



No. F. 3-10/2022-CDL-DRAP  
**Government of Pakistan**  
**Central Drugs Laboratory**  
**Drug Regulatory Authority of Pakistan**  
Ministry of National Health Services, Regulations & Coordination  
4-B, SMCHS, Karachi.

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### **TENDER NOTICE**

Central Drugs Laboratory, Drug Regulatory Authority of Pakistan (DRAP) invites sealed tenders from reputed/ experienced firms duly registered with Federal Board of Revenue for **“Purchase of Chromatography Columns at Central Drugs Laboratory, DRAP, Karachi located at Plot No 4-B, SMCHS, Block B, Karachi.** The firms should have active taxpayer’s status at FBR website and must fulfill the eligibility criteria/ terms and conditions.

Tender documents containing terms and conditions/ eligibility & evaluation criteria can be obtained from the office of undersigned from 10:00am to 2:00pm on payment of **Rs.1000/-** through pay order/ bank draft in favor of Drug Regulatory Authority of Pakistan Islamabad or can be downloaded from DRAP and PPRA’s websites (The fee shall be paid at the time of bid submission). Tender is also available on PPRA’s website [www.ppra.org.pk](http://www.ppra.org.pk) and DRAP’s website [www.dra.gov.pk](http://www.dra.gov.pk).

Interested firms fulfilling the eligibility parameters may submit their bids in sealed envelopes using single stage two envelop bidding procedure under the Public Procurement Rules, 2004. The bids must reach the office of undersigned latest by **2<sup>nd</sup> May 2023 at 11:00 AM**, which will be opened the same day at **12:15 PM** in presence of representatives of the bidders who may choose to be present.

**(Dr. Saif ur Rehman Khattak)**  
**Director**



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**TENDER DOCUMENT / TERMS & CONDITIONS FOR PURCHASE OF  
CHROMATOGRAPHY COLUMNS**

**1. INTRODUCTION**

Central Drugs Laboratory (CDL) is a drug testing laboratory of Drug Regulatory Authority of Pakistan (DRAP) and is responsible for testing of drug samples in accordance with Drugs Act, 1976 and the rules framed thereunder. DRAP hereinafter referred to as 'the Authority, is an autonomous body of the Federal Government established under the DRAP Act, 2012 to provide for effective coordination and enforcement of Drugs Act, 1976 and to bring harmony in interprovincial trade and commerce of drugs and therapeutic goods. The office of CDL is located at 4-B, SMCHS, Block B, Karachi.

**2. INVITATION FOR BIDS**

The Authority invites sealed tenders from reputed/ experienced firms duly registered with relevant Government Authorities/ Federal Board of Revenue for **“Purchase of Chromatography columns at Central Drugs Laboratory, DRAP, Karachi located at Plot No 4-B, SMCHS, Block B, Karachi.”** Single stage-two envelope bidding procedure under Rule 36(b) of Public Procurement Rules, 2004 shall be followed for preparation and submission of bids.

**3. DEFINITIONS**

3.1. "Procuring Agency" means the DRAP or any of its officer duly authorized to act on its behalf in matters pertaining to procurements.

3.2. “Bidder/Tenderer” means the interested Firm/ Company/ Supplier/ Distributor who submit its bid/ tender for provision of services to the procuring agency in accordance with this tender document;

3.3. "Authorized Representative" means a representative authorized by the bidder company to sign on its behalf the bids/ orders/ contracts or any other document submitted to the procuring agency.

3.4. "Contractor/ Vendor" means the bidder/ tenderer whose bid has been accepted and who is issued Letter of Acceptance for the specific service/ supply followed by signing of Contract.

3.5. “Client” means the Drug Regulatory Authority of Pakistan and its authorized officers dealing with janitorial services and maintenance of buildings.

3.6. "Contract" means the agreement entered into between the Procuring Agency and the Contractor.

