



INVITATION TO BID

Drug Regulatory Authority of Pakistan (DRAP)/ Central Drugs Laboratory (CDL) invites sealed bids from authorized suppliers registered with the Income Tax and Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue for supply of Fourier Transform Infrared Spectrophotometer (FTIR) to CDL Karachi using single stage-single envelope bidding procedure under the Public Procurement Rules, 2004.

2. Bidding documents, containing detailed terms and conditions etc. are available at Public Procurement Regulatory Authority (PPRA)'s Online Portal e-Pak Acquisition and Disposal System (EPADS) as well as DRAP website i.e. www.dra.gov.pk for free download.

3. The bids, prepared in accordance with instructions in the bidding documents, may be uploaded through EPADS i.e. www.eporucre.gov.pk or printed bids may be submitted in the office of undersigned on or before 17th June 2024 at 11:00 AM. Bids will be opened the same day atleast 30 minutes after the closing time at Central Drugs Laboratory, 4-B, SMCHS, Block B, Karachi in the presence of representatives of bidders, if they chose to attend the proceedings. This advertisement is also available on PPRA website i.e. www.ppra.org.pk, PPRA Online Portal i.e. www.eprocure.gov.pk and DRAP website i.e. www.dra.gov.pk.

4. Both e-bids and printed bids, duly completed and signed/ stamped by the bidders, will be accepted.

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Dr. Saif Ur Rehman Khattak) Director CDL Ph.021-34392159



Tender No. CDL-02/2024

Bidding Documents

For Supply of Fourier Transform Infrared Spectrophotometer (FTIR) to CDL Karachi

(National Competitive Bidding)

Tender No. CDL-02/2024

Date & Time for Submission of Proposals: As mentioned in Invitation to Bid Date & Time for Opening of Proposals: As mentioned in Invitation to Bid



BIDDING DOCUMENTS

SECTION I: INSTRUCTIONS TO BIDDERS

1. Scope of Bid

1.1. Central Drugs Laboratory, Drug Regulatory Authority of Pakistan (hereinafter referred to as the Procuring Agency or DRAP or CDL) invites financial proposals from authorized suppliers of original manufacturers for supply of Fourier Transform Infrared Spectrophotometer (FTIR) during the financial year 2023-24 as per specifications/ technical requirements/ financial proposal at **Annex-I.**

1.2. The procurement process will be governed by the Public Procurement Rules, 2004 and the e-Pak Procurement Regulations, 2023.

1.3. The suppliers who did not fulfill the requisite specifications/ requirements and lacking certificate of authorized supplier from the original manufacturer of the given supplies are not eligible to participate in this tender.

1.4. The financial bid of an authorized supplier that complies with the prescribed specification/ terms and conditions and offers the lowest bid price will be accepted in accordance with PPRA rules.

2. Preparation and submission of proposals

2.1. Each bid shall comprise one single envelope containing, separately, financial proposal and technical proposal (if any). All bids received shall be opened and evaluated in the manner prescribed in the bidding document.

2.2. Technical Bids must be submitted on prescribed form attached herewith and accompanied by supporting documents, detailed specifications, warranties disclosure, certificate of authorized reseller, literature and annexes, which shall be typed and signed by the bidder or his authorized representative. Financial proposals be prepared and submitted on prescribed financial bid form and duly signed/ stamped by authorized representative or CEO of the bidder company.

2.3. Any literature furnished by the bidder in another language shall be accompanied by an English translation, which shall govern for purposes of interpretation of the bid.

2.4. Bids may be prepared in accordance with single stage-single envelope bidding procedure as per the given instructions and submitted through the PPRA's E-Pak Acquisition and Disposal System (EPADS) as per procedure for submission of encrypted

Central Drugs Laboratory, 4-B, SMCHS, Block B, Karachi. Phone: 021-34392159



electronic bids in the e-Pak Procurement Regulations, 2023 or bids may be submitted in printed form, duly completed/ signed/ stamped, in the office of procuring agency as per instructions herein contained.

