

**PRE-QUALIFICATION TERMS AND CONDITIONS FOR SUPPLY OF
MEDICINES/ MEDICAL STORES ITEMS TO ARMY CARDIAC HOSPITAL LHR
DURING FY 2026/2027**

1. **IDENTITY**

- The bidder must be a Pakistani nationality holder and a local resident, will provide attested photocopy of CNIC.

2. **TAX PAYER**

- The bidder must be income tax and professional tax payer, and has to provide the followings:-
 - NTN Certificate of the proprietor
 - GST Registration
 - Sales Tax Certificate
 - Professional Tax Certificate

3. **REGISTRATION**

- The bidder must be registered with Ministry of Health, and to provide the required documentary proof in this regards.

4. **QUOTATION**

- Over writing on the quotation will not be accepted and incomplete quotation will be rejected at the spot.
- Percentage of discount on retail price will be quoted in figures as well as in words in Pak Rupees.

5. **TESTIMONIALS**

- The bidder has to provide the following vital credentials:-
- Valid drug selling license
- CNIC and specimen signature of any person authorized by proprietor to sign correspondence.
- The bidder will provide an undertaking that "He / She is not black listed by any Govt Office, Army, Navy and Air Force" on a stamp paper as following:-
- It is certified that firm has never been black listed by any agency by the same name or any other name and also has not changed its name.

- Experience Certificate of running the Medical Store business. Bidder preferably should have minimum 5 years of experience of Medical Store Business (in Lahore).
- Bank draft worth Rs.200,000/- will be submitted as refundable guarantee money along with quotation. The bank draft will be returned to all except the top three bidders, after opening of bids. The guarantee money will be returned once the final decision has been made. However the amount will be forfeited if the bidder backs out from his offer.

6. **FINANCIAL STATUS**

- The bidder must be financially strong and provide proof of bank transaction of Rs. 30 Million per annum from a reputed scheduled bank to confirm his financial status.
- Successful bidder will be asked to provide documentary confirmation in the form of bank statement / guarantee from a reputed scheduled bank regarding the capability to provide medicines/medical stores items on credit to minimum limit of Rs.50 million.
- Successful bidder will deposit a Bid Money of Rs 1.0 Million (Refundable) in the form of (CDR) pay order from a reputed scheduled bank in favor of Commandant Army Cardiac Centre Lahore.
- Rise purchase money Rs. 1 million will be deposited with ACH Lahore by successful bidders.
- He will also deposit Bank Guarantee Rs. 1 Million in the form of call deposit (CDR) call deposit receipt / demand draft (DD)_from a reputed scheduled bank for an amount equal to, 5% of last year's budget used for daily LP of the hospital.

7. **INITIATION OF THE BUSINESS**

- Successful bidder will be required to start the supply of medicines / medical stores items with effect from **01 Jul 2026 to 30 June 2027** without failure. In case of failure or delay Rs. 0.3 Million per day will be deducted on account of expenses for provision of medicines / medical stores items.

- In case of failure to start the business / supply of medicines / medical stores items by **01 Jul 2026** the contract will be cancelled and security deposit will be forfeited and no claim / excuse whatsoever will be entertained by ACH Lahore.

8. **COMPUTERIZED SALES & BILLING SYSTEM.**

- Bidder must have computerized sales and billing system and will have to provide a demonstration of flow of work to the committee before the award of the contract.
- The contractor (successful bidder) will present his bills (and their summaries) for all medicines/medical store items purchased **On Daily Basis**, for verification by the hospital authorities. He will present these bills on the next working day.
- After receiving the verified summaries from the hospital, he will prepare his final bill on fortnightly basis, and present the same to the hospital authorities for scrutiny by the purchaser. No bill will be processed for payment to the contractor without certification of its correction by the purchaser.
- Failing to provide the bills for verification will delay the processing of bills for payment to the contractor. In this case contractor will be responsible for the delay and its consequences.
- The contractor will carry out billing according to the approved price list. If at any time, it is found that certain items were over-charged, the overcharged amount will be deducted from the bill. Moreover fine of Rs.1000/- per over-charged item will also be imposed upon the contractor.
- The contractor will be bound to provide the retail price list of all the concerned distributors of medical store items whose maximum retail price is not mentioned on the pack (e.g. Surgical Disposables, I.V Cannulas, Catheters, 3-Way stoppers etc) and the rebate will be calculated as per contract. However, their price should not exceed the payment by comparable military hospitals for the same item.
- The contractor will be bound to provide invoices of medicines/ surgical disposables items as and when required.

