POF 1262-A
(INDIGENOUS SUPPLIES)

Government of Pakistan
PAKISTAN ORDNANCE FACTORIES
TENDER ENQUIRY
(Therapeutic Goods / Pharmaceuticals)

To

M/s _____

_____

_____

_____

Dear Sirs,

Reference : TENDER ENQUIRY NO. **0025/HOSP/LP/56/SPARES** DATED **30-10-2026**

You are requested to submit sealed quotations for the item(s) noted in the Schedule to the Tender.Offer should be sent duly sealed in a single stage two envelopes. Fax offer received before opening of Tender is acceptable. Please note the following instructions for filling the tender:-

1. SUBMISSION OF TENDER

1.1 Tenders will be opened at 10:00 hours on **24-11-2026** in Bid Centre adjacent to Rabita Hall POF Wah Cantt. Quotation must be submitted electronically on www.ebidding.pof.gov.pk (**otherwise offer will not even be entertained**) as well as in hard form (duly sealed in envelope) before 30 minutes of opening time. The 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: 0025/HOSP/LP/56/SPARES **DT.** 30-10-2026
Tender to be opened on: 24-11-2026
Address as follows:-

(www.ebidding.pof.gov.pk) BID CENTER
ADJACENT TO RABITA HALL
POFs, WAH CANTT.

1.3 If envelope does not indicate reference of T.E or received late the same may be returned un-opened.

2. GENERAL INSTRUCTIONS REGARDING PREPARATION OF QUOTATIONS (THERAPEUTIC GOODS)

2.1 For SPARES, the prices should be filled in column 6 and delivery date in relevant column 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 SPARES, the bid shall comprise a single package containing two seperate envelopes. Each envelope shall contain seperately the Technical offer and the Comercial offer:-

Part I "Technical Offer": It should exclusively give technical details and literatures/brochures of the SPARES; validity date; delivery schedule;

Cont....P-2

and 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 commercial tenders.

2.4 The quotation 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 firms on their request.

2.6 Conditional offers or alternative offers are likely to be ignored.

2.7 Quotations should be based on:-

F.O.R. station of despatch basis, i.e. delivered free on rail, inclusive of packing and forwarding charges. The stores will be booked under Military Credit Note, to be provided by the purchaser.

Free delivery at POF's hospital at **WAH CANTT**

In this case Octroi duty if any,will be payable by the supplier.

2.8 Taxes and Duties etc. where applicable, must be shown separately, quoting refrences to Registration No. in cases of Sales Tax and relevent authority in the case of others. Offers without these clarifications and inclusive of Taxes and Duties may be ignored.

2.9 Taxes and duties levied on or after Tender opening date or on or after the date offer was signed and despatched will be allowed to include in the offered rates.

2.10 "Suppliers will furnish a certificate, issued by Excise & Taxation deptt:, that he has cleared all Proffessional Tax payable by him" offers recieved without this certificate will be rejected.

2.11 If the requisite information is not furnished on the T.E forms or offer received is not conformity with the requirement of T.E such offer shall be ignored.

2.12 The supplier will render necessary information regarding hazardous effects on environment of the material/products supplied by them,in their quotations and shipping/despatch documents.

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 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, with in a specified time.

Contd...P-3

4. TENDER FEE

The tender must be accompanied with a non-refundable tender fee Rs 500/- by means of a crossed postal order / pay order in favour of: **Director Admin POF WAH CANTT.**

4.1 TENDER SAMPLE

Where required, offer must accompany tender sample., strictly according to the description and specification given in Tender Enquiry. Offer not accompanied by tender sample will NOT be entertained excepting the established and reputable firms who have either previously satisfactorily supplied the same or similar stores or have submitted an acceptable sample thereof against previous T.E.