2.5. Technical Bid and Financial Bid separately prepared and then sealed in a single package must reach the procuring agency through EPADS or in printed form on or before the closing date as mentioned in the invitation to bid.

3. Bid security, performance security and penalties

3.1. Bid security in the amount @ 5% of the total bid price in the shape of a bank draft/ pay order drawn in favor of Drug Regulatory Authority of Pakistan must be submitted with the financial bid. Bids without valid bid security shall be rejected.

3.2. Bid security of unsuccessful bidders will be released after award of contract to the successful bidders. Whereas bid security of successful bidder will be converted into performance security and retained till successful completion of the contract.

3.3. In case of delay in supplies beyond the prescribed delivery period, a penalty @ 0.5% per day maximum up to 5% of the total value of work order will be imposed and recovered from the invoice/ bill or performance security of the bidder.

4. Opening of bids/ financial proposals.

4.1. The Procuring Agency will open the bids/ financial proposals in the presence of the applicants or their representatives, if they choose to attend, as per date, time and venue mentioned in the notice.

S. No.	Eligibility Evaluation Criteria	Requirement			
1.	Technical Proposal/ Application Form-I containing detailed specifications of the items (indicating the make, model, warranty & performance details, where applicable)Mandat				
2.	Financial Proposal/ Application Form-II containing detailed Manda specifications with units rates, quantity and total bid prices inclusive of taxes				
3.	Registration with Tax Authorities/FBR(NTN & Sales Tax Registration Certificates	Mandatory			

5. Eligibility Checklist



Central Drugs Laboratory, Karachi

4.	Copy of CNIC in case of Sole Proprietor or Copy of Firm Registration/ Partnership Dead in case of partnership firm or copy of Incorporation certificate in case of company.	Mandatory
5.	Affidavit/ undertaking on judicial stamp paper that the firm has never been blacklisted by any organization/ government.	Mandatory
6.	Earnest Money/Bid security @ 5% of the total bid price in the shape of a bank draft/ pay order drawn in favor of Drug Regulatory Authority of Pakistan (original be provided at the time of bid opening).	Mandatory
7.	Audited Statements of Accounts or Annual Tax Returns for the last three years of the firm.	Mandatory
8.	Certificate of Authorized Reseller/ Supplier issued by the original manufacturer.	Mandatory
9.	Certificate of country of origin	Mandatory

6. Evaluation and comparison of bids/ proposals.

The bids/ proposals will be checked for compliance to the eligibility criteria, 6.1. required technical specifications and the bids fully complied with the eligibility criteria/ technical specifications will be considered for further evaluation of financial bids.

6.2. Financial proposals will be evaluated on the basis of least-cost basis and a comparative statement of rates offered by bidders will be prepared.

6.3. The bid that is fully complied with the eligibility criteria/ required specifications and offering the lowest rates will be declared as successful bidder and offered the contract for supply of specified items as a whole during the financial year 2023-24.

7. Procuring Agency's Right to Accept or reject:

7.1. The Procuring Agency reserves the right to accept or reject any or all bids/ financial proposals and to cancel the bidding process at any time prior to the award of the Contract in accordance with public procurement rules, 2004.

8. Announcement of results and purchase orders.

8.1. Prior to the issuance of purchase order, the bid evaluation report will be announced to all participants in a reasonable time as well as uploaded on PPRA website as per rules.

Central Drugs Laboratory, 4-B, SMCHS, Block B, Karachi. Phone: 021-34392159



.dt . rates and who. .pply of FTIR by CD 8.2. The successful bidders who has offered the lowest rates and whose bids have been accepted will be issued purchase orders for supply of FTIR by CDL, DRAP during the FY 2023-24.

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SECTION II: TERMS AND CONDITIONS OF CONTRACT

1. Payments

1.1. The Supplier request(s) for payment shall be made to the Procuring Agency in writing, accompanied by an invoice describing, as appropriate, the job delivered and upon fulfillment of other obligations stipulated in the Contract/ purchase order.

