

BIDDING DOCUMENT

Single Stage – One Envelope Procedure Rule 46 (1) of the Sindh Public Procurement Rules, 2010 (Amended up to Date)

NIT # DUHS/W&S/2025/1392 Dated: 22nd January, 2025

REPAIR AND MAINTENANCE SERVICES FOR UNINTERRUPTED POWER SUPPLIES (UPS)

(REF NO: DUHS/W&S-NIT/174)

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

No. DUHS/W&S/2025/1392

TENDER NOTICE

Dated: January 22, 2025

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

S. NO:		NAME OF WORK	METHOD OF PROCUREMENT
1.	PROVIDING, FIXING, I 2 NOS. PASSENGER LI SEMINAR HALL, OJHA (REF NO: DUHS/W&S-)	Single Stage – Two Envelope Procedure as per rule 46 sub rule-2 of SPP Rules 2010 (Amended upto date)	
2.	REPAIR AND MAINT OPERATION, REPAIR AND OPERATION, RE HVAC SYSTEM (CHII UNITS, AHUS, DX C EQUIPMENT) (REF NO: DUHS/W&S-)	Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)	
3,	REPAIR AND MAINTENANCE SERVICES FOR UNINTERRUPTED POWER SUPPLIES (UPS) (REF NO: DUHS/W&S-NIT/174)		Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)
4.	REPAIR AND MAINTENANCE OF GENERATORS. (REF NO: DUHS/W&S-NIT/175)		Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)
5.	(RE-RE-TENDER) HIRING OF MOBILE APPLICATION DEVELOPMENT SERVICES. (REF NO: DUHS/W&S-NIT/176)		Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)
Tender	Fee	Rs. 7,000/- (Rupees Seven Thousand Only) N Demand Draft in favor of Dow University of I	
Security	<i>.</i>	Bid Security and Performance Security as men	tioned in the bidding document.

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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 **10-02-2025** at 10:00 Hrs. Manual bids, shall not be accepted. Electronic Bids will be opened on **10-02-2025** 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.

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. 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.	Name of Procuring Agency:	Dow University of Health Sciences, Karachi (DUHS)
2.	Bidding Procedure:	Single Stage –Single Envelope Procedure
3.	Name of Contract:	Repair and Maintenance Services for Uninterrupted Power Supplies (UPS)
4	Tender fee:	Rs. 7,000/- (Seven Thousand Rupees Only) Non-Refundable in shape of Pay Order / Demand Draft in favor of Dow University of Health Sciences, Karachi.
5.	Submission of Tender fee & Bid Security Address:	Dow University of Health Sciences (DMC Campus), Planning & Development Department Admin Block 5 th Floor DMC Campus, Baba-e-Urdu Road near Civil Hospital Karachi. Phone No. 021-38771000 Extension 5820, 5814
6.	Language of the Bid:	English
7.	Currency of the Bid:	The price quoted shall be in Pakistani Rupee on DDP Basis
8.	Bid Prices:	The price shall be fixed during the contract period.
9.	Bid Security:	The amount of bid security shall not be less than 5% of the total contract value in the form of a Call Deposit, Bank Draft or a Bank Guarantee issued by a scheduled bank of Pakistan, in favour of the Dow University of Health Sciences, Karachi.
10.	Bid Validity Period:	90 days
11.	Tender Purchasing date:	As Per NIT
12.	Deadline for bid submission:	As Per NIT (Online through EPADs at https://eprocure.gov.pk/)
13.	Date, Time and Place of Bid opening:	As Per NIT (Online through EPADs at https://eprocure.gov.pk/)
14.	Alternate / Conditional Bid:	Not Allowed
15.	Joint Venture / Consortium Bid:	Not Allowed
16.	Period of Contract:	Initially contract shall be signed for a period of One-year (12 months), however, DUHS at its own discretion can extend the period of contract for a further Two (02) Years till the finalization of new tender. The contractor shall be bound to provide the services for extended period with increase in rate 10% yearly with same terms & conditions.
17.	Performance Security:	The amount of Performance Security shall not be less than 10% of the total contract value of one year (12 months).

<u>BIDDING DOCUMENT</u> REPAIR AND MAINTENANCE SERVICES FOR UNINTERRUPTED POWER SUPPLIES (UPS)

1. <u>Introduction</u>: -

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 has educated and trained more than 8,000 students and residents from 20 academic institutes. The University has nearly **4,100 employees**, including approximately **850 faculty members** at present.

