

To,

Dated: 06, May, 2025

Subject: Invitation Quotation for Hand Pumps Installation

Shifa Foundation, established in 1991 and a sister organization of Shifa International Hospital Ltd., Islamabad, is a not-for-profit organization committed to community development and health initiatives.

We are currently implementing a project titled "**Sip of Life**" in **District Badin, Sindh**, and invite you to submit your **quotation/proposal** for the required goods/services.

Kindly provide your quote as per the following details:

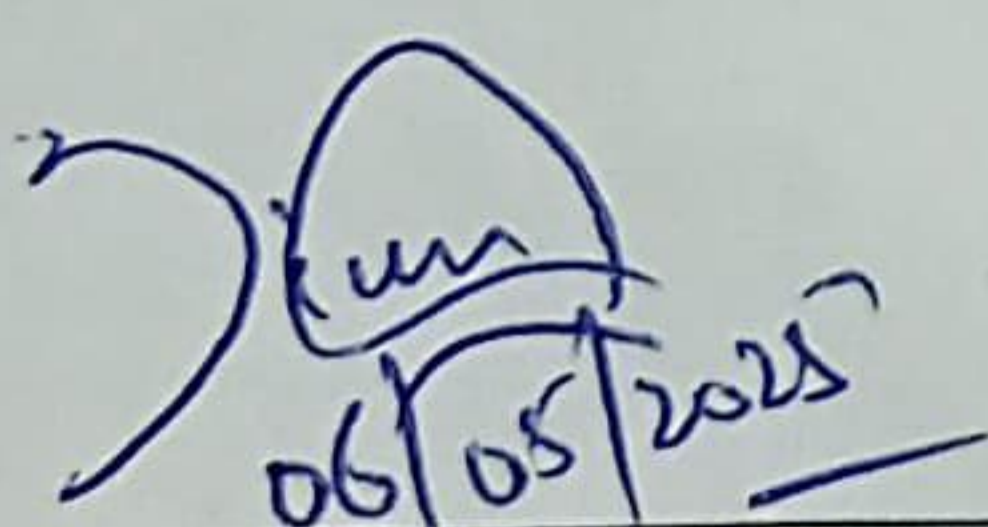
Item	Description	Qty	District	Remarks
Hand Pump	Installation Of Climate-Resilient Communal Hand Pump	12	Badin, Sindh	BOQ attached

Terms and conditions:

- Only sealed quotations will be accepted, last date of quotation submission on **Tuesday 13 May 2025**, after due date will not be considering.
- Quoted rates should be inclusive of all applicable Government taxes.
- Quoted rates should be valid till 1 Month.
- All or some of above-mentioned Items/Services will be requested through work order on need basis.
- Payment will be made 20 working days after receiving the invoice/bill.
- Payment will be made through cross cheque in favour the company/business.

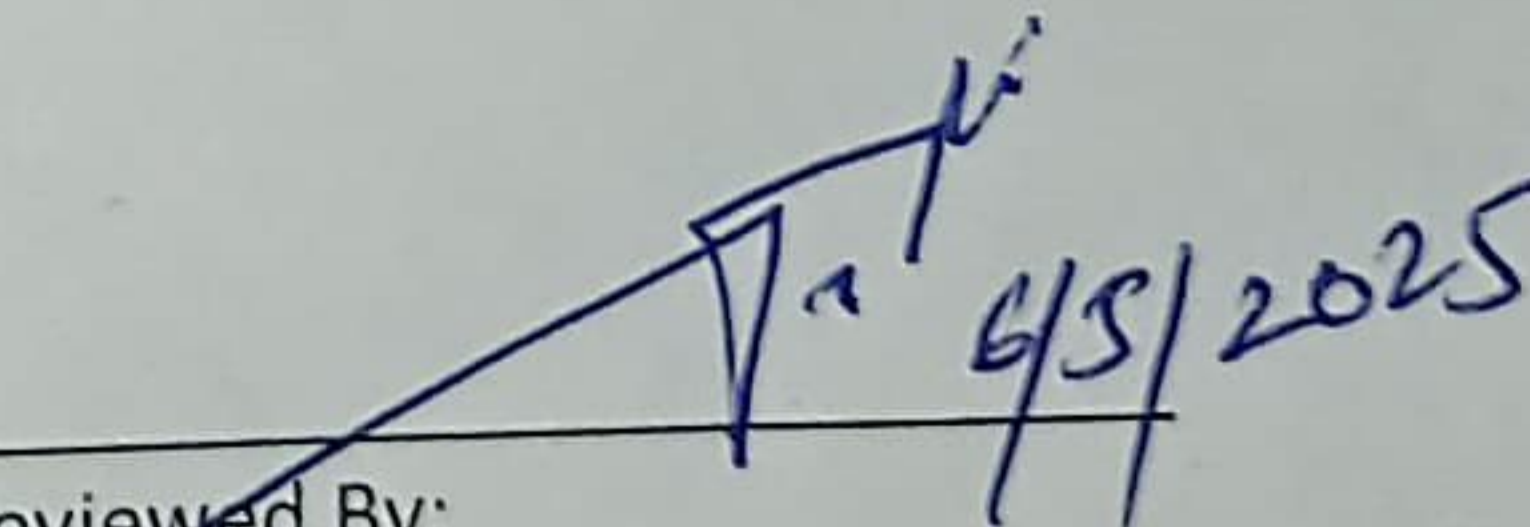
You are requested to send us your most discounted rates. Your quotations must be reached our **Shifa Foundation Office Plot # 210, Street # 7, Sector I-9/2 Islamabad** before or **Tuesday, May 13, 2025 at 12:00 pm**.

