROCUREMENT OF SERVICES FOR CONVOCATION 2024 (VENUE SETUP, FURNITURE / FIXTURE, FOOD, REFRESHMENT, PHOTOGRAPHY, VIDEOGRAPHY, PRINTING MATERIAL ETC.) (REF. NO. DUHS/W&S-NIT/158)	Single Stage – Two Envelope Procedure as per rule 46 sub rule-2 of SPP Rules 2010 (Amended upto date)
2.	HIRING OF TRANSPORT SERVICES FOR RIVA WATER PLANT. (REF. NO. DUHS/W&S-NIT/159)	Single Stage Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)

Tender Fee	Rs. 10,000/- (Rupees Ten Thousand Only) Non-Refundable in shape of Pay Order / Demand Draft in favor of Dow University of Health Sciences, Karachi.
Security	Bid Security and Performance Security as mentioned in the bidding document.

E-Bidding documents as per detailed terms and conditions, specifications and requirements are available for the registered bidders on Sindh Public Procurement Regulatory Authority's EPADS at <https://portalsindh.eprocure.gov.pk/#/> and University website <https://duhs.edu.pk> on the payment noted above (non-refundable) on any working day except the day of opening of tenders.

The electronics bids must be submitted using EPADS before closing time **17-10-2024** at 11.00 Hrs. Manual bids, shall not be accepted. Electronic Bids will be opened on **17-10-2024** at 11.30 Hrs., The tender fee (non-refundable) and earnest money of total bid (refundable) in the form of a Pay Order or Demand Draft issued by a Scheduled Bank of Pakistan in favor of Dow University of Health Sciences, Karachi should be submitted at the 5th Floor of Administration Block DMC Campus near Civil Hospital before the deadline for submission of Electronic Bids through EPADS which will be opened on the same day **17-10-2024** at 11:30 Hrs.

In case of any unforeseen situation resulting in the closure of the office on the date of opening or if Government declares Holiday the tenders shall be submitted/opened on the next working day at the same time & venue. Any conditional or un-accompanied the earnest money, the tender will not be considered in the bidding process. The Procuring Agency reserves the right to reject any or all bids subject to relevant provisions of SPP Rules, 2010 (Amended upto date) and may cancel the bidding process at any time prior to the acceptance of a bid or proposal under "Rule-25" of said Rules.

For any query for e-bidding, contact the Office of the undersigned (DMC Campus), 5th Floor Administration Block, Baba-e-Urdu Road near Civil Hospital Karachi.

**DIRECTOR**  
Works & Services  
Dow University of Health Sciences, Karachi

## **BID DATA SHEET**

The following specific data shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) / Terms & Conditions. Whenever there is a conflict, the provisions herein shall prevail over those in ITB / T&C.

1.	<b>Name of Procuring Agency:</b>	Dow University of Health Sciences, Karachi (DUHS)
2.	<b>Name of Contract:</b>	<b>Hiring of Transport Services for Riva Water Plant.</b> <b>NIT NO: DUHS/W&amp;S/2024/1260, Dated: 01 Oct, 2024</b>
3.	<b>Tender Reference No.</b>	<b>DUHS/W&amp;S-NIT/159</b>
4.	<b>Submission of E-Bidding Documents:</b>	Bids must submitted Online through EPADs at <a href="https://eprocare.gov.pk/">https://eprocare.gov.pk/</a>
5.	<b>Tender fee:</b>	Rs. 10,000/- (Rupees Ten Thousand Only) Non-Refundable in shape of Pay Order / Demand Draft in favor of Dow University of Health Sciences, Karachi.
6.	<b>Bid Security:</b>	The amount of bid security shall not be less than Rs <b>2.5%</b> of the total contract value must be submitted at DUHS.
7.	<b>Submission of Tender fee &amp; Bid Security Address:</b>	Dow University of Health Sciences (DMC Campus), Planning & Development Department Admin Block 5 <sup>th</sup> Floor DMC Campus, Baba-e-Urdu Road near Civil Hospital Karachi. Phone No. 021-38771000 Extension 5820
8.	<b>Language of the Bid:</b>	English
9.	<b>Currency of the Bid:</b>	The price quoted shall be in Pakistani Rupee on DDP Basis
10.	<b>Bid Prices:</b>	The price shall be fixed during the contract period
11.	<b>Bid Validity Period:</b>	90 days
12.	<b>Tender Purchasing date:</b>	As per NIT
13.	<b>Deadline for E-bid submission:</b>	As per NIT
14.	<b>Date and Time E-Bid Opening:</b>	As per NIT
15.	<b>Performance Security:</b>	Amount of Performance Security shall not be less than Rs <b>5%</b> of the total contract value.
16.	<b>Alternate Bid:</b>	Not Allowed
17.	<b>Joint Venture / Consortium Bid:</b>	Not Allowed

