

Tender Notice No. 08/2026

Tender for the purchase of “Surgical & Disposable Items”

On Annual Running Rate Contract Basis for Financial Year 2026-27

- i) A Public Sector Organization invites sealed tenders as well as soft copies of the same for its Tertiary Care and Secondary Care Hospitals situated in different cities of Pakistan under “Single Stage – Two Envelopes Bidding” procedure from the eligible bidders / suppliers / manufacturers for the following items on FOR basis and as required basis.

S #	Description	Last Date for submission of Bids	Tender Opening Time & Date	Tender Fee (Non-Refundable)
1	Surgical & Disposable Items	Up till 10:00am on 10-06-2026	10:30am on 10-06-2026	Rs. 2,000/-

- ii) A set of tender documents along with terms and conditions can be downloaded from PPRA website: www.ppra.org.pk. An amount of Rs. 2,000/- as Tender Fee for each Package payable in the shape of “Pay Order / Demand Draft” in favor of **Head LAO, PAEC General Hospital, Islamabad** must be submitted along with Technical Proposal.
- iii) The technical & financial specifications and rates of respective generics and prequalified brands for these generics will be quoted by filling only specified cells of the “Tender Files” in specified format which are available on PPRA website. In this respect, detailed “Instructions” / “Terms & Conditions” have also been uploaded along with “Tender Files”. Duly filled tender / proposals in the soft copy will be submitted by writing a CD along with duly signed and stamped printouts of the same proposals before closing date. No Tender / Proposal will be accepted without prescribed format and specified file, the format of which is contained in the required proposal attached with PPRA tender documents.
- iv) This tender advertisement can also be seen on PPRA website www.ppra.org.pk.
- v) The competent authority reserves the right to reject any or all the tenders.

Admin Officer (Proc.)
PAEC General Hospital
Sector H-11/4,
Islamabad.
Phone: 051-9257171 (Ext. 289)

INSTRUCTIONS

TO FILL UP THE TENDER DOCUMENTS

Technical worksheet

- Download file named “Surg and Disp Tender 2026 27” from URL: www.ppra.org.pk for quoting technical specification of “Surgical and Disposable Items”.
- Open relevant file.
- Go to worksheet named “Technical” for quoting specifications as shown below:

TECHNICAL PROPOSAL FOR OPEN TENDER (SURGICAL & DISPOSABLE ITEMS) 2026-2027								
Number of Quoted Items				Supplier / Distributor Name:				
Address of Supplier / Firm				Cell Phon No. (Manager):				
Tender Fee Bank Draft No				Land Line No. (Office):				
Earnest Money Bank Draft No				E-Mail Address:				
TENDER VALIDITY PERIOD		YEAR 2026-2027		NTN:				
GST NO :								
ITEM CODE	GENERIC	PRE-QUALIFIED BRANDS	QUOTED BRAND	MANUFACTURER	AGENCY / DISTRIBUTION AUTHORITY	DRAP REG. NO	PACK SIZE	GST STATUS (INCLUSIVE OR EXEMPTED)
1. DISPOSABLE SYRINGES								
1	DISPOSABLE SYRINGE 1ML WITH NEEDLE	STAR PLUS / SHIFA / MASTER-A OR EQUIVALENT (SAMPLE REQUIRED)						
2	DISPOSABLE SYRINGE INSULIN 100UNITS (SINGLE PACKING)	NIPRO/OMNICAN/VMS/ OR EQUIVALENT (SAMPLE REQUIRED)						
3	AUTO DISPOSABLE SYRINGE 3 ML WITH NEEDLE	APPLE K1 / TERUMO / NIPRO / BD / OR EQUIVALENT (SAMPLE REQUIRED)						
4	AUTO DISPOSABLE SYRINGE 5 ML WITH NEEDLE	APPLE K1 / TERUMO / NIPRO / BD / OR EQUIVALENT (SAMPLE REQUIRED)						
5	DISPOSABLE SYRINGE 10 ML WITH NEEDLE	APPLE K1 / TERUMO / NIPRO / BD / OR EQUIVALENT (SAMPLE REQUIRED)						
6	DISPOSABLE SYRINGE 20 ML (LUER SLIP) WITH NEEDLE	STAR PLUS / SHIFA / MASTER-A OR EQUIVALENT (SAMPLE REQUIRED)						
7	DISPOSABLE SYRINGE 50 ML (LUER LOCK) WITH NEEDLE	STAR PLUS / SHIFA / MASTER-A OR EQUIVALENT (SAMPLE REQUIRED)						
8	DISPOSABLE SYRINGE 60 ML (BIG NOZLE CATHETER TIP)	STAR PLUS / SHIFA / MASTER-A OR EQUIVALENT (SAMPLE REQUIRED)						
2. DISPOSABLES CANNULA'S/LV SETS								
9	I/V CANNULA WITH WINGS, STOPPER & WITHOUT PORT No. 16,G	INTROCAIN B. BRAIN						
10	I/V CANNULA WITH WINGS, STOPPER & WITHOUT PORT No. 18,G	INTROCAIN B. BRAIN						