For further information, please contact undersigned.



06/05/2025

Prepared By:
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Manager Admin & Procurement
Shifa Foundation Islamabad
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6/5/2025

Reviewed By:
Amir Ali
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Shifa Foundation

BIDDING DOCUMENT

Bid Submission Date From 07/05/2025 To 13/05/2025

Installation Of Climate-Resilient Communal Hand Pump

(District Badin Pakistan)

Project Name: Sip of Lif

**Please submit Bids by filling the section no. II/ Attached BOQs
Bid # 1: Installation of Climate Resilient Hand Pumps**

Name of Firm: _____

NTN: _____

Contact No: _____

Email Address: _____

Table of Contents

Section I. Instructions to Bidders.....	1
A. General	1
1. Scope of Bid	1
2. Eligible Bidders.....	1
3. Corrupt, Fraudulent, Collusive and Coercive Practices.....	1
4. Eligible material/Goods	1
B. The Bidding Documents	1
1. Content of Bidding Documents	1
2. Clarification of Bidding Documents	2
3. Amendment of Bidding Documents.....	2
C. Preparation of Bids	2
1. Cost of Bidding	2
2. Language of Bid.....	2
3. Bid Propose	2
4. Bid Prices	2
5. Bid Currency	2
6. Period of Validity of Bids.....	3
D. Submission of Bids	3
1. Sealing and Marking of Bids	3
2. Deadline for Submission of Bids.....	3
3. Late Bids	3
E. Opening and Evaluation of Bids.....	3
1. Opening of Bids	3
2. Clarification of Bids and Contacting Bidders	3
3. Preliminary Examination.....	3
4. Evaluation and Comparison of Bids.....	3
5. Clarification of Bids and Contacting.....	4
6. Purchaser's Right to Accept any Bid and to Reject any or All Bids.....	4
F. Award of Contract.....	4
1. Award Criteria.....	4
2. Purchaser's Right to Vary Quantities at Time of Award.....	4
3. Notification of Award.....	4
4. Signing of Contract.....	5
G. Other Associated Conditions	5
Climate Resilient Communal Hand pump.....	6
Drawing	8
Section III. Questionnaire/Contact Form	9
UNDERTAKING BY BIDDER:.....	10

Section I. Instructions to Bidders

A. General

1. Scope of Bid

1. Shifa Foundation invites bids for the Installation of Hand pumps at Badin District Pakistan.
2. The successful Bidder is expected to complete services the by the Intended Completion date which is given in the section II, with effective from the signing of Contract.

2. Eligible Bidders

1. This Invitation for Bids is open to all NTN holder Bidders from all over Pakistan preference will be given to local.
2. Bidders shall not be under a declaration of ineligibility for corrupt, fraudulent and coercive practices issued by Shifa Foundation.
3. Bidders shall not be involved in terrorist act/criminal activities or associated with individuals and/or entities associated with terrorist act/criminal activities.

3. Corrupt, Fraudulent, Collusive and Coercive Practices

1. Shifa Foundation requires that all; Bidders, suppliers or distributors, observe the highest standard of ethics during procurement and execution of all contracts. Shifa Foundation shall reject any Bids put forward by Bidders or where applicable terminate their contract, if it is determined that they have engaged in corrupt, fraudulent, collusive or coercive practices.