# **BIDDING DOCUMENT**

## **HIRING OF TRANSPORT SERVICES FOR RIVA WATER PLANT**

### **INSTRUCTIONS TO THE BIDDERS**

#### **1. Introduction: -**

1.1. Dow University of Health Sciences Karachi ("DUHS") is a Public Sector University founded in December 2003. DUHS has been developing tradition of excellence in education, research and community service. DUHS offering MBBS and BDS undergraduate education, with a strong emphasis in the medical, biomedical sciences, public health, allied health sciences and business management programs. The University has one main campus, and another sub-campus located in the urban metropolitan city of Karachi, Sindh. The University has a school of Postgraduate studies, which offers postgraduate and doctoral programs in almost all academic disciplines relating to the biomedical and health sciences, including clinical diplomas in 13 specialties, Masters/MS /MPhil and Ph.D. programs in 32 different specialties, such as Master of Advanced Physiotherapy, Masters in Nursing, Master of Business Administration, with 18 specialties of the biomedical and basic sciences offered at the MPhil level, including MPhil in Biotechnology, Genetics, Microbiology, Pharmacology and Ph.D. programs in the health and allied sciences. Furthermore, the flagship MBBS program is offered through Dow International Medical College, catering to international students or overseas sponsored students. The CPSP has also accredited the institution for FCPS training in 29 different specialties. The University has 17 Schools/Colleges and Institutes, including 9 clinical entities, and 25 other non-academic, administrative departments.

#### **2. Objective: -**

2.1 The interested bidders will provide the vehicles with driver, fuel etc. for transportation of Riva Water Products from Riva Water Warehouse, Ojha Campus of Dow University of Health Sciences, Karachi (DUHS) to the routes and distribution sites all over Karachi (Annexure-A).

#### **3. Scope of Work: -**

31 The bidder shall produce documentary evidence of vehicles which should be in his own name or in the name of his firm or alternatively, Company shall furnish the valid agreement with the vehicle owners that the vehicle owner(s) shall place his/their vehicle at the disposal of the bidder for the exclusive use of DUHS's transportation operations during the period of contract. It shall also be mentioned in the agreement between vehicle owner and bidder that transport owner shall not cancel the agreement during the currency of contract between bidder and DUHS on judicial stamp paper of Rs. 100/-.

32 Offered vehicles must be registered with Excise & Taxation Department.

33 The registration numbers of the vehicles along with proof of ownership shall be submitted with proposal. DUHS reserves the right to inspect the vehicles before final agreement is signed.

34 Vehicles must have updated fitness certificate, route permit, and tax certificate besides other mandatory registrations and documents.

35 Tracker must be installed in each of the vehicle with access of the tracking for the management of DUHS.

36 The bidder will follow the Motor Vehicle Rules and will not allow any person to drive without valid commercial driving license.

- 37 Bidder shall provide the roadworthy vehicles in very good condition with mileage less than 100,000 KMs, mechanically fit, container covered and well maintained neat & clean for transportation of Commodities to designated locations. DUHS reserves the right to refuse loading of vehicles which are not road worthy, have perforated tarpaulins or soiled with dust, dirt or other debris. Where bidder undertakes to ensure that Riva water products are protected and spoilage from fuel, grease and oil.
- 38 Container / Hood Room besides metal carrier / frame should be furnished from inside with stable base, with no rusting and welding spikes that could damage goods when loaded.
- 39 Each vehicle should have working fuel & mileage meters related for daily reading and noting Purpose. Checklist of all puncture and maintenance tools, spare wheel and others should be ensured on daily basis.
- 3.10 The bidder will employ adequate drivers to transport Riva Water. The salary of the drivers shall be borne by the bidder as per the prevailing terms and conditions and rates of the labour & Human Resource Department, Government of Sindh and Sindh Minimum Wages Act 2015. Drivers must be mentally and physically fit and have valid commercial driving license, local police clearance and should be presentable. The bidder shall be fully responsible of every act of his staff appointed on the vehicle.
- 3.11 Bidder will follow the disciplinary rules of the DUHS and operate the vehicles as per the schedule prescribe by the DUHS.
- 3.12 Commencement of operations in Riva water warehouse starts at 8 am sharp, so driver provided by the bidder, should reach office before 8 am every day including holidays (365 days).
- 3.13 Timings for distribution operations are from 8 a.m. to 8 p.m. on daily basis.
- 3.14 Bidder will make sure that vehicle will not use for illegal activities.
- 3.15 Any stock damage during transportation from point of loading to the final destination in case of, rough driving or due to the negligence of the driver the amount of damage shall be deducted from the bill of bidder.
- 3.16 In the event of robbery, theft or stock forcibly taken from a vehicle by armed men, or any other person with fire arms, the driver will report to area police.
- 3.17 In the event of any accident the bidder shall be responsible for payment of compensation for any loss or injury or damage cause to any person or party in accordance with the Government rules.
- 3.18 Penalty Clause: In case of non-operation of any vehicle due to mechanical failure, lack of spare parts or lack of the bidder's driver/employees to comply with the terms of this agreement and where such a delay eventually disrupts the daily operation and Riva water distribution cycle, the bidder will be allowed a maximum of 3 hours after 8 am in the morning to address the matter. In case the supply of that day halted due to any mechanical problem or driver non-presence, the payment of bidder for that day will be deducted.
- 3.19 In case of failure or breakdown the bidder will provide the alternate vehicle at company's own risk and cost.
- 3.20 The defects when found / pointed out by DUHS will be rectified by the bidder within a reasonable time.
- 3.21 The bidder office must be equipped with telephone, to ensure efficient coordination and liaison with DUHS. Bidder must also ensure that he has contact with drivers over mobile phone.
- 3.22 Bidder undertakes to set up coordination and liaison at loading point i.e. Riva water plant while he must be in coordination for full day operation in order to resolve any route related problem/ issues.