2. <u>Objective</u>: -

2.1 The objective of engaging a local service provider to provide equipment curative and preventive maintenance support services to ensure its optimal functionality and minimize downtime.

3. <u>Scope of Work</u>: -

- 3.1 Company provides Service & Maintenance to keep the Equipment's in good working order according to manufacturer's service schedule including preventive maintenance.
- 3.2 DUHS will be entitled to call Service Engineer any time during the office hours 9:00 Hours to 1700 Hours Monday-to-Saturday, in case of emergency during the public holidays as well, without any visit fee in case of any problem with the Equipment. Preventive maintenance shall be done according to approved scheduled in all respect.
- 3.3 Company's Qualified Engineer/Technician shall respond to the Service Call within two to four hours positively.
- 3.4 After the completion of work Company's Engineers will prepare the service report and shall give to the Customer.
- 3.5 In the event of instrument failure, the Engineer will diagnose the fault and identify the parts needing replacement
- 3.6 In case of any major fault, Equipment or Parts would be collected for repair at workshop and Backup Equipment or Parts will be provided.
- 3.7 In case of any trouble before Preventive Maintenance Schedule, company will manage it.
- 3.8 Company Service Engineer will be responsible for the complete service of equipment during the contract period.
- 3.9 The company guarantees that the system covered by this agreement will achieve 95% uptime over the contract period. And below 95% will extend the term of agreement by three times the number of days the system was down. The 8 hours non-functioning of the equipment or any part thereof (all features as per specifications in contract/proposal) will be considered as one day down time.
- 3.10 The replacement parts will be consigned to DUHS, Company will be responsible for any duties and taxes levied on the same.
- 3.11 Replacement of faulty / out-of-order parts will be charge by the firm separately with prior approval from Head of that institute.
- 3.12 Annual / Quality preventive schedule of all equipment must be performed, and reports must be signed by relevant End user / Technical user, payment will be deducted if PPM's not performed.
- 3.13 Company will conduct Battery Testing (single + bank) and provide health check report quarterly.
- 3.14 The technician / engineer must have all tools and minor spares at all times on site $(24 \times 7 \times 365)$

4 Instructions to the Bidders: -

- 4.1 Bidder must read all the contents of NIT as well as Bidding Document and understand all the requirements.
- 4.2 Bidder must ensure that the Bid Form / Price Schedule is filled in all respect, without any confusion.
- 4.3 There should not be any over-writing, double writing, crossed, additional conditions.
- 4.4 Rates are to be quoted clearly in digits as well as in words.
- 4.5 Each document/paper submitted by the bidder shall be signed/stamped by the bidder on the face of document.
- 4.6 Bids shall be uploaded on EPADS in accordance with Single stage One Envelope Procedure.
- 4.7 Bidder shall examine the Bid Evaluation Criteria and insert appropriate document in the Proposal accordingly.
- 4.8 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.
- 4.9 Joint Venture (JV) / or Consortium's, Conditional & Alternative bids shall not be allowed. Joint Venture (JV) or Consortium shall not be eligible.

5 <u>Eligibility Criteria (Mandatory Requirement)</u>

Eligibility Criteria: The bidder who meets the following eligibility criteria / mandatory requirements would be declared responsive for further evaluation as per the Evaluation Criteria specified in this bidding document. Verifiable documentary proof for all following requirements is a mandatory requirement, noncompliance will lead to disqualification. The bids disqualified / not responsive to the MANDATORY ELIGIBILITY EVALUATION CRITERIA provided shall not be eligible for further evaluation.

