



OFFICE OF THE HOSPITAL DIRECTOR
MEDICAL TEACHING INSTITUTION (MTI)
MARDAN MEDICAL COMPLEX MARDAN



Phone: +92-937-9230051

Email: Info@mmckp.gov.pk

Web: <https://mmckp.gov.pk>

No - 3721/MTI/MMC

Date - 19/11/2024

PRE-BID MEETING MINUTES

"INKJECT X-RAY FILMS WITH COMPLETE SYSTEM MMC MARDAN"

Venue: **Committee Room, Administration Block
MTI-Mardan Medical Complex, Mardan**

Date/Time: **November 19, 2024 (Tuesday) 10:30 AM**

In pursuance to the advertisement disseminated in various newspapers and electronic media the subject meeting was steered by procurement committee of medicines including Local Purchase, Sehat Sehat Program, surgical disposables & clinical supplies and HOD / end-users of the respective items. Appearance sheets of the participants' procurement committee, end users and representatives of the firms are attached.

The following firms participated in the Pre-Bid meeting.

1. M/s AY Traders Pvt. Ltd.
2. M/s Fuji Film Pvt. Ltd.
3. M/s Hasnain Traders.
4. M/s Shergarh Lund Khwar Pharmacy
5. M/s Irfan Enterprises Pvt Ltd.
6. M/s Saeed Khan Tradders.

After recitation few verses from the Holy Quran and introduction, Chairman Procurement Committee of medicines including LP, SSP, surgical disposables & clinical supplies, Professor Dr. Rehman ud Din, welcomed the participants and apprised them about the procurement process. The purpose of this pre-bid meeting is to make a fair and transparent process. The agenda of this meeting is discuss major areas of the bid solicitation documents (BSDs) includes eligibility, evaluation criteria and other terms & conditions. He further said that in the best interest of hospital any suggestions/comments from participants received, the same can incorporated and final documents shall be issued once approved.

AKW



**OFFICE OF THE HOSPITAL DIRECTOR
MEDICAL TEACHING INSTITUTION (MTI)
MARDAN MEDICAL COMPLEX MARDAN**



Phone: +92-937-9230051

Email: Info@mmckp.gov.pk

Web: <https://mmckp.gov.pk>

The following Committee members brief in detail covering the following areas:

1.	Muhammad Khalid (Procurement Manager)	Procurement Process & Bid Solicitation Documents
2.	AP.Dr.Zubair Janan (Radiology Department)	Inkject X-ray Films with Complete System.
3.	Engr.Farhan Shahzad (Bio Medical Engineer)	

Specifications: -

Engineer Mr. Farhan as technical member along with end users explained in detailed technical specifications and said that an online UPS with minimum 10 minutes back up is mandatory with each printer system. Further in case of overloading other printer must be connected through network system.

Manager Procurement summarized the composition of the Bid Solicitation Documents, and highlighted important sections including the following:

- ✓ The bidding shall be carried out under single stage two envelop procedure of KP-PPRA Rules 2014.
- ✓ Qualification criteria for all documents will be 70 marks out of 100.
- ✓ Bid Security for InkJet X-Ray Films will be Rs. 300,000/- only.
- ✓ At the end of the contract, the contractor shall handover the printers in running condition to MTI-MMC Mardan
- ✓ In each section, there should be 1 printer installed and additionally 3 printers should be standby
- ✓ For specifications, each firm shall quote its brand name with proper model, relevant brochures and shall NOT use the word "As per specification" or "specifications compliance".
- ✓ The successful firm shall be liable for any type of work in respect to installation of the equipment including safety measure, standard protocol and environmental factors like humidity, temperatures or moisturizers etc.
- ✓ Bidder should carefully study and understand the solicitation documents, inclusive the technical specifications, evaluation criteria and General Conditions.
- ✓ The bidders must submit the complete and comprehensive bid as per the requirements outlined in the bidding documents. Non-compliance shall result in rejection of the Bid.
- ✓ The firm shall submit the annexed affidavit on non-judicial stamp paper of PKR 500/-
- ✓ Each firm will submit affidavit as per sample annexed in this document on judicial stamp paper.

- ✓ All the relevant documents must be attached with the bid and it is categorically mentioning here that none of the document will be entertained

CA



**OFFICE OF THE HOSPITAL DIRECTOR
MEDICAL TEACHING INSTITUTION (MTI)
MARDAN MEDICAL COMPLEX MARDAN**



Phone: +92-937-9230051 Email: Info@mmckp.gov.pk Web: <https://mmckp.gov.pk>

(affecting the bid of the other competitors) once bid submitted and decision will be made on the bid submitted on time prescribed in the advertisement / bid documents.

- ✓ Each bidder will submit Single bid (in original) and Joint Venture is not allowed.
- ✓ Each bidder shall quote its bid annexure wise along with page numbering
- ✓ Hand written bids shall NOT be accepted, it must be typed
- ✓ Late bid shall not be entertained / accepted

The meeting ended with a mutual vote of thanks.

PROCUREMENT COMMITTEE

Dr. Ajmal Khan
SMO
Member

Amir Jamal
Finance Associate
Member

M. Farhan
Mr. Muhammad Farhan
Bio Medical Engineer
Member Technical

Dr. Zubair Janan
HoD Radiology Deptt

M. Khalid
Muhammad Khalid
Manager Procurement
Member/Secretary

Prof. Dr. Rehman ud Din
Chairman Procurement Committee

Approved By: Hospital Director

Copy to:

1. Procurement Committee for Medicines including LP, SSP, surgical disposables & clinical supplies.
2. End Users of the respective items.
3. Secretary to BoG MTI-Mardan.
4. All the firms who attended / obtained the bid solicitation documents.
5. IT section with request to hoist the same on MMC website.
6. Record Copy

[Signature]
HOSPITAL DIRECTOR
MTI-MMC MARDAN