4. Eligible material/Goods

1. All goods /material/ Services to be supplied under the contract shall have their origin in eligible source (The “origin” means the place where the goods are produced, or the related services are supplied. e.g. Not smuggling goods), and all expenditures made under the contract will be limited to such Supply.

B. The Bidding Documents

1. Content of Bidding Documents

The material / goods required, bidding procedures, and contract terms are prescribed in the bidding documents. In addition to the Invitation for Bids, the bidding documents include:

- a) Instructions to Bidders (ITB)
- b) Contract for Supply
- c) Schedule of Requirements
- d) Technical Specifications
- e) Sample Forms

The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required in the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder’s risk and may result in the rejection of its bid.

2. Clarification of Bidding Documents

A prospective Bidder requiring any clarification of the bidding documents may notify through e-mail given in the tender notice, indicated in published Tender Notice. While no telephonic inquiries will be entertained.

3. Amendment of Bidding Documents

1. At any time prior to the deadline for submission of bids, Shifa Foundation, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the bidding documents by amendment.
2. All prospective bidders that have received the bidding documents will be notified of the amendment in writing and will be binding on them.
3. In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bids, Shifa Foundation, at its discretion, may extend the deadline for the submission of bids (if required).

C. Preparation of Bids

1. Cost of Bidding

The bidder shall bear all costs associated with the preparation and submission of its bid, and Shifa Foundation will not be responsible or liable for those costs.

2. Language of Bid

The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and Shifa foundation shall be written in English language.
Supporting documents and printed literature furnished by the Bidder may be in another language provided.

3. Bid Propose

The Bidder shall propose the Bid with complete detail and the appropriate Price Schedule, indicating the goods to be supplied, a brief description of the goods, and their country of origin, quantity, quality and prices.

4. Bid Prices

1. The Bidder shall indicate on the appropriate Price Schedule the unit prices and total bid price of the goods it proposes to supply under the contract.
2. Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account, unless otherwise specified. A bid submitted with an adjustable price quotation will be treated as non-responsive and will be rejected.

5. Bid Currency

Prices shall be quoted in the following currency: For goods/ material that the Bidder will supply to Shifa Foundation, the prices shall be quoted in Pakistan Rupees (PKR currency).

6. Period of Validity of Bids

1. Bids shall remain valid for the period of 30 days after the date of bid opening prescribed Shifa Foundation A bid valid for a shorter period shall be rejected by Shifa Foundation as non-responsive.
2. In exceptional circumstances, prior to expiry of the bid validity, Shifa Foundation may request that the bidders extend the period of validity for a specified additional period not more than 30 days. The request and the bidders' responses shall be made in writing.

D. Submission of Bids

1. Sealing and Marking of Bids

The Bidder shall be stamped and signed filled document hard copy of the bid, brief profile of relevant projects done/experience (project name, project amount, Organization, date of completion), via courier services, **Shifa Foundation, Plot 210, street 07, Sector I-9/2 Islamabad**, duly marking the subject line **Project Name Project Location**,

2. Deadline for Submission of Bids

- a) **Bids must be received by Shifa-Foundation at the address specified under instructions to bid (ITB), no later than 5:00 Pm on May 13, 2025.**
- b) Shifa-Foundation may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with ITB, in which case all rights and obligations of Shifa Foundation and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

3. Late Bids

Any bid received by Shifa Foundation after the deadline for submission of bids prescribed by Shifa foundation will be rejected and not will be forwarded for the bid opening processes. The Bidder will assume the responsibility of un-possession of the bid documents.

E. Opening and Evaluation of Bids

1. Opening of Bids

- c) **The bidders' names, Bids will be opened on May 14, 2025 at 2:30:00 PM. No bid shall be rejected at bid opening, except for late bids.**

Bids that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances. Withdrawn bids will be returned unopened to the bidders.

2. Clarification of Bids and Contacting Bidders

During evaluation of the bids, Shifa Foundation may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing or physically meeting and no change in the prices or substance of the bid shall be sought, offered, or permitted.

3. Preliminary Examination

Shifa-Foundation will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required guarantee have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

4. Evaluation and Comparison of Bids

Shifa- Foundation will evaluate and compare the bids, which have been determined to be substantially responsive.