	CRITERIA provided shall not be eligible for further evaluation.
S.No	Mandatory Eligibility Criteria & List of documents to be enclosed: -
1	Scanned Tender Purchase Receipt / Pay Order of Tender Fee.
2	Complete Bidding Document, duly signed and stamped on its each/every page as acceptance of all terms
	& conditions.
	Bidder Must have well equipped workshop in Karachi, Repair and Maintenance Facility (Credible documentary
3	evidence must be provided) Local Repair and maintenance workshop / set-up. Bidder should be based in
	Karachi or should have a branch in Karachi. Office details at Karachi with Phone Numbers/Addresses.
4	Copy of CNIC of signatory of the Bid Forms.
5	Valid Income Tax Registration Certificate (FBR) (Active Taxpayer) Bidder must be available on 'List of Active
5	Tax Payers' of FBR website (for Income Tax).
6	Valid Sales Services Tax (SST-SRB) Registration (Active Taxpayer) Bidder must be available on 'List of
0	Active Tax Payers' SRB website (for Sindh Sales Tax).
7	Complete profile and history of the Bidder/Participant including complete address and complete details of
	Directors including their CNIC Numbers and contact details.
8	Registration or proof of Business (Minimum Last 5 Years) Valid documentary evidence must attached.
	Affidavit on stamp paper duly notarized to the effect that:
	(i) The bidder is neither blacklisted nor suspended by any National / International, including
	Provincial and Federal Government.
	(ii) The bidder is not awarded any punishment from any Court of Law.
9	(iii) The 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.
	Average annual turnover in the list 03 years (on the closing of last fiscal year) should not be less than Rs. 10
10	million, demonstrated through Income Tax Returns (ITR $-$ FBR), with the audited statement of accounts
10	details to be submitted.
	Existing and any past service providers are only eligible for bidding upon providing recent Satisfactory
	Performance Certificates after the date of advertisement, for respective periods of services from the Registrar
11	office of Dow University of Health Sciences, duly signed and stamped. No other certificates will be accepted for
	eligibility.
	Bidders past experience of at least 03 projects in the public sector either government /semi-
	government/autonomous bodies during the last 05 years providing similar services of Repair and
12	Maintenance Services for Uninterrupted Power Supplies (UPS), with pieces of evidence work order,
12	agreement, performance certificate etc. If the ORIGNAL project is extended for more than 12 months or
	more then it would be considered a single project only. Extensions of project cannot be considered as a
	project. Provide the list of clients as per Annexure-A of the bidding document.
13	Scanned Copy of the Pay order / Bank Draft of Bid Security / Earnest Money should be attached along with E-
13	Bid document. (Original bid security should be submitted at DUHS before the deadline of E-Bid opening).
14	Bidder must have at least one of Full-Time Electrical / Electronics Engineer/ Technician (with 3-year experience
14	of repairing UPS without supervision) in the roster of personnel (24x7) on site.
	Conformity with required terms and conditions of Scope of Work / Services / Technical Specification given
15	in the Tender Document.

6. <u>Financial Proposal</u>

- 6.1 Bidder(s) must ensure that the following documents are enclosed with the Financial Proposal
- 6.2 Bid Security of required amount in shape of pay order.
- 6.3 Bid form(s)/Price Schedule duly filled in all respect clearly quote the price.
- 6.4 Once again note that bidder must ensure that the Bid Form / Price Schedule is filled in all respect, without any confusion, there should not be any over-writing, double writing, crossed, additional conditions and Rates are quoted clearly in digits as well as in words.
- 6.5 Bidder(s) must understand that all payments / transaction shall be made in Pakistani Rupees (PKR) only.
- 6.6 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 and other taxes, if any.
- 6.7 Only those who qualified in the mandatory Evaluation shall be eligible for Financial Proposal(s). All bids shall be opened online through EPADS.
- 6.8 Bids not accompanied by the Bid Security of required amount and form shall be rejected.
- 6.9 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.

7. Validity of Bids: -

7.1 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.

8. Alternate Bids: -

8.1 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.

9. Evaluation of Bids: -

- 9.1 Bids/Offers including Technical Proposal/Financial Proposals to be evaluated by the Committee constituted by the DUHS for the purpose.
- 9.2 The Committee may seeks 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 be change the sanctity of original bid;
- 9.3 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.

10. Financial Proposal Evaluation:

- 10.1 Bidder(s) must ensure that the following documents are enclosed with the Financial Proposal
- 10.2 Bid Security of required amount in the shape of pay order.
- 10.3 Bid form(s)/Price Schedule duly filled in all respect clearly quote the price.
- 10.4 Once again note that bidder must ensure that the Bid Form / Price Schedule is filled in all respect, without any confusion, there should not be any over-writing, double writing, crossed, additional conditions and Rates are quoted clearly in digits as well as in words.
- 10.5 Bidder(s) must understand that all payments / transaction shall be made in Pakistani Rupees (PKR) only.
- 10.6 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 and other taxes, if any.
- 10.7 Only those Financial Proposals will be announced / considered which were technically qualified by the Committee.
- 10.8 Technically qualified/successful bidder(s)/Tenderer(s) shall be eligible for Financial Proposal(s). All bids shall be opened online through EPADS.
- 10.9 Bids not accompanied by the Bid Security of required amount and form shall be rejected.
- 10.10 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.

