



**Government of Pakistan  
PAKISTAN ORDNANCE FACTORIES  
TENDER ENQUIRY**

TO

PPRA & MIS

Dear Sirs,

Reference: TENDER ENQUIRY NO. 4145-EM-18(09)-FP-PUR-Hosp DATED 22.01.2018

You are requested to submit sealed quotations for the item(s) NOTED ON THE Schedule to the Tender. Please note the following instructions for filling the tender:-

**1. SUBMISSION OF TENDER**

1.1 Tenders will be opened at **1230** hours on **24-February-2018** and must reach this office on or before **1200** hours. Tender received late will not be entertained. You may witness the opening of the tender if you so desire. If a representative is deputed, he should bring a letter of authority from you.

1.2 Only one tender should be included in one envelope. The outside of the envelope should be inscribed with:-

Tender Enquiry No: **4145-EM-18(09)-FP-PUR-Hosp**  
Tender to be opened on: **24-February-2018**  
Address as follows:- **DY.COMMNADANT-POF-HOSPITAL  
POF WAH CANTT. (PAKISTAN)**

**2. GENERAL INSTRUCTIONS REGARDING PREPERATION OF QUOTATIONS**

2.1 For materials, the prices should be filled in column 5 and delivery date in column 6 of the schedule to this Tender Enquiry. The undertaking should be signed at the bottom of the schedule, which shall form the Quotation. You may use a separate sheet if necessary.

2.2 For plant and Machinery, you are required to quote in two parts:-

**Part-I "Technical Offer"**: It should exclusively give technical details and literatures/brochures of the offered plant, machinery and equipment; validity date; delivery schedule; signed undertaking given on the schedule to this Tender Enquiry. It must not indicate price, costs etc.

**Part II "Commercial Offer"**: It should indicate the commercial terms e.g. price, terms of payment, mode of payment, mode of supply.

Each part should be placed in a separate sealed cover. The envelopes should be inscribed with: Part I **"Technical Quotation without price"** and Part II **"Commercial Quotation with Price"**.

- 2.3 The quotation must remain valid for, at least 90 days from the date of opening of tenders.
- 2.4 The quotations should hold good for any reduced or enhanced quantities without notice.
- 2.5 In the event of non-acceptance of offer, intimation may be given to the renderers on their request.
- 2.6 Conditional offers or alternative offers are likely to be ignored.
- 2.7 Quotations should be based on FOB. The consignment will be shipped through Pakistan National Shipping Corporation (PNSC). In case there is no PNSC service in the country of shipping, please quote on C&F basis. The freight should be indicated separately. Insurance premium should not be included in the quoted price. However, where insurance is considered necessary, advice to that effect should be given in the quotation.
- 2.8 Submission of the offer through an agent in Pakistan should be avoided. In case it is considered inevitable, the agent's quotation must invariably be accompanied by the original proforma invoice from the principals/ manufacturers. Offer submitted only by manufacturers/principals will be entertained and respective OEM must be submitted authorization certificate about their sole distributors/ local representative in Pakistan.
- 2.9 Country of origin and port of shipment to be stated.
- 2.10 If the requisite information is not furnished on the T.E forms or offer received is not in conformity with the requirement of T.E, such offer shall be ignored.
- 2.11 The supplier will render necessary information regarding hazardous effects on environment of the material/products supplied by them, alongwith dispatch documents.
- 2.12 Please ensure fulfillment of condition specified in sub para 2.2 alongwith other conditions.
- 2.13 If the requisite information is not furnished on the T.E form or offer received is not in conformity with the requirement of the T.E such offer shall be ignored

### **3. INSPECTION**

- 3.1 Supplies shall be subject to the inspection and acceptance by the competent inspection authority nominated by the Purchaser, who will arrange it at his own cost. Inspection facilities such as tools, test equipment, instruments etc will, however, be provided by the suppliers in accordance with the relevant specifications.
- 3.2 Third party inspection;- Firm will supply the store duly inspected/cleared by the renowned inspecting Agencies like SGS, Lloyd Bureau Varitas etc.
- 3.3 Where considered necessary by the Purchaser, the stores may be obtained on Warranty/Guarantee, subject to inspection on receipt. Rejected stores will be removed and replaced with the acceptable stores by the supplier at his own expense, within a specified time.

