

BIDDING DOCUMENTS

HIRING OF TESTING SERVICES FOR THE CONDUCTION OF PARAMEDICS EXAMINATION OF PUNJAB MEDICAL FACULTY, SPECIALIZED HEALTHCARE & MEDICAL EDUCATION DEPARTMENT



BID REFERENCE No./_____ /2023

Financial Year 2023-24

**Punjab Medical Faculty (PMF)
Specialized Healthcare & Medical Education Department (SHC&MED)
Government of the Punjab (GoP)
62-A, Block-D, New Muslim Town, Wahdat Road, Lahore**

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بیت

Punjab Medical Faculty
Specialized Healthcare & Medical Education Department
62 A/D New Muslim Town, Wahdat Road, Lahore
Tel: 042-99230506, 042-99231352

INVITATION TO BIDDERS

Subject: HIRING OF TESTING SERVICES

The Punjab Medical Faculty (PMF), Lahore, an autonomous body working under the administrative control of Specialized Healthcare & Medical Education Department, Government of the Punjab, intends to hire reputable testing services agency for conduction of its examinations of various Allied Health Science Courses in All Districts of Punjab, 1 District in Gilgit Baltistan and 2 Districts in AJK.

2. The bidding will be conducted through Single Stage - Two Envelopes bidding procedure as envisaged under Rule 38(2)(a) of Punjab Procurement, Rules, 2014 (as amended). All the prospective bidders shall be evaluated technically as per the evaluation criteria and terms & conditions of the bidding document. The contract with the successful bidder will be signed for a period of 1 year (extendable).

3. A complete set of Bidding Document containing detailed terms & conditions and scope of services is readily available and can be downloaded from the websites (www.ppra.punjab.gov.pk) & (<https://pmflahore.com/>).

4. The bidders are required to submit bid security of 1% of estimated cost in the form of CDR / Demand Draft / Pay Order / Bank Guarantee with 100% encashment warranty, with minimum validity period of 90 days, issued by any scheduled Bank of Pakistan, in the name of Secretary, Punjab Medical Faculty. No conditional bank guarantee shall be accepted. **A copy of the bid security shall be attached with the Technical Bid and the original bid security shall be attached with Financial Bid.**

5. Sealed Bids are required to be brought in person by **11.09.2022 till 4:00 PM** in the office of Secretary, Punjab Medical Faculty, 62-A, Block-D, New Muslim Town, Wahdat Road, Lahore. The bids received till the stipulated date and time shall be opened on the same day at 4:30 PM, in presence of the bidder(s) or their authorized representatives who choose to be present. Late bids shall not be entertained.

6. In case of any official or local holiday, falling on the last date for submission of the bids, the next working day will automatically be the last date for submission and opening of the bids.

7. The prospective bidders requiring any further information or clarification regarding the bidding documents may contact in writing or by visiting the office of undersigned.

SECRETARY IPL-6568
PUNJAB MEDICAL FACULTY, LAHORE
61-A, Block-D, New Muslim Town, Wahdat Road, Lahore

Punjab Medical Faculty
Specialized Healthcare & Medical Education Department
62 A/D New Muslim Town, Wahdat Road, Lahore
Tel: 042-99230506, 042-99231352

CORRIGENDUM FOR INVITATION TO BIDDERS
Hiring of Testing Services

Reference advertisement for Hiring of Testing Services in the newspapers Daily Jang, Daily Observer and Daily Sadaye Transport published vide IPL No. 6568.

• Sealed Bids are required to be brought in person by **11.09.2023 till 4:00 P.M.**

Rest of the TORs and conditions will remain the same.

IPL-6829
SECRETARY
PUNJAB MEDICAL FACULTY, LAHORE
62-A, Block-D, New Muslim Town, Wahdat Road, Lahore

INVITATION TO BIDDERS

Subject: HIRING OF TESTING SERVICES

The Punjab Medical Faculty (PMF), Lahore, an autonomous body working under the administrative control of Specialized Healthcare & Medical Education Department, Government of the Punjab, intends to hire reputable testing services agency for conduction of its examinations of various Allied Health Science Courses in **All Districts of Punjab, 1 District in Gilgit Baltistan and 2 Districts in AJK.**

2. The bidding will be conducted through Single Stage – Two Envelopes bidding procedure as envisaged under Rule 38(2)(a) of Punjab Procurement, Rules, 2014 (as amended). All the prospective bidders shall be evaluated technically as per the evaluation criteria and terms & conditions of the bidding document. The contract with the successful bidder will be signed for a period of 1 year (extendable).
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6. In case of any official or local holiday, falling on the last date for submission of the bids, the next working day will automatically be the last date for submission and opening of the bids.
7. The prospective bidders requiring any further information or clarification regarding the bidding documents may contact in writing or by visiting the office of Punjab Medical Faculty.

2. INSTRUCTIONS TO BIDDERS

A. GENERAL INSTRUCTIONS:

i. Scope of Bid:

Punjab Medical Faculty, Specialized Healthcare & Medical Education Department, invites Sealed Bids for the provision of Testing Services for the purpose of conducting Paramedics Examination (as & when required).

ii. Corrupt or Fraudulent Practices:

The Procuring Agency requires that all Bidders should observe the highest standard of ethics during the procurement and execution of such Contracts. In pursuance of this policy, the Procuring Agency:

a. defines, for the purposes of this provision, the terms set forth below as follows:

I. "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in Contract execution; and

II. "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a Contract to the detriment of the Procuring Agency, and includes collusive practice among Bidders (prior to or after proposal submission) designed to establish proposal prices at artificial non-competitive levels and to deprive the Procuring Agency of the benefits of free and open competition;

III. "Collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including influencing improperly the actions of another party;

IV. "Coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;

V. "obstructive practice" is deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Bank investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation;

b. The Procuring Agency shall reject a proposal for Award if it determines that the Bidder recommended for award has engaged in corrupt, fraudulent practices, collusive, coercive or obstructive practices in competing for the Contract in question; shall declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Contract.

iii. Information of the Bidders:

Procuring Agency reserves the right to inspect the accounts and records and other documents relating to the Bidding Document/Bid submission and contract performance of the bidder's firm and to have their accounts and records and other related documents audited by auditors appointed by the Procuring Agency.

