
BID SOLICITATION DOCUMENT



FOR PREQUALIFIED FIRMS/Co. FOR
THE SUPPLY OF BOOKS AND
ANCILLARY LITERARY MATERIAL

UNDER ADP FUNDED PROJECT TITLED
“UPGRADATION OF 09 NURSING SCHOOLS OF
PROVINCE TO NURSING COLLEGE: HMC, LRH, KTH,
KOHAT, BANNU, DIKHAN, MARDAN, SWAT &
ABBOTTABAD”

PROJECT DIRECTOR / DIRECTOR GENERAL
PROVINCIAL HEALTH SERVICES ACADEMY (PHSA)
HEALTH DEPARTMENT
GOVERNMENT OF KHYBER PAKHTUNKHWA

BID SUBMITTED BY THE FIRM / Co.

Preface

These Bidding Documents have been prepared for use by Procuring agencies and their implementing agencies in the procurement of goods through National Competitive Bidding (NCBs) as well International Competitive Bidding (ICBs) vide 41(g) KPP Rules 2014.

In order to simplify the preparation of bidding documents for each procurement, the Bidding Documents are grouped in two parts based on provisions which would remain the same for every procurement and that which are specific for each procurement. Provisions which are intended to be used unchanged are in Part one, which includes Section I, Instructions to Bidders, and Section II, General Conditions of Contract. Data and provisions specific to each procurement and contract are included in Part Two which is further organized into six sections. Sections I, II, III, IV, and V, respectively contain Invitation for Bids; Bid Data Sheet; Special Conditions of Contract; Schedule of Requirements; Technical Specifications; and the forms to be used, while Section VI is about Sample Forms.

This is Part one which is fixed and contains provisions which are to be used unchanged. Each section is prepared with notes intended only as information for the Procuring agency or the person drafting the bidding documents. They shall not be included in the final documents.

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Part One - Section I

Instructions to Bidders

Notes on the Instructions to Bidders

This section of the bidding documents provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring agency. It also provides information on bid submission, opening, and evaluation, and on the award of contract.

Part One Section I contains provisions that are to be used unchanged. Part Two Section II (Bid Data Sheet) consists of provisions that supplement, amend, or specify in detail information or requirements included in Part One Section I and which are specific to each procurement.

Matters governing the performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are not normally included in this section, but rather under Part one Section II, General Conditions of Contract, and/or Part Two Section III, Special Conditions of Contract. If duplication of a subject is inevitable in the other sections of the document prepared by the Procuring agency, care must be exercised to avoid contradictions between clauses dealing with the same matter.

These Instructions to Bidders will not be part of the contract.

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Instructions to Bidders

A. Introduction

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| 1. Source of Funds | <p>1.1 The Procuring agency has received/applied for loan/grant/federal/provincial/local government funds from the source(s) indicated in the bidding data in various currencies towards the cost of the project /schemes specified in the bidding data and it is intended that part of the proceeds of this loan/grant/funds/ will be applied to eligible payments under the contract for which these bidding documents are issued.</p> <p>1.2 The funds referred to above in addition shall be “Public Fund” which according to 2 (l) of KPP Rules 2014 means (i) Provincial Consolidated Fund; (ii) foreign assistance; (iii) all moneys standing in the Public Account; and (iv) Funds of enterprises wholly or partly owned or managed or controlled by Government.</p> <p>1.3 Payment by the Fund will be made only at the request of the Procuring agency and upon approval by the Government of Khyber Pakhtunkhwa., and in case of a project will be subject in all respect to the terms and conditions of the agreement. The Project Agreement prohibits a withdrawal from the allocated fund account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of the Federal Government/ Khyber Pakhtunkhwa Government, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than the Procuring agency shall derive any rights from the Project Agreement or have any claim to the allocated fund proceeds.</p> |
| 2. Eligible Bidders | <p>2.1 This Invitation for Bids is open to all suppliers from eligible source as defined in the KPP Rules, 2014 and its Bidding Documents except as provided hereinafter.</p> <p>2.2 Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring agency to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under this Invitation for Bids.</p> |

- 2.3 Government-owned enterprises in the Province of Khyber Pakhtunkhwa may participate only if they are legally and financially autonomous, if they operate under commercial law, and if they are not a dependent agency of the Government of Khyber Pakhtunkhwa.
 - 2.4 Bidders shall not be eligible to bid if they are under a declaration of ineligibility for corrupt and fraudulent practices issued by any government organization in accordance with the Section 44(1) KPP Rules 2014.
3. Eligible Goods and Services
- 3.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries of the world with whom the Islamic Republic of Pakistan has commercial relations and its Bidding Documents and all expenditures made under the contract will be limited to such goods and services.
 - 3.2 For purposes of this clause, “origin” means the place where the goods are mined, grown, or produced, or the place from which the related services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product results that is substantially different in basic characteristics or in purpose or utility from its components.
 - 3.3 The origin of goods and services is distinct from the nationality of the Bidder.
4. Cost of Bidding
- 4.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring agency named in the Bid Data Sheet, hereinafter referred to as “the Procuring agency,” will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

B. The Bidding Documents

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| 5. Content of Bidding Documents | <p>5.1 The bidding documents include:</p> <ul style="list-style-type: none">a) Instructions to Bidders (ITB)b) Bid Data Sheetc) General Conditions of Contract (GCC)d) Special Conditions of Contract (SCC)e) Schedule of Requirementsf) Technical Specificationsg) Bid Form and Price Schedulesh) Bid Security Formi) Contract Formj) Performance Security Formk) Manufacturer's Authorization Form <p>5.2 The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish all information required by 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.</p> |
| 6. Clarification of Bidding Documents | <p>6.1 An interested Bidder requiring any clarification of the bidding documents may notify the Procuring agency in writing. The Bidding Procuring agency will respond in writing to any request for Documents clarification of the bidding documents which it receives no later than three working days prior to the deadline for the submission of bids prescribed in the Bid Data Sheet. Written copies of the Procuring agency's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all interested bidders that have received the bidding documents.</p> |
| 7. Amendment of Bidding Documents | <p>7.1 At any time prior to the deadline for submission of bids, the Procuring agency, for any reason, whether at its own initiative or in response to a clarification requested by an interested Bidder, may modify the bidding documents by amendment.</p> <p>7.2 All interested bidders that have received the bidding documents will be notified of the amendment in writing, and will be binding on them.</p> <p>7.3 In order to allow interested bidders reasonable time in which to take the amendment into account in preparing their bids, the Procuring agency, at its discretion, may extend the deadline for the submission of bids.</p> |

C. Preparation of Bids

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| 8. Language of Bid | <p>8.1 The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the</p> |
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Procuring agency shall be written in the language specified in the Bid Data Sheet. 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 the language specified in the Bid Data Sheet, in which case, for purposes of interpretation of the Bid, the translation shall govern.

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| 9. Documents
Comprising
the Bid | <p>9.1 The bid prepared by the Bidder shall comprise the following components:</p> <ul style="list-style-type: none"> a) a Bid Form and a Price Schedule completed in accordance with ITB Clauses 10, 11, and 12 b) documentary evidence established in accordance with ITB Clause 13 that the Bidder is eligible to bid and is qualified to perform the contract if its bid is accepted; c) documentary evidence established in accordance with ITB Clause 14 that the goods and ancillary services to be supplied by the Bidder are eligible goods and services and conform to the bidding documents; and d) bid security furnished in accordance with ITB Clause 15. |
| 10. Bid Form | <p>10.1 The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.</p> |
| 11. Bid Prices | <p>11.1 The Bidder shall indicate on the appropriate Price Schedule the unit prices (where applicable) and total bid price of the goods it proposes to supply under the contract.</p> <p>11.2 Prices indicated on the Price Schedule shall be delivered duty paid (DDP) prices. The price of other (incidental) services, if any, listed in the Bid Data Sheet will be entered separately.</p> <p>11.3 The Bidder's separation of price components in accordance with ITB Clause 11.2 above will be solely for the purpose of facilitating the comparison of bids by the Procuring agency and will not in any way limit the Procuring agency's right to contract on any of the terms offered.</p> <p>11.4 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 in the Bid Data Sheet. A bid submitted with an adjustable price quotation will be treated as non responsive and will be rejected, pursuant to ITB Clause 24. If, however, in accordance with the Bid Data Sheet, prices quoted by the Bidder shall be subject to adjustment during the performance of the contract, a bid submitted with a fixed price quotation will not be rejected, but the price adjustment would be treated as zero.</p> |
| 12. Bid Currencies | <p>12.1 Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.</p> |

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| 13. Documents Establishing Bidder's | 13.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the contract if its bid is accepted. |
| Eligibility and Qualification | <p>13.2 The documentary evidence of the Bidder's eligibility to bid shall establish to the Procuring agency's satisfaction that the Bidder, at the time of submission of its bid, is from an eligible country as defined under ITB Clause 3.</p> <p>13.3 The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the Procuring agency's satisfaction:</p> <ul style="list-style-type: none"> a) that, in the case of a Bidder offering to supply goods under the contract which the Bidder did not manufacture or otherwise produce, the Bidder has been duly authorized by the goods' Manufacturer or producer to supply the goods in the Procuring agency's country; b) that the Bidder has the financial, technical, and production capability necessary to perform the contract; c) that, in the case of a Bidder not doing business within the Procuring agency's country, the Bidder is or will be (if awarded the contract) represented by an Agent in that country equipped, and able to carry out the Supplier's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; and d) that the Bidder meets the qualification criteria listed in the Bid Data Sheet. |
| 14. Documents Establishing Goods' Eligibility and Conformity to Bidding Documents | <p>14.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, documents establishing the eligibility and conformity to the bidding documents of all goods and services which the Bidder proposes to supply under the contract.</p> <p>14.2 The documentary evidence of the eligibility of the goods and services shall consist of a statement in the Price Schedule of the country of origin of the goods and services offered which shall be confirmed by a certificate of origin issued at the time of shipment.</p> <p>14.3 The documentary evidence of conformity of the goods and services to the bidding documents may be in the form of literature, drawings, and data, and shall consist of:</p> <ul style="list-style-type: none"> a) a detailed description of the essential technical and performance characteristics of the goods; b) a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for |

the proper and continuing functioning of the goods for a period to be specified in the Bid Data Sheet, following commencement of the use of the goods by the Procuring agency; and

- c) an item-by-item commentary on the Procuring agency's Technical Specifications demonstrating substantial responsiveness of the goods and services to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

14.4 For purposes of the commentary to be furnished pursuant to ITB Clause 14.3(c) above, the Bidder shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalog numbers designated by the Procuring agency in its Technical Specifications, are intended to be descriptive only and not restrictive. The Bidder may substitute alternative standards, brand names, and/or catalog numbers in its bid, provided that it demonstrates to the Procuring agency's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

15. Bid Security

15.1 Pursuant to ITB Clause 9, the Bidder shall furnish, as part of its bid, a bid security in the amount specified in the Bid Data Sheet. [The bid security shall be submitted from the account of the firm/bidder/contractor who submits the bid]¹

15.2 The bid security is required to protect the Procuring agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB Clause 15.7.