- It is compulsory that the columns of “Quoted Brand” must be filled with the name of specific brand where you want to quote any item but do not write anything against generics / pre-qualified brands where you are not quoting your brand, the entire row should be kept empty.
- Save the file when it is complete to fill up the cells of as many brands as you want to quote.
- For each generic, quote specified pre-qualified brand (listed items). Items quoted by the vendors will be considered in the CST.
- Technical Proposal should not indicate any price. There will be two different files; one for Technical Proposal only and one for Financial Proposal but 1st step is to fill Technical Proposal only.
- Only the pages where you quoted your brand should be printed. Hard copy must be signed and stamped.
- In addition to the hard copy, a soft copy in shape of CD should also be submitted with the specified technical proposal in MS Excel format.
- The hard and soft copies must be identical otherwise the tender will be rejected. Variation in hard and soft copy will not be acceptable.
- Put duly signed / stamped print-outs and CD of “Technical” worksheet in an envelope and name it as “**Technical Proposal**” along with following documents:
 - Drug Sale License
 - GST Certificate
 - NTN Certificate / ATL Certificate
 - Original Bank Draft of Earnest Money amounting to Rs. 200,000/-**
 - Original Bank Draft of Rs. 2,000/- as Tender Fee (Non-refundable)**
 - Valid Authority/ Distribution letter / Agency agreement
 - Printouts of each quoted pages of only “Technical Proposal” with sign & stamp
 - CD of file **Surgical and Disposable Tender 2026 27** with filled in only Technical Proposal
- Properly seal the envelope and name it as “**TECHNICAL PROPOSAL**”.

Financial worksheet

- Open same file again as above.
- Go to worksheet “Financial” as shown below.

The screenshot shows an Excel spreadsheet titled "Surig Tender Doc 2026 27 - Microsoft Excel". The main content is a form for a financial proposal. The title is "FINANCIAL PROPOSAL FOR OPEN TENDER (SURGICAL & DISPOSABLE ITEMS) 2026-27".

The form includes the following sections:

- Supplier Information:** Number of Quoted Items, Address of Supplier / Firm, Supplier / Distributor Name, Cell Phon No. (Manager), Land Line No. (Office), E-Mail Address.
- Tender Details:** Tender Fee Bank Draft No., Earnest Money Bank Draft No., TENDER VALIDITY PERIOD (YEAR 2026-2027), GST NO., and NTN.
- Table of Quoted Items:**

ITEM CODE	GENERICS	PRE-QUALIFIED BRANDS	QUOTED BRAND	MANUFACTURER	AGENCY / DISTRIBUTION AUTHORITY	DRAP REG. NO	PACK SIZE	GST STATUS (INCLUSIVE OR EXEMPTED)	RETAIL PRICE PER PACK	PER PACK OFFERED PRICE	PER UNIT OFFERED PRICE
1. DISPOSABLES SYRINGES											
1	DISPOSABLE SYRINGE 1ML WITH NEEDLE	STAR PLUS / SHIFA / MASTER-A, OR EQUIVALENT (SAMPLE REQUIRED)									
2	DISPOSABLE SYRINGE INSULIN 100UNITS	NIPRO/OMNICAN/YMS/ OR EQUIVALENT (SAMPLE REQUIRED)									
3	AUTO DISABLE SYRINGE 3 ML WITH NEEDLE	APPLE K1 / TERUMO / NIPRO / BD / OR EQUIVALENT (SAMPLE REQUIRED)									
4	AUTO DISABLE SYRINGE 5 ML WITH NEEDLE	APPLE K1 / TERUMO / NIPRO / BD / OR EQUIVALENT (SAMPLE REQUIRED)									
5	DISPOSABLE SYRINGE 10 ML WITH NEEDLE	APPLE K1 / TERUMO / NIPRO / BD / OR EQUIVALENT (SAMPLE REQUIRED)									
6	DISPOSABLE SYRINGE 20 ML (LUER SLIP) WITH NEEDLE	STAR PLUS / SHIFA / MASTER-A, OR EQUIVALENT (SAMPLE REQUIRED)									
7	DISPOSABLE SYRINGE 50 ML (LUER LOCK) WITH NEEDLE	STAR PLUS / SHIFA / MASTER-A OR EQUIVALENT SAMPLE REQUIRED									
8	DISPOSABLE SYRINGE 60 ML	STAR PLUS / SHIFA / MASTER-A OR									