iv. Eligible Bidders:

a) A Firm(s)/Company (ies)/Institution(s), which shall be a legally registered entity with the

- formal intent to enter into an agreement.
- b)** The bidder must be an Active Tax Payer with Punjab Revenue Authority (PRA) registration, National Tax Number (NTN) and General Sales Tax Number (if applicable) with documentary proof to be provided by bidder.
 - c)** A Bidder who has been barred/ blacklisted or disqualified by the procuring agency is not eligible to submit the Bid. The Bidder will submit an undertaking in this regard on Stamp paper.
 - d)** Firms of a country may be excluded from participation if as a matter of law or official regulation, the Government of Pakistan prohibits commercial relations with that country or for other reasons. A firm declared disqualified/blacklisted by any of the private/public sector organization in Pakistan shall be ineligible to apply for a contract during the period of embargo.
 - e)** Bidder (s) and all parties constituting the Bid shall not have conflict of interest. Bidders shall be considered to have conflict of interest if they participated as Bidder in the preparation of TORs and it's processing.
 - f)** The Bidder(s) must submit its proposal as per TORs.
 - g)** Joint venture is not allowed.
- v. Clarification or amendment documents:**

The Bidder may request a clarification of any part of the Bidding Document within time period as mentioned in Bid Data Sheet prior to the Proposals' submission deadline. Any request for clarification must be sent in writing to the Procuring Agency's address. The Procuring Agency will clarify on Department's website if the Procuring Agency deem it necessary to amend the Bidding Document as a result of a clarification.

No bidder shall be allowed to alter or modify his bid after the closing time for the submission of the bids as per rule 33(1) of Punjab Procurement Rules, 2014.

B. PREPARATION OF BID:

- I.** The Proposal/Bid prepared by the Bidder, as well as all correspondence and documents relating to the process exchanged by the Bidder and the Procuring Agency shall be written in English. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Proposal/Bid, the translation shall govern.
- II.** In preparing the Proposal/Bid, the Bidder is expected to examine the Bidding Document in detail. Material deficiencies in providing the information requested in the Bidding Document may result in rejection of the Proposal.
- III.** The bidder shall bear all costs associated with the preparation and submission of its Proposal/Bid, and the Procuring Agency (PA) shall not be responsible or liable for those costs, regardless of the conduct or outcome of the selection process. The PA is not bound to accept any proposal/Bid, and reserves the right to annul the procurement process at any time prior to Contract Award, without thereby incurring any liability to the bidder (s) as per Punjab Procurement Rules, 2014.
- IV.** The bidders shall furnish information on commissions, gratuities and fees, if any, paid or to be

- paid to agents or any other party relating to this Proposal and, if awarded, Contract execution, as requested in the Financial Proposal/Bid submission form.
- V** The bidder (including the individual members of any Joint Venture) shall submit only one Proposal/Bid, either in its own name or as part of a Joint Venture in another Proposal/Bid. If a bidder, included in any Joint Venture as member, submits or participates in more than one proposal/bid, all such proposals/bids shall be disqualified and rejected.
- VI** The Proposal/bid must remain valid for **90 days** after the Proposal/bid (technical) opening.
- VII** During this period, the bidder shall maintain its original Proposal/Bid without any change, including the availability of the Key Experts, the proposed rates and the total price.
- VIII.** If it is established that any Key Expert nominated in the Proposal/Bid was not available at the time of Proposal/Bid submission or was included in the Proposal/Bid without his/her confirmation, such Proposal/Bid may be disqualified and rejected for further evaluation.
- IX** If the bidder agrees to extend the validity of its Proposal/Bid, it shall be done without any change in the original Proposal/Bid and with the confirmation of the availability of the Key Experts.
- X** The bidder has the right to refuse to extend the validity of its Proposal/Bid in which case such Proposal/Bid will not be further evaluated.
- XI** If any of the Key Experts become unavailable for the extended validity period, the Bidder shall provide a written adequate justification and evidence satisfactory to the PA together with the substitution request. In such case, a replacement Key Expert shall have equal or better qualifications and experience than those of the originally proposed Key Expert. The technical evaluation score, however, will remain to be based on the evaluation of the CV of the original Key Expert.
- XII** If the Bidder fails to provide a replacement Key Expert with equal or better qualifications, or if the provided reasons for the replacement or justification are unacceptable to the PA, such Proposal/Bid may be rejected.
- XIII** The Bidder shall not subcontract the Services.
- XIV** While preparing the Proposal/Bid, the Bidder must give particular attention to the following:
- a.** The Technical Proposal/Bid shall not include any financial information. A Technical Proposal/Bid containing material financial information may be declared non-responsive.
 - b.** The Bidder is required to submit a Full Technical Proposal/Bid.
 - c.** The Financial Proposal/Bid shall be prepared using the Standard Form provided in this Bidding Document. It shall list all costs associated with the assignment, including:
 - (i)** Remuneration for Key Experts and Non-Key Experts
 - (ii)** Provisional sums when applicable
 - (iii)** Contingency.
 - (iv)** Other expenses
- XV** The Bidder and its Sub-Bidders and Experts are responsible for meeting all tax liabilities arising out of the Contract.
- XVI** The Bidder will express the price for its Services in PKR

C. BID SECURITY:

1% of Estimated Cost

Proposals/Bid shall remain valid for a period of 90 days after opening of Technical Proposal/Bid prescribed by the Procuring Agency. A proposal/bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive.

D. SUBMISSION OF PROPOSALS:

I. Format and Signing of proposal:

The proposal/bid shall be typed and signed by the Bidder. The person or persons signing the proposal/bid shall initial all pages of the proposal/bid.

Any interlineations, erasures, or overwriting shall be valid only if they are initialled by the person or persons signing the proposal/bid.

All the documents should be duly attested (signed and stamped) by the authorized person of bidder or Lead bidder.