15.3 The bid security shall be in Pak. Rupees and shall be in one of the following forms:

- a) a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring agency's country, in the form provided in the bidding documents or another form acceptable to the Procuring agency and valid for thirty (30) days beyond the validity of the bid; or

- b) irrevocable encashable on-demand Bank call-deposit.

15.4 Any bid not secured in accordance with ITB Clauses 15.1 and 15.3 will be rejected by the Procuring agency as non-responsive, pursuant to ITB Clause 24.

15.5 Unsuccessful bidders' bid security will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiration of the period of bid validity prescribed by the Procuring

¹ Inserted by KPPRA Notification No. KPPRA/M&E/Estt:/1-12/2017-18 dated April 05, 2018.

agency pursuant to ITB Clause 16.

15.6 The successful Bidder's bid security will be discharged upon the Bidder signing the contract, pursuant to ITB Clause 32, and furnishing the performance security, pursuant to ITB Clause 33.

15.7 The bid security may be forfeited:

- a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form; or
- b) in the case of a successful Bidder, if the Bidder fails:
 - i. to sign the contract in accordance with ITB Clause 32;
 - or
 - ii. to furnish performance security in accordance with ITB Clause 33.

16. Period of
Validity of
Bids

16.1 Bids shall remain valid for the period specified in the Bid Data Sheet after the date of bid opening prescribed by the Procuring agency, pursuant to ITB Clause 19. A bid valid for a shorter period shall be rejected by the Procuring agency as non-responsive.

16.2 In exceptional circumstances, the Procuring agency may solicit the Bidder's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The bid security provided under ITB Clause 15 shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security. A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

17. Format and
Signing of Bid

17.1 The Bidder shall prepare an original and the number of copies of the bid indicated in the Bid Data Sheet, clearly marking each "ORIGINAL BID" and "COPY OF BID," as appropriate. In the event of any discrepancy between them, the original shall govern.

17.2 The original and the copy or copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the contract. All pages of the bid, except for unamended printed literature, shall be initialed by the person or persons signing the bid.

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

17.4 The Bidder shall furnish information as described in the Form of Bid on commissions or gratuities, if any, paid or to be paid to agents relating to this Bid, and to contract execution if the Bidder is awarded the contract.

D. Submission of Bids

18. Sealing and Marking of Bids	18.1 The Bidder shall seal the original and each copy of the bid in separate envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” The envelopes shall then be sealed in an outer envelope.
	18.2 The inner and outer envelopes shall: <ul style="list-style-type: none"> a. be addressed to the Procuring agency at the address given in the Bid Data Sheet; and b. bear the Project name indicated in the Bid Data Sheet, the Invitation for Bids (IFB) title and number indicated in the Bid Data Sheet, and a statement: “DO NOT OPEN BEFORE,” to be completed with the time and the date specified in the Bid Data Sheet, pursuant to ITB Clause 2.2.
	18.3 The inner envelopes shall also indicate the name and address of the Bidder to enable the bid to be returned unopened in case it is declared “late”.
	18.4 If the outer envelope is not sealed and marked as required by ITB Clause 18.2, the Procuring agency will assume no responsibility for the bid’s misplacement or premature opening.
	18.5 The outer envelope shall be marked with the words “BID” in large, bold, capital letters.
19. Deadline for Submission of Bids	19.1 Bids must be received by the Procuring agency at the address specified under ITB Clause 18.2 no later than the time and date specified in the Bid Data Sheet.
	9.2 The Procuring agency may, at its discretion, extend this deadline for the submission of bids by amending the bidding documents in accordance with ITB Clause 7, in which case all rights and obligations of the Procuring agency and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.
20. Late Bids	20.1 Any bid received by the Procuring agency after the deadline for submission of bids prescribed by the Procuring agency pursuant to ITB Clause 19 will be rejected and returned unopened to the Bidder.
21. Modification And Withdrawal of Bids	21.1 The Bidder may modify or withdraw its bid after the bid’s submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring agency prior to the deadline prescribed for submission of bids.
	21.2 The Bidder’s modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of ITB Clause 18. by a signed confirmation copy, postmarked not later than the deadline for submission of bids.
	21.3 No bid may be modified after the deadline for submission of bids.
	21.4 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidder’s forfeiture of its bid security,

pursuant to the ITB Clause 15.7.

E. Opening and Evaluation of Bids

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| 22. Opening of Bids by the Procuring agency | <p>22.1 The Procuring agency will open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and at the place specified in the Bid Data Sheet. The bidders' representatives who are present shall sign a register evidencing their attendance.</p> <p>22.2 The bidders' names, bid modifications or withdrawals, bid prices, discounts, and the presence or absence of requisite bid security and such other details as the Procuring agency, at its discretion, may consider appropriate, will be announced at the opening. No bid shall be rejected at bid opening, except for late bids, which shall be returned unopened to the Bidder pursuant to ITB Clause 20.</p> <p>22.3 Bids (and modifications sent pursuant to ITB Clause 21.2) 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.</p> <p>22.4 The Procuring agency will prepare minutes of the bid opening.</p> |
| 23. Clarification of Bids | <p>23.1 During evaluation of the bids, the Procuring agency may, at its discretion, ask the Bidder for a clarification of its bid. The Bids request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted.</p> |
| 24. Preliminary Examination | <p>24.1 The Procuring agency will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.</p> <p>24.2 Arithmetical errors will 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 Supplier does not accept the correction of the errors, its bid will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.</p> <p>24.3 The Procuring agency may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of any Bidder.</p> <p>24.4 Prior to the detailed evaluation, pursuant to ITB Clause 25 the Procuring agency will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations.</p> |

Deviations from, or objections or reservations to critical provisions, such as those concerning Bid Security (ITB Clause 15), Applicable Law (GCC Clause 30), and Taxes and Duties (GCC Clause 32), will be deemed to be a material deviation. The Procuring agency's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

24.5 If a bid is not substantially responsive, it will be rejected by the Procuring agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

25. Evaluation and Comparison of Bids

25.1 The Procuring agency will evaluate and compare the bids which have been determined to be substantially responsive, pursuant to ITB Clause 24.

25.2 The Procuring agency's evaluation of a bid will be on delivered duty paid (DDP) price inclusive of prevailing duties and will exclude any allowance for price adjustment during the period of execution of the contract, if provided in the bid.

25.3 The Procuring agency's evaluation of a bid will take into account, in addition to the bid price quoted in accordance with ITB Clause 11.2, one or more of the following factors as specified in the Bid Data Sheet, and quantified in ITB Clause 25.4:

- a. incidental costs
- b. delivery schedule offered in the bid;
- c. deviations in payment schedule from that specified in the Special Conditions of Contract;
- d. the cost of components, mandatory spare parts, and service;
- e. the availability Procuring agency of spare parts and after-sales services for the equipment offered in the bid;
- f. the projected operating and maintenance costs during the life of the equipment; the performance and productivity of the equipment offered; and/or
- g. other specific criteria indicated in the Bid Data Sheet and/or
- h. in the Technical Specifications.

25.4 For factors retained in the Bid Data Sheet pursuant to ITB 25.3, one or more of the following quantification methods will be applied, as detailed in the Bid Data Sheet:

- a. Incidental costs provided by the bidder will be added by Procuring agency to the delivered duty paid (DDP) price at the final destination.
- b. Delivery schedule.
 - i. The Procuring agency requires that the goods under the Invitation for Bids shall be delivered at the time specified in the Schedule of Requirements which will be treated as the base, a delivery "adjustment" will be calculated for bids by applying a percentage, specified in the Bid Data

Sheet, of the DDP price for each week of delay beyond the base, and this will be added to the bid price for evaluation. No credit shall be given to early delivery.

or

- ii. The goods covered under this invitation are required to be delivered (shipped) within an acceptable range of weeks specified in the Schedule of Requirement. No credit will be given to earlier deliveries, and bids offering delivery beyond this range will be treated as non-responsive. Within this acceptable range, an adjustment per week, as specified in the Bid Data Sheet, will be added for evaluation to the bid price of bids offering deliveries later than the earliest delivery period specified in the Schedule of Requirements.

or

- iii. The goods covered under this invitation are required to be delivered in partial shipments, as specified in the Schedule of Requirements. Bids offering deliveries earlier or later than the specified deliveries will be adjusted in the evaluation by adding to the bid price a factor equal to a percentage, specified in the Bid Data Sheet, of DDP price per week of variation from the specified delivery schedule.

c. Deviation in payment schedule:

- i. Bidders shall state their bid price for the payment schedule outlined in the SCC. Bids will be evaluated on the basis of this base price. Bidders are, however, permitted to state an alternative payment schedule and indicate the reduction in bid price they wish to offer for such alternative payment schedule. The Procuring agency may consider the alternative payment schedule offered by the selected Bidder.

or

- ii. The SCC stipulates the payment schedule offered by the Procuring agency. If a bid deviates from the schedule and if such deviation is considered acceptable to the Procuring agency, the bid will be evaluated by calculating interest earned for any earlier payments involved in the terms outlined in the bid as compared with those stipulated in this invitation, at the rate per annum specified in the Bid Data Sheet.

d. Cost of spare parts.

- i. The list of items and quantities of major assemblies, components, and selected spare parts, likely to be required during the initial period of operation specified in the Bid Data Sheet, is annexed to the

Technical Specifications. The total cost of these items, at the unit prices quoted in each bid, will be added to the bid price.

or

- ii. The Procuring agency will draw up a list of high-usage and high-value items of components and spare parts, along with estimated quantities of usage in the initial period of operation specified in the Bid Data Sheet. The total cost of these items and quantities will be computed from spare parts unit prices submitted by the Bidder and added to the bid price.

or

- iii. The Procuring agency will estimate the cost of spare parts usage in the initial period of operation specified in the Bid Data Sheet, based on information furnished by each Bidder, as well as on past experience of the Procuring agency or other procuring agencies in similar situations. Such costs shall be added to the bid price for evaluation.