11. Announcement of Bid Evaluation Report

- 11.1 Bids/Offers including Technical Proposal and Financial Proposals to be evaluated by the Committee constituted by the DUHS for the purpose.
- 11.2 The Bid Evaluation Report shall be announced and shall be hoisted on websites of the Authority (EPADS SPPRA) and Procuring Agency and intimated to all the bidders at least three (3) working days prior to the award of Contract.

12. Award of Contract: -

- 12.1 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, irrespective of their score in the previous step.
- 12.2 DUHS reserve rights to cancel any/all bids, subject to the relevant provisions of SPPRA Rules 2010 (Amended up to date).

13. Signing of Contract: -

13.1 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.

14. Period of Contract: -

14.1 Initially contract shall be signed for a period of One-year (12 months), however, DUHS at its own discretion can extend the period of contract for a further Two (02) Years till the finalization of new tender. The contractor shall be bound to provide the services for extended period with increase in rate 10% yearly with same terms & conditions.

15. Bid Security / Performance Guarantee: -

- 15.1 The Bidder shall enclose the **Bid Security 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 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.
- 15.2 The Bid Security of unsuccessful bidder shall be returned after award of contract or within one week of expiry of bid.
- 15.3 The Successful bidder shall submit the <u>Performance Security / Guarantee not less than 10% of the</u> <u>total contract value of the 12 months (one year)</u> 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 ninety (90) days beyond the date of completion / expiry of the contract.
- 15.4 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.
- 15.5 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.

16. Commencement of Services: -

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

17. General Conditions: -

- 17.1 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).
- 17.2 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.
- 17.3 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.

- 17.4 Bidder will follow the disciplinary rules of the DUHS.
- 17.5 The DUHS reserves the right to increase / delete the number of **Uninterrupted Power Supplies (UPS)** to be covered on the same rates and terms and condition of the Contract Agreement.
- 17.6 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.
- 17.7 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.
- 17.8 Bidder shall be responsible for remedying the defect(s) on the same date on which complaint was launched.
- 17.9 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.
- 17.10 Failure to supply required items / services within the specified schedule will invoke penalty as imposed by the competent authority of DUHS.
- 17.11 DUHS will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.
- 17.12 The Bidder will provide the Quarterly Repair and Maintenance Report to the nominated person of DUHS.
- 17.13 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.
- 17.14 The Bids shall be evaluated in accordance with the specified evaluation / eligibility / qualification / responsiveness criteria and terms & conditions of the bidding document.
- 17.15 Bidding Documents shall take precedence, in case of discrepancies between the Invitation for Bids (IFB) /Notice Inviting Tender (NIT) and the Bidding Documents.
- 17.16 Bidder will depute the supervisors and other adequate staff for carrying out the desired services.
- 17.17 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 decision of DUHS will be final.
- 17.18 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 contract agreement.

18. Payment: -

- 18.1 Payment shall be processed on monthly basis.
- 18.2 Due payment will be made after completion of each month.
- 18.3 The Service Provider required to submit the following documents along with bill:
 - i. The contractor shall submit his bill in the prescribed from duly approved by competent authority.
 - ii. Invoice with covering letter, both duly signed and stamped by authorized officer.
 - iii. Copy of the Signed Contract.
 - iv. Original satisfactory performance certificate issued, and contract signed by the technical department.
 - v. Copy of any/all correspondence made with DUHS or any other agency / person / organization during that quarter.
 - vi. Evidence / support of all claims in bills.
 - vii. Any other details/documents, if required by DUHS.
 - viii. Preventive maintenance report, service report, uptime report, as per checklist.

19. Redressal of Grievances by the Procuring Agency: -

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

20. Cancelation of Contract: -

20.1 If the contractor fails to provide the satisfactory services, the DUHS shall be entitled at his option to 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.

21. Arbitration: -

21.1 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.