II. Sealing and Marking of Proposals:

The envelopes shall be marked as “FINANCIAL PROPOSAL/BID” and “TECHNICAL PROPOSAL/BID” in bold and legible letters to avoid confusion. The envelopes shall then be sealed in an outer envelope. It should contain marking ***“HIRING OF FIRMS/ COMPANIES/ INSTITUTIONS TO PROVIDE TESTING SERVICES FOR CONDUCTION OF PARAMEDICS EXAMINATIONS OF PUNJAB MEDICAL FACULTY, SPECIALIZED HEALTHCARE & MEDICAL EDUCATION DEPARTMENT”***.

The inner and outer envelopes shall:

- a) be addressed to the Procuring Agency at the address given in the Invitation to Bidders; and
- b) bear the sentence: “DO NOT OPEN BEFORE PRESCRIBED DATE & TIME OF OPENING” to be completed with the time and the date specified in the invitation letter.

The inner envelopes shall also indicate the name and address of the Bidder/ Lead Bidder to enable the proposal to be returned unopened in case it is declared as non-responsive or late.

If the outer as well as inner envelope is not sealed and marked properly, the Procuring Agency shall assume no responsibility for the proposal’s misplacement or premature opening.

III. Deadline for Submission of Proposals/Bids:

Proposals/Bids must be submitted by the Bidder and received by the Procuring Agency at the address specified in Invitation Letter.

The Procuring Agency may, at its discretion, extend this deadline for the submission of Proposals/Bids by amending the documents, in which case all rights and obligations of the Procuring Agency and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended. Such extension shall in deadline shall be conveyed to all the bidders in a timely manner and on an equal opportunity basis.

IV. Late submission:

Any proposal/bid received by the Procuring Agency after the deadline for submission of Proposals prescribed by the Procuring Agency shall be rejected and returned unopened to the Bidder.

V. Withdrawal of Proposals/Bids:

- i. The Bidder may withdraw its proposal/bid prior to the deadline specified in the invitation by giving notice in writing before the deadline.
- ii. No proposal/bid shall be withdrawn in the interval between the deadline for submission of Proposals/Bids and the expiration of the period of proposal/bid validity.
- iii. Withdrawal of a proposal/bid during this interval will make the Bidder eligible to be debarred for further procurements for a period as deem necessary by the Procuring Agency.

E. PROCEDURE FOR SELECTION OF FIRMS:

Single Stage – Two Envelopes Bidding Procedure shall be applied:

- (i) The proposal shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal;
- (ii) The envelopes shall be marked as “FINANCIAL PROPOSAL” and “TECHNICAL PROPOSAL” in bold and legible letters to avoid confusion;
- (iii) Initially, only the envelope marked “TECHNICAL PROPOSAL” shall be opened;
- (iv) The envelope marked as “FINANCIAL PROPOSAL” shall be retained in the custody of Procuring Agency without being opened;
- (v) The Procuring Agency shall evaluate the technical proposal, without reference to the price and reject any proposal which do not conform to the specified requirements During the technical valuation no amendments in the technical proposal shall be permitted;
- (vi) The financial proposals shall be opened publicly at a time, date and venue to be announced and communicated to the Bidders in advance;
- (vii) After the evaluation and approval of the technical proposal the Procuring Agency shall at a time within the proposal validity period, publicly open the financial proposals of the technically accepted Proposals only. The financial proposal of Bidder found technically non-responsive shall be returned un-opened to the respective Bidder upon their request; and
- (viii) The proposal found to be the lowest evaluated proposal shall be accepted.

F. OPENING OF PROPOSALS:

I. Opening of Proposals by the Procuring Agency:

The Procuring Agency shall initially open only the envelopes marked “TECHNICAL PROPOSAL” in the presence of Bidder’s representatives who choose to attend, at the time, on the date, and at the place specified in the Invitation for Proposals. The Bidder’s representatives who will be

present shall sign the attendance sheet as evidence of their attendance. However, the envelope marked as "FINANCIAL PROPOSAL shall remain unopened and be retained in safe custody of the Procuring Agency till completion of the evaluation process.

The Bidder's names, amount of Proposal Security and such other details as the Procuring Agency, at its discretion, may consider appropriate, shall be announced at the opening of Technical Proposal. No proposal shall be rejected at technical proposal/ proposal opening, except for late Proposals, which shall be returned unopened to the Bidder. However, at the opening of Financial Proposals (the date, time and venue would be announced later on), the proposal prices, discounts (if any), and the presence or absence of requisite proposal security and such other details as the Procuring Agency, at its discretion, may consider appropriate, shall be announced.

II. Clarification of Proposals:

During evaluation of the Proposals, the Procuring Agency may, at its discretion, ask the Bidder for a clarification of its proposal. The request for clarification and the response shall be in writing, and no change in the prices or substance of proposal shall be sought, offered, or permitted.

G. EVALUATION OF PROPOSALS:

- I.** The Procuring Agency shall ordinarily be under an obligation to process and evaluate the proposal within the stipulated proposal validity period. However, under exceptional circumstances and for reasons to be recorded in writing, if an extension is considered necessary, all those who have submitted their Proposals shall be asked to extend their respective proposal validity period. Such extension shall be for not more than the period equal to the period of the original proposal validity.

Bidders who,

- a)** agree to the Procuring Agency's request for extension of proposal validity period shall not be permitted to change the substance of their Proposals; and
- b)** do not agree to an extension of the proposal validity period shall be allowed to withdraw their Proposals, if any.

II. Preliminary Examination:

The Procuring Agency shall examine the Proposals to determine whether they are complete, whether any computational errors have been made (at the time of opening the financial proposal), whether required sureties have been furnished, whether the documents have been properly signed, and whether the Proposals are generally in order.

The Procuring Agency may waive any minor informality, nonconformity, or irregularity in a proposal which does not constitute a material deviation (or changes the substance of the proposal), provided such waiver does not prejudice or affect the relative ranking of any Bidder.

Prior to the detailed evaluation, the Procuring Agency shall determine the substantial responsiveness of each proposal to the BIDDING DOCUMENT. For purposes of these Clauses, a substantially responsive proposal is one, which conforms to all the terms and conditions of the documents without material deviations. Deviations from, or objections or reservations to critical

provisions shall be deemed to be a material deviation for technical proposals. The Procuring Agency's determination of a proposal's responsiveness is to be based on the contents of the proposal itself without recourse to extrinsic evidence.