#### **4 ACCEPTANCE OF OFFERS**

- 4.1.1 The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
- 4.1.2 Procuring agency shall incur no liability, solely by virtue of its invoking sub-rule (1.1) towards suppliers or contractors who have submitted bids or proposals.
- 4.1.3 Notice of the rejection of all bids or proposals shall be given promptly to all suppliers or contractors that submitted bids or proposals.

#### **4.2 PERFORMANCE BOND**

- (a) The successful bidders will provide Performance Bond at the rate upto 10% of F.O.B. value of contract in favour of the Controller Military Accounts (CMA) POF Wah Cantt. The Performance Bond will be furnished in the form of an unconditional bank guarantee on prescribed proforma covered by any scheduled bank in Pakistan. The Performance Bond shall be furnished within 45 days from the date of opening of Letter of Credit. It shall be valid for a period of 03 years after the date of expiry of letter of credit. If the Performance Bond is not furnished within the prescribed time of 45 days, the Purchaser reserves the right to:
- i. Impose penalty @ 1 % per month of the value of CDR/BG.  
(Clause-4.2 (a i) is not applicable in case of procurement of Plant / Equipment / Machinery items)
- OR
- ii. Cancel the contract and make other arrangements for purchase of the stores at the risk and expense of the Supplier.
- (b) No Performance Bond will be required if the total FOB value of the contract is less than US \$ 50,000 and contract is placed directly on the foreign Supplier.

#### **4.3 FAILURE TO SUPPLY THE STORES**

All deliveries must be completed by the specified date. If the failure to deliver the stores within the scheduled time should have arisen from "Force Majeure", which the Purchaser may admit as reasonable ground for further time, he will allow such additional time as he may consider to have been required by the circumstances of the case. Otherwise, he will be entitled, at his discretion, to cancel the contract; and/or, claim liquidated damages upto 2% but not less than 1% of the contract price of the items and their quantities for each and every month or part of a month, beyond the specified delivery date, during which these may not be delivered, subject to a maximum of 10% of the total contract value; or, to purchase, from elsewhere, the unsupplied stores at the risk and cost of the Supplier.

#### **4.4 PAYMENT**

Payment will normally be made by means of irrevocable letter of credit. Unless otherwise stated 70% payment will be released on submission of Dispatch documents to Bank while balance 30% payment will be released on receipt and acceptance of store by the consignee.

All Bank charges incurred in Pakistan in connection with the establishment of L.C. will be borne by the Purchaser, whereas all Bank charges incurred in connection with drawing of payment including charges for confirmation of L.C. by the advising Bank/Foreign Bank will be borne by the Supplier.

#### **5. SECURITY OF INFORMATION**

The Tenderers and his employees must not communicate any information relating to the sale/purchase of stores under this enquiry to any person other than the manufacturer or to any press or agent not authorized in writing by POFs to receive it.

Please return the Schedule to the Tender duly signed by the specified date, alongwith the specification drawings etc, if any, enclosed herewith – even if you are unable to quote.

#### **WARNING**

In case the firm abstain from making offers or fail to return/acknowledge the tender form by the specified date on three consecutive occasions, no further tender enquiry may be issued to them and their names would liable to be removed from the approved list.

Yours faithfully,

**(DR.SUMMAYA KHURRAM)**  
**MANAGER-PURCHASE-HOSPITAL**  
for PAKISTAN ORDNANCE FACTORIES

## PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER ENQUIRY NO. 4145-EM-18(09)-FP-PUR-HOSP

DATE 22.01.2018.