22. Applicable Laws: -

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

REPAIR AND MAINTENANCE SERVICES FOR UNINTERRUPTED POWER SUPPLIES (UPS) (REF NO: DUHS/W&S-NIT/174)

BID FORM / PRICE SCHEDULE

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

Sr. No	Description	Quantity	Unit	Monthly Rate Per Unit	Total Amount (PKR)
1.	Monthly Maintenance of Standard UPS System. (Online& Interactive).				
	a) Interactive - 500 VA (Green Power / APC / Stabimatic / Ralio / Powertek/ Lipord)	75	Nos.		
	b) Interactive - 1 KVA (Green Power / APC / Stabimatic / Ralio / Powertek / Lipord)	390	Nos.		
	c) Interactive - 2 KVA (Green Power /APC/Stabimatic / Ralio / Powertek / Lipord)	150	Nos.		
	d) Interactive - 3 KVA (Green Power /APC /Stabimatic / Ralio / Powertek/ Lipord)	150	Nos.		
	e) Online - 5 KVA TO 7 KVA (Green Power/APC/Stabimatic / Ralio / Powertek / Lipord)	50	Nos.		
	f) Online - 10 KVA TO 12 KVA (Single Phase) (Green Power /APC/Stabimatic / Ralio / Powertek / Lipord)	75	Nos.		
	Online - 10 KVA TO 12 KVA (Three Phase) (Green Power /APC/Stabimatic / Ralio / Powertek / Lipord)	10	Nos.		
	g) Online – 20 TO 60 KVA (Three Phase) (Power Ware / Chloride /MasterPlus/ELEN / Socomec / Riello / GE)	10	Nos.		
	h) Online - 80 KVA (Power Ware / Chloride /Master Plus ELEN / Socomec / Riello / GE)	05	Nos.		
	i) Online - 100 KVA (Power Ware / Chloride /Master Plus /ELEN/ Socomec / Riello / GE)	05	Nos.		
	 j) Online - 120 KVA (Power Ware / Chloride /Master Plus /ELEN / Socomec / Riello / GE) 	10	Nos.		
2.	Monthly Maintenance of Stabilizer and Isolation transformer.				
	a) Stabilizer 10 KVA (Stabimatic / Servo Motor)	12	Nos.		
	b) Stabilizer 80 TO 100 KVA (Stabimatic / Green Power)	06	Nos.		
				NTHLY AMOUNT	
	TOTAL - YEA	RLY AMO		FOR 12 MONTHS) D SECURITY 5%	

Authorized Signature [In full and initials]: Name and Title of Authorized Signatory: Name of Bidder & Stamp / Seal:

REPAIR AND MAINTENANCE SERVICES FOR UNINTERRUPTED POWER SUPPLIES (UPS) (REF NO: DUHS/W&S-NIT/174)

OPTIONAL – ONE TIME RATE

(MAY BE PURCHASE AS WHERE & WHEN REOUIRED)

(Rates should be fixed for the entire length of contract)

(The rates of batteries would not be included in the earnest money/bid security)

Sr. No:	Description	Quantity	Unit	Rate Per Unit	Total Amount (PRs.)
1.	Dry Batteries 12V 1.2 Ah to 1.5 Ah	01	Each		
2.	Dry Batteries 12V 4.5 Ah to 5 Ah	01	Each		
3.	Dry Batteries 12V 7Ah	01	Each		
4.	Dry Batteries 12V 9Ah	01	Each		
5.	Dry Batteries 12V 12Ah	01	Each		
6.	Dry Batteries 12V 18Ah	01	Each		
7.	Dry Batteries 12V 20 Ah	01	Each		
8.	Dry Batteries 12V 24 Ah	01	Each		
9.	Dry Batteries 12V 26 Ah	01	Each		
10.	Dry Batteries 12V 38Ah	01	Each		
11.	Dry Batteries 12V 40Ah	01	Each		
12.	Dry Batteries 12V 60Ah	01	Each		
13.	Dry Batteries 12V 80Ah	01	Each		
14.	Dry Batteries 12V 100Ah	01	Each		
	(AS	WHERE & V	WHEN R	TOTAL EQUIRED)	

Battery PPM Checklist

- Check and record the overall float voltage at the battery terminals.
- Make a visual rack check as to general appearance, cleanliness, or evidence of corrosion.
- Check rectifier charger output current and voltage
- Check ambient temperature and condition of ventilating equipment
- Check total battery voltage.
- Clean and provide corrosion protection of cells terminals, and racks, and add water to adjust electrolyte levels as necessary.
- Provide an equalizing charge if necessary.
- Analyze records and report any recommendations.
- Provide a detailed visual inspection of each battery.
- Check all bolt connections and adjust if required.
- Check inter-tier, and battery terminal connection resistances.
- Check integrity of the battery racks.
- Record the AC ripple voltage going to the battery and ensure that the rectifier-charger filtering circuits are maintaining a ripple output that meets the battery manufacturers' requirements on both a continuous and intermittent (spikes, transients) basis.