If a proposal is not substantially responsive, it shall be rejected by the Procuring Agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

In the financial Proposals (at the time of opening the financial proposal) the arithmetical errors shall be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Bidders do not accept the correction of the errors, its proposal shall be rejected. If there is a discrepancy between words and figures, the amount in words shall prevail.

III. Evaluation and Comparison of Proposals:

The Procuring Agency shall evaluate and compare the Proposals on the basis of complete scope of work / services, which have been determined to be substantially responsive (Mentioned in evaluation criteria of services).

The Procuring Agency's evaluation of technical proposal shall be on the basis of the defined criteria. A proposal once opened in accordance with the prescribed procedure shall be subject to only those rules, regulations and policies that are in force at the time of issuance of notice for invitation of Proposals/Bids.

Evaluation of the technical and financial proposals will be carried out. The lowest evaluated bidder shall be awarded the contract.

EVALUATION CRITERIA OF TECHNICAL PROPOSALS:

For evaluation purpose; following Evaluation Criteria will be adopted;
(Knockdown Clauses)

SR. NO.	DESCRIPTION	COMPLIANCE
1	The firm must have minimum five (5) years' similar experience of core business as testing service provider Experience of 5 to 9 Years = 5 Marks Experience of 10 years or above = 10 Marks	10
2	Minimum ten (10) similar assignments completed in last five (5) years with public sector organisations / government departments with satisfactory completion report(s) / contract(s). Note: Only those assignment(s) / certificates showing handling of minimum 30,000 number of applications will be considered as similar assignment. Conduction of 10 Similar Assignments in last 10 years = 5 Marks Conduction of 11 to 15 Similar Assignments in last 10 years = 8 Marks Conduction of more than 15 Similar Assignments in last 10 years = 10 Marks	10
3	Must have sufficient number of institutions / halls / buildings (at least 40) on panel as test centres. The firm will provide list of test centres along	20

SR. NO.	DESCRIPTION	COMPLIANCE
	<p>with address and contact numbers.</p> <p>Note: The procuring agency may visit the test centres for verification (if deem necessary)</p> <p>Number of 40 to 49 Centres = 10 Marks Number of 50 to 59 Centres = 15 Marks More than 60 Centres = 20Marks</p>	
4	<p>Must have at least Three/ Field (03) Key Experts relating to the following fields of Allied Health Sciences/ Medical Sciences highly qualified specialized in:</p> <ol style="list-style-type: none"> i. General Physician for Core Course (Common Course) ii. Pathology iii. Surgery iv. Radiology v. Pharmacy for Dispensing vi. Public Health/ Community Medicine vii. Ophthalmology viii. Physiotherapy ix. Dentistry x. Endoscopy xi. Anesthesia xii. Nephrology/ Urology xiii. Mortuary xiv. Cardiology <p>Key Experts per category 3 = 10 Marks Key Experts per category 5 = 15 Marks More than 5 Key Experts per category = 20 Marks</p> <p>In this regard, the Bidder will provide:</p> <ul style="list-style-type: none"> • the detailed CVs of Key Experts • Undertaking for appointment of each key expert <p>Note: The procuring agency may visit the office of the bidder for verification of key expert(s) (if required)</p>	20
5	<p>Must have at least Two Hundred 200 Non-Key Experts (the Bidder will provide the name with CNIC and Mobile numbers on their letter head in this regard)</p> <p>Non Key Experts from 200 to 250 = 10 Marks Non Key Experts from 251 to 300 = 15 Marks Non Key Experts 300 and above = 20 Marks</p>	20
6	<p>The Annual Turnover for last five (05) years must be greater than PKR 100 million. The firm shall submit audited reports for last five years in this regard.</p>	20

SR. NO.	DESCRIPTION	COMPLIANCE
	Annual Turnover of 100 Million in last five years = 10 Marks Annual Turnover of 200 Million in last five years = 15 Marks Annual Turnover of 300 Million in last five years = 20 Marks	
	Minimum of 65 marks are required to qualify	100

IV. EVALUATION OF FINANCIAL PROPOSALS:

- a. After technical evaluation is completed, the Procuring Agency shall notify the date, time and location for opening of the financial proposals.
- b. Financial proposals of the technically qualified bidders shall be opened publicly in the presence of the Bidder's representatives who choose to attend. The name of the Bidders shall be read aloud. The financial proposal of the technically responsive Bidders shall then be inspected to confirm that they have remained sealed and unopened (financial proposals of technically non-responsive Bidders shall be returned unopened on their formal request). These financial proposals shall be then opened, and the total prices will be read aloud and recorded.
- c. Incomplete proposal shall stand rejected. The scope of work or services described in the technical proposal must be priced in financial proposal. Items described in the technical proposal but not priced, shall be assumed to be included in the price of other items.
- d. Minor oversight, clerical mistakes, other minor inconsistencies that do not alter the substances of the financial proposal may be corrected by the Procuring Agency. When correcting computation error in case of discrepancy between a partial amount and the total amount or between the words and figures, the formers will prevail.
- e. The lowest responsive Bidder will be declared by employing Least Cost Selection (**LCS**) criteria.

H. CONTACTING THE PROCURING AGENCY:

No Bidder shall contact the Procuring Agency on any matter relating to its proposal, from the time of the proposal opening to the time the Contract is awarded.

Any effort by any Bidder to influence the Procuring Agency in its decisions on proposal evaluation, proposal comparison, or Contract Award will result in the rejection of the Bidder's proposal and subsequent black listing. Canvassing by any Bidder at any stage of the evaluation is strictly prohibited.

I. REJECTION OF PROPOSALS:

The Procuring Agency may reject all proposals at any time prior to the acceptance of a proposal. The Procuring Agency shall upon request communicate to any Bidder who submitted a proposal, the grounds for its rejection of any or all proposals, but is not required to justify those grounds.

Notice of the rejection of any or all proposals shall be given promptly to the concerned Bidders that submitted proposals.

J. RE-INVITATION:

If the Procuring Agency rejects all proposals, it may call for a re-invitation or it deems necessary and appropriate the Procuring Agency may seek any alternative methods of procurement.