- 323 The human resource engaged by the bidder for the execution of the contract shall not be considered or treated as the employees of DUHS. The bidder shall be liable to make payment of wages to the human resource engaged by him. DUHS shall not make any payments direct to the human resource and the human resource shall not have any claim on DUHS in case of failure of the bidder in making their payments.
- 324 The bidder shall not engage any sub-contractor, assign, or transfer any of his contractual obligations to any other person, firm, organization except under approval of the Competent Authority of DUHS.
- 325 Ply of Vehicles**
- 3.25.1 The monthly vehicle rental charges will include; vehicle rent, driver's salaries, operational cost, periodical maintenance & fuel / lubricants / all filters cost, repair & maintenance cost of vehicle, other miscellaneous / incidental costs, road challans, puncture and other field related vehicle expenses including all Government taxes (Federal/Provincial/Local).
- 3.25.2 Any increase in rates of POL / Diesel / CNG etc. during the validity period of the contract, including the extended period, shall not be considered for enhancement of the rates already quoted by the contract, approved by the DUHS and no request in this behalf will be entertained. The DUHS will not bear any responsibility in this respect.
- 3.25.3 The agreed rental charges shall not be increased in any circumstances during currency of the contract.
- 326 The bidders should be very clear in their minds that under no circumstances whatsoever, the rates once approved and the acceptance thereof communicated to them shall be reviewed or enhanced upward all during the validity and currency of the contract including the extended period. No application, petition, or appeal in this regard shall be entertained and considered by the procuring agency. The past practice or precedent, if any, shall be no ground or basis for the enhancement of rates. The procuring agency shall enforce this condition in letter and spirit.
- 327 If a bidder is found involved in misconduct, misappropriation, fraud, cheating, theft and defalcation during the currency of the contract, he will be blacklisted, contract terminated and the amount of the security deposit shall stand forfeited in favour of DUHS.
- 328 In case of misconduct or violation of any of the terms and conditions of the bidder, the DUHS after having satisfied, may blacklist the bidder.
- 329 The tender of a bidder whose performance as a Contractor has not remained satisfactory in the past may be rejected.

**4. Bidding Procedure:**

- 5.1 Bids are invited as per Single Stage – One Envelope Procedure in accordance with sub rule-1 of rule 46 of the Sindh Public Procurement Rules, 2010 (Amended up to date).

**5. Instructions to the Bidders: -**

- 6.1 Bidder must read all the contents of NIT / IFB as well as Bidding Document and understand all the requirements.
- 62 Bidder must ensure that the Bid Form / Price Schedule is filled in all respect, without any confusion.
- 63 The Bid Security in required shape and value shall be attached with the offer.
- 64 There should not be any over-writing, double writing, crossed, additional conditions.
- 65 Rates are to be quoted clearly in digits as well as in words.
- 66 Each document/paper submitted by the bidder shall be signed/stamped by the bidder on the face of document.
- 67 Bids shall be submitted online through E-PADS in accordance with Single stage – One Envelope Procedure.
- 68 Bidder shall examine the Bid Evaluation / Qualification Criteria and insert appropriate document in the Proposal accordingly.
- 69 Joint Venture Bids, Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after specific date and time and bids of Black Listed firms shall be treated as rejected / non-responsive.
- 610 Bidder(s) must understand that all payments / transaction shall be made in Pakistani Rupees (PKR) only.
- 611 Bidder(s) must work carefully and gross rates to be quoted, including all applicable taxes and also incorporate the impact of Sales Tax. DUHS shall made payments after deduction of all applicable taxes including Income Tax & SST / GST and other taxes, if any.