- e. Spare parts and after sales service facilities in the Procuring agency's country.

The cost to the Procuring agency of establishing the minimum service facilities and parts inventories, as outlined in the Bid Data Sheet or elsewhere in the bidding documents, if quoted separately, shall be added to the bid price.

- f. Operating and maintenance costs.

Since the operating and maintenance costs of the goods under procurement form a major part of the life cycle cost of the equipment, these costs will be evaluated in accordance with the criteria specified in the Bid Data Sheet or in the Technical Specifications.

- g. Performance and productivity of the equipment.

- i. Bidders shall state the guaranteed performance or efficiency in response to the Technical Specification. For each drop in the performance or efficiency below the norm of 100, an adjustment for an amount specified in the Bid Data Sheet will be added to the bid price, representing the capitalized cost of additional operating costs over the life of the plant, using the methodology specified in the Bid Data Sheet or in the Technical Specifications.

or

- ii. Goods offered shall have a minimum productivity specified under the relevant provision in the Technical Specifications to be considered responsive. Evaluation shall be based on the cost per unit of the actual productivity of goods offered in the bid, and adjustment

will be added to the bid price using the methodology specified in the Bid Data Sheet or in the Technical Specifications.

- h. Specific additional criteria indicated in the Bid Data Sheet and/or in the Technical Specifications.

The relevant evaluation method shall be detailed in the Bid Data Sheet and/or in the Technical Specifications.

Alternative 25.4 25.4 Merit Point System:

The following merit point system for weighing evaluation factors can be applied if none of the evaluation methods listed in 25.4 above has been retained in the Bid Data Sheet. The number of points allocated to each factor shall be specified in the Bid Data Sheet.

[In the Bid Data Sheet, choose from the range of]

Evaluated price of the goods	60 to 90
Cost of common list spare parts	0 to 20
Technical features, and maintenance and operating costs	0 to 20
Availability of service and spare parts	0 to 20
Standardization	0 to 20
Total	100

The bid scoring the highest number of points will be deemed to be the lowest evaluated bid.

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| 26. Contacting the Procuring agency | 26.1 | Subject to ITB Clause 23, no Bidder shall contact the Procuring agency 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 the Procuring agency, it should do so in writing. |
| | 26.2 | Any effort by a Bidder to influence the Procuring agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid. |

F. Award of Contract

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| 27. Post-qualification | 27.1 | In the absence of prequalification, the Procuring agency will determine to its satisfaction whether the Bidder that is selected as having submitted the lowest evaluated responsive bid is qualified to perform the contract satisfactorily, in accordance with the criteria listed in ITB Clause 13.3. |
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	27.2	The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 13.3, as well as such other information as the Procuring agency deems necessary and appropriate.
	27.3	An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's bid, in which event the Procuring agency will proceed to the next lowest evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.
28. Award Criteria	28.1	Subject to ITB Clause 30, the Procuring agency 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.
29. Procuring agency's Right to Vary Quantities at Time of Award	29.1	The Procuring agency reserves the right at the time of contract award to increase or decrease, by the percentage indicated in the Bid Data Sheet, the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.
30. Procuring agency's Right to Accept any Bid and to Reject any or All Bids	30.1	The Procuring agency 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 or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Procuring agency's action.
31. Notification of Award	31.1	Prior to the expiration of the period of bid validity, the Procuring agency will notify the successful Bidder in writing by registered letter or by cable, to be confirmed in writing by registered letter, that its bid has been accepted.
	31.2	The notification of award will constitute the formation of the Contract.
	31.3	Upon the successful Bidder's furnishing of the performance security pursuant to ITB Clause 33, the Procuring agency will promptly notify each unsuccessful Bidder and will discharge its bid security, pursuant to ITB Clause 15.
32. Signing of Contract	32.1	At the same time as the Procuring agency notifies the successful Bidder that its bid has been accepted, the Procuring agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.
	32.2	Within thirty (30) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Procuring agency.

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| 33 Performance Security | <p>33.1 Within twenty (20) days of the receipt of notification of award from the Procuring agency, the successful Bidder shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the bidding documents, or in another form acceptable to the Procuring agency.</p> <p>33.2 Failure of the successful Bidder to comply with the requirement of ITB Clause 32 or ITB Clause 33.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the bid security, in which event the Procuring agency may make the award to the next lowest evaluated Bidder or call for new bids.</p> |
| 34. Corrupt or Fraudulent Practices | <p>34.1 The Government of Khyber Pakhtunkhwa requires that Procuring agency's (including beneficiaries of donor agencies' loans), as well as Bidders/Suppliers/Contractors under Government-financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the KPPRA, in accordance with the KPP Act, 2009 and Rules made thereunder:</p> <ul style="list-style-type: none"> a. defines, for the purposes of this provision, the terms set forth below as follows: <ul style="list-style-type: none"> 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 bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Procuring agency of the benefits of free and open competition; b. will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question; c. will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a Government-financed contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government-financed contract. <p>34.2 Furthermore, Bidders shall be aware of the provision stated in sub-clause 5.4 and sub-clause 24.1 of the General Conditions of Contract.</p> |

36. Integrity Pact 35.1 The Bidder shall sign and stamp the Integrity Pact provided at Form - 7 to Bid in the Bidding Document for all Provincial Government procurement contracts exceeding Rupees ten million. Failure to such Integrity Pact shall make the bidder non-responsive.

Part One - Section II.

General Conditions of Contract

Notes on the General Conditions of Contract

The General Conditions of Contract in Part One Section II, read in conjunction with the Special Conditions of Contract in Part Two Section III and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

The General Conditions of Contract herein shall not be altered. Any changes and complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract in Part Two Section III.

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General Conditions of Contract

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| 1. Definitions | <p>1.1 In this Contract, the following terms shall be interpreted as indicated:</p> <ul style="list-style-type: none">a. “The Contract” means the agreement entered into between the Procuring agency and the Supplier, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.b. “The Contract Price” means the price payable to the Supplier under the Contract for the full and proper performance of its contractual obligations.c. “The Goods” means all of the equipment, machinery, and/or other materials which the Supplier is required to supply to the Procuring agency under the Contract.d. “The Services” means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract.e. “GCC” means the General Conditions of Contract contained in this section.f. “SCC” means the Special Conditions of Contract.g. “The Procuring agency” means the organization purchasing the Goods, as named in SCC.h. “The Procuring agency’s country” is the country named in SCC.i. “The Supplier” means the individual or firm supplying the Goods and Services under this Contract.j. “The Project Site,” where applicable, means the place or places named in SCC.k. “Day” means calendar day. |
| 2. Application | <p>2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.</p> |
| 3. Country of Origin | <p>3.1 All Goods and Services supplied under the Contract shall have their origin in the countries and territories eligible under the rules and further elaborated in the SCC.</p> |

- 3.2 For purposes of this Clause, “origin” means the place where the Goods were mined, grown, or produced, or from which the Services are supplied. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially recognized new product results that is substantially different in basic characteristics or in purpose or utility from its components.
- 3.3 The origin of Goods and Services is distinct from the nationality of the Supplier.
4. Standards
- 4.1 The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods’ country of origin. Such standards shall be the latest issued by the concerned institution.
5. Use of Contract Documents and Information; Inspection and Audit by the Government
- 5.1 The Supplier shall not, without the Procuring agency’s prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring agency in connection therewith, to any person other than a person employed by the Supplier in the performance of the Contract. Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.
- 5.2 The Supplier shall not, without the Procuring agency’s prior written consent, make use of any document or information enumerated in GCC Clause 5.1 except for purposes of performing the Contract.
- 5.3 Any document, other than the Contract itself, enumerated in GCC Clause 5.1 shall remain the property of the Procuring agency and shall be returned (all copies) to the Procuring agency on completion of the Supplier’s performance under the Contract if so required by the Procuring agency.
- 5.4 The Supplier shall permit the Procuring agency to inspect the Supplier’s accounts and records relating to the performance of the Supplier and to have them audited by auditors appointed by the procuring agency, if so required.
6. Patent Rights
- 6.1 The Supplier shall indemnify the Procuring agency against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Procuring agency’s country.
7. Performance Security
- 7.1 Within twenty (20) days of receipt of the notification of Contract award, the successful Bidder shall furnish to the Procuring agency the performance security in the amount specified in SCC.
- 7.2 The proceeds of the performance security shall be payable to the Procuring agency as compensation for any loss resulting from the

Supplier's failure to complete its obligations under the Contract.

7.3 The performance security shall be denominated in the currency of the Contract acceptable to the Procuring agency and shall be in one of the following forms:

a. a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in the Procuring agency's country, in the form provided in the bidding documents or another form acceptable to the Procuring agency; or

b. a cashier's or certified check.

7.4 The performance security will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in SCC.

8. Inspections and Tests

8.1 The Procuring agency or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Procuring agency. SCC and the Technical Specifications shall specify what inspections and tests the Procuring agency requires and where they are to be conducted. The Procuring agency shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

8.2 The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring agency.

8.3 Should any inspected or tested Goods fail to conform to the Specifications, the Procuring agency may reject the Goods, and the Supplier shall either replace the rejected Goods or make alterations necessary to meet specification requirements free of cost to the Procuring agency.

8.4 The Procuring agency's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival in the Procuring agency's country shall in no way be limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Procuring agency or its representative prior to the Goods' shipment from the country of origin.

8.5 Nothing in GCC Clause 8 shall in any way release the Supplier from any warranty or other obligations under this Contract.

9. Packing

9.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final

destination, as indicated in the Contract. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

- 9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the Procuring agency.
10. Delivery and Documents
- 10.1 Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in the Schedule of Requirements. The details of shipping and/or other documents to be furnished by the Supplier are specified in SCC.
- 10.2 Documents to be submitted by the Supplier are specified in SCC.
11. Insurance
- 11.1 The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence insurance coverage is sellers responsibility.
12. Transportation
- 12.1 The Supplier is required under the Contract to transport the Goods to a specified place of destination within the Procuring agency's country, transport to such place of destination in the Procuring agency's country, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price.
13. Incidental Services
- 13.1 The Supplier may be required to provide any or all of the following services, including additional services, if any, specified in SCC:
- a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;
 - b. furnishing of tools required for assembly and / or maintenance of the supplied Goods;
 - c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;
 - d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and
 - e. training of the Procuring agency's personnel, at the Supplier's plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.