K. ANNOUNCEMENT OF EVALUATION REPORT:

The Procuring Agency shall announce the results of proposal evaluation in the form of report, giving justification for acceptance or rejection of proposals as per Punjab Procurement Rules 2014.

L. NOTIFICATION OF AWARD:

Prior to the expiration of the period of proposal validity, the Procuring Agency shall notify the successful Bidder in writing that its proposal has been accepted. The notification of Award shall constitute the formation of the Contract.

M. SIGNING OF CONTRACT:

At the same time as the Procuring Agency notifies the successful Bidder that its proposal has been accepted, the Procuring Agency shall send the Bidder the Contract Form provided in the documents, incorporating all agreements between the Parties.

Within ONE week of receipt of the Contract Form, both the successful Bidder and the Procuring Agency shall sign the Contract within the original extended bid validity period, as the case may be.

N. PERFORMANCE GUARANTEE:

The successful bidder will be bound to provide Performance Security (Bank Draft) @ 5% of the estimated contract value which will be returned after the expiry of the contract.

O. REDRESSAL OF GRIEVANCES BY THE PROCURING AGENCY:

Any bidder feeling aggrieved by any act of the Procuring Agency after the submission of his bid may lodge a written complaint concerning his grievances not later than ten (10) days after the announcement of the bid evaluation report. The committee shall investigate and decide upon the complaint within fifteen days of the receipt of the complaint. Mere fact lodging of a complaint shall not warrant suspension of the procurement process. Any bidder not satisfied with the decision of the committee of the Procuring Agency may lodge an appeal in the relevant court of jurisdiction.

Q. ARBITRATION

The Arbitrator will be selected by mutual agreement of the Parties. The decision of the Arbitrator will be final as per the Arbitration Act, 1940.

3. FORM OF CONTRACT

This CONTRACT (hereinafter called the "Contract") is made the [number] day of the month of [month], [year], between, on the one hand, [name of Department (hereinafter called the "Procuring Agency")] and, on the other hand, [name of Contractor] (hereinafter called the "Bidder").

[**Note:** If the Contractor consists of more than one entity, the above should be partially amended to read as follows:

WHEREAS;

- (a) the Procuring Agency is hiring the Contractor to provide **Testing Service** for the purpose of conduction of paramedics examination (as & when required) for Punjab Medical Faculty, Specialized Healthcare & Medical Education Department, as defined in this Contract (hereinafter called the "Services");
- (b) the Contractor, having represented to the Procuring Agency that it has the required professional skills, expertise and technical resources, has agreed to provide the Services on the terms and conditions set forth in this Contract;

NOW THEREFORE the parties hereto hereby agree as follows:

1. The following documents attached hereto shall be deemed to form an integral part of this Contract:
 - (a) The General Conditions of Contract;
 - (b) The Special Conditions of Contract;
 - (c) Appendices:
2. In the event of any inconsistency between the documents, the following order of precedence shall prevail the Special Conditions of Contract; the General Conditions of Contract, Appendices.
3. The mutual rights and obligations of the Procuring Agency and the Contractor shall be as set forth in the Contract, in particular:
 - (a) the Contractor shall carry out the Services in accordance with the provisions of the Contract; and
 - (b) the Procuring Agency shall make payments to the Contractor in accordance with the provisions of the Contract.

IN WITNESS WHEREOF, the Parties hereto have caused this Contract to be signed in their respective names as of the day and year first above written.

For and on behalf of [Name of Procuring Agency]

[Authorized Representative of the Procuring Agency – name, title and signature]

For and on behalf of [Name of Contractor or Name of a Joint Venture]

[Authorized Representative of the Party – name and signature]

[Note: For a joint venture, either all members shall sign or only the lead member, in which case the power of attorney to sign on behalf of all members shall be attached.

For and on behalf of each of the members of the Contractor [insert the Name of the Joint Venture] [Name of the lead member]

[Authorized Representative on behalf of a Joint Venture] [add signature blocks for each member if all are signing]

4. GENERAL CONDITIONS OF CONTRACT

a. GENERAL PROVISIONS

1. Definitions

- A.** Unless the context otherwise requires, the following terms whenever used in this contract have the following meanings:
- a.** “Applicable Law” means the laws and any other instruments having the force of law in the Procuring Agency’s country, as they may be issued and in force from time to time.
 - b.** “Procuring Agency” means [the implementing/ executing] agency that signs the Contract for the Services with the Selected Contractor.
 - c.** “Contractor” means a legally-established professional consulting firm or entity selected by the Procuring Agency to provide the Services under the signed Contract.
 - d.** “Contract” means the legally binding written agreement signed between the Procuring Agency and the Contractor and which includes all the attached documents of the Form of Contract (the General Conditions (GCC), the Special Conditions (SCC), and the Appendices).
 - e.** “Day” means a working day unless indicated otherwise.
 - f.** “Effective Date” means the date on which this Contract comes into force and effect.
 - g.** “Experts” means, collectively, Key Experts, Non-Key Experts, or any other personnel of the Contractor, Sub- Contractor or JV member(s) assigned by the Contractor to perform the Services or any part thereof under the Contract.
 - h.** “GCC” means these General Conditions of Contract.
 - i.** “Government” means the government of the Procuring Agency’s country.
 - j.** “Joint Venture (JV)” means an association with or without a legal personality distinct from that of its members, of more than one entity where one member has the authority to conduct all businesses for and on behalf of any and all the members of the JV, and where the members of the JV are jointly and severally liable to the Procuring Agency for the performance of the Contract.
 - k.** “Key Expert(s)” means an individual professional (s) whose skills, qualifications, knowledge and experience are critical to the performance of the Services under the Contract and whose Curricula Vitae (CV) was taken into account in the technical evaluation of the Party’s proposal.
 - l.** “Local Currency” means the currency of the Procuring Agency’s Country.
 - m.** “Non-Key Expert(s)” means an individual professional (s) provided by the Party.
 - n.** “Party” means the Procuring Agency or the Contractor, as the case may be, and “Parties” means both of them.

- o.** "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented but not over-written.
- p.** "Services" means the work to be performed by the Contractor pursuant to this Contract, as described in Appendix hereto.
- q.** "Contractor" means any person or entity other than the Government, the Procuring Agency, and the Contractor.