1.2. Separate invoice/ bill shall be generated for each purchase order.

1.3. Payments shall be made promptly by the procuring agency, but not later than thirty (30) days after submission of an invoice or claim by the Supplier.

1.4. Full (100 %) payment in Pak Rupees of the items supplied against each purchase order will be made upon receipt of invoices/delivery challan, after supply of the items duly verified by the concerned officer of CDL.

1.5. Provided that if the supplier delivered any item of inferior quality, such items will be returned and payment thereof will be deducted from invoice besides other action as per bidding document/ rules.

2. Taxes

2.1. The Supplier will be responsible for all taxes in accordance with the laws of Pakistan. Production of Sales Tax Invoice shall be mandatory for receiving payments under the contract.

2.2. All taxes as per applicable rates shall be deducted at source by the procuring agency and deposited with concerned tax office. Tax deduction/ deposit certificates will be issued to the suppliers upon request.

3. Bid Validity and prices

3.1. The bids/ rates offered by the bidders shall remain valid for minimum 120 days from the date of submission of financial bids. However, the bid validity period may be extended with the prior consent of the bidder.

3.2. Prices charged by the Supplier for goods delivered under the Contract shall not vary from the prices quoted by the Supplier in its financial proposals.



4. Inspections

4.1. The inspections may be conducted at point of delivery or at the final destination. If inspections are conducted, all reasonable facilities and assistance shall be provided by the supplier at no charge to the procuring agency.

5. Force Majeure

5.1. Either party may terminate the Contract by giving a thirty (30) days' notice to the other party for events beyond that party's control, such as Wars and acts of God such as earthquakes, floods, fires, etc.

6. Warranty: Warranty period for the equipment (FTIR) shall be minimum five years from the date of delivery or as per original manufacturer's warranty. The supplier will provide full support during the warranty period including repair and maintenance of the equipment. They will also replace the associated parts without any cost for two years from the start of the warranty period, however, maintenance without any part replacement will be continued for further three years.

7. Termination:

7.1 Termination for Default. The Procuring Agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the supplier, may terminate this Contract in whole or in part:

(a) if the Supplier fails to deliver the equipment within the period(s) specified in the contract;

(b) if the Supplier fails to perform any other obligation(s) under the Contract;

(c) if the Supplier, in the judgment of the procuring agency has engaged in corrupt or fraudulent practices, as defined in Rule 19 of Public Procurement Rules, 2004, in competing for or in executing the Contract; or

(d) if the Supplier becomes bankrupt or otherwise insolvent.

7.2 Termination for Convenience: The Procuring Agency, by written notice sent to the Supplier may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring Agency's convenience, the extent to which performance of the supplier under the Contract is terminated, and the date upon which such termination becomes effective.



Tender No. CDL-02/2024





FORM-I

Letter of Application

(THIS FORM IS TO BE PROVIDED WITH THE TECHNICAL BID)

[Letterhead paper of the Applicant firm/ company including full postal address, telephone Nos. fax nos., telex nos., cable and e-mail address] Date:.....

To: Director

Central Drugs Laboratory Drug Regulatory Authority of Pakistan 4-B, SMCHS, Block B, Karachi.

Sirs,

- 2. Attached to this letter are copies of original documents defining:
 - (a) Registration with Tax Authorities/ FBR (NTN & Sales Tax Registration Certificates
 - (b) Copy of CNIC in case of Sole Proprietor or Copy of Firm Registration/Partnership Dead in case of partnership firm or copy of Incorporation certificate in case of company.
 - (c) Affidavit /undertaking on judicial stamp paper that the firm has never been blacklisted by any organization / government.
 - (d) Audited Statements of Accounts or Annual Tax Returns for the last three years of the firm.
 - (e) Certificate of Authorized Reseller/ Supplier issued by the original manufacturer.
 - (f) Certificate of country of origin
 - (g) Detailed specifications/ original literature of items including make, model & performance details (where applicable)
- 3. Your Agency and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this application/ bid form. This Letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by yourselves or the authorized



Drug Regulatory Authority of Pakistan

Central Drugs Laboratory, Karachi

representative to verify statements and information provided in this application, or with regard to the resources and competence of the Applicant.