- 13.2 Prices charged by the Supplier for incidental services, if not included in the Contract Price for the Goods, shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged for other parties by the Supplier for similar services.
14. Spare Parts
- 14.1 As specified in SCC, the Supplier may be required to provide any or all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:
- a. such spare parts as the Procuring agency may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under the Contract; and
 - b. in the event of termination of production of the spare parts:
 - i. advance notification to the Procuring agency of the pending termination, in sufficient time to permit the Procuring agency to procure needed requirements;
 - ii. following such termination, furnishing at no cost to the Procuring agency, the blueprints, drawings, and specifications of the spare parts, if requested.
15. Warranty
- 15.1 The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under this Contract shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Procuring agency's specifications) or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the country of final destination.
- 15.2 This warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the Contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the source country, whichever period concludes earlier, unless specified otherwise in SCC.
- 15.3 The Procuring agency shall promptly notify the Supplier in writing of any claims arising under this warranty.
- 15.4 Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective Goods or parts thereof, without costs to the Procuring agency.
- 15.5 If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, within a reasonable period, the

Procuring agency may proceed to take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Procuring agency may have against the Supplier under the Contract.

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| 16. Payment | <p>16.1 The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.</p> <p>16.2 The Supplier's request(s) for payment shall be made to the Procuring agency in writing, accompanied by an invoice describing, as appropriate, the Goods delivered and Services performed, and by documents submitted pursuant to GCC Clause 10, and upon fulfillment of other obligations stipulated in the Contract.</p> <p>16.3 Payments shall be made promptly by the Procuring agency, but in no case later than sixty (60) days after submission of an invoice or claim by the Supplier.</p> <p>16.4 The currency of payment is Pak. Rupees.</p> |
| 17. Prices | <p>17.1 Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier in its bid, with the exception of any price adjustments authorized in SCC or in the Procuring agency's request for bid validity extension, as the case may be.</p> |
| 18. Change Orders | <p>18.1 The Procuring agency may at any time, by a written order given to the Supplier pursuant to GCC Clause 31, make changes within the general scope of the Contract in any one or more of the following:</p> <ul style="list-style-type: none"> a. drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Procuring agency; b. the method of shipment or packing; c. the place of delivery; and/or d. the Services to be provided by the Supplier. <p>18.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this clause must be asserted within thirty (30) days from the date of the Supplier's receipt of the Procuring agency's change order.</p> |
| 19. Contract Amendments | <p>19.1 Subject to GCC Clause 18, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.</p> |

20. Assignment	20.1	The Supplier shall not assign, in whole or in part, its obligations to perform under this Contract, except with the Procuring agency's prior written consent.
21. Subcontracts	21.1	The Supplier shall notify the Procuring agency in writing of all subcontracts awarded under this Contract if not already specified in the bid. Such notification, in the original bid or later, shall not relieve the Supplier from any liability or obligation under the Contract.
	21.2	Subcontracts must comply with the provisions of GCC Clause 3.
22. Delays in the Supplier's Performance	22.1	Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Procuring agency in the Schedule of Requirements.
	22.2	If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of the Goods and performance of Services, the Supplier shall promptly notify the Procuring agency in writing of the fact of the delay, its likely duration and its cause(s). As soon as practicable after receipt of the Supplier's notice, the Procuring agency shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by amendment of Contract.
	22.3	Except as provided under GCC Clause 25, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 23, unless an extension of time is agreed upon pursuant to GCC Clause 22.2 without the application of liquidated damages.
23. Liquidated Damages	2.31	Subject to GCC Clause 25, if the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in SCC. Once the maximum is reached, the Procuring agency may consider termination of the Contract pursuant to GCC Clause 24.
24. Termination for Default	24.1	The Procuring agency, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate this Contract in whole or in part: <ul style="list-style-type: none"> a. if the Supplier fails to deliver any or all of the Goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring agency pursuant to GCC Clause 22; or b. if the Supplier fails to perform any other obligation(s) under the Contract.

- c. if the Supplier, in the judgment of the Procuring agency has engaged in corrupt or fraudulent practices in competing for or in executing the Contract.

For the purpose of this clause:

“corrupt practice” means the offering, giving, receiving or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution.

“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 Borrower, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Borrower of the benefits of free and open competition.

- 24.2 In the event the Procuring agency terminates the Contract in whole or in part, pursuant to GCC Clause 24.1, the Procuring agency may procure, upon such terms and in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Procuring agency for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the extent not terminated.

25. Force Majeure

- 25.1 Notwithstanding the provisions of GCC Clauses 22, 23, and 24, the Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.
- 25.2 For purposes of this clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but are not restricted to, acts of the Procuring agency in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.
- 25.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring agency in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring agency in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

26. Termination for Insolvency

- 26.1 The Procuring agency may at any time terminate the Contract by giving written notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Supplier, provided that such termination will not

prejudice or affect any right of action or remedy which has accrued or will accrue thereafter to the Procuring agency.

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| 27. Termination
for
Convenience | 27.1 The Procuring agency, by written notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring agency's convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective. |
| | 27.2 The Goods that are complete and ready for shipment within thirty (30) days after the Supplier's receipt of notice of termination shall be accepted by the Procuring agency at the Contract terms and prices. For the remaining Goods, the Procuring agency may elect: <ul style="list-style-type: none">a. to have any portion completed and delivered at the Contract terms and prices; and/orb. to cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Services and for materials and parts previously procured by the Supplier. |
| 28. Resolution of
Disputes | 28.1 The Procuring agency and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract. |
| | 28.2 If, after thirty (30) days from the commencement of such informal negotiations, the Procuring agency and the Supplier have been unable to resolve amicably a Contract dispute, either party may require that the dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, conciliation mediated by a third party, adjudication in an agreed manner and/or arbitration. |
| 29. Governing
Language | 29.1 The Contract shall be written in the language specified in SCC. Subject to GCC Clause 30, the version of the Contract written in the specified language shall govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be written in the same language. |
| 30. Applicable
Law | 30.1 The Contract shall be interpreted in accordance with the laws of the Procuring agency's country, unless otherwise specified in SCC. |
| 31. Notices | 31.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by cable, telex, or facsimile and confirmed in writing to the other party's address specified in SCC. |
| | 31.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later. |
| 32. Taxes and
Duties | 32.1 Supplier shall be entirely responsible for all taxes, duties, license fees, etc., incurred until delivery of the contracted Goods to the Procuring agency. |

Khyber Pakhtunkhwa Public Procurement Regulatory Authority

Bidding Documents

For

Procurement of Goods

PART TWO Procurement Specific Provisions

- Invitation for Bids (IFB)
- Bid Data Sheet (BDS)
- Special Conditions of Contract (SCC)
- Schedule of Requirements
- Technical Specifications
- Sample Forms
- Eligibility

Preface

These Bidding Documents have been prepared for use by procuring agencies in the procurement of goods through National Competitive Bidding (NCB).

In order to simplify the preparation of bidding documents for each procurement, the Bidding Documents are grouped in two parts based on provisions which are fixed and that which are specific for each procurement. Provisions which are intended to be used unchanged are in Part one, which includes Section I, Instructions to Bidders, and Section II, General Conditions of Contract. Data and provisions specific to each procurement and contract are included in Part Two which includes Section II, Bid Data Sheet; Section III, Special Conditions of Contract; Section IV, Schedule of Requirements; Section V, Technical Specifications; and the forms to be used in Section I, Invitation for Bids, and Section VI, Sample Forms.

This is Part Two and contains data and provisions specific to each procurement. Care should be taken to check the relevance of the provisions of the Bidding Documents against the requirements of the specific goods to be procured. The following general directions should be observed when using the documents. In addition, each section is prepared with notes intended only as information for the Procuring agency or the person drafting the bidding documents. They shall not be included in the final documents, except for the notes introducing Section VI, Forms, where the information is useful for the Bidder.

- a. Specific details, such as the “name of the Procuring agency” and “address for bid submission,” should be furnished in the Invitation for Bids, in the Bid Data Sheet, and in the Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- b. Amendments, if any, to the Instructions to Bidders and to the General Conditions of Contract should be made through the Bid Data Sheet and the Special Conditions of Contract, respectively.
- c. Footnotes or notes in italics included in the Invitation for Bids, Bid Data Sheet, Special Conditions of Contract, and in the Schedule of Requirements are not part of the text of the document, although they contain instructions that the Procuring agency should strictly follow. The final document should contain no footnotes.

- d. The criteria for bid evaluation and the various methods of evaluation in the Instructions to Bidders (Clauses 25.3 and 25.4, respectively) should be carefully reviewed. Only those that are selected to be used for the procurement in question should be retained and expanded, as required, in the Bid Data Sheet or in the Technical Specifications, as appropriate. The criteria that are not applicable should be deleted from the Bid Data Sheet.
- e. Clauses included in the Special Conditions of Contract are illustrative of the provisions that should be drafted specifically by the Procuring agency for each procurement.
- f. The forms provided in Section VI should be completed by the Bidder or the Supplier; the footnotes in these forms should remain, since they contain instructions which the Bidder or the Supplier should follow.

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Part Two

Section I. Invitation for Bids

Notes on the Invitation for Bids

The Invitation for Bids (IFB) shall be issued as an advertisement in at least three newspaper of general circulation in the Province of Khyber Pakhtunkhwa or Authorities web site as the case may be, allowing at least fifteen days for NCB and forty five days(45) ICB for bid preparation and submission ;

The Invitation for Bids provides information that enables interested bidders to decide whether to participate. Apart from the essential items listed in the Standard Bidding Documents (SBD), the Invitation for Bids should also indicate any important bid evaluation criteria or qualification requirement (for example, a requirement for a minimum level of experience in manufacturing a similar type of goods for which the Invitation for Bids is issued) and that the bidders should give their best and final prices as no negotiations are allowed.

The Invitation for Bids should be incorporated into the bidding documents. The information contained in the Invitation for Bids must conform to the bidding documents and in particular to the relevant information in the Bid Data Sheet.