2. Law Governing Contract

- 2.1 This Contract, its meaning and interpretation, and the relation between the Parties shall be governed by the Applicable Law.

3. Language

- 3.1 This Contract has been executed in English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

4. Communications

- 4.1 Any communication required or permitted to be given or made pursuant to this Contract shall be in writing in the language specified. Any such notice, request or consent shall be deemed to have been given or made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent to such Party at the address.
- 4.2 A Party may change its address for notice hereunder by giving the other Party any communication of such change to the address specified.

5. Location

- 5.1 The Services shall be performed at such locations as are specified in TORs.

6. Authority of Member in Charge

- 6.1 In case the Contractor is a Joint Venture, the members hereby authorize the member to act on their behalf in exercising all the Contractor's rights and obligations towards the Procuring Agency under this Contract.

7. Authorized Representatives

- 7.1 Any action required or permitted to be taken, and any document required or permitted to be executed under this Contract by the Procuring Agency or the Contractor may be taken or executed by the officials specified.

B. COMMENCEMENT, COMPLETION, MODIFICATION AND TERMINATION OF CONTRACT

8. Commencement of Services

- 8.1 The Contractor shall confirm availability of Key Experts and begin carrying out the Services immediately after signing of the contract.

9. Expiration of Contract

- 9.1 Unless terminated earlier, this Contract shall expire at the end of time period mentioned.

10. Entire Agreement

- 10.1 This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has

authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

11. Force Majeure

a. Definition

11.1. For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party, is not foreseeable, is unavoidable, and makes a Party's performance of its obligations hereunder impossible or so impractical as reasonably to be impossible under the circumstances, and subject to those requirements, includes, but is not limited to, war, riots, civil disorder, earthquake, fire, explosion, storm, flood or other adverse weather conditions, strikes, lockouts or other industrial action confiscation or any other action by Government agencies.

Force Majeure shall not include (i) any event which is caused by the negligence or intentional action of a Party or such Party's Experts, Sub-Third Party or agents or employees, nor (ii) any event which a diligent Party could reasonably have been expected to both take into account at the time of the conclusion of this Contract, and avoid or overcome in the carrying out of its obligations hereunder.

11.2 Force Majeure shall not include insufficiency of funds or failure to make any payment required hereunder.

b. No Breach of Contract

11.3 The failure of a Party to fulfil any of its obligations hereunder shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event has taken all reasonable precautions, due care and reasonable alternative measures, all with the objective of carrying out the terms and conditions of this Contract.

c. Measures to be Taken

11.5 A Party affected by an event of Force Majeure shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall take all reasonable measures to minimize the consequences of any event of Force Majeure.

11.6 A Party affected by an event of Force Majeure shall notify the other Party of such event as soon as possible, and in any case not later than fourteen (14) calendar days following the occurrence of such event, providing evidence of the nature and cause of such event, and shall similarly give written notice of the restoration of normal conditions as soon as possible.

11.7 Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

11.8 During the period of their inability to perform the Services as a

result of an event of Force Majeure, the Third Party, upon instructions by the Procuring Agency, shall:

(b) continue with the Services to the extent reasonably possible, in which case the Third Party shall continue to be paid under the terms of this Contract.

11.9 In the case of disagreement between the Parties as to the existence or extent of Force Majeure, the matter shall be settled accordingly.

12.Suspension

12.1 The Procuring Agency may, by written notice of suspension to the Contractor, suspend all payments to the Third Party hereunder if the Contractor fails to perform any of its obligations under this Contract, including the carrying out of the Services, provided that such notice of suspension (i) shall specify the nature of the failure, and (ii) shall request the Contractor to remedy such failure within a period not exceeding thirty (30) calendar days after receipt by the Party of such notice of suspension.

13. Termination

13.1. This Contract may be terminated by the procuring agency as per provisions set up below:

a. By the Procuring Agency

13.2 The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (f) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Party in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e); and at least five (5) calendar days' written notice in case of the event referred to in (f):

- (a) If the Contractor fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;
- (b) If the Contractor becomes (or, if the Third Party consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;
- (c) If the Contractor fails to comply with any final decision reached as a result of arbitration proceedings;
- (d) If, as the result of Force Majeure, the Party is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;
- (e) If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;
- (f) If the Contractor fails to confirm availability of Key Experts as

13.3 Furthermore, if the Procuring Agency determines that the Contractor has engaged in corrupt, fraudulent, collusive, coercive *[or obstructive]* practices, in competing for or in executing the Contract, then the Procuring Agency may, after giving fourteen (14) calendar days written notice to the Party, terminate the Party's employment under the Contract through (d) of this Clause.

Cessation of Rights and Obligations

13.5 Upon termination of this Contract or upon expiration of this Contract, all rights and obligations of the Parties hereunder shall cease, except (i) such rights and obligations as may have accrued on the date of termination or expiration, (ii) the obligation of confidentiality set forth, (iii) the Contractor's obligation to permit inspection, copying and auditing of their accounts and records set forth, and (iv) any right which a Party may have under the Applicable Law.

b. Cessation of Services

13.6 Upon termination of this Contract by notice of either Party to the other, the Contractor shall, immediately upon dispatch or receipt of such notice, take all necessary steps to bring the Services to a close in a prompt and orderly manner and shall make every reasonable effort to keep expenditures for this purpose to a minimum. With respect to documents prepared by the Contractor and equipment and materials furnished by the Procuring Agency, the Party shall proceed as provided, respectively.

c. Payment Upon Termination

13.7 Upon termination of this Contract, the Procuring Agency shall make the following payments to the Party:

- (a) payment for Services satisfactorily performed prior to the effective date of termination; and
- (b) in the case of termination, reimbursement of any reasonable cost incidental to the prompt and orderly termination of this Contract.

C. OBLIGATIONS OF THE CONTRACTOR

14. General:

a. Standard of Performance

14.1 The Contractor shall perform the Services and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Contractor shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the

Procuring Agency's legitimate interests in any dealings with the parties.

b. Law Applicable to Services

14.2 The Contractor shall employ and provide such qualified and experienced Experts as are required to carry out the Services.

14.3 The Contractor shall perform the Services in accordance with the Contract and the Applicable Law and shall take all practicable steps to ensure that any of its Experts, comply with the Applicable Law which is Pakistan's Law.