(1) **FOR MATERIALS**

Item No	Description with Spec etc.	Unit	Quantity	Price Figure	Price in Words	Delivery Date
1	<b><u>Detail of Machinery:-</u></b> <b>EEG Machine</b> <b><u>SPECIFICATIONS</u></b> <b>Attached As Annexure-“B”</b>	<b>No.</b>	<b>01</b>			Immediate

(2) **For Plant & Machinery:-**

(3) **Special Conditions.**

- 1 The store must be protected adequately and appropriately to the mode of dispatch against damage from environmental effects, water or other substances during the sea voyage and overland journey to withstand the rough handling involved in transit and prove proper preservation of materials while held in storage by the consignee.
2. Firm should not quote the rates, if their Govt. does not permit them for export of the material to Pakistan.  
**(ATTACHED AS ANNEXURE-C).**

(4) **Undertaking**

Should our offer be accepted, we hereby undertake to supply the stores/render the services contracted on the basis of Conditions of Contract embodied in Form POF 1280, and to deposit the performance bond within the prescribed time, failing which it will constitute a breach of contract, and POF will have the right to purchase the stores/services elsewhere at our risk and cost.

Place \_\_\_\_\_

Signature of the Tenderer\_\_\_\_\_

Date\_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_

Position \_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

Income Tax G.I.R No. \_\_\_\_\_

1. **Detail of Machinery:** **EEG Machine** (Qty-01 No.)

**Specifications:**

1. Electrically isolated original Meta crafted mobile cart from respective manufacturer.
2. Pre-configured EEG acquisition desktop PC with accessories.
3. High resolution MPEG video kit.
4. LED photic stimulator with interface cables.
5. Capability to higher number of EEG channel (54,128,256,etc.) with optional amplifier.
6. EEG acquisition and review software license.
7. Online spike and seizure detection software
8. Microsoft window 8 /8.1/10 ultimate operating system.
9. Microsoft SQL 2000 server for patient centric database.
10. HIPPA compliance.
11. Calibration of EEG waveforms.
12. Multitasking capability saves time while reporting an exam.
13. Simultaneous monitoring of 4 windows (one live and 03 monitoring).
14. Predefined and user configurable montage presets.
15. Remote review / reporting of stored EEG exams via LAN.
16. Distributed or server based data storage.
17. Archival of recorded exams/ reports to CD/DVD.
18. Printing of reports on heavy HP duty laser printer.

**32 Channel Amplifier**

19. High tech amplifier for clinical EEG applications.
20. 32 channels of high quality signal recording .
21. 32 referential channels.
22. Impedance check.
23. 256,512 and 1024 Hz sampling frequency .
24. Differential input impedance 100 M Ohm.
25. Frequency bandwidth 1Hz – 400 Hz.
26. Sampling resolution –EEG Channels. 16 bit or better.
27. Ethernet LAN and USB connectivity.
28. Patient event switch.
29. Photic Stimulator interfaces.

**EEG Accessories Kit**

30. EEG electrodes (10 mm gold plated) (36).
31. Ten20 conductive paste "228 grams jar". (01)
32. Nuprep abrasive cream "114 grams tube" (01)
33. Push button tape measure. (01)
34. Electrode claw (01).
35. Reusable ear clip electrodes (01).

**Standard Terms & Conditions:**

1. Firm will ensure training 02 doctors / End user in hospital setting. And one Electromedical engineer & one Electromedical technician in workshop setting for one week. All expenses will be the responsibility of firm.
2. Warranty: The vendor will be responsible for maintenance of the equipment including parts and service for the period of 3 years.
3. List of equipment available for providing calibration and routine maintenance support as per manufacturer documentation in service/technical manual.
4. The firm should have more than 05 years experience in concern line of business.
5. Firm must arrange demo unit of quoted model at the time of technical evaluation
6. Sole distribution in original must be attached with technical bid otherwise bid will be ignored at tender opening.
7. Firm should have certified company trained engineers who must be trained on quoted system.(certificates must be attached with technical bid)
8. A comprehensive list of above said units installed in reputable hospitals along with after sale service infrastructure in Rawalpindi / Islamabad will be provided.(list must be attached with technical bid)
9. Original manufacturer's service manuals, operational manual and brochure of quoted model with detailed specifications must be provided by the firm. Net generated brochure will not be acceptable.
10. POF reserves the right to reject any firm's offer on the basis of quality/ services issues
11. Firm to guarantee the supply of spare parts up 10 years on as and when required basis
12. Standardization: FDA or CE
13. Power Supply: 220 V AC  $\pm$  10%, 50 Hz.
14. Country of Origin: Europe/USA/Japan/UK