5. BID MONEY

Bid Money as per following detail, should accompany the tender in the shape of Deposit at Call Receipt / Pay Order / Banker's Cheque, from a scheduled Bank drawn in favour of:- **DY COMMANDANT POF HOSPITAL WAH CANTT.**

5.1 Registered / indexed firms incl foreign firms - 2% of quoted value subject to max ceiling of Rs. 0.50 M.

5.2 Registered / un-indexed firms incl foreign firms - 03% of quoted value subject to max ceiling of Rs. 0.75 M.

5.3 Unregistered Firms incl foreign firms - 5% of quoted value subject to max ceiling of Rs. 1.00 M.

5.4 Govt. organization/ production units/state owned enterprises/ welfare projects of Svcs HQ - Rs. 0.50 M.

5.5 Earnest money will be returned to un successful (less first three lowest quote firms) bidders on opening of commercial offer.

5.6 Earnest / bid money will be returned to successful bidder on submission of unconditional BG.

6. ACCEPTANCE OF OFFERS.

6.1 POF Hospital may reject all bids or proposals at any time period to the acceptance of the bid or proposals, but is not required to justify grounds for its rejection. POF shall incur no liability towards suppliers or contractors who have submitted bids or proposals.

6.2 **PERFORMANCE BOND**

(a) The successful bidders shall provide performance guarantee which shall not exceed 10% of the contract amount in form of **unconditional Bank Guarantee / CDR** from a scheduled Bank within 07 working days from issuance of LOI strictly. The performance Bond will be in favour of CMA(POF) Wah Cantt. It will be returned on satisfactory completion of contract.

(b) If the Supplier fails to furnish the Performance Bond within the specified time, such failure will constitute a breach of the contract and the Purchaser shall be entitled to make other arrangements for purchase of the stores at the risk and expense of the Supplier.

Contd....p-4

6.3 **Performance Bond** from State owned organizations may be waived off at the discretion of the Purchaser.

6.4 **FAILURE TO SUPPLY THE STORES**

All deliveries must be completed by the specified date. In case of 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 circumantances 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 of the particular stores which remained unsupplied either in part or in full; or, to purchase, from elsewhere, the unsupplied stores at the risk and cost of the supplier.

6.5 **PAYMENT**

Payment will be made through Crossed Cheque/ RAAST i.d. by the CMA(POF)on receipt/ acceptance of stores on our prescribed bill form supported by receipt voucher on part/full supply basis.

(a) Payment of duties/Taxes including professional tax (where applicable) must be supported by proof of having paid these to concerned Govt. Taxation Deptt.

7. SECURITY OF INFORMATION

The tenderer 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 authorised in writing by POFs to receive it.

Please return the Schedule to the Tender duly signed by the specified date, alongwith the specifications, drawings etc. if any, enclosed herewith - 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. MEHFISHAN FEROZE

DY. COMMANDANT

for **PAKISTAN ORDNANCE FACTORIES**

Tele **051-9314101-2 /25042** Fax **051-9271400**

POF 1262-A

PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER NO. 0025/HOSP/LP/56/SPARES 30-OCT-26

(1) **FOR MATERIALS**

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Item No.	Description with Specs. etc.	Manufacturer	Unit	Qty	Quoted Rate (Rs.)	GST (Rs.)	Total Price (Rs.)
Indent No.	**0025/LP/HOSP/56 Dated 17-08-2026**						
001	STATIC FREQUENCY CONVERTOR (PART # E-3614) FOR CRYOFUGE (MODEL: ROTIXA 500RS) Spec: SPARE ITEM	HETTICH, GERMANY OR EQUIVALENT	NO	1			

GRAND TOTAL (Rs):

(2) For Plant & Machinery:
Specification:-

(3) **Special Conditions**

01 Only one rate should be quoted in local currency i.e, Rs / Unit.

02 Quotation must remain valid for 90 days from commercial opening.

03 The supplier will be bound to supply the store within Delivery Period.

04 Brand name must clearly be Mentioned against which the rate is quoted.

05 Supplier must ensure the quality of items supplied. In case of any complaint from end user, the supplier will replace the item on his own expense.