4.

Your Agency and its authorized representatives may contact the following persons for further information, if needed.

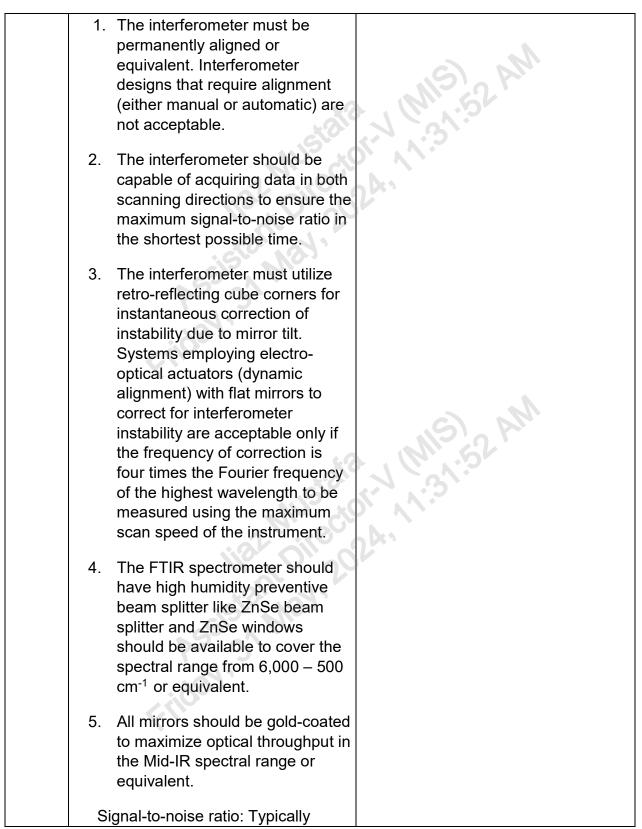
Owner(s)/ Chief Executive of the Business/ firm				
Name of Owner/ CEO:	Other Partners:			
CNIC Number:	Name Partner 1:			
	- CNIC:			
light Oli	Name Partner 2:			
Phone Number:	CNIC:			
r none runder.	Name Partner 3:			
NSSI N	CNIC:			
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Technical Inquiries related to the bid/ tender		
Contact 1	Telephone 1	
Contact 2	Telephone 2	

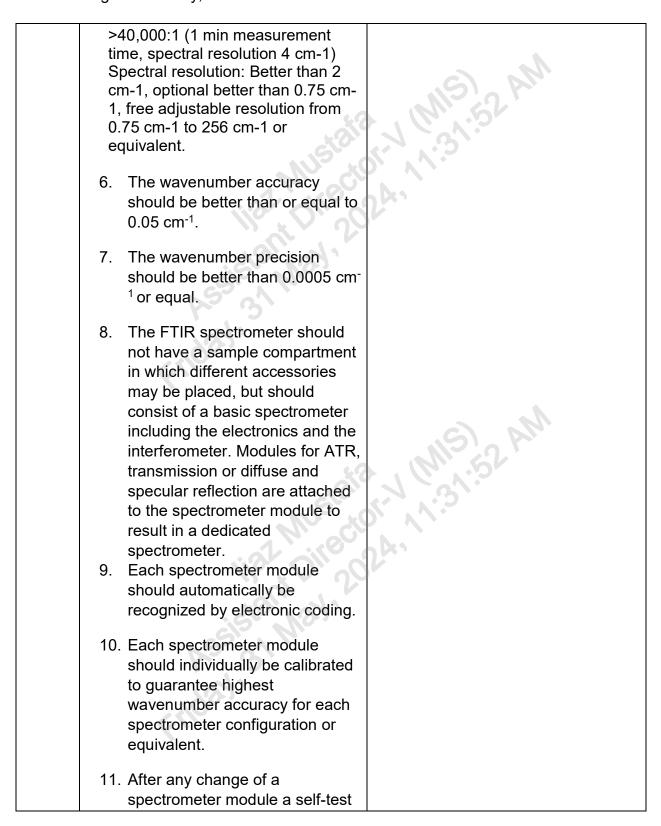
- 5. This application is made with the full understanding that:
 - bids by applicants will be subject to verification of all information submitted for (a) qualification at the time of bidding;
 - your Agency reserves the right to: (b)
 - amend the scope and quantity of any item/ service under this contract; and (i)
 - Reject any bid of firms/ companies who did not apply for all the tender items/ (ii) services:
 - (iii) reject or accept any bid, cancel the bidding process, and
 - your Agency shall not be liable for any such actions at Sr. No. 5 above and shall be under (c) no obligation to inform the Applicant of the grounds for actions.
 - your Agency shall not be liable for consequence of, and shall be under no obligation to (d) inform the applicant of the grounds for, actions taken under para 5(b) hereabove.
- 6. We hereby submit the specifications of supplies/ item(s) as under, which fully comply with the required specifications of the procuring agency:

S.No.	Specifications Required	Detailed Specifications offered by the Bidder Company (indicate make and model along with necessary printed literature)
1.	Fourier Transform Infra-Red Spectrophotometer (FTIR)	









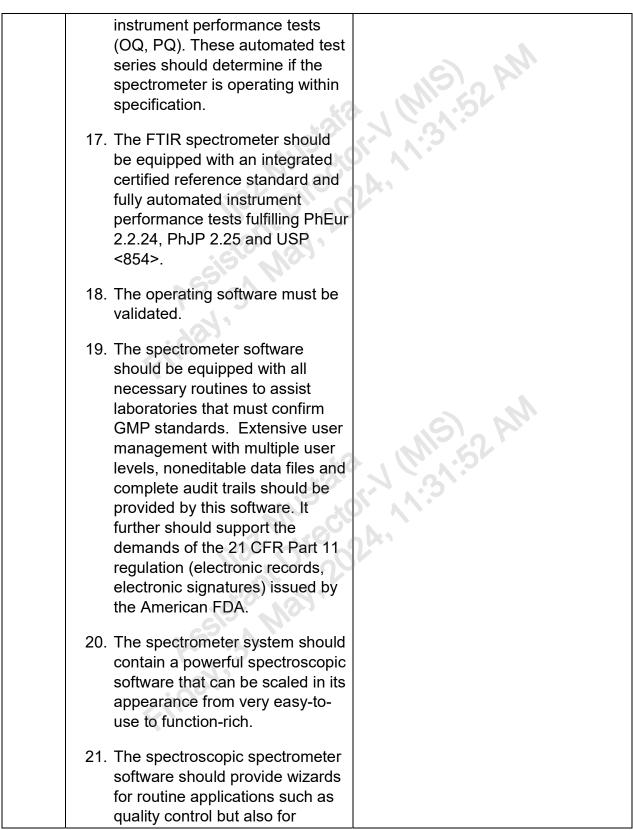


12	of the spectrometer performed automatically. . After any change of a spectrometer module appropriate measurement settings loaded and applied automatically.
	Electronic recognition of all different crystal plates for ATR should be implemented. The system should automatically load the appropriate parameter set for measurement upon the exchange of an ATR crystal plate.
14	 Diamond-ATR module: a. The ATR module should include a very robust diamond crystal. The diamond crystal should be mounted in the plate by soldering. The fixation of the crystal by glue does not assure the required stability and will therefore not be accepted. b. The diamond-ATR crystal should be monolithic to allow the measurement over the full MidIR spectral range according to the optical configuration of the spectrometer. No optical components should be used which limit the spectral range.