15. Conflict of Interests

15.1. The Contractor shall hold the Procuring Agency's interests paramount, without any consideration for future work, and strictly avoid conflict with other assignments or their own corporate interests.

16. Confidentiality

16.1 Except with the prior written consent of the Procuring Agency, Contractor and the Experts shall not at any time communicate to any person or entity any confidential information acquired in the course of the Services, nor shall the Contractor and the Experts make public the recommendations formulated in the course of, or as a result of, the Services.

17. Accounting, Inspection and Auditing

17.1 The Contractor shall keep, and shall make all reasonable efforts to keep, accurate and systematic accounts and records in respect of the Services and in such form and detail as will clearly identify relevant time changes and costs.

18. Reporting Obligations

18.1 The Contractor shall submit to the Procuring Agency the reports and documents regularly which will also keep track the activities in right directions as per requirements.

19. Proprietary Rights of the Procuring Agency in Reports and Records

19.1 All reports and relevant data and information such as maps, diagrams, plans, databases, other documents and software, supporting records or material compiled or prepared by the Contractor for the Procuring Agency in the course of the Services shall be confidential and will become and remain the absolute property of the Procuring Agency. The Contractor shall, not later than upon termination or expiration of this Contract, deliver all such documents to the Procuring Agency, together with a detailed inventory thereof. The Contractor may retain a copy of such documents, data and/or software but shall not use the same for purposes unrelated to this Contract without prior written approval of the Procuring Agency. The Contractor will provide all documentation, material including software and its code (if any)

D. CONTRACTOR'S EXPERTS

20. Replacement of Key Experts

- 20.1 Except as the Procuring Agency may otherwise agree in writing, no changes shall be made in the Key Experts.
- 20.2 Notwithstanding the above, the substitution of Key Experts during Contract execution may be considered only based on the Contractor's written request and due to circumstances outside the reasonable control of the Contractor, including but not limited to death or medical incapacity. In such case, the Party shall forthwith provide as a replacement, a person of equivalent or better qualifications and experience, and at the same rate of remuneration.
- 20.3 Contract execution may be considered only based on the Contractor's written request and due to circumstances outside the reasonable control of the Contractor, including but not limited to death or medical incapacity. In such case, the Contractor shall forthwith provide as a replacement, a person of equivalent or better qualifications and experience, and at the same rate of remuneration.

21. Removal of Experts

- 21.1 If the Procuring Agency finds that any of the Expert(s) has committed serious misconduct or has been charged with having committed a criminal action, or shall the Procuring Agency determine that Contractor's Expert have engaged in corrupt, fraudulent, collusive, coercive [*or obstructive*] practice while performing the Services, the Party shall, at the Procuring Agency's written request, provide a replacement.
- 21.2 In the event that any of Key Expert(s), Non-Key Expert(s) is found by the Procuring Agency to be incompetent or incapable in discharging assigned duties, the Procuring Agency, specifying the grounds therefore, may request the Contractor to provide a replacement.
- 21.3 Any replacement of the removed Experts shall possess better qualifications and experience and shall be acceptable to the Procuring Agency. The Contractor shall bear all costs arising out of or incidental to any removal and/or replacement of such Expert(s).
- 21.4 The Contractor shall bear all costs arising out of or incidental to any removal and/or replacement of such Expert(s).

E. OBLIGATIONS OF THE PROCURING AGENCY

22. Assistance and Exemption

- 22.1 The Procuring Agency shall use its best efforts to:
 - (a) Assist the Contractor in getting work permissions for the health facilities and such other documents as shall be necessary to enable the Contractor to perform the Services.
 - (b) Issue to officials, agents and representatives of the Government

all such instructions and information as may be necessary or appropriate for the prompt and effective implementation of the Services.

- (a) Provide to the Contractor any such other assistance as may necessary in execution of services.

23. Change in the Applicable Law related to taxes and duties:

23.1 If, after the date of this Contract, there is any change in the applicable law in the country with respect to taxes and duties which increases or decreases the cost shall be incurred by the Contractor in performing the Services, then the remuneration and reimbursable expenses otherwise payable to the Party under this Contract shall be increased or decreased accordingly by agreement between the Parties hereto, and corresponding adjustments shall be made to the Contract price amount.

F. PAYMENTS TO THE CONTRACTOR

24. Contract Price

26.1 The Contract price is fixed.

25. Taxes and Duties

27.1 The Contractor and Experts are responsible for meeting any and all tax liabilities arising out of the Contract.

26. Currency of Payment

28.1 Any payment under this Contract shall be made in the Pak Rs.

27. Mode of Billing and Payment

29.1 The total payments under this Contract shall not exceed the Contract price set forth.

29.2 The payments under this Contract shall be made according to the payment Schedule mentioned in Special Conditions of the contract.

G. FAIRNESS AND GOOD FAITH

28. Good Faith

30.1 The Parties undertake to act in good faith with respect to each other's rights under this Contract and to adopt all reasonable measures to ensure the realization of the objectives of this Contract.

H. SETTLEMENT OF DISPUTES

29. Amicable Settlement

31.1. The Parties shall seek to resolve any dispute amicably by mutual consultation.

31.2. If either Party objects to any action or inaction of the other Party, the objecting Party may file a written Notice of Dispute to the other Party providing in detail the basis of the dispute. The Party receiving the Notice of Dispute will consider it and respond in writing within fourteen (14) days after receipt. If that Party fails to respond within fourteen (14) days, or the dispute cannot be amicably settled within

fourteen (14) days following the response of that Party, the decision will be made by the Authority mutually agreed by the parties; being an Arbitrator.

30. Dispute Resolution

32.1 Any dispute between the Parties arising under or related to this Contract that cannot be settled amicably may be referred to by either Party to the adjudication/arbitration.

5. SPECIAL CONDITIONS OF CONTRACT

Expiration of Contract: The time period shall be valid for one year after signing of the Contract Extendable for same period subject to satisfactory performance).

Documents'

Ownership Complete documents, Final Results, Data Base will be the property of the Procuring Agency.