06 Tender Received Without Bid Money will Be Rejected. As well as offers with Bid Money less than 50% of the required amount will be rejected. Remaining amount (above 50%) must be submitted within 10 days, otherwise offer will be rejected.

07 Supplier will ensure / provide documentary evidence at the time of payment that stamp duty @ 0.25% of total value of contract have been paid.

08 PPRA Criteria for Technical Evaluation of Bids is attached as Annex-"A".

09 Technical Evaluation Criteria for acceptance/rejection of bids is also attached .

10 Firm to ensure that quoted items are fresh stock / brand new and imported. (Original Manufacturer).

11 Firm to perform service / maintenance PPM and calibration after installation of quoted items.

12 Firm to ensure successfull installation of quoted items with the provision of service report.

13 Warranty: 01 year from the date of installation.

14 Only registered suppliers (with sales tax & income tax deptt) who are on active taxpayer list (ATL) of FBR are elligible to supply goods/services to government departments. If any registered suppliers is not ACTIVE on ATL, his payment will be stopped till the mandatory returns and appearance on ATL of FBR.

15 Offers of firms with credible past performance with POFs will be given due consideration.

16 Supplier's Capability Performa is mandatory for the new entrant firms/quoting the store for first time to submit alongwith undertaking with the technical offer. POFs reserves the right to reject offers without requisite information.

17 Public Sector Organizations / POF subsidiaries may be exempted from Supplier Capability Performa. However, POFs may require the same from existing suppliers where considered necessary based on value, nature or risk of procurement.

18 Proof of successful completion of contract of same/similar nature &/or comparable value store to any government organization may be attached (if any) and will be given extra weightage at time of evaluation of offers.

PAKISTAN ORDNANCE FACTORIES

SCHEDULE TO TENDER NO. 0025/HOSP/LP/56/SPARES 30-OCT-26

(4) **Undertaking**

Should our offer be accepted, we hereby undertake to supply the stores/render the services contracted on the basis of General Conditions of Contract embodied in Form POF 1281, and to deposit the performance bond in the shape of unconditional Bank Guarantee / CDR 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 _____
Date _____
_____
_____

Signature of the Tenderer _____
Name _____
Position _____
Address _____
Income Tax G.I.R. No _____
Official Stamp _____

SECTION VI- EVALUATION AND QUALIFICATION CRITERIA
(SAMPLE)

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)