**7. ELIGIBILITY CRITERIA (MANDATORY REQUIREMENT)**

Please review the following list of all documents to be enclosed with the Technical Proposal. These are the **“MANDATORY DOCUMENTS”** Non submission of any one of the mandatory documents will lead to disqualification and further assessment of tender will not be done hence **“TECHNICALLY REJECTED”**.

S#	<b>Qualification Criteria / Mandatory Requirements</b> <u>List of documents to be enclosed:</u>
1.	Compliance to the Scope of work and vehicle requirements of the procuring agency
2.	Complete Original set of Bidding Documents including Tender Documents must be stamped and signed by the owner / representative of each page.
3.	Copy of CNIC of signatory of the Bid Forms
4.	Complete Bidding Document, duly signed and stamped on its each/ every page as acceptance of all terms & conditions
5.	Compliance to bid validity period
6.	Compliance to payment terms and conditions
7.	Valid Sales Tax (SST-SRB) Registration with Active Tax Payer Status on SRB website.
8.	Valid Income Tax (FBR) Registration with Active Tax Payer Status on FBR website
9.	Professional Tax Certificate for the current financial year (if applicable)
10.	The bidder shall provide documentary evidence of at least 04 vehicles of Mazda Titan or equivalent, which should be in his own name or in the name of his firm or alternatively he shall furnish the valid agreement with the vehicle owners that the vehicle owner(s) shall place his/their vehicle at the disposal of the bidder for exclusive use of DUHS’s transportation operations during the period of contract.
11.	Original Tender Purchase Receipt / Pay Order of Tender Fee.
12.	Affidavit on stamp paper of Rs. 100/- duly notarized to the effect that: i. The bidder is neither blacklisted nor suspended by any National/International, including Provincial and Federal Govt. ii. Any director or owner of the bidding company is not awarded any punishment from any Court of Law. iii. Bidder has submitted the correct and complete information along with the bid/offer. If any document / information is found forged / engineered / fake / bogus at any stage, the bidder may be declared as Blacklisted in accordance with law and the performance guarantee and payment, if any may be forfeited.
13.	The Bid Form / Price Schedule on Bidder’s Letterhead duly signed and stamped by the bidder.
14.	Prescribed Original Bid Security must be submitted at DUHS.
15.	List of present clients to whom bidder is providing the Transport Services with name of contact person, cell / telephone number and address.
16.	At least 3 Certificate from clients stating satisfactory performance of the bidder
17.	Bidder’s past experience in transporting goods service – Ongoing or completed 03 contracts of a minimum period of 12 months to any <b>Private / Public sector or Semi-Government Organization during the last 3 years.</b> (Valid documentary evidence must be attached).
18.	Bidder’s Average Annual Turnover of last three (03) financial years must be Rs. 10 million or above.
19.	Bids should be submitted as a Single Stage therefore financial proposal must be attached along with technical profile.

**8. Validity of Bids: -**

Bids shall remain valid for ninety (90) days w.e.f. date of opening of Technical Proposals. The bids without or less than Ninety (90) days validity will be rejected.



**9. Alternate Bids: -**

Alternate Bids shall NOT BE ALLOWED, if any bidder elects to submit alternative bid(s) / proposal(s), both bids ORIGINAL and ALTERATIVE will be rejected straightaway.

**10. Submission of Bids/Offers: -**

Bids must submitted Online through EPADs at <https://eprocure.gov.pk/>

**11. Opening of E-Bids: -**

121 In case of the date of opening of tender declared as Public Holiday by the Government of Sindh or Federal Government or non-working day due to any reason, the next official working day shall be deemed to be the date for submission and opening of tenders/bids/offers, accordingly.

**13. Evaluation of Bids: -**

13.1 Bids/Offers/Proposals to be evaluated by the Committee constituted by the DUHS for the Purpose.

13.2 The Committee may seek the clarification from the bidder in writing or oral as the case may be, in case of committee deemed fit, however, any clarification shall not change the sanctity of the original bid;

13.3 The Bids/Offers shall be evaluated conformity the requirements of terms & conditions of the bidding document based on the record/documentary evidence submitted by the bidder.

**13.4 Technical Proposal Evaluation:**

13.4.1 The Bids shall be evaluated on complete Lot / Group / Package basis reflected in the Bid Form / Price Schedule. Bids for partial / limited item(s) shall not be considered and rejected.