ANNEX "C"

SPECIAL CONDITIONS

1. STANDARD ACCESSORIES THE COST OF WHICH IS COVERED IN BASIC UNIT SHOULD BE CLEARLY INDICATED AND LISTED AS A PART OF BASIC EQUIPMENT.
2. OPTIONAL ACCESSORIES, IF AT ADDITIONAL COST, SHOULD BE SHOWN SEPARATELY.
3. THE LIST AND PRICE OF RECOMMENDED SPARE PARTS REQUIRED FOR THREE YEARS TROUBLE FREE OPERATION SHOULD BE QUOTED.
4. EQUIPMENT WILL BE INSTALLED AND COMMISSIONED AT POF HOSPITAL WAH CANTT FREE OF CHARGE.
5. THE FIRM WILL PROVIDE **05 YEARS** WARRAANTY/GUARANTEE OF THE ENTIRE SYSTEM FROM THE DATE OF SUCCESSFUL COMMISSIONING. DURING THIS PERIOD REPLACEMENT OF ANY COMPONENT/PART IF NECESSARY WILL BE MADE BY THE FIRM FREE OF CHARGE IN ADDITION TO FREE SERVICE. THE SUPPLIER SHOULD ALSO CONFIRM THAT THEY HAVE PROPER SERVICES AND CONFIRM THAT THEY HAVE LOCCAL REP. ADDRESS, TELEPHONE/FAX NUMBER AND THE CONTACT PERSONS SHOULD BE CLEARLY STATED IN THE QUOTATION AND UNDERTAKING DULY SIGNED BY YOUR LOCAL REP. FOR MAINTAINING AND PROVIDING AFTER SALES SERVICES TO THE EQUIPMENT ON YOUR BEHALF DURING AND AFTER WARRAANTY/GUARANTEE PERIOD MUST BE ENCLOSED.
6. THE FIRM WILL ENCLOSE AN UNDERTAKING TO GUARANTEE FOR SUPPLY OF SPARE PARTS UP TO 10 YEARS AS AND WHEN REQUIRED.
7. CONSUMABLE BEING OFFEREDE FREE OF CHARGE WILL BE IDENTIFIED SEPARATELY.
8. THE FIRM SHOULD MENTION PRODUCT YEAR OF MAUNFACTURING AND REFERENCES WHERE THE QUOTED MODEL IS AVAILABLE/ INSTALLED IN PAKISTAN.
9. THE PAYMENT WILL BE MADE AGAINST L.C. TO BE ESTABLISHED IN FAVOUR OF FOREIGN PRINCIPAL/FIRM. 70% PAYMENT WILL BE MADE AGAINST SHIPPING DOCUMENTS AND BALANCE 30 % ON RECEIPT AND ACCEPTANCE OF MACHINE/EQUIPMENT IN POF.
10. THE SUCCESSFUL BIDDER WILL PROVIDE PERFORMANCE BOND AT THE RATE OF 10% OF FOB VALUE.
11. OEMS HAVING AFTER SALE/BACK-UP SERVICES IN PAKISTAN WILL BE ELIGIBLE TO PARTICIPATE.
12. PERIOD OF VISIT/NO. OF DAYS ALONG WITH NAME OF CITY OF VISITING COUNTRY IS ALSO REQUIRED FOR CALCULATION OF DA. PROVISION OF PAYMENT OF 20/30 % DA OF THE VISITING TEAM WILL BE BORNE BY THE FIRM.