UPS PPM Checklist

- Perform visual checks and operational tests of all UPS equipment and associated switch gear.
- Review maintenance logs and log all alarm operations and output
- Complete a functional checkout and test of the UPS diagnostic systems.
- Check environment, temperature, dust, moisture, room vents, etc.
- Clean and tighten all power connections at the input and output terminals, at all circuit breakers, and at the terminal posts and fuses on the rectifier and inverter legs.
- During the inspection, check all power cabling for abrasions and burn spots. Visually check components for signs of overheating, swelling, leaking, etc. Visually check printed circuit board alignments.
- Check and calibrate each system, to include switchgear and circuit breakers, meters, and alarm levels for frequency, voltage, current, transfer, trip, alarm, etc.\
- Perform system and board functional tests on all UPS equipment to insure proper functioning within specified parameters.
- Run all UPS system diagnostics and correct all diagnosed problems.
- Open all doors, drawers, and covers. Perform a thorough inspection of all cabinets for foreign objects. Perform a thorough dusting and vacuuming of all cabinet interiors. Use only rubber or plastic vacuum attachments to clean drawers and cabinets.
- The exterior panels can be cleaned with a mild cleaning solution. Transparent panels should be cleaned with a mild soap and water solution only. Restore all doors and covers to their secured condition
- Off-line load test the UPS system to ensure that the system is completely functional (annual and after each repair)
- Check and record input & output of UPS voltage.
- Check and record frequency of UPS.
- Check and record the load of UPS per phase.

CLIENT LIST (On Bidder's / Company's / firm's Letterhead)

[Date]

To: [Name and address of Employer]

Dear Sir,

I / we hereby declare that we had completed / ongoing following projects / contracts in Public Sector University and/or Govt. / Semi Govt. and autonomous bodies organization <u>during the last five (05)</u> <u>years</u> ending on the deadline for bid submission (copy of satisfactory performance certificate / reference letter / agreements / contracts / work orders are attached for your reference):

Sr. No.	Client Name / End User	Nature of Client (Govt. / Semi Govt. Sector)	Scope of Work	Name & Location of Project	Year	Total yearly contract value (PKR)

Yours faithfully,

Authorized Signature [In full and initials]: Name and Title of Authorized Signatory: Name of Bidder:

Stamp / Seal:

Encls: As above.

DECLARATION OF ANNUAL TURNOVER AND INCOME TAX RETURN (On Bidder / Company / firm's Letterhead)

[Location, Date]

To: [Name and address of Employer]

Dear Sir,

1) I/we hereby declare that, our firm's Annual Turnover is as follow (As per Income Tax Returns & Audit Reports attached):

F.Y ONE		F. Y. TWO		F. Y. THREE	
PKR	(Million)	PKR_	(Million)	PKR_	(Million)

And,

2) I/we hereby declare that, our firm had filed Income Tax Returns for last 3 years Supported by copy ITR/STR of Last 03 (three) years.

Yours sincerely

Authorized Signature [In full and initials]:

Name and Title of Authorized Signatory:

Name of Bidder:

Stamp / Seal: Encl:

As above

INTEGRITY PACK (AFFIDAVIT)

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS

M/s. ______, the service provider hereby declared that:
(a) Its intention not to obtain the procurement / services / work of any contract, right, interest, privilege, or other obligation or benefit from the DUHS or any administrative or financial offices thereof or any other department under the control of the DUHS through any corrupt practice(s).