13.4.2 Following factors/criteria will be applied for technical evaluation of the proposals. If bidder was unable to meet the even one of the following factor / criteria requirements, his bid shall be disqualified.

13.4.3 Documentary evidence must be attached in support of your claim.

13.4.4 Only those Financial Proposals shall be considered which were technically qualified against the following factors/criteria by the Committee.

**Financial Proposal Evaluation:**

13.5.1 Technically qualified/successful bidder(s)/Tenderer(s) shall be eligible for Financial Proposal(s).

13.5.2 Bids not accompanied by the Bid Security of required amount and form shall be rejected.

13.5.3 Procuring Agency shall not be responsible for any erroneous calculation of taxes and all differences arising out shall be fully borne by the Successful Bidder. However, any subsequent changes in rates or structure of applicable taxes by the Government at any time during execution/evaluation period shall be passed to the Procuring Agency.

**14. Announcement of Bid Evaluation Report**

14.1 Bids/Offers including Technical Proposal/Financial Proposals to be evaluated by the Committee constituted by the DUHS for the purpose.

14.2 The Bid Evaluation Report shall be announced and shall be hoisted on websites of the Authority and Procuring Agency and intimated to all the bidders at least three (3) working days prior to the award of Contract.

**15. Award of Contract:**

15.1 The bidder whose offered rate is found lowest amongst other technically qualified bidders shall be considered for acceptance of the offer provided that it fulfills the laid down terms and conditions of the tender.

15.2 DUHS reserve rights to cancel any/all bids, subject to the relevant provisions of SPPRA Rules 2010 (Amended up to date).

**16. Signing of Contract: -**

16.1 In case of award, the contractor shall sign the contract on appropriate stamp paper. All charges including payment of duty shall be borne by the Contractor.

**17. Period of Contract: -**

17.1 Initially contract shall be signed for a period of 12 months (01 year), however, contract can be extended with mutual consent for a period of further six months or till the finalization of new tender. The bidder shall provide the services for an extended period without any increase in rate.

**18. Bid Security / Performance Guarantee: -**

18.1 The Bidder shall enclose the Bid Security not less than **2.5% of the total contract value of the 12 months (one year)** in the shape of Deposit at Call or Pay Order or Demand Draft or a Bank Guarantee in favour of Dow University of Health Sciences, Karachi issued by a scheduled bank in Pakistan valid for a period of 28 days beyond the bid validity period. The Bid Security shall be attached with the Financial Proposal. Photocopy of the Bid Security shall be attached with the Technical Proposal after hiding the amount.

18.2 The Bid Security of unsuccessful bidder shall be returned after award of contract or within one week of expiry of bid.

18.3 The Successful bidder shall submit the **Performance Security / Guarantee not less than 5% of the total contract value of the 12 months (one year)** in the shape of Deposit at Call or Pay Order or Demand Draft or a Bank Guarantee in favor of Dow University of Health Sciences, Karachi issued by a scheduled bank in Pakistan valid for a period of ninety (90) days beyond the date of completion / expiry of the contract.

18.4 The Bid Security of successful bidder shall be returned after receipt of Performance Security / Guarantee. However, the successful bidder can adjust the Bid Security towards Performance Guarantee, in this situation, the successful bidder shall submit the balance amount on account of Performance Guarantee.

18.5 The Performance Security / Guarantee shall be forfeited, in case of bidder fails to provide the Satisfactory services. The Performance Security / Guarantee of the bidder shall be returned after expiry of contract period.

**19. Commencement of Services: -**

19.1 Services shall be commenced from the date of signing of contract agreement.

**20. General Conditions: -**

20.1 A prospective bidder requiring any clarification(s) may notify to DUHS or an Officer authorized on its behalf in writing. The DUHS or concerned Officer authorized on its behalf will respond to any request for clarification, which is received well before 05 working days or more to the deadline set for the submission of bids. Copies of DUHS response will be forwarded to prospective companies (if not already clarified in the tender document or deemed necessary for the company).

20.2 It will be the responsibility of the Bidder that all factors have been investigated and considered while submitting the Bid and no claim whatsoever including those of financial adjustments to the contract / Letter of Acceptance awarded under this Bid Process will be entertained by the DUHS. Neither any time schedule, nor financial adjustments arising thereof shall be permitted on account of failure by the Bidder.

20.3 Bidder shall comply with all Pakistani Laws, permits, codes and regulation applicable to the bidder's performance of services. Bids against the Government Rules and Policy, Conditional Bids, Telegraphic Bids, Bids not accompanied by Bid Security of required amount and form, bids received after specific date and time and bids of Black Listed firms will not be considered and will be rejected.