Sample Qualification and Technical Evaluation criteria

<table>
<tr><th></th><th>Parameters</th><th>Detail</th><th>Total marks</th><th>Remarks</th></tr>
<tr><td>1</td><td>Market experience in quoted items</td><td><table><tr><td>i.</td><td>Above 5 years</td><td>5</td></tr><tr><td>ii.</td><td>3-5 yrs</td><td>3</td></tr><tr><td>iii.</td><td>1-2 yrs</td><td>1</td></tr></table></td><td>5</td><td>In case of authorize supplier, original manufacturer experience shall be attached. Experience less than 1 year are not eligible</td></tr>
<tr><td>2</td><td>Past performance</td><td>Major institution served<table><tr><td>i.</td><td>Above 10</td><td>10</td></tr><tr><td>ii.</td><td>8 to 10</td><td>8</td></tr><tr><td>iii.</td><td>5 to 7</td><td>6</td></tr><tr><td>iv</td><td>2 to 4</td><td>4</td></tr><tr><td>v.</td><td>1</td><td>2</td></tr><tr><td>vi</td><td>No institution served</td><td>0</td></tr></table></td><td>10</td><td>Institution include Government department, hospitals and private hospitals</td></tr>
<tr><td>3</td><td>Credibility and certification</td><td><table><tr><td>i.</td><td>Valid GMP certificate</td><td>5</td></tr><tr><td>ii.</td><td>Valid ISO certification</td><td>3</td></tr><tr><td>iii.</td><td>Any other relevant certification</td><td>2</td></tr></table></td><td>10</td><td>GMP issued by Drug Regulator Authority of Pakistan is required. Therapeutic goods which are not Registered with DRAP are not eligible.</td></tr>
<tr><td>4</td><td>Financial Status</td><td><table><tr><td>i.</td><td>Last year audited balance sheet</td><td>5</td></tr><tr><td>ii.</td><td>Tax returns last 3 years</td><td>3</td></tr><tr><td>iii.</td><td>Bank certificates about wealth, reputation and liquidity status that bidders have never defaulted</td><td>2</td></tr></table></td><td>10</td><td>Bidder can provide more than one certificate which indicates about bidder's financial wealth, liquidity status, reputation that they have never defaulted in financial transactions and letter</td></tr>
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<table>
<tr><td></td><td></td><td></td><td></td><td>of credits.</td></tr>
<tr><td>5</td><td>Production capacity</td><td>Per day production capacity against the quoted items against total advertised quantity<table><tr><td>i</td><td>1.6-2%</td><td>5</td></tr><tr><td>ii</td><td>1.1-1.5%</td><td>3</td></tr><tr><td>iii</td><td>1%</td><td>2</td></tr><tr><td>iv</td><td>Less</td><td>0</td></tr></table></td><td>5</td><td></td></tr>
<tr><td>6</td><td>Product sample</td><td>Sample will be examine per following parameters
a) Labeling and packing rule 1986
b) Outer packing
c) Inner packing
d) Physical appearance<table><tr><td>i</td><td>Excellent</td><td>5</td></tr><tr><td>ii</td><td>Good</td><td>3</td></tr><tr><td>iii</td><td>Satisfactory</td><td>2</td></tr><tr><td>iv</td><td>Unsatisfactory</td><td>0</td></tr></table></td><td>5</td><td>Products that 100% comply with the advertised specification shall be considered for evaluation</td></tr>
<tr><td>7</td><td>Technical staff</td><td><table><tr><td>i</td><td>Plant manager</td><td>PHD/ MPHIL</td><td>2</td></tr><tr><td></td><td></td><td>Pharm</td><td>1</td></tr><tr><td>i</td><td>Production manger</td><td>PHD/ MPHIL</td><td>2</td></tr><tr><td></td><td></td><td>2</td><td>1</td></tr><tr><td>i</td><td>Quality surance manger</td><td>Pharm)/ MSc hemistry</td><td>1</td></tr><tr><td>i</td><td>Quality control manager</td><td>Pharm)/ MSc hemistry</td><td>1</td></tr></table></td><td>6</td><td>Bidder is required to attach relevant attested degree and appointment letter of the concerned staff</td></tr>
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<tr><td></td><td></td><td></td><td></td><td></td></tr>
<tr><td>8</td><td>Bioequivalence study of the quoted products</td><td>Availability of bioequivalence study</td><td>3</td><td></td></tr>
<tr><td>9</td><td>Ranking of firm</td><td>Current ranking according to Sales (pharmaceutical sales index)<table><tr><td>i</td><td>Above 100</td><td>1</td></tr><tr><td>ii</td><td>60-99</td><td>3</td></tr><tr><td>iii</td><td>30-59</td><td>5</td></tr><tr><td>iv</td><td>1-29</td><td>6</td></tr></table></td><td>6</td><td>Attach certificate of current ranking</td></tr>
<tr><td>10</td><td>Source of Raw Material</td><td><table><tr><td rowspan="2">i</td><td rowspan="2">Active ingredient</td><td>Original Manufacture/research molecule /FDA approved</td><td>5</td></tr><tr><td>Others</td><td>3</td></tr><tr><td rowspan="2">ii</td><td rowspan="2">Excipient</td><td>Original Manufacture/research molecule /FDA approved</td><td>5</td></tr><tr><td>Others</td><td>3</td></tr></table></td><td>10</td><td>Attach certificate</td></tr>
<tr><td>11</td><td></td><td>Obtained marks=</td><td>Total = 70</td><td></td></tr>
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