- (b) Without limiting the generality of the forgoing the bidder / company / firm / agency represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc, paid or payable to anyone and not give nor agreed to give and shall not give or agree to give to anyone within the DUHS directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the DUHS, except that which has been expressly declared pursuant hereto.
- (c) The bidder / company / firm / agency /accepts full responsibility and strict liability for making any false declaration / statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract / order obtained aforesaid shall without prejudice to any other right & remedies available to the DUHS under any law, contact, or other instrument, be stand void at the discretion of the DUHS.
- (d) Not with standing any right and remedies exercised by the DUHS in this regard, bidder / company / firm / agency agrees to indemnify the DUHS for any loss or damage incurred by it on account of its corrupt business practice & further pay compensation to the DUHS in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the bidder / company / firm / supplier / agency / service provider as a fore said for the purpose of obtaining or inducing procurement / work / service or other obligation or benefit in whatsoever from the DUHS.

Dow University of Health Sciences Signature & Seal (Name of Security Firm) Signature & Seal

Note: This integrity pact is mandatory requirement other than auxiliary services / works.

FORM OF CONTRACT AGREEMENT

WHEREAS the Contractor is a service provider

AND

WHEREAS the DUHS is procuring agency. The DUHS intends to hire firm for **Repair and Maintenance** Services for Uninterrupted Power Supplies (UPS) (Ref: No. DUHS/W&S-NIT/174), therefore, invited bids through N.I.T No.

WHEREAS the Contractor (successful bidder) submitted his bid vide ______ in accordance with the bid document and was selected as "successful bidder" pursuant to the bidding process and negotiation on contract prices, awarded the "Letter of Acceptance / Intent" (LoA/LoI) No.to the Contractor on _____.

BOTH THE PARTIES HERETO agree to abide the terms and conditions as mentioned in:

(Conditions of Contract) of Tender Document.

(Signature of Contractor / Authorized
Representative)
Name:
Designation:
Address:
Seal:

(Signature of Authorized	Officer of the DUHS)
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Name:	
Designation:	
Address:	
Seal:	

WITNESS – 1

WITNESS – 2

Name:	Name:
CNIC#:	CNIC#:
Address:	Address:

Name:	
CNIC#:	
Address:	





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

No. DUHS/W&S/2025/1392

TENDER NOTICE

Dated: January 22, 2025

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

S. NO:	NAME OF WORK		METHOD OF PROCUREMENT	
1.	PROVIDING, FIXING, INSTALLATION AND COMMISSIONING OF 2 NOS. PASSENGER LIFTS INCLUDING ANCILLARY WORKS AT SEMINAR HALL, OJHA CAMPUS, DUHS, KARACHI. (REF NO: DUHS/W&S-NIT/172)			Single Stage – Two Envelope Procedure as per rule 46 sub rule-2 of SPP Rules 2010 (Amended upto date)
2.	REPAIR AND MAINTENANCE FOR AIR CONDITIONING AND OPERATION, REPAIR & MAINTENANCE OF PACKAGE UNITS AND OPERATION, REPAIR AND MAINTENANCE OF CENTRAL HVAC SYSTEM (CHILLER PLANTS, COOLING TOWERS, VRF UNITS, AHUS, DX CONDENSING UNITS, FCUS & ALLIED EQUIPMENT) (REF NO: DUHS/W&S-NIT/173)			Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)
3.	REPAIR AND MAINTENANCE SERVICES FOR UNINTERRUPTED POWER SUPPLIES (UPS) (REF NO: DUHS/W&S-NIT/174)		Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)	
4.	REPAIR AND MAINTENANCE OF GENERATORS. (REF NO: DUHS/W&S-NIT/175)			Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)
5.	(RE-RE-TENDER) HIRING OF MOBILE APPLICATION DEVELOPMENT SERVICES. (REF NO: DUHS/W&S-NIT/176)			Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)

1 ender Fee	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 <u>https://portalsindh.eprocure.gov.pk/#/</u> and University website <u>https://duhs.edu.pk</u> 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 **10-02-2025** at 10:00 Hrs. Manual bids, shall not be accepted. Electronic Bids will be opened on **10-02-2025** 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.