20.4 Bidder will follow the disciplinary rules of the DUHS.

20.5 The DUHS reserves the right to increase / decrease or delete the quantities of goods / services at the time of award of contract and also reserves the right to enhance the quantity of goods / services without any change in unit price or other terms and conditions at any time during contract period.

- 20.6 It must be clearly understood that the Terms and Conditions and Specifications are intended to be strictly enforced. No escalation of cost except arising from increase in quantity by the Bidder on the demand and approval of the Competent Authority of DUHS will be permitted throughout the contract period.
- 20.7 The tenderer should be fully and completely responsible for all the deliveries and deliverables to the DUHS. Bidder shall not claim or charge transportation, loading / unloading, labor or any other charges related to or in the name of logistics, accidents, insurance, freight etc.
- 20.8 Bidder shall be responsible for remedying the defect(s) on the same date on which complaint was launched.
- 20.9 Bidders are also required to state, in their proposals, the name, title, contact number (landline, mobile), fax number and e-mail address of the bidder's authorized representative through whom all communications shall be directed until the process has been completed or terminated.
- 20.10 Failure to supply required items / services within the specified schedule will invoke penalty as imposed by the competent authority of DUHS.
- 20.11 DUHS will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
- 20.12 Bidder shall not be allowed to alter or modify his bid after the opening of the bids. However, the procuring agency may seek and accept clarification to the bid that do not change substances of the bids.
- 20.13 The Bids shall be evaluated in accordance with the specified evaluation / eligibility / qualification/responsiveness criteria and terms & conditions of the bidding document.
- 20.14 Bidding Documents shall take precedence, in case of discrepancies between the Invitations for Bids (IFB) / Notice Inviting Tender (NIT) and the Bidding Documents.
- 20.15 Bidder will depute the adequate staff for carrying out the desired services.
- 20.16 Bidder will be liable for any loss or damage caused by any act or default on the part of his servant or employee to the said premises and/or DUHS property on which the decision of DUHS will be final.
- 20.17 During the currency of the contract, the firm will provide goods and services as per terms and conditions, to be settled later on in the shape of the contract agreement.

**20.18 DISQUALIFICATION OF SUPPLIERS, CONTRACTORS AND CONSULTANTS.-**

- (1) The procuring agency shall disqualify a supplier, consultant or contractor, whether already pre-qualified or not, if it finds at any time, that the information submitted by him concerning his qualification and professional, technical, financial, legal or managerial competence as supplier, consultant or contractor, was false and materially inaccurate or incomplete; or
- (2) At any stage has indulged in corrupt and fraudulent practices, as defined in these rules.
- (3) A supplier, contractor or consultant being aggrieved by the decision of the procuring agency regarding disqualification may seek relief through the mechanism of grievance redressal, as provided under Rule 31.

**21. Payment: -**

- 21.1 Payment shall be processed on monthly basis.
- 21.2 Due payment will be made after completion of each month within 60 days of submission of invoice with all the required documents.

- 21.3 The Service Provider required to submit the following documents along with bill:
- i. The contractor shall submit his bill in the prescribed form duly approved by competent authority.
  - ii. Monthly statement of kilometer issued by the concerned tracker company. duly verified by manual log books
  - iii. Invoice with covering letter, both duly signed and stamped by authorized officer.
  - iv. Copy of the Signed Contract.
  - v. Original satisfactory performance certificate issued by the competent person of the relevant site.
  - vi. Copy of any/all correspondence made with DUHS or any other agency / person / organization during the billing month.
  - vii. Evidence / support of all claims in bills.
  - viii. Any other details/documents, if required by DUHS.

**22. Redressal of Grievances by the Procuring Agency: -**

- 22.1 Redressal of Grievances & settlement of dispute will be as per Rule 31 of SPPRA Rule-2010 (Amended up to date).

**23. Termination / Cancellation of Contract:**

- 23.1 If the contractor fails to provide satisfactory services, the DUHS shall be entitled at his option to terminate / cancel the contract and recover the damages besides forfeiture of Performance Guarantee. The DUHS shall not be liable to any risks and costs whatsoever in consequence of such cancellation of the contract.

**24. Arbitration:**

- 24.1 Any difference or dispute or liability of whatsoever nature arising out of the contract or in any way relating to the contract or to its construction or fulfillment should be settled as far as possible, amicably between the DUHS and Contractor. If the parties fail to come to an amicable settlement the same shall be referred to the award of Arbitrators to be nominated one each by the DUHS and Contractor within fifteen (15) days of notice from either side or in the case of the said Arbitrators not agreeing, then to the award of an Umpire to be appointed by the Arbitrators in writing prior to proceeding with the arbitration. The decision of the Arbitrators or the Umpire, as the case may be, shall be final and binding on both the parties. The arbitration shall take place at Karachi, under Pakistani Law of Arbitration.

