

## Tender Terms & Condition

**1. Scope:** **Muslim Hands Pakistan** invites tenders for the services described and summarized in accordance with procedures, conditions and contract terms, as prescribed in the tender documents. **Muslim Hands Pakistan** reserve the right to vary the quantity of work/services/quality specified in the Tender Documents without any changes in unit price or other terms and conditions and to accept or reject any, all, or part of submitted offers.

**2. Language:** As determined by **Muslim Hands Pakistan**, the working language of this tender is English. Other languages will not be accepted.

**3. Qualifying and Conditions:** The main criteria for admission to the tender are as follows:

- a) Previous relevant Experience,
- b) Good track-record and references from previous clients

**4. Tender Basis:**

- All Tender Documents must be completed in full; otherwise the application will be disqualified.
- All Applicants will receive identical documents: No applicant should add, omit, or change any item, term or condition in original papers.
- If Applicants have any additional request and conditions, this shall be stipulated in a separate letter accompanying the bid.
- Each bid shall be valid for the period of 15-days from its date of submission.
- All prices must include all taxes, compulsory payments, levies and duties, including Sales Tax (if applicable).
- The price schedule must include all information requested, including origin of materials.
- **Muslim Hands Pakistan** is not liable for any damage to the applicant person or property in the event that something should occur. **Muslim Hands Pakistan strongly** recommends that all applicants take extra precaution when visiting/delivering supplies to a camp site.

**5. Scope of Works:** The scope of assignment relates to provide services of 1000 (Can be increased and decreased as per need) EYE CATARACT through Phacoemulsification with Intraocular Lens (IOL) Implantation in District Shaikupura and Bhakkar Punjab & Badin SINDH. The firm/vender will bring all equipment's and provide all post and pre post medicines including the Hepatitis testing.

**6. Performance Standards:** The works must be undertaken in accordance with all relevant rules, regulations and statutes currently in force in Pakistan.

**7. Eligibility of Applicants:** Applicants cannot apply if they:

- Are bankrupt or in the process of going bankrupt.
- Have been convicted for an offense concerning professional conduct.
- Have been guilty of grave professional misconduct (proven by any means which the contracting authorities can justify).
- Have not fulfilled obligations related to payment of taxes.
- Are guilty of serious misinterpretation in supplying information.
- Are in situations of conflict of interest (with prior relationship to project or family or business relationship to parties on **Muslim Hands Pakistan**).
- Were declared at serious fault of implementation owing to a breach of their contractual obligations
- Are on any list of sanctioned parties issued by the Pakistan Government, United States Government, and European Union.

**8.** The envelope will be clearly marked with the precise reference of the invitation to which it is a response, the delivery address mentioned in the tender advertisement. **Tenders through fax, email, and by hand will not be accepted.**

**Address: Office # 304, 3<sup>rd</sup> Floor Building 12 C, Street 35 Tauheed Commercial DHA Phase 5 Karachi.**

**9. Bid Evaluation:** The Tender Committee will check the tenders to ensure that they contain no amendment to the terms or any other (calculation) errors. To assist in the examination, evaluation and comparison of bids, the Tender Committee may, at its discretion, request clarification from the **Muslim Hands Pakistan** staff or consultant.

1. **Technical Evaluation:** The offers will first be evaluated on technical merits. The technical evaluation assesses the capacity of the company on the basis of submitted technical documents.
2. **Financial Evaluation:** The financial evaluation subject to the Technical evaluation is based on the cost of assignment given in the tender.
3. **Other Evaluations:** After ranking companies according to financial and technical criteria, the Tender Committee may take into account other criteria, including, but not limited to record of past performance, integrity, samples and community rapport, when assigning companies to the designated short list.

**10. Selection of Tender:** Selection of the successful applicant will be based on the ranking of hospital/firms according to financial and technical criteria, as well as any other criteria suggested by the Tender Committee. Based on this the Tender Committee will then make a recommendation.

## 11. Specific Terms & Conditions:

1. Preference will be given to bidders possessing relevant past work experience.
2. Send complete profile of firm/company including bank account details, NTN
3. Tender committee reserves the right to cancel/reject any or all offers without assigning any reason.
4. Payment will be made in 02 tranches, 50% will be done on signing of contract and 50% will be done after completion of the Project within decided timelines. Tender price must be inclusive of all costs and all admissible taxes while relevant taxes will be deducted at source.
5. Tender committee reserves the right to alter the quantity, if required.
6. An agreement will be signed with successful bidder(s) for timely supply of appropriate quality items and method of payment. Failure to meet the conditions of the agreement will result in cancellation of the agreement at the risk and cost of the supplier.
7. In case the supplies are delayed, **(Muslim Hands Pakistan)** will impose a fine of **5 %** of the total amount of contract on the delay work.
8. **Muslim Hands Pakistan** reserves the right to forfeit the Performance Guarantee in case of breach of the agreement.
9. Tender Offers must be valid for minimum 10 days after the tender opening.
10. Tender publication does not constitute any commitment on part of **Muslim Hands Pakistan** unless a written agreement is signed by both parties.
11. The prices should be quoted on the letter head of the company/firm in the given format and all other supporting documents should be attached with it.
12. Lowest price will not be the **sole criteria; quality timeliness and previous experience** will also be considered.