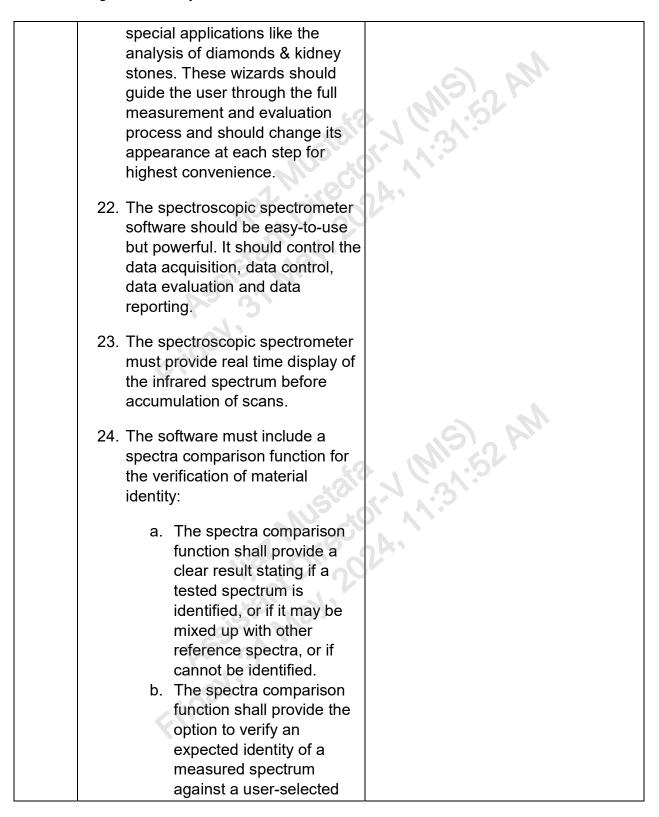


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with a dish the analys should be version sh include a p applicator measure s d. Another ve ATR diam	ond crystal plate h-like form for is of fluids available. This ould also pressure in order to solid samples.
temperatu the analys should be The contro temperatu	re control for is of fluids available, too. oller for the re regulation fully included in ometer.
fluids with diamond o should be this adapte might be in	easurements of the ATR rystal plate available. Using or the samples njected by a applied by a
15. All components of spectrometer like electronics and ir should be perma monitored for cor Any failures shou instantly to the us	source, laser, nterferometer nently rect operation. Ild be indicated
16. The FTIR spectro be equipped with	