- Only the pages where you quoted your brand should be printed.
- Hard copy must be signed and stamped.
- Write a CD or “Save As” the file in CD for making a soft copy of “Financial” worksheet.
- Put duly signed / stamped print-outs and CD of “Financial” worksheet in an envelope and name it as “**Financial Proposal**” along with following documents:
 - Printouts of quoted pages of Financial Proposal with stamp on each page
 - CD of file **Surigical and Disposable Tender 2026 27** with rates filled in Financial Proposal
- Put both the envelopes named “Technical Proposal” and Financial Proposal” in a large envelope and Mark it as “Tender for Surgical and Disposable Items” and then properly seal it. Submit the tender documents to the specified address: Admin Officer, PAEC General Hospital, H-11/4, Islamabad (PGHI) or directly drop it to the office of Admin Officer, PGHI.

TERMS & CONDITIONS

**Pakistan Atomic Energy Commission
General Hospital H-11/4
Islamabad**

No. Hosp-1(1704)/26/1056

Dated: -05- 2026

Subject: **TENDER ENQUIRY FOR THE SUPPLY OF “SURGICAL AND DISPOSABLE ITEMS” ON ANNUAL RUNNING RATE CONTRACT BASIS FOR FINANCIAL YEAR 2026-27**

Dear Sir,

The following instructions may kindly be complied with unconditional while forwarding quotations for the supply of “Surgical and Disposable items” on annual running rate contract basis for financial year 2026-27 for PAEC General Hospital, H-11/4, Islamabad as well as other hospitals of PAEC like KCP Hospital (PAEC) Jauaharabad, PAEC Hospital D.G Khan and PAEC Hospital Chashma etc.

1. The quotations should be addressed to **Admin Officer (Proc.), PAEC General Hospital, H-11/4, Islamabad**. The bidders will submit their offers using Single-Stage-Two-Envelopes bidding procedure as per following details:-
 - i. The bid will be comprised of a **Single Package containing Two Separate Envelopes**. Each envelope will contain separately “**Technical Proposal**” and “**Financial Proposal**” in both soft and hard copy in the shape of CD and print-outs respectively.
 - ii. The separate envelopes should be marked as “**TECHNICAL PROPOSAL**” and “**FINANCIAL PROPOSAL**” in **bold and legible letters** in order to avoid confusion.
 - iii. Initially only the envelope marked “**TECHNICAL PROPOSAL**” will be opened.
 - iv. The envelope marked as “**FINANCIAL PROPOSAL**” will be retained in safe custody without being opened until opening date for financial proposals.
 - v. The technical proposal will be evaluated **without reference to any Price** and any proposal that do not conform to the specified requirements will be rejected.
 - vi. No amendment in the Technical Proposal will be permitted during evaluation.
 - vii. The Financial Proposal of the bids will be opened publicly at a specified time, date and venue announced and communicated in advance to the bidders of technically accepted bids only. The Financial proposal of the bids found non-responsive or without offered rates will be returned to the respective bidder and would be treated as cancelled.
 - viii. If any company/manufacturer nominates a specific distributor in respective city other than Rawalpindi/Islamabad for other PAEC hospitals situated in different cities then it may be communicated and mentioned in the cover letter of the Tender Documents.
 - ix. The supplier is bound to replace the near expiry stock at least six months before expiry date of supplied items failing which may result in deduction from any outstanding bill/invoice or earnest money.
 - x. Supplier /manufacturer is bound to collect back stock with slow or no consumption and will pay back the amount involved in the said stock. The said stock may also be replaced with any other item quoted in the open tender.

General terms & conditions:

2. All the **Technical Proposals and Financial Proposals in Separate Sealed Envelopes** clearly marked as “**ANNUAL RUNNING RATE CONTRACT for Surgical and Disposable Items**” **Year 2026-2027** should reach the undersigned on or before the tender opening date i.e. **10-06-2026** up till **10:00am**. Technical bids of **Surgical and Disposable Items** will be opened on the same day i.e. **10-06-2026** at **10:30am** in **Conference Room, PAEC General Hospital, Sector H-11/4, Islamabad** in the presence of bidders who would have submitted their offers as per instructions/ requirements and intend to be present. In case of falling holiday on the opening date, the tenders will be opened on the next working day at the same time.

3. No tender will be considered if :-

- a. It is received after the time and date fixed.
- b. The tender and related documents are not signed.
- c. The offer is ambiguous.
- d. Items offered differ in descriptions/requirements/format etc. from those required.
- e. It is submitted without tender fee, earnest money or with less earnest money as a general policy.