Invitation for Bids

Date: 28.08.2023

IFB No.PHSA/ADP-Proc-2023/Books/02

1. The Provincial Health Services Academy, Health Department Peshawar has received an allocation from the Public Fund in Pak rupees / Foreign Currency towards the cost of Upgradation of 09 Nursing Schools of the Province . It is intended that part of the proceeds of this allocated fund will be applied to eligible payments under the contract for supply of books and ancillary material.
2. The Provincial Health Services Academy, Health Department Peshawar now invites sealed bids from pre-qualified bidders for the supply of books and related services.
3. Interested pre-qualified bidders are provided with the bidding documents through email or may obtain further information from and inspect the bidding documents at the office of Provincial Health Services Academy, Health Department Peshawar or can download from www.phsa.edu.pk or www.kppra.gov.pk .
4. The provisions in the Instructions to Bidders and in the General Conditions of Contract are the provisions of the Khyber Pakhtunkhwa Public Procurement Act and its Rules made thereunder which also conform to the requirements of the World Bank *Standard Bidding Documents: Procurement of Goods for National Competitive Bidding, Pakistan, Part One*.
5. Bids must be delivered to the above office on or before 1200 hrs on 11.09.2023 and must be accompanied by a security of 2% of the total bid for the entire 09 institutes.
7. Bids will be opened in the presence of bidders' representatives who choose to attend at 11.09.2023 at 1200 hrs at the offices of Project Director / DG PHPSA Duranpur Peshawar.
8. The bidders are requested to give their best and final prices as no negotiations are expected.

Section II. Bid Data Sheet

Notes on the Bid Data Sheet

Section II is intended to assist the Procuring Agency in providing the specific information in relation to corresponding clauses in the Instructions to Bidders included in Part one Section I, and has to be prepared for each specific procurement.

The Procuring agency should specify in the Bid Data Sheet information and requirements specific to the circumstances of the Procuring agency, the processing of the procurement, the applicable rules regarding bid price and currency, and the bid evaluation criteria that will apply to the bids. In preparing Section II, the following aspects should be checked:

- a. Information that specifies and complements provisions of Part One Section I must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of Part One Section I as necessitated by the circumstances of the specific procurement, must also be incorporated.

Bid Data Sheet

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB) Part One. Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

<i>Introduction</i>	
<i>ITB 1.1</i>	<i>Name of Procuring Agency of Government of Khyber Pakhtunkhwa: Provincial Health Services Academy, Government of Khyber Pakhtunkhwa, Health Department Peshawar.</i>
<i>ITB 1.1</i>	<i>Loan or credit or Project allocation number. ADP No. 594/200050(2023-24)</i> <i>Loan or credit or Project allocation amount. Rs. 190 Million under ADP Scheme</i>
<i>ITB 1.1</i>	<i>Name of Project. “upgradation of existing 09 Nursing Schools of the Province to Nursing Colleges (HMC, LRH, KTH, Peshawar, Kohat, Bannu, Mardan, Swat and ATH Abbottabad)”</i>
<i>ITB 1.1</i>	<i>Name of Contract.</i> <i>Supply of Books & Ancillary Literary Material. The package includes 399 books items / Titles (Specified in the scheme)</i>
<i>ITB 4.1</i>	<i>Name of Procuring agency. Provincial Health Services Academy, Government of Khyber Pakhtunkhwa, Health Department Peshawar.</i>

ITB 6.1	<p>Procuring agency's address, telephone, telex, and facsimile numbers.</p> <p>Project Director/ Director General PHSA, Near OPF Housing Society Duranpur Peshawar.</p> <p>Email info@phsa.edu.pk</p> <p>Phone No. 091-2614131</p>
ITB 8.1	<p>Language of the bid.</p> <p>English</p>
	Bid Price and Currency: Pakistani Rupees
ITB 11.2	The price quoted shall be <u>inclusive of all taxes and duties applicable and inline with National Library of Pakistan Instructions</u>
ITB 11.5	The Price shall be fixed for both Local and Foreign Editions as per guidelines of National Library of Pakistan Instructions for the quarter concerned at the time of placement of order. The standing library conversion rates are issued vide their Letter No. F.5-3/2023-P&R dated 09 August 2023 for the quarter ending September 2023.
Preparation and Submission of Bids	
ITB 13.3 (d)	Qualification requirements. As specified in Application for Pre-Qualification Documents and subsequently only approved eligible Pre-Qualified Firms/Companies will be offered to participate in the financial bid.

ITB 14.3 (b)	<i>Spare parts required for-----[number] of years of operation. Not Applicable</i>
ITB 15.1	<i>Amount of bid security. 2% in the form of CDR i.e. Banker's Cheque of the entire quoted value for the supply of books to the 09 institutes bid contract value.</i>
ITB 16.1	<i>Bid validity period. 90 Days as per the current Quarterly specified Library Rates by the National Library of Pakistan.</i>
ITB 17.1	<i>Beside the paper based submission on this form, the soft form of price schedule form will be shared / sent to the pre-qualified firms which shall be filled with due diligence and without any modification to the structure of the soft form and shall submit it after opening of the financial bids accordingly as per opening date and time. Incase of any discrepancy in the price of any title, the paper based rates submission will be accepted only for consideration.</i>
ITB 18.2 (a)	<p><i>Address for bid submission.</i></p> <p><i>Project Director/ Director General PHSA, Near OPF Housing Society Dauranpur Peshawar.</i></p>
ITB 18.2 (b)	<i>IFB title and number. Supply of Books & Ancillary Literary Material./01</i>
ITB 19.1	<i>Deadline for bid submission. 11.09.2023 1200 Hrs</i>
ITB 22.1	<i>Time, date, and place for bid opening. 11.09.2023 1200 Hrs</i>
Bid Evaluation	

ITB 25.3	<p><i>Criteria for bid evaluation. Lowest Price of the latest Edition and Hardback format for the title list provided i.e. First to latest Edition of Book. then format then the lowest Price for the 399 listed books title.</i></p> <p><i>In case of non-availability of any listed title, for alternate title(s), other options of selection like requesting catalog of respective Co./ Firms', conducting book fair or off-the shelf selection will be held accordingly, however in the process of alternate title's selection keeping in view the latest edition and format, comparison of the price will not be performed.</i></p>
ITB 25.4 (a)	<p><i>Delivery schedule as provided in schedule of requirements.</i></p> <p><i>Delivery shall be made within one month after issuing/receiving of the supply order</i></p>
ITB 25.4 (b)	<p><i>Relevant parameters in accordance with option selected: Option(i) is to be imposed.</i></p>
Option (i)	<p><i>0.5 percent per week of the contract / supply order value.</i></p>
ITB 25.4 (c) (ii)	<p><i>Deviation in payment schedule.</i></p> <p><i>Annual interest rate.</i></p>
ITB 25.4 (d)	<p><i>Cost of spare parts. N.A</i></p>
ITB 25.4 (e)	<p><i>Spare parts and after sales service facilities in the Procuring Agency's country. N.A</i></p>
ITB 25.4 (f)	<p><i>Operating and maintenance costs. N.A</i></p>

ITB 25.4 (g)	<i>Performance and productivity of equipment. Copy of Original Import Bill, whereas the proof of import to be provided</i>
ITB 25.4 (h)	<p><i>Details on the evaluation method or reference to the Technical Specifications.</i></p> <p><i>Title-Wise lowest bid for latest edition with hardback format preferred.</i></p>
ITB 25.4 Alternative	<p><i>Specify the evaluation factors.</i></p> <p><i>Latest Edition with preferred hardback binding and Lowest Price of each title</i></p> <p><i>Alternate title selection Options before the procuring Agency, in case some of the listed titles are not available, includes selection from the firm's respective subject Catalog, conducting a book-fair or Off-the-shelf options.</i></p> <p><i>Note: In case of alternate selection options to exercise, the price will not be compared then.</i></p>
<i>Contract Award</i>	
ITB 29.1	<p><i>Percentage for quantity increase or decrease.</i></p> <p><i>The quantity may increase or decrease based on various factors e.g. availability / non-availability of some titles, funds etc.</i></p>

Section III. Special Conditions of Contract

Notes on the Special Conditions of Contract

Similar to the Bid Data Sheet in Section II, the clauses in this Section are intended to assist the Procuring agency in providing contract-specific information in relation to corresponding clauses in the General Conditions of Contract.

The provisions of Section III complement the General Conditions of Contract included in Part one, Section II, specifying contractual requirements linked to the special circumstances of the Procuring agency, the Procuring agency's country, the sector, and the Goods purchased. In preparing Section III, the following aspects should be checked:

- a. Information that complements provisions of Part one Section II must be incorporated.
- b. Amendments and/or supplements to provisions of Part one Section II, as necessitated by the circumstances of the specific purchase, must also be incorporated.

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Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)

GCC 1.1 (g)—The Procuring agency is: Provincial Health Services Academy, Health Department, Peshawar

GCC 1.1 (h)—The Procuring agency's country is: Pakistan

GCC 1.1 (i)—The Supplier is:

GCC 1.1 (j)—The Project Site is:

Govt. College of Nursing Khyber Teaching Hospital, Peshawar, College of Nursing Lady Reading Hospital, Peshawar, College of Hayatabad Medical Complex Hospital, Peshawar, Govt. College of Nursing D.I Khan, Govt. College of Nursing Bannu, Govt. College of Nursing Kohat, Govt. College of Nursing Mardan, Govt. College of Nursing Swat, Govt. College of Nursing Ayub Teaching Hospital Abbottabad

2. Country of Origin (GCC Clause 3)

All countries and territories as indicated in Part Two Section VI of the bidding documents, "Eligibility for the Provisions of Goods, Works, and Services in Government-Financed Procurement".

3. Performance Security (GCC Clause 7)

GCC 7.1—The amount of performance security, as a percentage of the Contract Price, shall be 5% of the total amount of approved items.

GCC 7.4— Warranty N.A

4. Inspections and Tests (GCC Clause 8)

GCC 8.6—Inspection / Acceptance of Books are as follows:

1. The inspection Committee of the Project will inspect the supplied books along with ancillary material at PHSA Peshawar as per specification and requirements..
2. If the committee is satisfied with the supply, it will issue the acceptance certificate for the supply or reject the supply with observation accordingly.

5. Packing (GCC Clause 9)

As the procurement is centralized for all the nine (09) nursing schools across the province, therefore each respective title spine shall be marked with respective college number given below:

1. Government College of Nursing, LRH Peshawar
2. Government College of Nursing, KTH Peshawar
3. Government College of Nursing, HMC Peshawar
4. Government College of Nursing, MMC Mardan
5. Government College of Nursing, Saidu Sharif Swat
6. Government College of Nursing, ATH Abbottabad
7. Government College of Nursing, LMH Kohat
8. Government College of Nursing, DHQ Bannu
9. Government College of Nursing, MMMH D.I.Khan

(Note: The respective institute number shall appear on the spine of the respective number of title(s) procured for that institutes. Suppose, if an order contains 45 titles, it means each college will get 5 copies of the same title. Therefore, the 5 copies shall bear respective institute code on their spine.)