Shifa Foundation evaluation of a bid will exclude and not take into account:

- a) in the case of goods/material, sales and other similar taxes will be responsibility of vendor, which will be payable on the goods if a contract is awarded to the Bidder;
- b) in the case of goods/materials of foreign origin offered from abroad, customs duties and other similar import taxes which will be payable on the goods if the contract is awarded to the Bidder; and

Shifa Foundation evaluation of a bid will take into account, in additions to the bid price quoted in accordance with one or more of the following factors:

- a) delivery schedule offered in the bid;
- b) deviations in payment schedule from that specified in the Conditions of Contract;
- c) other specific criteria indicated and/or in the Technical Specifications, examination of samples (if needed)

5. Clarification of Bids and Contacting

- a) No Bidder shall contact Shifa-Foundation on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of Shifa Foundation, it should do so in writing through e-mail.
- b) Any effort by a Bidder to influence Shifa Foundation in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

6. Purchaser's Right to Accept any Bid and to Reject any or All Bids

Shifa Foundation reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder obligation to inform the affected Bidder or bidders of the grounds for Shifa-Foundation.

E. Award of Contract

1. Award Criteria

Shifa-Foundation will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

2. Purchaser's Right to Vary Quantities at Time of Award

Shifa-Foundation reserves the right at the time of contract award to increase or decrease, by the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.

3. Notification of Award

- Prior to the expiration of the period of bid validity, Shifa Foundation will notify the successful Bidder in writing, that its bid has been accepted.
- The notification of award will constitute the formation of the Contract.

4. Signing of Contract

At the same time as Shifa Foundation notifies the successful Bidder that its bid has been accepted Shifa Foundation

successful Bidder will sign agreements.