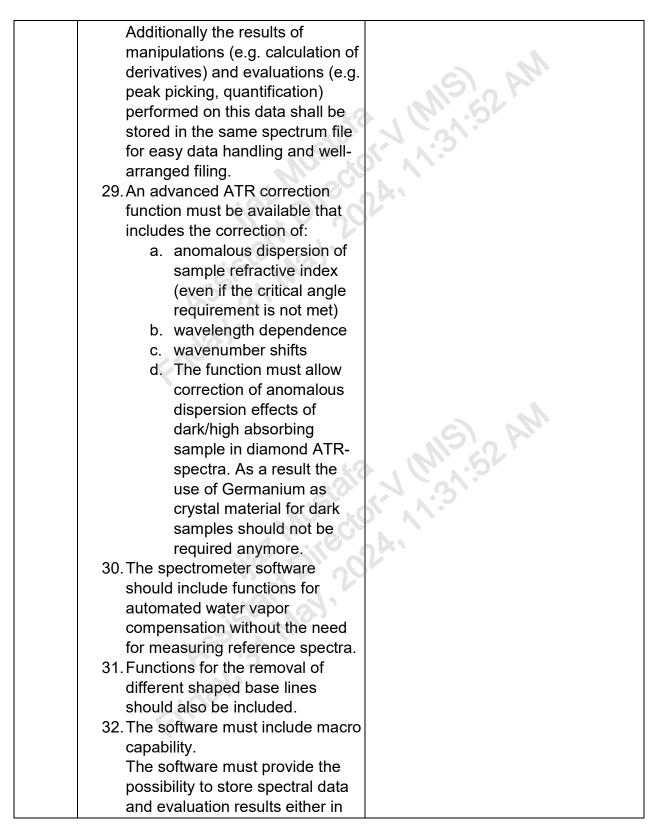


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reference compound in	
the method.	
c. The spectra comparison	G NN'
function shall provide an	
identification option to	N. (N5
identify a measured	
spectrum without defining	Kr A.S
any expectation.	
d. The spectra comparison	h Den
method set-up should	
provide the option to	
define one or several	
spectral ranges, and data-	
preprocessing functions,	
and threshold that are	
used for evaluation.	
e. The spectra comparison	
method set-up should	
contain a validation	
function that verifies if	
every spectrum can be	G AN.
differentiated from the	
others.	a (M15:52 h
25. The software must offer optional	1. 3.
packages for dedicated	
applications:	
a. Creation of customized	0 ^{Dec}
spectral libraries and	
Search with spectral	
libraries. Next to single	
component search this	
package should allow	
multicomponent search	
and mixture analysis to be	
useful for analyzing	
spectra showing	
contributions of several	
components.	
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b. Structure editor and	
search of structures in	
libraries	G AN
c. Identification of	
substances and	
substance classes. The	1 3
identification software	
package must include	
cluster analysis and an	P · ·
unlimited number of	
hierarchical structured	
libraries.	
d. Quantification of	
substances using the PLS	
algorithm. The	
quantification software	
package must have self-	
optimizing calibration	
models.	
26. As well the measurement as the	
processing and evaluation of the	G AN
spectra including the generation	
of reports has to be performed	
with one integrated software	13
program. This includes	
performing advanced evaluation	
functions like multivariate	
quantification (partial least	
squares, PLS), factorization	
(principle component analysis,	
PCA), curve fit and interactive	
peak picking. The need to use	
different software programs for	
measurement and data	
evaluation is not accepted.	
27. The software should provide	
customizable work spaces.	
28. All spectral data resulting from	
one measurement must be	
stored within one single file.	







 an internal or a user-defined database. 33. The life time of the spectrometer should be extremely long. The warranty period is expected to be 10 years for the interferometer, 10 years for the Laser and 5 years for the IR source, respectively. 34. Warranty Period of diamond ATR module, Laser, Interferometer should be extremely long. The warranty period is expected to be 10 years and for Light Source 5 Years. 35. Libraries Required: Pharmaceutical ATR Spectras 	MISISAM ANSISA
Pharmaceutical ATR Spectras Excipients, API's etc at least 8,000.00 or better.	and and

Le and the in ...d correct in ever Signed & Stam Name of Owner. For and on behal (name of bidder -8. The undersigned declare that the statements made and the information provided in the duly completed application are complete, true, and correct in every detail.

	Signed & Stamped
0	Name of Owner/ CEO
	For and on behalf of
	(name of bidder company



Tender No. CDL-02/2024

FORM 2

[Letterhead of the Firm Containing Address, Phone Numbers]

Ref No:

Date:

"Supply of FTIR at CDL Karachi"

NTN:

GST:

FINANCIAL BID FORM

S.No.	Item Description/ Specifications/ URS	Qty.	Unit	Unit Price (Without GST)	GST Amount	Total Price (Price+GST)
1.	Fourier Transform Infra- Red Spectrophotometer (FTIR)	01	Nos			
	As per detailed specifications in technical proposal/ bid		312	MIS	2 AM	
			×01	Tota	al Bid Price	
	Total (In Words)					

We agree and understand:

- i. That quoted price is inclusive of all the applicable taxes in Pakistan.
- ii. That our rate is firm and final and unconditional.
- iii. That incase our bid (Price) is found conditional, you are not bound to accept our Proposal and same will be liable to be rejected straightaway without any further consideration.
- iv. That the rates are valid for minimum <u>days</u> from date of opening of bids.

Signed & Stamped Name of Owner/ CEO For and on behalf of (name of bidder company