6. Delivery and Documents (GCC Clause 10)

DDP terms

GCC 10.3—Upon shipment, the Supplier shall notify the Procuring agency the full details of

the shipment, including Contract number, description of Goods, quantity and usual transport document. The Supplier shall mail the following documents to the Procuring agency:

- i. copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;
- ii. original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods;
 - i. copies of the packing list identifying contents of each package/Item;
 - ii. insurance certificate; N.A
 - iii. Manufacturer's or Supplier's warranty certificate; N.A
 - iv. inspection certificate, issued by the nominated inspection agency, and the Supplier's factory inspection report; and
 - v. Certificate of origin.

7. Insurance (GCC Clause 11)

GCC 11.1— The Goods supplied under the Contract shall be delivered duty paid (DDP) under which risk is transferred to the buyer after having been delivered, hence insurance coverage is the seller's responsibility. Since the Insurance is the seller's responsibility they may arrange appropriate coverage.

8. Incidental Services (GCC Clause 13)

GCC 13.1—Incidental services to be provided are:
Not Applicable

9. Spare Parts (GCC Clause 14)

Not Applicable

10. Warranty (GCC Clause 15)

Not Applicable

11. Payment (GCC Clause 16)

GCC 16.1—The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:

Payment for Goods supplied:

Payment shall be made in Pak. Rupees in the following manner:

- i. No advance payment is allowed.
- ii. On Shipment of supplies and upon issuance of the acceptance report by the Inspection Committee concerned, 100% percent of the Contract Price of the Goods shall be processed.
- iii. Payment of local currency portion shall be made in Pakistani Rupees within thirty (30) days of presentation of claim supported by a certificate from the Procuring agency declaring that the Goods have been delivered and that all other contracted Services have been performed.
- iv. 100% of the Contract Price on complete delivery of store within thirty (30) days on submission of claim supported by acceptance certificate from procuring agency declaring Goods have been delivered and that all contracted services have been performed.
- v. Part payment on part supply may be allowed

12. Prices (GCC Clause 17)

GCC 17.1—Prices shall be fixed in accordance with provisions of National Library of Pakistan Guidelines for conversion and for the time specified in the Attachment to SCC.

13. Liquidated Damages (GCC Clause 23)

GCC 23.1—Applicable rate: *(0.5) percent per fortnight, of the Contract Price*

14. Resolution of Disputes (GCC Clause 28)

GCC 28.3—The dispute resolution mechanism to be applied pursuant to GCC Clause 28.2 shall be as follows:

In the case of a dispute between the Procuring agency and the Supplier, the dispute shall be referred to adjudication or arbitration in accordance with the laws of the Procuring agency's country.

15. Governing Language (GCC Clause 29)

GCC 29.1—The Governing Language shall be the English language.

16. Applicable Law (GCC Clause 30)

GCC 30.1-The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan which includes the following legislation:

The Employment of Children (ECA) Act 1991

The Bonded Labour System (Abolition) Act of 1992

The Factories Act 1934

17. Notices (GCC Clause 31)

GCC 31.1—Procuring agency’s address for notice purposes:

Project Director/ Director General PHSA,

Near OPF Housing Society Duranpur Peshawar.

Email info@phsa.edu.pk

—Supplier’s address for notice purposes:

Section IV. Schedule of Requirements

Schedule of Requirements

The delivery schedule will be eight (08) weeks after the issuance of the supply order extended on penalty up to further 4 weeks at the rate as mentioned in GCC 23.1. The supply order issued will be valid for 12 weeks i.e. 8 weeks normal time of goods delivery and 4 weeks grace period on penalty only. If the firm / contractor failed to supply goods after the expiry of 12 weeks, the procuring agency may terminate the supply order and proceed further to ensure procurement accordingly without further loss to the public and its exchequer at large. (Note: The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery required.)

S.No.	Title	Author / Publisher	Edition Year	ISBN	Qty Reqd per Institute	Qty Req for 09 Institutes
T-1	2017 LIPPINCOTT POCKET DRUG GUIDE FOR NURSES 5TH/ED...	KARCH A M	2016	9781496353788	5	45
T-2	ADVANCED HEALTH ASSESSMENT & CLINICAL DIAGNOSIS IN PRIMARY CARE 5TH/ED	DAINS J E	2016	9780323266253	5	45
T-3	ADVANCED PRACTICE NURSING: AN INTEGRATIVE APPROACH 5TH/ED...O/P	HAMRIC A B	2014	9781455739806	5	45
T-4	ADVANCED PRACTICE NURSING: EVOLVING ROLES FOR THE TRANSFORMATION OF TH	DENISCO S M	2013	9781449665067	5	45
T-5	ANATOMY AND PHYSIOLOGY FOR GENERAL NURSING AND MIDWIFERY 2ND/ED (WITH WORKBOOK)	RAJU S M	2015	9789351525592	5	45
T-6	ANATOMY AND PHYSIOLOGY FOR HEALTH PROFESSIONALS (IE)	MOINI J	2012	9781449632298	5	45
T-7	ANATOMY AND PHYSIOLOGY FOR MIDWIVES 3RD/ED	COAD J	2013	9780702051845	5	45
T-8	ANATOMY AND PHYSIOLOGY FOR NURSES 13TH/ED (IND/ED)	WATSON R	2017	9788131228999	5	45
T-9	ANATOMY AND PHYSIOLOGY FOR NURSES 3RD/ED (IND/ED)	GILENISTER T W	2004	9788123900346	5	45
T-10	APPLYING NURSING PROCESS: A TOOL FOR CRITICAL THINKING	AHUJA R	2010	9788126143061	5	45
T-11	BAILLIERE'S NURSES DICTIONARY: FOR NURSES AND HEALTH CARE WORKERS 26TH	WELLER B F	2014	9780702053290	5	45
T-12	BAILLIÈRE'S NURSES' DICTIONARY: FIRST SOUTH ASIA EDITION (IND/ED)	KAUSHIK	2016	9788131244562	5	45
T-13	BASIC GERIATRIC NURSING 6TH/ED	WILLIAMS P	2016	9780323187749	5	45
T-14	BASIC NURSING 7TH/ED (IND/ED)	POTTER P A	2011	9788131226506	5	45
T-15	BASIC NURSING PROCEDURE MANUAL AND ESSENTIALS (IND/ED)	THRESYAMMA T P	2017	9788123924298	5	45
T-16	BASIC PHARMACOLOGY FOR NURSES 17TH/ED	CLAYTON B D	2017	9780323311120	5	45
T-17	BASIC STATISTICS FOR THE HEALTH SCIENCES 5TH/ED...O/P	KUZMA J W	2005	9780072844030	5	45
T-18	BERRY AND KOHN'S OPERATING ROOM TECHNIQUE 12TH/ED...(IND/ED)...O/P	PHILLIPS N	2013	9788131233443	5	45
T-19	BIOCHEMISTRY FOR NURSES 2ND/ED (IND/ED)	ANTHIKAD J	2011	9788180612145	5	45
T-20	BIOSTATISTICS: BASIC CONCEPTS AND METHODOLOGY FOR THE HEALTH SCIENCES 10TH/ED (IE)	DANIEL W W	2014	9781118362204	5	45
T-21	BRUNNER & SUDDARTH'S TEXTBOOK OF MEDICAL-SURGICAL NURSING 13TH/ED (2 VOLS SET)	HINKLE J L	2014	9789351292067	5	45
T-22	BURNS AND GROVE'S THE PRACTICE OF NURSING RESEARCH: APPRAISAL SYNTHESIS	GRAY J R	2016	9780323377584	5	45
T-23	CANCER NURSING: PRINCIPLES AND PRACTICE 7TH/ED	YARBRO C H	2011	9780763763572	5	45
T-24	CANCER NURSING: PRINCIPLES AND PRACTICE 8TH/ED	YARBRO C H	2018	9781284055979	5	45