4. Following Documents must be attached with Technical Proposal:-

- a) Valid Drug Sale License
 - b) GST Certificate
 - c) NTN Certificate
 - d) Original Bank Draft of Rs. 200,000/- as Earnest Money
 - e) Original Bank Draft of Rs. 2,000/- as Tender Fee
 - f) Valid Authority/ Distribution letter (Items quoted without authority letter will not be considered)
5. **The offered rates will remain fix throughout the tender period** and must be valid for at least **01 Year plus 3 months from the date of issuance of Award Letter**. The period is extendable to cater for transition period for award of contract / award letter for the next financial year. The offer must be strictly according to attached specification, generic name etc.
6. **Rs.200,000/- Earnest money** in the form of **Pay Order/ Bank Draft**, in favor of **Head LAO, PAEC General Hospital, Islamabad** must be attached ***along with the Technical Offer in separate sealed envelope. Financial proposal should contain only offered price / rate.***
7. The supplier is required to submit a certificate that the Surgical and Disposables items have been stored at facilities in accordance with temperature and environment as specified by the manufacturer of the relevant stores.
8. If the past performance of the firm is found to be unsatisfactory due to late supply or non-delivery, any sort of misconduct, supply of substandard quality of items or any such reason, PGHI has a right to reject the quotation of that firm, after opening of Tender.
9. Any breach of trust if found the purchase order will be cancelled. Exorbitant rates, if found, at any stage of purchase order even if payment is made” the purchase order will be cancelled and firm will return/reimburse the overdrawn amount.
10. Each pack or item demanded must be stamped as **For PAEC**.
11. The suppliers are required to present their agency agreement with the manufacturer (local or foreign) to establish linkage with the manufacturers for the products authorized for sale by the distributors. PGHI will have the right to verify authenticity of agency agreement.
12. The quantities to be purchased from the suppliers can be increased or decreased as per requirements of PGHI. The suppliers are to ensure timely delivery of Surgical and Disposables as

specified failing to which liquidated damages / late delivery (L.D) charges will be applied @ 2% per day subject to a maximum of 10% of the purchase order.

13. At the time of delivery, locally manufactured Surgical and Disposables should have remaining life 80%, where as imported items will be accepted with 70% remaining life. Purchased items from suppliers will be stocked at the hospital. If the unconsumed stock reaches, 5 to 10% of the remaining life, it will be replaced by the supplier with fresh stock in coordination with the manufacturers. Fresh stock will be provided by the respective supplier in replacement of the expired stock otherwise the submitted earnest money will be confiscated.
14. In case, supplier provides a supply with short expiry items due to some unavoidable circumstances and dire need at PGHI, the supplier has to provide undertaking and solid justification in this regard. PGHI may reduce payment against short expiry items or reduce the quantity demanded.
15. In case of any idiosyncratic reaction, particular supplied batch of drug will be rejected and can be forfeited / discarded if chemical analysis proves the fault of manufacturer.
16. Due to unit dose dispensing for some patient, loose pack of medicines with short expiry may be returned back and supplier is bound to collect back loose pack of the said medicines.
17. Warranty of Surgical & Disposable items should be provided by supplier on Delivery Challan.
18. **Special Instructions:-**
 - i. Suppliers/Distributors are bound to submit a valid authority letter/sole distribution certificate for all the quoted brands failing which offer will not be accepted and the same must be attached along with the **TECHNICAL PROPOSAL**.
 - ii. No change will be allowed during the currency of contract in supplier's distribution and the supply orders will be generated in the name of same supplier quoted in the tender.
 - iii. Offered Prices must be mentioned in the quotation as **PER UNIT** and **PER PACK** along with latest **RETAIL PRICE** clearly.
 - iv. **Rates must be quoted in the specified file as well as format available on PPRA website without manipulating file. Any proposal submitted without observing the instructions will be rejected.**
 - v. **Request for release of Earnest Money must be submitted to PGHI within One (01) year after expiry/completion of open tender otherwise the Earnest Money will be forwarded to Budget Division, PAEC Headquarters for onward submission to Federal Government Treasury as per policy.**
19. Any correspondence regarding this tender must be addressed to **Admin Officer (Proc.), PAEC General Hospital, H-11/4, Islamabad** only. For any additional information contact on telephone numbers mentioned below.
20. **If the bidder/supplier unconditionally accepts all "Terms & Conditions" of PGHI then participate in open tender and quote rates.**
21. The Competent Authority reserves the right to accept or reject any or all the proposals on the basis of clinical evaluation or drug testing lab report during technical evaluation or later at any stage.

(Muhammad Anwar Kamal)
Admin Officer (Proc.)
PAEC General Hospital, H-11/4,
Islamabad
Phone: 051-9257171 Ext: 289
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