G. Other Associated Conditions

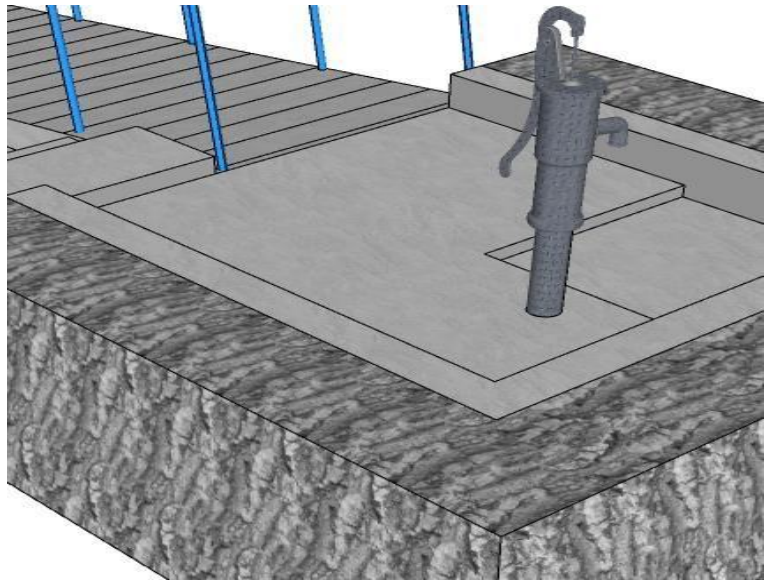
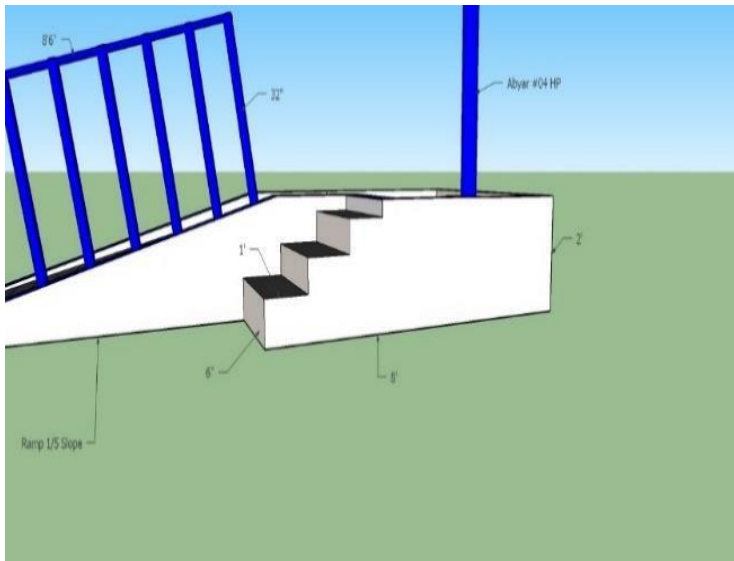
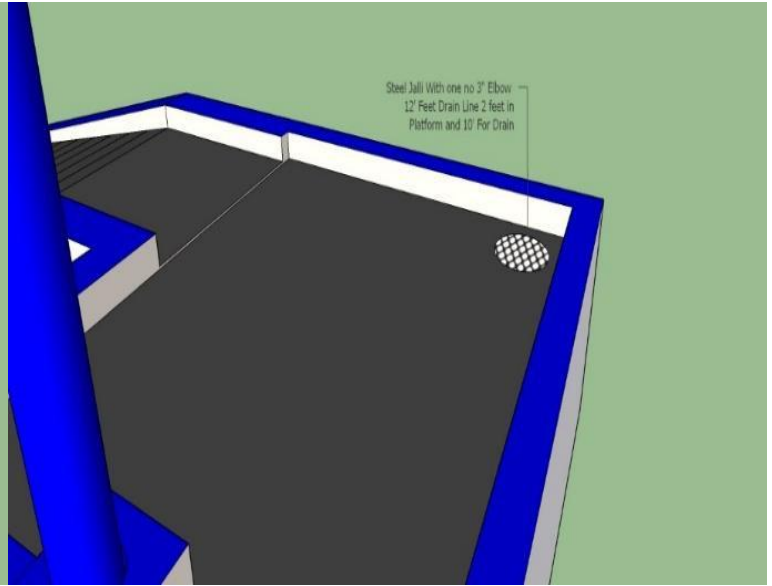
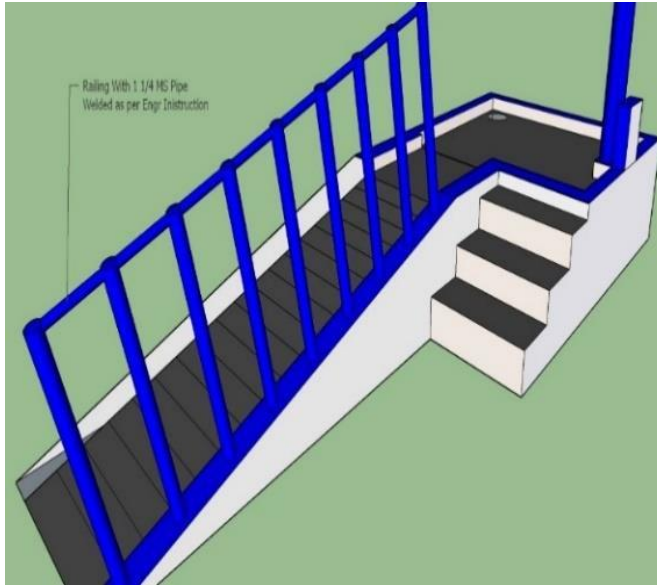
- 1) All material/items must be 100% according to the specifications, quantity and quality as required
- 2) Payment will be made after completion of delivery on the provision of bills and GRN.
- 3) Payment will be through cross cheque.
- 4) The all taxes are applied and will be deducted
- 5) The successful bidders will be responsible to complete the Work at the time of Receiving work order or signing agreement.
- 6) Section II. PROJECT TITLE:
- 7) Schedule of Requirements

Climate Resilient Communal Hand pump

BOQ - Hand Pumps					
S/No	Description	Quantity	Unit	Unit Rate	Amount
1	Excavation in all type of soil/rock, dressing, refilling around the structures to designed section, grades and profiles, excavated material disposed where required. lift up to 5ft.	73	Cft		
2	Provision and laying stone ballast for footing, floors and wall foundation using 1.5" to 2.5" size stone having not more than 5% absorption ratio including proper compaction, leveling and watering required for next construction elements, complete in all respect.	29.38	Cft		
3	Plain Cement Concrete including placing, compacting, finishing & curing (Ratio 1:2:4)	45.50	Cft		
4	Provision and construction of Brick Masonry with 1:4 cement sand mortars including maintaining of horizontal and vertical levels and proper curing after construction work for desirable timing to have proper strength, complete in all respect.	84.75	Cft		
5	Provision and application of 3/4" thick Cement plaster with 1:4 ration including surface finishing and proper curing upto desirable timing, complete in all respect	88.00	Sft		
6	Filling watering and ramming earth in floors and surrounding of platform with new earth (excavated from outside) lead upto one chain and lift up to 5 feet.	184.5	Cft		
7	Drilling 2.5" dia of Twins Bore holes for hand pump soft rock including hard rock from ground level upto 60 ft (two bore, 30 feet each) depth, including sinking, collection of 100 % coring and with drawing of casing pipe, complete as per specifications.: Dia of Bore 2.5" dia	60	Rft		
8	2" Dia Casing UPVC pipe with filter pipe, silk cloth, and end cap. The sample Should be approved by the regional project officer. OR Providing & fixing unplasticized polyvinyl chloride (UPVC), 2" dia of approved quality E class pipe for boring i/c the cost of cutting / inserting bore hole or where required etc complete in all respect as per directions of Engineer. (additional 5% added for failed borehole)	70	Rft		
9	UPVC pipe 1-1/2" D class (Suction pipe (as per site requirement). The sample should be approved by the SF Engineer. OR Providing and Laying HDPE pipe including testing & disinfect 1" (25mm dia) with filters for delivery suction complete in all respect.	70	Rft		