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. 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



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 TENDER NOTICE No. DUHS/W&S/2025/1392 Dated: January 22, 2025 Dow University of Health Sciences (DUHS), Karachi is a Public Sector University invites e-bids through E-Pak Acquisition & Disposable System (EPADS) from well-reputed Companies / Bidders / firms having registration with Federal Board of Revenue (FBR), Income Tax Department, Sindh Revenue Service Board & Sales Tax. NAME OF WORK S. NO: METHOD OF PROCUREMENT PROVIDING, FIXING, INSTALLATION AND COMMISSIONING OF Single Stage - Two Envelope 2 NOS. PASSENGER LIFTS INCLUDING ANCILLARY WORKS AT 1. Procedure as per rule 46 sub rule-2 of SEMINAR HALL, OJHA CAMPUS, DUHS, KARACHI. SPP Rules 2010 (Amended upto date) (REF NO: DUHS/W&S-NIT/172) REPAIR AND MAINTENANCE FOR AIR CONDITIONING AND OPERATION, REPAIR & MAINTENANCE OF PACKAGE UNITS AND OPERATION, REPAIR AND MAINTENANCE OF CENTRAL Single Stage - Single Envelope 2 HVAC SYSTEM (CHILLER PLANTS, COOLING TOWERS, VRF Procedure as per rule 46 sub rule-1 of UNITS, AHUS, DX CONDENSING UNITS, FCUs & ALLIED SPP Rules 2010 (Amerided upto date) EQUIPMENT) (REF NO: DUHS/W&S-NIT/173) REPAIR AND MAINTENANCE SERVICES FOR UNINTERRUPTED Single Stage - Single Envelope 3. Procedure as per rule 46 sub rule-1 of POWER SUPPLIES (UPS) (REF NO: DUHS/W&S-NIT/174) SPP Rules 2010 (Amended upto date) Single Stage - Single Envelope REPAIR AND MAINTENANCE OF GENERATORS. 4. Procedure as per rule 46 sub rule-1 of (REF NO: DUHS/W&S-NIT/175) SPP Rules 2010 (Amended upto date) APPLICATION HIRING OF MOBILE (RE-RE-TENDER) Single Stage - Single Envelope 5 DEVELOPMENT SERVICES. Procedure as per rule 46 sub rule-1 of (REF NO: DUHS/W&S-NIT/176) SPP Rules 2010 (Amended upto date) Rs. 7,000/- (Rupees Seven Thousand Only) Non-Refundable in shape of Pay Order Tender Fee Demand Draft in favor of Dow University of Health Sciences, Karachi, Bid Security and Performance Security as mentioned in the bidding document. Security 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 10-02-2025 at 10:00 Hrs. Manual bids, shall not be accepted. Electronic Bids will be opened on 10-02-2025 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. 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. 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





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

No. DUHS/W&S/2025/1392

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3.	REPAIR AND MAINTENANCE SERVICES FOR UNINTERRUPTED POWER SUPPLIES (UPS) (REF NO: DUHS/W&S-NIT/174)		Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)	
4.	REPAIR AND MAINTENANCE OF GENERATORS. (REF NO: DUHS/W&S-NIT/175)		Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)	
5.	(RE-RE-TENDER) HIRING OF MOBILE APPLICATION DEVELOPMENT SERVICES. (REF NO: DUHS/W&S-NIT/176)		Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)	
Tender Fee		Rs. 7,000/- (Rupeer Seven Thousand Only) N Demand Draft in favor of Dow University of I		
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DIRECTOR Works & Services Dow University of Health Sciences, Karachi





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

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5. NO:		NAME OF WORK	METHOD OF PROCUREMENT	
<u>, 1</u> ,	PROVIDING, FIXING, I 2 NOS, PASSENGER LI SEMINAR HALL, OHD (REF NO, DUHS/W&S-)	Single Stage - Two Envelope Procedure as per rule 46 sub rule-2 of SPP Rules 2010 (Amended upto date		
2.	REPAIR AND MAINT OPERATION, REPAIR AND OPERATION, RE IIVAC SYSTEM (CHII UNITS, AHU ₈ , DX G EQUIPMENT) (REF NO: DUHS/W&S-)	Single Stage - Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date		
315	REPAIR AND MAINTENANCE SERVICES FOR UNINTERRUPTED POWER SUPPLIES (UPS) (REF NO: DURS/W&S-NIT/174)		Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)	
4	REPAIR AND MAINTENANCE OF GENERATORS. (REF NO: DURS/W&S-NIT/175)		Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)	
5	(RE-RE-TENDER) H DEVELOPMENT SERV (REF NO: DUHS/W&S-	Single Stage – Single Envelope Procedure as per rule 46 sub rule-1 of SPP Rules 2010 (Amended upto date)		
Tender Fee		Rs. 7,000/- (Rapees Seven Thomand Only) Non-Refundable in shape of Pay Order / Demand Draft in favor of Dow University of Health Sciences, Karachi		
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