Performance Guarantee

Equal to 5% of the contract value

Delivery of Services: In all Punjab (all 36 districts), AJK (Muzaffarabad & Bagh), Gilgit Baltistan.

Execution / delivery Schedule

Within 30 days from the date of commencement of exam to submission of result.

Penalty for Late Delivery of Results

The service provider shall provide the whole result (MCQ's + theory) of the exams within 30 days of the conduction of examination. In case of late delivery of results beyond 30 days, penalty @ Rs. 10,000/ day will be charged.

ANNEXURE-I

SCOPE OF SERVICES

Procuring Agency and Service Provider will collaborate together for the conduction of an efficient and smooth examination by taking the following points into consideration:

- a) Procuring Agency will collect and provide the data (in json format) of students appearing in the examination along with Roll Number and Center details to the Service Providers
- b) Service Provider will conduct theory examination for the following courses:
 - i. Medical Laboratory Technology
 - ii. Medical Imaging and Radiographic Technology
 - iii. Operation Theater Technology
 - iv. Ophthalmic Technology
 - v. Physiotherapy Technology
 - vi. Dental Hygiene Technology
 - vii. Cardiac Technology
 - viii. Dispensing Technology
 - ix. Public Health Technician
 - x. Anesthesia Technician
 - xi. CSSD Technician
 - xii. Dental Technician
 - xiii. Endoscopy Technician
 - xiv. Mortuary Assistant
 - xv. Renal Dialysis Technician
 - xvi. Healthcare Outreach Technician
- c) There will 4 examinations (expected in the month of “January-Supplementary Exams”, “April-Annual Exams”, “August- Supplementary Exams”, “November-Annual Exams”) to be conducted in the Calendar Year 2024 (**Approx. 200,000 number of Papers**) and approximately 25,000 students will appear in Annual Exam and 10,000 students will be appeared in supplementary exam.
- d) Service Provider will Prepare the question papers according to the approved curricula of PMF
- e) Paper pattern include:
 - i. MCQs - 20% (1 Mark Each, Attempt All)
 - ii. Short Questions - 50% (2 Marks each, Attempt All)
 - iii. Long Questions/ Essay Type Questions - 30% (10 Marks Each, Attempt 3 out of 5)
- f) Service Provider will issue roll number slips of Theory Examination to the students through courier and online according to the data provided by Procuring agency
- g) Service Provider will arrange examination of theory/ written paper(s) in all Punjab (all 36 districts), AJK (Mirpur, Muzaffarabad, Bagh) and Gilgit Baltistan according to the date sheet/roll number slips
- h) Service Provider will make arrangements for paper marking
- i) The Service Provider will upload results of written test at its official website within 30 days after the conduction of examination
- j) The Service Provider will officially convey the result data (in json format) of the exam to the IT Section of PMF
- k) The Service Provider will provide adequate grievance redressal mechanisms/paper rechecking

- l)** The Service Provider will deal all the legal matters/issues related to testing services/candidate(s).
- m)** Any other matter related to conduction of exams will also be the responsibility of service provider.

ANNEXURE-II

TECHNICAL PROPOSAL SUBMISSION FORM

{Location,
Date}

To: [Name and address of Procuring Agency]

Dear Sir:

We, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Bidding Document dated [Insert Date] and our Proposal. [Select appropriate wording depending on the selection method stated in the BIDDING DOCUMENT: "We are hereby submitting our Proposal, which includes this Technical Proposal and a Financial Proposal sealed in a separate envelope".

{If the Bidder is a joint venture

....., insert the following: We are submitting our Proposal in a joint venture with: {Insert a list with full name and the legal address of each member, and indicate the lead member}. We have attached a copy {insert: "of our letter of intent to form a joint venture" or, if a JV is already formed, "of the JV agreement"} signed by every participating member, which details the likely legal structure of and the confirmation of joint and severable liability of the members of the said joint venture.

We hereby declare that:

- (a) All the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this Proposal may lead to our disqualification by the Procuring Agency and/or may be sanctioned by the Bank.
- (b) Our Proposal shall be valid and remain binding upon us for the period of time specified in the documents.
- (c) We have no conflict of interest.
- (e) Neither we, nor our JV/associate partners or any of the proposed experts prepared the TOR for this consulting assignment.
- (f) We undertake to negotiate the Contract as per PPRA Rules 2014. We accept that the substitution of Key Experts may lead to the termination of Contract negotiations.
- (g) Our Proposal is binding upon us and subject to any modifications resulting from the Contract negotiations.
- (h) We undertake to observe the laws against fraud and corruption, including bribery, in force in the country.

We undertake, if our Proposal is accepted and the Contract is signed, to initiate the Services related to the assignment no later than the date indicated in the schedule.

We understand that the Procuring Agency is not bound to accept any Proposal that the Procuring Agency receives.

We remain,

Yours sincerely,

Authorized Signature {In full and _____
initials}: Name and Title of Signatory: _____

Name of Bidder (JV's name):

In the capacity _____
of: Address: _____

Contact information (phone and e-mail): _____

{For a joint venture, either all members shall sign or only the lead member, in which case the power of attorney to sign on behalf of all members shall be attached}

ANNEXURE-III

FINANCIAL PROPOSAL SUBMISSION FORM

{Location, Date}

To: [Name and address of Procuring Agency]

Dear Sir:

We, the undersigned, offer to provide the **Testing Service** for the purpose of conducting Annual and Supplementary Examinations for Punjab Medical Faculty, Specialized Healthcare & Medical Education Department in accordance with your Bidding Document dated [Insert Date] and our Technical Proposal.

Our attached Financial Proposal is for the amount of {Indicate the corresponding to the amount(s)} {Insert amount(s) in words and figures} which is detailed as below, *including all direct and indirect local taxes and out of pocket expenses.*

SR. NO.	TESTING FEE	QUOTED PRICE IN PKR INCLUSIVE OF ALL TAXES
1	Per Paper Cost (from issuing roll number slips, center arrangements, conduction of examination, paper marking, publication and submission of result) and all related matters.	Rs. ____ /Paper

NOTE: The lowest will be declared on the basis of cost/paper.

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal.

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature {In full and initials}: _____

Name and Title of Signatory: _____

In the capacity of:

Address: _____

E-mail: _____