T-25	CARDIAC NURSING 6TH/ED	WOODS S L	2010	9780781792806	5	45
T-26	CERTIFICATION AND CORE REVIEW FOR NEONATAL INTENSIVE CARE NURSING 5TH/ED	WATSON R L	2017	9780323391290	5	45
T-27	CLASSROOM SKILLS FOR NURSE EDUCATORS	CLARK C C	2008	9780763749750	5	45
T-28	CLINICAL INSTRUCTION AND EVALUATION: A TEACHING RESOURCE 3RD/ED	O'CONNOR A B	2015	9780763772246	5	45
T-29	CLINICAL MICROBIOLOGY MADE RIDICULOUSLY SIMPLE 6TH/ED (IND/ED)	GLADWIN M	2014	9789351523987	5	45
T-30	CLINICAL MICROBIOLOGY: AN INTRODUCTION FOR HEALTHCARE PROFESSIONALS 8TH/ED	WILSON J	2001	9780702023163	5	45
T-31	CLINICAL NURSING PROCEDURES: THE ART OF NURSING PRACTICE 3RD/ED (IND/E)	JACOB A	2015	9789351525332	5	45
T-32	CLINICAL NURSING SKILLS AND TECHNIQUES	SUBHASH G P	2013	9789351110583	5	45
T-33	COMMUNICATION AND EDUCATIONAL TECHNOLOGY: CONTEMPORARY PEDAGOGY FOR HEALTH CARE	SHARMA S K	2016	9788131243749	5	45
T-34	COMMUNICATION AND INTERPERSONAL SKILLS IN NURSING 3RD/ED	BACH S	2015	9781473902572	5	45
T-35	COMMUNICATION AND NURSING EDUCATION (LPE)	PATIDAR A B	2013	9788131788394	5	45
T-36	COMMUNITY AS PARTNER: THEORY AND PRACTICE IN NURSING 7TH/ED	ANDERSON E T	2015	9781451190939	5	45
T-37	COMMUNITY HEALTH NURSING 3RD/ED: FOR BSC & PB BSC NURSING STUDENTS (2 VOLS SET)	BASAVANTHAP PA B	2016	9789351529187	5	45
T-38	COMMUNITY HEALTH NURSING PROCEDURES (IND/ED)	KAUR B	2012	9789350902028	5	45
T-39	COMMUNITY HEALTH NURSING RECORD BOOK FOR PB BSC NURSING PROGRAM (IND/E)	MANIVANNAN C	2016	9789352501342	5	45
T-40	COMMUNITY HEALTH NURSING: CARING FOR THE PUBLIC'S HEALTH 3RD/ED	LUNDY K S	2016	9781449691493	5	45
T-41	COMMUNITY HEALTH NURSING: HEALTH CARE STARTS AT HOME (IND/ED)	GHOSH J M	2016	9788123929699	5	45
T-42	COMMUNITY/PUBLIC HEALTH NURSING PRACTICE: HEALTH FOR FAMILIES 5TH/ED	MAURER F A	2013	9781455707621	5	45
T-43	COMMUNITY/PUBLIC HEALTH NURSING: PROMOTING THE HEALTH OF POPULATIONS 6TH/ED	NIES M A	2015	9780323188197	5	45
T-44	COMPREHENSIVE TEXTBOOK OF FOUNDATION OF NURSING (IND/ED)	NISSANKA R	2016	9789352500215	5	45
T-45	CONTEMPORARY NURSING: ISSUES, TRENDS, & MANAGEMENT 7TH/ED	CHERRY B	2017	9780323390224	5	45
T-46	CORE CURRICULUM FOR MATERNAL-NEWBORN NURSING 5TH/ED	MATTSON S	2015	9780323287630	5	45
T-47	COUNSELING YOUNG PEOPLE	NOONAN E	1983	9780415049429	5	45
T-48	CRITICAL CARE NURSING MADE INCREDIBLY EASY 4TH/ED	LWW	2016	9781496306937	5	45
T-49	CUMULATIVE RECORD OF CLINICAL LEARNING EXPERIENCE FOR POST BASIC BSC N	GOWDA S N	2015	9789351523499	5	45
T-50	CURRENT ISSUES IN NURSING 8TH/ED	COWEN P S	2011	9780323065719	5	45
T-51	CURRICULUM DEVELOPMENT IN NURSING EDUCATION 3RD/ED	IWASIW C L	2015	9781284026269	5	45
T-52	DAY SURGERY: CONTEMPORARY APPROACHES TO NURSING CARE	TIMMINS F	2009	9780470319840	5	45
T-53	DEVELOPING NURSING KNOWLEDGE: PHILOSOPHICAL TRADITIONS AND INFLUENCES	RODGERS B L	2004	9780781747080	5	45
T-54	DICTIONARY FOR NURSES (IND/ED)	D'SOUZA J	2017	9788123927169	5	45
T-55	DORLAND'S ILLUSTRATED MEDICAL DICTIONARY 32ND/ED...(IE)	DORLAND	2012	9780808924180	5	45
T-56	DOSAGE CALCULATIONS MADE INCREDIBLY EASY! 5TH/ED	HARVEY M	2016	9781496308375	5	45
T-57	ELECTRONIC NURSING RECORDS	MOGLI G D	2016	9789385999123	5	45
T-58	EMERGENCY NURSING MADE INCREDIBLY EASY 2ND/ED	SPRINGHOUS E	2015	9781451193541	5	45
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T-232	TEXTBOOK ON WARD MANAGEMENT IN NURSING PRACTICE	CLEMENT I	2015	9789351525899	5	45
T-233	THEORETICAL BASIS FOR NURSING 4TH/ED (INCLUDES ONLINE ACCESS)	MCEWEN M	2014	9781451190311	5	45
T-234	THEORIES OF DEVELOPMENT: CONCEPTS AND APPLICATIONS 6TH/ED	CRAIN W	2011	9780205810468	5	45
T-235	TOOHEY'S MEDICINE: TEXTBOOK FOR STUDENTS IN NURSING & HEALTH CARE PROFESSION (IND/ED)	BLOOM S R	2014	9788131211526	5	45
T-236	TRANSCULTURAL CONCEPTS IN NURSING CARE 7TH/ED (INCLUDES ONLINE ACCESS)	ANDREWS M M	2016	9781451193978	5	45
T-237	TROUNCE'S CLINICAL PHARMACOLOGY FOR NURSES 18TH/ED (IE)	GREENSTEIN	2013	9780443068058	5	45
T-238	UNDERSTANDING NURSING RESEARCH	MOHAN V	2013	9789351110590	5	45
T-239	UNDERSTANDING NURSING RESEARCH: BUILDING AN EVIDENCE-BASED PRACTICE 6TH/ED	GROVE S K	2015	9788131240632	5	45
T-240	UNDERSTANDING PATHOPHYSIOLOGY 6TH/ED	HUETHER S E	2017	9780323354097	5	45
T-241	VARCAROLIS' FOUNDATIONS OF PSYCHIATRIC-MENTAL HEALTH NURSING: A CLINICAL APPROACH 7TH/ED...O/P	HALTER M J	2014	9781455753581	5	45

T-242	WARD PROCEDURES 6TH/ED (IND/ED)	PATEL M B	2013	9788131234402	5	45
T-243	WONG'S ESSENTIALS OF PEDIATRIC NURSING 10TH/ED	HOCKENBERRY M J	2017	9780323353168	5	45
T-244	WONG'S ESSENTIALS OF PEDIATRIC NURSING: SOUTH ASIAN EDITION	JUDIE A	2015	9788131239926	5	45
T-245	WRITING LITERATURE REVIEWS: A GUIDE FOR STUDENTS OF THE SOCIAL AND BEHAVIORAL SC	GALVAN J L	2017	9780415315746	5	45
T-246	NHW 4E BEG TEACH ITOOLS DVD-ROM	Soar		9780194771221	1	9
T-247	NHW 4E ELEM TEACH ITOOLS DVD-ROM	Soar		9780194769211	1	9
T-248	NHW 4E PRE-INTER TEACH ITOOLS DVD-ROM	Soar		9780194769716	1	9
T-249	NHW 4E INT TEACH ITOOLS DVD-ROM	Soar		9780194770156	1	9
T-250	NHW 4E U-INT TEACH ITOOLS DVD-ROM	Soar		9780194718905	1	9
T-251	SPEAK NOW 1 SB PK	Oxford University Press		9780194030151	2	18
T-252	SPEAK NOW 2 SB PK	Oxford University Press		9780194030168	2	18
T-253	SPEAK NOW 3 SB PK	Oxford University Press		9780194030175	2	18
T-254	SPEAK NOW 1 TB PK	Oxford University Press		9780194030182	2	18
T-255	SPEAK NOW 2 TB PK	Oxford University Press		9780194030199	2	18
T-256	SPEAK NOW 3 TB PK	Oxford University Press		9780194030205	2	18
T-257	SPEAK NOW 4 TB PK	Oxford University Press		9780194030403	2	18
T-258	SPEAK NOW 4 SB PK	Oxford University Press		9780194030410	2	18
T-259	SPEAK NOW 1 WB	Oxford University Press		9780194030526	2	18
T-260	SPEAK NOW 2 WB	Oxford University Press		9780194030533	2	18
T-261	SPEAK NOW 3 WB	Oxford University Press		9780194030540	2	18
T-262	SPEAK NOW 4 WB	Oxford University Press		9780194030557	2	18
T-263	SELECT READING 2E P-INT SB	Oxford University Press		9780194332118	2	18
T-264	SELECT READING 2E INT SB	Oxford University Press		9780194332125	2	18
T-265	SELECT READING 2E U-INT SB	Oxford University Press		9780194332170	2	18
T-266	SELECT READINGS 2E ELEM SB	Oxford University Press		9780194332231	2	18
T-267	INSIDE READING 2E SB INTRO	Oxford University Press		9780194416269	2	18
T-268	INSIDE READING 2E SB 1	Oxford University Press		9780194416276	2	18
T-269	INSIDE READING 2E SB 2	Oxford University Press		9780194416283	2	18
T-270	INSIDE READING 2E SB 3	Oxford University Press		9780194416290	2	18
T-271	INSIDE READING 2E SB 4	Oxford University Press		9780194416306	2	18
T-272	TUNE IN 1 SB W/CD PK	Oxford University Press		9780194471008	2	18
T-273	TUNE IN 1 TB W/CD-ROM PK	Oxford University Press		9780194471039	2	18
T-274	TUNE IN 1 TST PK W/CD (PK)	Oxford University Press		9780194471053	2	18
T-275	TUNE IN 2 SB W/CD PK	Oxford University Press		9780194471084	2	18

T-276	TUNE IN 2 TB W/CD-ROM PK	Oxford University Press	9780194471114	2	18
T-277	TUNE IN 2 TST PK W/CD (PK)	Oxford University Press	9780194471138	2	18
T-278	TUNE IN 3 SB W/CD PK	Oxford University Press	9780194471169	2	18
T-279	TUNE IN 3 TB W/CD-ROM PK	Oxford University Press	9780194471190	2	18
T-280	TUNE IN 3 TST PK W/CD (PK)	Oxford University Press	9780194471213	2	18
T-281	WRITING FOR THE REAL WORLD 1 SB	Oxford University Press	9780194538145	2	18
T-282	WRITING FOR THE REAL WORLD 2 SB	Oxford University Press	9780194538176	2	18
T-283	WRITING FOR THE REAL WORLD 1 TEACH GUIDE	Oxford University Press	9780194538206	2	18
T-284	WRITING FOR THE REAL WORLD 2 TEACH GUIDE	Oxford University Press	9780194538213	2	18
T-285	IN WRITING INTRO SB	Oxford University Press	9780194601061	2	18
T-286	IN WRITING 1 SB	Oxford University Press	9780194601160	2	18
T-287	IN WRITING 2 SB	Oxford University Press	9780194601269	2	18
T-288	IN WRITING 3 SB	Oxford University Press	9780194601368	2	18
T-289	IN WRITING 4 SB	Oxford University Press	9780194601467	2	18
T-290	HEADWAY 2 AC SKILLS R/W TB PK	Oxford University Press	9780194741637	2	18
T-291	HEADWAY 3 AC SKILLS R/W TB PK	Oxford University Press	9780194741644	2	18
T-292	HEADWAY 1 AC SKILLS L/S TB PK	Oxford University Press	9780194741651	2	18
T-293	HEADWAY 2 AC SKILLS L/S TB PK	Oxford University Press	9780194741668	2	18
T-294	HEADWAY 3 AC SKILLS L/S TB PK	Oxford University Press	9780194741675	2	18
T-295	HEADWAY INTRO AC SKILLS LS SB & OL PR PK	Oxford University Press	9780194741729	2	18
T-296	HEADWAY INTRO AC SKILLS L/S TB PK	Oxford University Press	9780194741934	2	18
T-297	HEADWAY INTRO AC SKILLS R/W TB PK	Oxford University Press	9780194741941	2	18
T-298	HEADWAY INTRO AC SKILLS RW SB & OL PR PK	Oxford University Press	9780194741958	2	18
T-299	HEADWAY 1 AC SKILLS LS SB & OL PR PK	Oxford University Press	9780194742139	2	18
T-300	HEADWAY 2 AC SKILLS LS SB & OL PR PK	Oxford University Press	9780194742146	2	18
T-301	HEADWAY 3 AC SKILLS LS SB & OL PR PK	Oxford University Press	9780194742153	2	18
T-302	HEADWAY 1 AC SKILLS R/W SB & OL PR PK	Oxford University Press	9780194742160	2	18
T-303	HEADWAY 2 AC SKILLS R/W SB & OL PR PK	Oxford University Press	9780194742177	2	18
T-304	HEADWAY 3 AC SKILLS R/W SB & OL PR PK	Oxford University Press	9780194742184	2	18
T-305	AM ENG FILE 2E START SB PK	Oxford University Press	9780194776141	2	18
T-306	AM ENG FILE 2E 1 SB PK	Oxford University Press	9780194776158	2	18
T-307	AM ENG FILE 2E 2 SB PK	Oxford University Press	9780194776165	2	18
T-308	AM ENG FILE 2E 3 SB PK	Oxford University Press	9780194776172	2	18