9. **SUPPLY OF MEDICAL STORES**

- Bidder will keep his issue outlet open round the clock to ensure uninterrupted supply of medicines/medical stores items to the hospital.

- Prescribed medicine / medical stores items will be supplied with the same brand and same strength.
- Medical stores not available must be supplied by 2000 hours, the same day. In such cases risk money worth 0.2 million will be deposited with Army Cardiac Hosp Lahore to procure medicines if not provided in time by the contractor.
- Failure to supply the item will make him liable to fine/ penalty of Rs. 1000 per item per day.
- The contractor shall bear any loss to the purchaser in the shape of fine/compensation/penalty imposed on the purchaser by any government department/court/authority on account of provision of substandard medicines/medical stores items and/or over charging. Such instances will however not be a pretext for any delay in the supply of medicines/medical stores items, by the contractor.
- In case contractor fails to supply the medicines or any other medical stores items during emergency due to any reason, the subject medicines / medical stores items will then be purchased by the hospital at the risk of the contractor. The complete cost so incurred will be refunded by the supplier on the same day. In case of failure to comply accordingly then double the amount will be deducted from the monthly bills of the contractor.
- The purchaser will have the discretion to carry out drug testing by random sampling of any medicine of doubtful efficacy supplied by the contractor. In such event, the contractor will provide the requisite sample of the same, without charging any cost.
- The contractor is bound to supply all medicines/ surgical disposable to patients inspite of any delay in the payments of bills
- Those contractors who are running Pharmacy/medical stores in the civ setup will furnish NOC duly signed by authorized Sectary District Quality Control.
- The contractor must go through the terms & conditions of daily LP Contract and has to give acceptance certificate otherwise his tender will not be opened.

10. **RENT & UTILITY BILLS**

- Successful bidder will pay rent of the building and all allied facilities as per hospital rules given separately.

11. **PHARMACY BUILDING**

- No alteration or modification in the pharmacy building will be allowed without the prior permission of the Commandant Army Cardiac Hospital Lahore.

12. **PHARMACY STAFF**

- Successful bidder will be responsible for enrolment of qualified staff including qualified pharmacist at the pharmacy and will ensure their security clearance, conduct and discipline for smooth functioning.
- Contractor will provide the list of all the employees of the pharmacy to ACH Lahore.
- Prior permission will be mandatory to change any employee.
- **Qualified Pharmacist:** - Bidder must have a qualified Pharmacist included in the permanent staff of ACH Lahore Pharmacy and will ensure that pharmacist remains available at the pharmacy during working hours.

13. **STORAGE FACILITIES**

- Successful bidder will be responsible for the storage of medical stores as per the requirements in terms of temperature, humidity and safety.

14. **LIABILITIES**

- All taxes either at present or imposed later on will be borne by the contractor.
- Any damage / loss to the building or any other asset of the ACH Lahore will be liable to the contractor

15. **FINAL DECISION**

- Final decision of the board is irrevocable and will not be challenged in any court of law. Commandant ACH Lahore is empowered to accept / reject any quotation without assigning any reason.

16. **TERMINATION OF CONTRACT**

- The purchaser reserves the right to terminate this agreement at any time on grounds of any serious complaint, gross misconduct/breach of contract and poor performance, by giving one month advance notice to the contractor. However if

contractor wants to terminate the contract due to any reason he has to provide a written advance notice to this effect to the Commandant personally in his office three months prior to termination. If contractor finishes off the contract suddenly due to some unavoidable situation and without giving advanced notice, the contractor will bear all the expenses incurred by the ACH Lhr on LP of medicines and medical stores items till the conclusion of next contract.

Note: The procedure is according to public procurement laws rule no 36(b) (i-ix) mentioned below:-

a. Single stage – two envelop procedure

- (1) The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately, the Technical Proposal and the Financial Proposal.
- (2) The envelope shall be marked as **“TECHNICAL PROPOSAL”** and **“FINANCIAL PROPOSAL”**.

Dated _____ 2026

Signature of Bidder / Contractor _____

Name _____

CNIC _____