



Invitation To Bid

Reference # RSPN/ITB/DAFPAK/2020/001

Date: 26-07-2020

1. The Rural Support Programmes Network (RSPN) invites sealed bids for the supply of the following contraceptives items under the project titled “Delivering Accelerated Family Planning in Pakistan (DAFPAK)”:

#	Item name	Description	Unit	QTY	Delivery Location
1	Condoms (Male)	<p>Purpose: To protect men from sexually transmitted infections (STIs) and women from unwanted pregnancies.</p> <p>Specs: Male Condoms (ISO 4074), lubricated natural rubber, width 53 ± 2mm, length ≥ 180 mm, size regular; Brand: Hamdam or Sathi or equivalent</p> <p>Expiry date: Shall be valid for 03 years from the date of delivery.</p>	Nos.	800,000	200,000 each in four districts of Punjab (Toba Tek Singh Jhang, Bahawalpur and Rahim Yar Khan)
2	Combine Oral Contraceptives Pill (COC)	<p>Purpose: To maintain spacing between pregnancies.</p> <p>Specs: Levonorgestrel USP 0.15mg, Ethinylestradiol USP 0.03mg., 100 cycles × 28 tablets; Brand: Local</p> <p>Expiry date: Shall be valid for 03 years from the date of delivery.</p>	Cycle (Each cycle shall contain 28 tablets)	100,000	25,000 each in four districts of Punjab (Toba Tek Singh Jhang Bahawalpur and Rahim Yar Khan)

2. Submission of bid:

- i) Eligible bidders shall submit their bids in sealed envelope(s) by hand or through registered mail to:

Mr. Ali Akbar Qureshi
Programme Officer - Administration and Procurement
Rural Support Programmes Network (RSPN)

3rd Floor, IRM Complex, Plot # 7, Sunrise Avenue (off Park Road), Near COMSATS University, Islamabad, Pakistan

not later than 1630hrs (PST) on Tuesday, 11th August, 2020

- ii) Any bid received by RSPN after the deadline prescribed above shall not be entertained and will be returned unopened to the bidder.
- iii) The name and mailing address of the bidder shall be clearly marked on left hand side of the envelope. Also, the Reference # RSPN/ITB/DAFPAK/2020/001 shall be clearly written on the top right corner of the envelope.
- iv) Bidder is required to submit one bid for a complete lot. Partial bids will not be considered. Submission of two or more bids for a single lot will lead to disqualification.

3. Bid Security

Bidder must provide a bid security in the form of a bank draft equal to 2% of bidder's offer (inclusive of all taxes) in favor of "Rural Support Programmes Network (RSPN)". The bid security will be released to unsuccessful bidders once the bidding procedure is completed and to the successful bidder(s) upon successful completion of the delivery. The bid security may be called upon if the successful bidder(s) does not fulfil its obligations.

4. Validity of bid

Bids shall remain valid for a period of 60 days after the deadline for submission of bids.

5. Award criteria

Price

6. Bidder's Eligibility Criteria:

The bidder fulfilling the following criteria shall be considered eligible:

- i) Is registered/ incorporated under the laws of Pakistan;
- ii) Has valid National Tax Number (NTN);
- iii) Has applied for complete lot of goods and submitted the bid security.

7. Documents to be submitted:

The following documents shall be made part of the bid. Failure to provide these requirements/documents shall lead to disqualification of the bidder.

- i) NTN certificate;
- ii) Bid Price on the Price Schedule format given in Annex - I;
- iii) Bid Security equivalent to 2% of the total bid price/offer (inclusive of all taxes);
- iv) Complete addresses of office(s) and other contact details of the bidder;

8. Language of Bid:

The bid and all documents/correspondence relating to the bid shall be submitted in English language.

9. Bid Prices:

- i) The bidder shall fill in rates and prices for all items in the given format "Price Schedule-Annex-I".
- ii) The overall bid price shall be inclusive of all taxes, duties, levies, insurance, freight, delivery charges etc.
- iii) The quoted price shall be best, final, fixed and valid until completion of all obligations of the bidder.

10. Quality of Supplies:

- i) All supplies shall be delivered strictly in compliance with the minimum specifications/standards described above or as amended in accordance with the terms of the bid documents. RSPN shall, in no case, accept any supplies below the given specifications/standards and shall have the right to ask the bidder to replace such supplies. If the bidder fails to deliver as per the given specifications/standards, RSPN shall have the right to forfeit payments for such part of the supplies.
- ii) In case any supply / material is found not in conformity with the specifications provided in the bid, either on account of inferior quality, defective workmanship, faulty design, faulty packing or is short supplied, or wrongly supplied, the supplier shall replace the same free of charges.

11. Delivery of Supplies:

- i) Delivery shall be made within 21 days after receipt of signed purchase order/contract;
- ii) All the expenses incurred during the transportation of supplies will be the responsibility of supplier/bidder;
- iii) Delivery of supplies shall be made in Districts Toba Tek Singh, Jhang, Bahawalpur and Rahim Yar Khan (Detailed addresses of the places of delivery will be conveyed at the time of signing contract/purchase order).

12. Payments:

Payments against goods will be made through crossed cheque within three weeks after successful delivery of goods and submission of valid invoice after deduction of all government applicable tax.

13. General Conditions:

- i) RSPN, cannot under any circumstances or for any reason whatsoever, be held liable for damage or injury by the staff or property of the bidder while the action is being carried out or as a consequence of the action. RSPN cannot, therefore, accept any claim for compensation or increases in payment in connection with such damage or injury;
- ii) RSPN reserves the right to increase or decrease the quantity of item(s), if required;
- iii) RSPN reserves the right to accept or reject any part or entire bid without assigning any reason;
- iv) The bidder shall investigate and consider all factors in the preparation of the bid. The bidder shall be deemed to have satisfied itself fully before submitting the bid as to the correctness and sufficiency of its bids for the bid price to cover all obligations. No adjustment in the bid price and/or time schedule, except for those arising from increase in quantity on the demand and approval of the RSPN, shall later be allowed.
- v) RSPN's primary contact for all correspondence in relation to this bid shall be:

Name: Mr. Nasir Abbas
Designation: Admin Officer-DAFPAK, RSPN
Phone: 051-8491270-99
Email: nabbas@rspn.org.pk

- vi) All queries shall be addressed to the primary contact and in writing only;
- vii) The tenderers shall nominate their authorised representatives to whom all communications during the tender process shall be addressed. The tenderers shall provide in their tenders the name, title, contact number (landline, mobile), fax number and e-mail address of their authorized representatives.
- viii) RSPN shall not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of the bids.

Annex-I

Price Schedule:

Terms:

- i) The prices/rates in **Pak Rupees** shall be offered in the table given below.
- ii) The bid price shall be quoted inclusive of all taxes, duties, levies, insurance, freight, delivery charges etc.
- iii) The items quoted shall be new in all respects.

#	Items Name	Unit	QTY	Unit Cost (Without GST)	Total Cost (Without GST)	GST	Total Cost
1	Condoms	Nos.	800,000				
2	Combine Oral Contraceptives Pill (COC)	Cycle (Each cycle shall contain 28 tablets)	100,000				
Grand Total							