**WARRANTY/ GUARANTEE CERTIFICATE**

**Firm's Name** \_\_\_\_\_

**Contract No.** \_\_\_\_\_

1. We hereby guaranty that the goods supplied against the above contract are in all respect in accordance with the relevant specifications and terms of the contract and that the material used, whether or not of our manufacture, are in accordance with the latest approved standard specifications complete, are of good workshop/quality throughout, and that we shall replace free of cost, every article or part thereof which before use or in use, shall be found defective, or not within the limits and tolerance of specification requirements, or in any way not in accordance with the terms of the contract.
  
2. In case of our failure to replace the defective stores free of cost within the period specified by the purchaser, we will refund the relevant cost.
  
3. The Warranty/ Guaranty will remain valid for **05 years** after the receipt of stores by the consignee/installation of the equipment.

**Signature** \_\_\_\_\_

**Name** \_\_\_\_\_

**Status in firm** \_\_\_\_\_

**Date** \_\_\_\_\_

**BANK GUARANTEE FOR PERFORMANCE ON  
JUDICIAL STAMP PAPER OF RS.100/- OR AS  
SUITABLE TO THE AMOUNT OF B.G.**

- i) Contract No. \_\_\_\_\_ Date. \_\_\_\_\_
- ii) Name of Firm/Contractor \_\_\_\_\_
- iii) Address of Firm/Contractor \_\_\_\_\_
- iv) Name of Guarantor \_\_\_\_\_
- v) Address of Guarantor \_\_\_\_\_
- vi) Amount of Guarantee Rs. \_\_\_\_\_  
( \_\_\_\_\_ )  
(in words )
- vii) Date of Expiry of Guarantee \_\_\_\_\_

To: The President of the Islamic Republic of Pakistan through the Controller of  
Military Accounts (CMA) POFs, Wah Cantt.

Sir,

1. Whereas your goodself have entered into Contract No. \_\_\_\_\_  
\_\_\_\_\_ dated \_\_\_\_\_ with Messrs  
\_\_\_\_\_

(Full Name and Address)

hereinafter referred to as our customer and that one of the conditions of the contract is the  
submission of unconditional Bank Guarantee by our customer to your goodself for a sum of Rs.

\_\_\_\_\_ Rupees/FE (as applicable ) \_\_\_\_\_

2. In compliance with this stipulation of the contract, we hereby agree and undertake as under:-
- a. To pay to you unconditionally on demand and/or without any reference to our  
Customer and amount not exceeding the sum of Rs. \_\_\_\_\_  
Rupees or FE (as applicable ) \_\_\_\_\_ as  
would be mentioned in your written Demand Notice.
  - b. To keep this Guarantee in force till \_\_\_\_\_
  - c. That the validity of this Bank Guarantee shall be kept **FIVE** clear year ahead of  
the original/extended delivery period or the warrantee of the stores which so ever  
is later in duration on receipt of information from our Customer i.e. M/S  
\_\_\_\_\_ or from your office. Claim, if any, must  
be duly received by us on or before this day. Our liability under this Bank  
Guarantee shall cease on the closing of banking hours on the last date of the

validity of this Bank Guarantee. Claim received thereafter shall not be entertained by us whether you suffer a loss or not. On receipt of payment under this guarantee, this document i.e. Bank Guarantee must be clearly cancelled, discharged and returned to us.

- d. That we shall inform your office regarding termination of the validity of this Bank Guarantee one clear month before the actual expiry date of this Guarantee.
- e. That with the consent of our customer you may amend/alter any term/clause of the contract or add/delete any term/clause to/from this contract without making any reference to us. We do not reserve any right to receive any such amendment/alteration or addition/deletion provided such like actions do not increase our monetary liability under this Bank Guarantee which shall be limited only to or FE (as applicable ) Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_).
- f. That the Bank Guarantee herein before given shall not be affected by any change in the constitution of the Bank or Customer/Seller or Vendor.
- g. That this is an unconditional Bank Guarantee, which shall be encashed on sight on presentation without any reference to our Customer/Seller or Vendor.

Guarantor

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Bank Seal and Signatures)