**25. Applicable Laws:**

- 25.1 The Contract shall be governed by the Laws of Pakistan and the Courts of Karachi – Pakistan shall have exclusive jurisdiction.

# HIRING OF TRANSPORT SERVICES FOR RIVA WATER PLANT

(REF. NO. DUHS/W&S-NIT/159)

NIT NO: DUHS/W&S/2024/1260, DATED: 01 OCT, 2024

## BID FORM / PRICE SCHEDULE

(To be submitted on Official Letterhead of the company duly Signed & Stamp)

S#	Description of Vehicles	No. of Vehicles Required	Rate per Kilometer (KM)	Estimated Monthly Quantity (KM)	Total Monthly Amount
1.	<b>Mazda Titan or equivalent</b> 3000 - 3500 cc Minimum capacity of 250 bottles of 19 liters standard bottle with the metal body container cover / hood of the (L13" x W5.5" x H5.5") Dimensions. <b>(For details refer Annexure – A)</b>	03 Nos.		4000 Kilometer for 3 vehicles	
2.	<b>Mazda Titan or equivalent</b> 3000 - 3500 cc For narrow street areas with carrying capacity of 180-200 bottles of 19 liters with the metal body container cover / hood of the (L12" x W5" x H5") dimensions. <b>(For details refer Annexure – A)</b>	01 No.		1,000 Kilometer for 1 vehicle	
<b>Total Monthly Amount in Pak Rs. including all Taxes</b>					
<b>Total Yearly Amount (12 Months) un Pak Rs. including all Taxes</b>					
<b>Amount in words (Rupees</b>					<b>only)</b>

**Note:**

**Payment shall be made according to the monthly statement of kilometer issued by the concerned tracker company and duly verified by manual log books**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

C.N.I.C : \_\_\_\_\_

Designation: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

# INTEGRITY PACT

## DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS.

Contract Number: \_\_\_\_\_ Dated: \_\_\_\_\_

Contract Value: \_\_\_\_\_

Contract Title: \_\_\_\_\_

**[Name of Supplier/Contractor/Consultant]** hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the foregoing, **[Name of Supplier/ Contractor/ Consultant]** represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from Procuring Agency (PA), except that which has been expressly declared pursuant hereto.

**[Name of Supplier/Contractor/Consultant]** certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

**[Name of Supplier/Contractor/Consultant]** accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, **[Name of Supplier/Contractor/Consultant]** agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by **[Name of Supplier/Contractor/Consultant]** as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from PA.

\_\_\_\_\_  
**[Procuring Agency]**

\_\_\_\_\_  
**[Supplier /Contractor/Consultant]**

# **FORM OF CONTRACT**

**(Specimen purpose only)**

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 2024 between *Dow University of Health Sciences, Karachi of Islamic Republic of Pakistan* (hereinafter called “the Procuring Agency”) of the one part and \_\_\_\_\_ *[Name of Bidder]* of \_\_\_\_\_ *[city and country of Bidder]* (hereinafter called “the Bidder”) of the other part:

WHEREAS the Procuring Agency invited bids for certain services, viz., \_\_\_\_\_ *[brief description of goods and services]* and has accepted a bid by the Bidder for providing these services in the sum of \_\_\_\_\_ *[contract price in words and figures]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - (a) the Price Schedule submitted by the Bidder;
  - (b) the Schedule of Requirements;
  - (c) the General Condition & Instruction;
  - (d) the Special Conditions; and
  - (e) the Procuring Agency’s Notification of Award.
3. In consideration of the payments to be made by the Procuring Agency to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Procuring Agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring Agency hereby covenants to pay the Bidder in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

\_\_\_\_\_  
Signed / Sealed by the Manufacturer /  
Authorized Bidder / Authorized Agent