#### **4. TERMS & CONDITIONS.**

1. The firm must be well established and having office/ warehouse with telephone facility in Karachi.
2. Firm should be registered with the FBR for General Sales Tax and Income Tax.
3. Firm should be an authorized agent for the items offered.
4. Suppliers/authorized distributors, who are registered with FBR and are on Active Taxpayers List (ATL) of FBR, are eligible to apply for the bidding and supply of goods/ services to Government department.
5. Firm(s) shall be required to produce attested copies of its registration with the Sales Tax and Income-Tax Departments.
6. The bid proposals shall comprise a single envelope containing two separate envelopes and each envelope shall contain separately the 'financial proposal' and the 'technical proposal'. The outer envelope must be marked 'Tender for chromatography columns for FY 2022-23' and should also mention the complete name / address of the bidder.
7. Each bid should accompany with an amount of earnest money (refundable) @ 5% of bidding amount in the form of bank draft or pay order from any scheduled bank in favor of Drug Regulatory Authority of Pakistan.
8. Earnest money of unsuccessful bidder will be returned at the end of tender process and earnest money of successful bidder will be retained and converted into a performance security.
9. The same will be returned after completion of contract period i.e. 2022-23 and shall be subject to deductions, if any, on account of penalty or defective supplies.
10. Quoted Rates must be inclusive of all taxes including GST and price increase on any account will not be admissible. The rates must be valid for one financial year i.e. 2022-23 and no escalation charges will be allowed.
11. Only genuine/ original supplies will be acceptable. Sub-standard supplies will be forfeited and bidder will be liable to immediate cancellation of supply order and necessary disciplinary including blacklisting of the firm.
12. In case the firm is found to be of misstatement, or delayed supply of items beyond the period of 07 days or failed to provide the items of prescribed standard or refused to supply any approved items during financial year 2022-23, their bid shall be cancelled without any notice and the earnest money will be forfeited and necessary disciplinary action will be initiated under the rules.
13. DRAP reserves the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The Authority shall upon request communicate to any supplier or

contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.

14. DRAP shall announce the results of bid evaluation in the form of a report giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract.
16. Blacklisted firm(s) shall not be eligible to participate. An affidavit/ undertaking to this effect shall be attached with technical proposal.
15. Incomplete and conditional bids shall not be given any consideration.
16. The quantities mentioned in schedule of requirement are for estimation only and the order quantities can vary subject to requirement of the Laboratory.
17. The bidders must quote against the same specifications mentioned in bidding document and prices must be filled in the schedule of requirement affixed with bidding document.
18. Rate of all items should be in round figure. No decimal rate will be entertained.

## 5. TENDER ELIGIBILITY/ EVALUATION OF TECHNICAL & FINANCIAL BIDS

5.1. Technical bids of all bidders shall be evaluated on the basis of fulfilling the following mandatory conditions/requirements. The bidders must attach documentary proof with the technical bid for their qualification as per the given criteria. Firms failing to fulfill any of the given conditions shall be disqualified and their financial bids shall be returned unopened.

S. No.	Eligibility/ Evaluation Criteria	Requirement	Attached as
1.	Sale Tax Registration (copy of certificate)	Mandatory	Annex A
2.	Income Tax Registration	Mandatory	Annex B
3.	Affidavit/ undertaking on judicial stamp paper that the firm has never been blacklisted by any organization/ government.	Mandatory	Annex C
4.	Certificate of Authorized Agent	Mandatory	Annex D
5.	Earnest Money/ Bid Security @ 5% of bid amount through bank draft/ pay order (To be attached with Financial Proposal)	Mandatory	To be attached with financial proposal
6.	Certificate of Country of Origin (Europe/ America/ Japan)	Mandatory	Annex E

5.2. Firms/ companies fulfilling the aforesaid eligibility conditions will be declared as technically responsive firms. Financial Bids of technically responsive firms will be opened for evaluation of financial bids/ price comparisons. Financial bids of technically unsuccessful bidders will be returned unopened. Bank drafts/ pay orders of earnest money @ 5% of bid amount will be mandatory. In absence of earnest money, the financial bid shall be rejected. Item-wise rates of

items quoted by firms in the Schedule of requirements/ Annexure-I will be evaluated and comparative statement prepared.

## **6. PREPARATION/ SUBMISSION OF BIDS**

The bids shall comprise of a single stage containing two separate envelopes and each envelope shall contain separately the 'financial proposal' and the 'technical proposal'. The outer envelope must be marked 'Tender for chromatography columns for FY 2022-23'. The technical proposal must include all the mandatory documents as indicated in the instructions to bidders/ eligibility/ evaluation criteria along with a copy of these tender documents duly signed and stamped by the bidder. Financial proposal shall include the schedule of requirements (list of items) duly filled with rates in Pakistani rupees (including all taxes) and must be signed/ stamped by the bidder. Pay order/ bank draft for earnest money shall also be affixed with financial proposal.

