Government of Pakistan
Ministry of Housing & Works
Federal Government Employees Housing Authority
Mauve Area, Sector G-10/4, Islamabad.

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TENDER DOCUMENTS

Provision of Medicines for Employees of
Federal Government Employees Housing Authority, Islamabad.

Issued to.
M/S. _____

_____

Deputy Director (Admn)
Federal Government Employee Housing Authority,
10-Mauve Area, Sector G-10/4, Islamabad.

1. **Introduction/Instructions to Bidders**

i. The **Federal Government Employees Housing Authority** invites **sealed bids** from the interested pharmacies for the provision of medicines for the employees of FGEHA.

ii. The procurement process shall be governed by **PPRA Rules 2004 (amended from time to time).**

iii. Bids are required to be submitted in sealed envelope, as per **PPRA Rule** specifying **Single Stage Two Envelope Procedure.**

iv. The pharmacy must have its own setup, telephone facility, good repute, sound financial position and complete enterprising infrastructure in Islamabad.

v. All bidders should be registered with Income Tax & Sales Tax Authorities and shall submit their respective copy of NTN and GST Certificate.

vi. The bid security of ***Rs. 50,000/-*** (Refundable) shall be attached with the bid in the form of Pay Order/Demand Draft/CDR duly issued by any schedule bank in favor of FGEHA, otherwise the tender will not be been entertained.

DEPUTY DIRECTOR (ADMN)

FEDERAL GOVERNMENT EMPLOYEES HOUSING AUTHORITY
10, MAUVE AREA, G-10/4, ISLAMABAD
TELE: 051-9106044

FEDERAL GOVERNMENT EMPLOYEES HOUSING AUTHORITY
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Name of the Pharmacy: _____

Address: _____

Telephone No: _____

GST Reg. No. _____

National Tax No. _____

TERMS AND CONDITIONS OF TENDER

Documents Required

i. Attested copy of category A Drug sale License
ii. Attested copy of NTN Certificate.
iii. Attested copy of GST Certificate.
iv. Must have Islamabad based setup.
v. All Tax deduction will apply as per Government Policy.
vi. Bid is based on under **Single Stage Two Envelope** (SSTE) bidding procedure.
vii. Interested Bidders may download the tender document: ***EPADS (https.//eprocure.gov.pk)*** PPRA website (www.ppra.org.pk) free of cost.
viii. The Proposals prepared in accordance with the instructions provided in the tender document must be submitted on E-PADS (https//eprocure.gov.pk) through electronic means only.
ix. Contract will be made initially for period of one (01) year and further extendable as per rules / PPRA provision.

2. Short listing criteria are as under;

Technical Evaluation Criteria:	**Max Marks**	
a). No. of outlets (2 for each)	=	10
b). Cold Chain	=	05
c). Qualified Staff plus Pharmacist	=	05
d). Medicines Stock (Approx 3 million)	=	05
e). Audited Financial Balance Sheet for last 3 years	=	10
f. Valid Drug License	=	05
g. No. of Clients	=	10
Total Marks	**=**	**50**

Financial Evaluation:

a). Maximum discount offered on retail price.

Response time:

Sealed bids duly marked as “Bid/Proposal must reach the office of the Assistant Director (HR) Federal Govt. Employees Housing Authority, G-10/4 Mauve Area, Islamabad on or before **02:00PM on 27.06.2025**.

Opening of bids:

Bids received shall be opened on **27.06.2025 at 02:30PM** in the committee room of the FGEHA. All bids shall be opened publicly in the presence of the interested bidders or their authorized representatives.

Bid Price:

1. The prices quoted should be inclusive of all taxes, duties & service/installation charges etc.
2. Taxes will be recovered as per rules and regulations of the Government.

Rejection of bids & dispute:

1. All bids submitted after the prescribed date and time shall not be entertained.
2. Failure in submission of the required documents will result in the rejection of bid/proposal.
3. Any bid received without earnest money, shall not be entertained.
4. FGEHA reserves the right to reject all bids or proposals at any time prior to the acceptance of a bid or proposal with cogent reasons.

Award of Tender:

1. Tender would be awarded on **Maximum Discount Offered on Retail Price** under **Single Stage, Two Envelope (SSTE)** bidding procedure.

7. Undertaking

Itis certified that the information furnished here in and as per the documents submitted are true and correct and nothing has been concealed or tampered with. We have gone through all the conditions of tender and are liable to any punitive action for furnishing false information / documents.

2. Medicines as per Terms and conditions of the contract without any delay.

Date this _____day of _____.

Signature

(Company Seal)