\_\_\_\_\_  
Signed/Sealed by Procuring Agency

**ANNEXURE - A**

Vehicle NO	VEHICLE MODEL	ROUTE NO	ROUTE NAME (AREAS COVERAGE)	DAY	KM (Approx.)	FUEL IN LTR. (Approx.)	Bottles Capacity (Approx.)	Bottle Coverage (Approx.)
<b>VEHICLE: 01</b>	TITAN/MAZDA	R-1	DHA PHASE: 2,4,5,6,8	MONDAY	100	23	250	200
		R-11	CLIFTON, CANT STATION AREA, KORANGI	TUESDAY	110	25	250	200
		R-3	SADDAR, CIVIL HOSPITAL	WEDNESDAY	65	15	230	200
		R-17	NORTH KARACHI, GULZARE HUJRI,	THURSDAY	60	14	230	200
		R-12	JOHAR BLOCK 16 TO 20	FRIDAY	55	13	230	200
			Contingency Supply	SATURDAY	50	11		150
<b>VEHICLE: 02</b>	TITAN/MAZDA	R-2	PECHS BLOCK 2 TO 6, TARIQ ROAD	MONDAY	60	14	230	190
		R-13	F.B AREA FC ARE, AZIZ ABAD, MARTEN QUARTERZ,	TUESDAY	70	16	230	200
		R-5	GULSHAN BLOCK 8 TO 12, 14 TO 19	WEDNESDAY	60	14	230	200
		R-6	JOHAR BLOCK 1 TO 12,	THURSDAY	55	13	230	200
		R-16	JOHAR BLOCK 13 TO 15,	FRIDAY	55	13	230	200
		R-9	SCHEME- 33 (SAFORA, RIZVIA SOCIETY)	SATURDAY	50	12	200	150
<b>VEHICLE: 03</b>	TITAN/MAZDA	R-19	PECHS 2 (BLOCK-6, SMCHS, MEHMOODABAD, SHAHRAH E FAISAL	MONDAY	75	18	200	190
		R-15	GARDEN, JAMSHED ROAD, JAIL ROAD	TUESDAY	65	15	200	190
		R-4	NAZIMABAD, SITE AREA , BOARD OFFICE	WEDNESDAY	65	15	250	200
		R-10	GULSHAN BLOCK 1 TO 7 & 13	THURSDAY	45	10	230	200
		R-14	MALIR, QUAIDABAD, SHAH FAISAL, TARIQ BIN ZIYAD	FRIDAY	80	19	230	200
		R-9	SCHEME- 33 (MAKHDOOM BILAWAL, SACHAL GOTH, KANEEZ FATIMA)	SATURDAY	50	12	200	150
<b>VEHICLE: 04</b>	TITAN/MAZDA	R-7	MEMON NAGAR, CHAPPEL, SOHNI CHALLET	MONDAY	45	10	250	230
		R-7	ASKARI IV, GULSHAN E JAMAL	TUESDAY	80	18	250	230
		R-7	BAHADURABAD, SHAHRAH E FAISAL	WEDNESDAY	65	15	250	230
		R-7	Scheme 33 (MUSLIM SOCIETY, JOHAR COMPLEX)	THURSDAY	50	18	250	230
		R-7	NORTH NAZIMABAD	FRIDAY	100	16	250	230
		R-7	GULSHAN HADEED/METROVIL	SATURDAY	100	23	250	200



S.NO	R/NO	ROUTE	DAY
1	R-1	DHA (DEFENCE HOUSING AUTHORITY)	MONDAY
2	R-2	PECH BLOCK 2-6 TARIQ ROAD BAHADURABAD SHAHRA-E-FAISAL	MONDAY
3	R-19	PECHS#2 (BLOCK 6. SMCHS, MEHMOODABAD	MONDAY
4	R-7	INTERNAL	MONDAY
<b>MONDAY</b>			
5	R-11	CLIFTON, CANTT, DHA 2	TUESDAY
6	R-13	FB AREA, FC AREA, AZIZABAD, YASEENABAD	TUESDAY
7	R-15	GARDEN, JAMSHED ROAD, JAIL ROAD	TUESDAY
8	R-21	GULSHAN-E-MAYMAR	TUESDAY
9	R-7	INTERNAL	TUESDAY
<b>TUESDAY</b>			
10	R-17	NEW KARACHI, GULZAR-E-HIJRI, MEMON NAGAR, SOHNI CHALLET, CHAPPEL	WEDNESDAY
11	R-4	NAZIMABAD, GOLIMAR, PAPOSH, NORTH NAZIMABAD	WEDNESDAY
12	R-5	GULSHAN BLOCK 8 TO 12, 14 TO 19	WEDNESDAY
13	R-7	INTERNAL	WEDNESDAY
<b>WEDNESDAY</b>			
14	R-3	SADDAR, CIVIL HOSPITAL	THURSDAY
15	R-6	JAUHAR BLOCK 1 TO 12	THURSDAY
16	R-10	GULSHAN BLOCK 1 TO 7 & 13	THURSDAY
17	R-7	INTERNAL	THURSDAY
<b>THURSDAY</b>			
18	R-12	JAUHAR BLOCK 16 TO 20	FRIDAY
19	R-16	JAUHAR BLOCK 13 TO 15	FRIDAY
20	R-14	MALIR, QUIADABAD, SHAMSI, SHAHRA-E-FAISAL	FRIDAY
21	R-7	INTERNAL	FRIDAY
<b>FRIDAY</b>			
22	R-8	SCHEME-33, SAADI TOWN	SATURDAY
23	R-9	SCHEME-33	SATURDAY