## **7. AWARD CRITERIA**

The eligible bidder(s) as per bidding documents fulfilling the qualification and technical evaluation against each item will be evaluated in the light of necessary prerequisites in tender document and shall be selected on lowest cost basis for individual items as per rules and fulfilling all codal formalities. Letter of award shall be issued on item-wise basis in each section/lot.

## **8. PENALTIES**

The DRAP with the approval of Chief Executive Officer shall award the following penalties to defaulting bidders as follows:

- i. A bidder can withdraw its bid before opening of bids. However, after opening of technical or financial bids, the bidders will not be allowed to withdraw their bids. If any bidder opts to withdraw its bid, his earnest money/ bid security shall be confiscated in favor of DRAP.
- ii. Addition/ Modification of bids to alter its substance shall not be allowed after opening of bids. If any bidder found to have submitted fake document/ statement in support of his qualification, the bidder shall be disqualified and bid money forfeited in favor of DRAP and firm blacklisted.
- iii. If a firm fails to comply with bidding document, letter of award, supply orders, specifications of items, DRAP shall award appropriate penalty including cancellation of contract/ forfeiture of bid money or performance security and shall be blacklisted.

## **9. PAYMENTS FOR SUPPLIES**

Payment to the approved suppliers will be made within 45 working days of the receipt of complete invoice/ bills for all such supplies which have been duly approved by the purchaser and are in accordance with the specifications as per bidding documents. The supplier will submit to the purchaser separate invoice/ bill for each work order along with delivery challan duly signed by the receiving officer.

## FINANCIAL PROPOSAL

### Schedule of Requirements (Form for Financial Proposal)

Note:

- a. All bidders are advised in their own interest to quote the price according to the required specification of items, the clarification regarding specification can be sought at the time of obtaining tender documents. After opening of bids and issuance of award letter, the firm will be bound to provide the items with required specification without any change in price.
- b. Only specified items mentioned in list, not any other.
- c. Quoted Rates must be legible and no cutting/overwriting allowed.
- d. The undertaking at the end of financial proposal must be signed and stamped.
- e. In case of imported items no facilitation or cost will be provided.
- f. The columns offered should be of European/American/ Japanese Origin

#### List of Columns

<b>Sr. No.</b>	<b>Column Dimension</b>	<b>Packing</b>	<b>Quantity Required</b>	<b>Price (per unit) in PKR</b>
01	4.6-mm x 25cm; 5 $\mu$ m	L1	7	
02	4.6-mm x 15cm; 5 $\mu$ m	L1	5	
03	4.6-mm x 10cm; 2.6 $\mu$ m	L1	1	
04	4.6-mm x 10cm; 5 $\mu$ m	L1	1	
05	4.6-mm x 15cm; 3.5 $\mu$ m	L1	1	
06	4.6-mm x 12.5cm; 4 $\mu$ m	L1	1	
07	4-mm x 30cm;	L1	1	
08	4-mm x 25cm; 5 $\mu$ m	L1	1	
09	4-mm x 25cm; 10 $\mu$ m	L1	1	
10	4-mm x 15cm; 5 $\mu$ m	L1	1	
11	4-mm x 30cm; 10 $\mu$ m	L1	1	
12	3-mm x 10cm; 3.5 $\mu$ m	L1	1	
13	3.0mm x12.5cm; 5 $\mu$ m	L1	1	
14	3.9-mm x 15cm; 5 $\mu$ m	L1	2	
15	3.9-mm x 30cm; 5 $\mu$ m	L1	2	
16	3.9-mm x 30cm; 10 $\mu$ m	L1	1	
17	3.9-mm x 25cm; 5 $\mu$ m	L1	1	
18	3.9-mm x 15cm; 4 $\mu$ m	L1	1	
19	3.9-mm x 15cm; 10 $\mu$ m	L1	1	
20	10-cm x 2.0mm; 1.9 $\mu$ m	L1	1	
21	4.6-mm x 25cm; 10 $\mu$ m	L1	3	
22	4.6-mm x 25cm; 5 $\mu$ m	L7	3	
23	4.6-mm x 15cm; 5 $\mu$ m	L7	3	
24	4.6-mm x 25cm; 10 $\mu$ m	L7	1	