10	Providing and Laying HDPE pipe Din-8074/Din-8075/ISO-4427 including testing & disinfect complete (25mm dia).	65	Rft		
11	As per Site Engineer suggest the colour , apply 3 coat of weather sheet paint of (Berger), Master, Nipon or Equivalent) of approved color with LOPPY on external surface as per approved design. Complete in all respect. Proving and applying Corona Oil Pint (Gobiz 060 off white & Final Touch Blue 1228) after preparation of surface & filling of putty.	121	Sft		
12	Water Quality Tests. Pre test: (Physical test, TDS, pH, conductivity, Arsenic, fluoride, nitrate and faecal coliforms), Post test (Faecal coliforms)	2	Job		
13	Installation of Locally made Hand pump (Abyar 4). Made of cast iron. Complete with all aspects. The sample should be approved and installation of hand Pump New Indus (Engineering Kawsar or Equivalent) full body with a SF stand, rods, cylinder with addition 3 feet long perforated filter, handle, rubber coins, teal coins, nuts, hanger and rod centralizers. Net Weight of various parts of New Indus Hand Pump should be 46.5 kg as per these details; / Body 13kg, handle 7 kg, stand 7 kg, Cylinder 4.5, kg / MS Rods 9mm (10 Rods) 15 kg, and 2 kg of other parts including Rod Hanger, Top Sleeve, Rod Centralizer, Rubber Cone, Flapper and Nut and Bolts.	1	Job		
14	Provision and Installation of Check valve 1" dia, complete in all respect	1	Job		
15	Drainage Pipe:- 4" PVC Pipe 10 Long Drain 2 feet fixed in platform with elbow for Waste Fixing of elbow 4" dia for drain pipe or where required etc complete in all respect as per directions of Engineer Incharge.	1	Job		
16	Providing and fixing drainage steel net with hole (Jali/Grating)(Chrome) complete in all respect & as per direction of Engineer ..	1	Nos		
17	Hand Railing Grill For Disable Person (MS Pipe 1 1/4 x 1 1/4 Round Pipe with 18 Gauge (8.5 feet Long 3 feet Height) 9 Vertical Post Shone As Per DWG, With Blue Color Oil Paint 02 Cote.	1	Job		
18	Fixing of Organization visibility plate size 16"X 16" in platform of hand pump as per direction of engineer	1	Nos		
19	Miscellaneous (Cloth for Filter, Dori, Solution Tape, Plug Wooden Type, elbow, socket including if any item missing etc).	1	Nos		
20	Transportation as per site	1	Lum sum		
Grant Total in PKR					-

Drawing



Section III. Questionnaire/Contact Form

1. Bidders Questionnaire/Contact Form

While the bid documents can be collected through e-mail: Imran.bashir@shifafoundation.org

Shifa Foundation

Bidders Questionnaire/Contact Form

1) Organizational Information

Organization Name		
Legal Status of Organization	1- Public Limited <input type="checkbox"/> 2- Private Limited Company <input type="checkbox"/> 3-Partnership 4-Sole <input type="checkbox"/> Trader 5-Other Please specify) _____	
Name	Main Contact (Executive head)	Focal Person
Designation		
Telephone (with city code)		
Mobile Phone		
NTN Number		
Postal Address		

UNDERTAKING BY BIDDER:

I hereby undertake that the above information is correct and if found incorrect, the firm shall be liable for disqualification/ legal action. I acknowledge the terms and conditions along with right of Shifa foundation to accept/reject the application without assigning any reason, which shall not be challenged in any court of law.

Name

Date

Stamp

Signature

Bid Document Issued By: *(for Shifa Foundation)*

Admin & Logistics Officer