25	4.6-mm x 10cm; 3.5 $\mu$ m	L7	1	
26	4.6-mm x 15cm; 3 $\mu$ m	L7	1	
27	4.6-mm x 12.5cm;	L7	1	
28	4.6-mm x 15cm; 3.5 $\mu$ m	L7	1	
29	4.6-mm x 10cm; 2.6 $\mu$ m	L7	1	
30	4.6-mm x 7.5cm; 3.5 $\mu$ m	L7	1	
31	4.6-mm x 7.5cm; 5 $\mu$ m	L7	1	
32	4-mm x 25cm; 5 $\mu$ m	L7	1	
33	4-mm x 12.5cm; 5 $\mu$ m	L7	1	
34	4-mm x 25cm; 4 $\mu$ m	L7	1	
35	2.1-mm x 5cm; 1.7 $\mu$ m	L7	1	
36	3.9-mm x 15cm; 4 $\mu$ m	L7	1	
37	3.9-mm x 30cm; 5 $\mu$ m	L7	1	
38	4.6-mm x 25cm; 5 $\mu$ m	L3	1	
39	4.6-mm x 25cm; 10 $\mu$ m	L3	1	
40	4.6-mm x 15cm;	L3	1	
41	2-mm x 25cm; 5 $\mu$ m	L3	1	
42	4-mm x 30cm;	L3	1	
43	3.9-mm x 30cm;	L3	1	
44	4.6-mm x 25cm; 5 $\mu$ m	L10	1	
45	4.6-mm x 20cm;	L10	1	
46	4.6-mm x 15cm; 3 $\mu$ m	L10	1	
47	4.6-mm x 15cm; 5 $\mu$ m	L10	1	
48	4-mm x 30cm; 5 $\mu$ m	L10	1	
49	4.6-mm x 25cm; 5 $\mu$ m	L11	1	
50	4.6-mm x 15cm;	L11	1	
51	4.6-mm x 30cm; 10 $\mu$ m	L11	1	
52	4.6-mm x 15cm; 5 $\mu$ m	L11	1	
53	4.6-mm x 15cm; 3 $\mu$ m	L11	1	
54	4.6-mm x 25cm;	L11	1	
55	4.6-mm x 5cm; 1.8 $\mu$ m	L11	1	
56	4.6-mm x 10cm; 3 $\mu$ m	L11	1	
57	3.0-mm x 4mm;	L11	1	
58	3.9-mm x 30cm;	L11	1	
59	4-mm x 25cm; 5 $\mu$ m	L11	1	
60	4-mm x 30cm;	L11	1	
61	2-mm x 10cm; 3 $\mu$ m	L11	1	
62	4.6-mm x 15cm; 3 $\mu$ m	L8	1	
63	4.6-mm x 25cm; 10 $\mu$ m	L9	1	
64	4.6-mm x 25cm;	L9	1	
65	4.6-mm x 25cm; 5 $\mu$ m	L13	1	
66	4-mm x 25cm;	L16	1	
67	4.6-mm x 25cm;	L21	1	
68	4.6-mm x 25cm; 5 $\mu$ m	L60	1	
69	4.6-mm x 15cm; 2.7 $\mu$ m	L96	1	
70	0.32-mm $\times$ 15-m fused-silica capillary column; 0.25- $\mu$ m layer	G46	3	

	of phase G46 (Gas Chromatography)			
71	0.53-mm × 30-m fused-silica analytical column coated with 3.0-µm G43 stationary phase (Gas Chromatography)	G43	3	

4. Total Rs: \_\_\_\_\_ (in figures) \_\_\_\_\_ (In words)

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Stamp: \_\_\_\_\_

Note: ***Prospective Bidders are encouraged to visit/Inspect CDL premises before quoting the Cost/Price.***

***No overwriting/cutting allowed. Entries may be preferably typed.***

ATTA UR REHMAN  
Director (MIS)  
April 17, 2023 10:44