T-309	AM ENG FILE 2E 4 SB PK	Oxford University Press		9780194776189	2	18
T-310	AM ENG FILE 2E 5 SB PK	Oxford University Press		9780194776196	2	18
T-311	AM ENG FILE 2E START TB PK	Oxford University Press		9780194776325	2	18
T-312	AM ENG FILE 2E 1 TB PK	Oxford University Press		9780194776332	2	18
T-313	AM ENG FILE 2E 2 TB PK	Oxford University Press		9780194776349	2	18
T-314	AM ENG FILE 2E 3 TB PK	Oxford University Press		9780194776356	2	18
T-315	AM ENG FILE 2E 4 TB PK	Oxford University Press		9780194776363	2	18
T-316	AM ENG FILE 2E 5 TB PK	Oxford University Press		9780194776370	2	18
T-317	AM ENG FILE 2E START WB W/O KEY PK	Oxford University Press		9780194776387	2	18
T-318	AM ENG FILE 2E 1 WB W/O KEY PK	Oxford University Press		9780194776394	2	18
T-319	AM ENG FILE 2E 2 WB W/O KEY PK	Oxford University Press		9780194776400	2	18
T-320	AM ENG FILE 2E 3 WB W/O KEY PK	Oxford University Press		9780194776417	2	18
T-321	AM ENG FILE 2E 4 WB W/O KEY PK	Oxford University Press		9780194776424	2	18
T-322	AM ENG FILE 2E 5 WB W/O KEY PK	Oxford University Press		9780194776431	2	18
T-323	NHW 4E BEG SB & ITUTOR DVD-ROM PK	Oxford University Press		9780194771047	2	18
T-324	NHW 4E BEG TR DISC PK	Oxford University Press		9780194771115	2	18
T-325	NHW 4E BEG WB W/ KEY & ICHECKER PK	Oxford University Press		9780194771085	2	18
T-326	NEW HEADWAY ELEM 4E SB A	Oxford University Press		9780194768993	2	18
T-327	NEW HEADWAY ELEM 4E SB B	Oxford University Press		9780194769006	2	18
T-328	NEW HEADWAY ELEMENTARY 4E TR DISC PK	Oxford University Press		9780194769112	2	18
T-329	NHW 4E ELEM WB W/KEY & ICHECK CD-ROM PK	Oxford University Press		9780194770521	2	18
T-330	NHW 4E P-INT SB A	Oxford University Press		9780194769563	2	18
T-331	NHW 4E P-INT SB B	Oxford University Press		9780194769570	2	18
T-332	NHW 4E P-INT TR DISC PK	Oxford University Press		9780194769655	2	18
T-333	NHW 4E P-INT WB W/ KEY & ICHECK CD PK	Oxford University Press		9780194769648	2	18
T-334	NHW 4E INT SB A	Oxford University Press		9780194768658	2	18
T-335	NHW 4E INT SB B	Oxford University Press		9780194768665	2	18
T-336	NHW 4E INT WB W/KEY & ICHECKER CDROM P	Oxford University Press		9780194770231	2	18
T-337	NEW HEADWAY INTERMEDIATE 4E TB PACK	Oxford University Press		9780194768771	2	18
T-338	NHW 4E U-INT SB & ITUTOR DVD-ROM PK	Oxford University Press		9780194771818	2	18
T-339	NHW 4E U-INT TB & TEACH RES CD-ROM PK	Oxford University Press		9780194718868	2	18
T-340	NHW 4E U-INT WB W/KEY & ICHECK PK	Oxford University Press		9780194718882	2	18
T-341	NEW HEADWAY ADVANCED SB	Oxford University Press		9780194369305	2	18

T-342	NEW HEADWAY ADVANCED TB	Oxford University Press	9780194369312	2	18
T-343	NEW HEADWAY ADVANCED WB W/KEY	Oxford University Press	9780194369329	2	18
T-344	NEW HEADWAY ADVANCED TEACH RES BOOK	Oxford University Press	9780194386883	2	18
T-345	NHW 4E ELEM SB & ITUTOR & OSP PK	Oxford University Press	9780194772723	2	18
T-346	NHW 4E P-INT SB & ITUTOR & OSP PK	Oxford University Press	9780194772754	2	18
T-347	NHW 4E INT SB & ITUTOR & OSP PK	Oxford University Press	9780194772785	2	18
T-348	OXFORD ENGLISH FOR CAREERS MEDICINE 1 STUDENTS BOOK	Oxford University Press	9780194023009	2	18
T-349	OXFORD ENGLISH FOR CAREERS MEDICINE 1 TRB	Oxford University Press	9780194023016	2	18
T-350	OXFORD ENGLISH FOR CAREERS MEDICINE 2 STUDENTS BOOK	Oxford University Press	9780194569569	2	18
T-351	OXFORD ENGLISH FOR CAREERS MEDICINE 2 TRB	Oxford University Press	9780194569576	2	18
T-352	OXF ENG FOR CAREERS: NURSING 1 SB	Oxford University Press	9780194569774	2	18
T-353	OXF ENG FOR CAREERS: NURSING 1 TRB	Oxford University Press	9780194569781	2	18
T-354	OXF ENG FOR CAREERS: NURSING 2 SB	Oxford University Press	9780194569880	2	18
T-355	OXF ENG FOR CAREERS: NURSING 2 TRB	Oxford University Press	9780194569903	2	18
T-356	EPIDEMIOLOGIC METHODS 2E	Oxford University Press	9780195314465	1	9
T-357	EPIDEMIOLOGY 2E	Oxford University Press	9780195597318	1	9
T-358	OH EPIDEM CLIN & OH PUB HEAL OXHMED PCK	Oxford University Press	9780198785064	1	9
T-359	EXPOSURE ASSESS ENV EPIDEMIOLOGY 2E	Oxford University Press	9780199378784	1	9
T-360	EPIDEMIOLOGY & PREVENTION OCTS 2E	Oxford University Press	9780199660537	1	9
T-361	STAT MODELS EPIDEMIOLOGY	Oxford University Press	9780199671182	1	9
T-362	CURRENT TOPICS OCCUPATION EPIDEMIOLOGY	Oxford University Press	9780199683901	1	9
T-363	TEACHING EPIDEMIOLOGY 4E	Oxford University Press	9780199685004	1	9
T-364	HEALTH MEAS SCALES PRACT GUIDE DEV 5E	Oxford University Press	9780199685219	1	9
T-365	NUTRITIONAL EPIDEMIOLOGY 3E MEB	Oxford University Press	9780199754038	1	9
T-366	EPIDEMIOLOGY AN INTRODUCTION 2E	Oxford University Press	9780199754557	1	9
T-367	LILIENTFELD'S FOUND OF EPIDEMIOLOGY 4E	Oxford University Press	9780195377675	5	45
T-368	SOCIAL EPIDEMIOLOGY 2E	Oxford University Press	9780195377903	1	9
T-369	EPIDEMIOLOGY MATTERS	Oxford University Press	9780199331246	5	45
T-370	CLIMATE CHANGE & PUBLIC HEALTH	Oxford University Press	9780190202453	2	18
T-371	PREVENTION, POLICY, & PUBLIC HEALTH	Oxford University Press	9780190224653	5	45
T-372	FOOD LAW FOR PUBLIC HEALTH FPHE	Oxford University Press	9780190227258	5	45
T-373	VALUING HEALTH PLB	Oxford University Press	9780190233181	5	45
T-374	CONSUMERS, CORP, & PUBLIC HEALTH	Oxford University Press	9780190235123	5	45

T-375	PREVENTION PRACTICE IN PRIMARY CARE	Oxford University Press	9780195373011	5	45
T-376	THE AUSTRALIAN HEALTH CARE SYSTEM 5E	Oxford University Press	9780195596403	5	45
T-377	SOCIAL DETERMINANTS HEALTH 2E	Oxford University Press	9780198565895	5	45
T-378	MEAS VALU HEAL BENEF ECON EVAL	Oxford University Press	9780198569824	5	45
T-379	HEALTH PROMOTION:IDEAL THEO PRAC	Oxford University Press	9780198713999	1	9
T-380	CHILD HEALTH A POPULATION PERSPECTIVE	Oxford University Press	9780199309375	2	18
T-381	HEALTH & SUSTAINABILITY AN INTRO	Oxford University Press	9780199325337	2	18
T-382	NUTR DEVELOP COUN 3E	Oxford University Press	9780199685226	1	9
T-383	MOTHER OF INVENTION	Oxford University Press	9780199746750	1	9
T-384	EVIDENCE-BASED PUBLIC HEALTH 2E	Oxford University Press	9780195397895	1	9
T-385	THE NEW PUBLIC HEALTH 4E	Oxford University Press	9780195588088	5	45
T-386	HUMAN FACTORS IN HEALTHCARE LV1&2 PCK	Oxford University Press	9780198778202	2	18
T-387	HEALTH CARE IN CANADA IIC	Oxford University Press	9780199003389	1	9
T-388	OXF HANDB HEALTH CARE MANAGEMENT OHBK	Oxford University Press	9780198705109	1	9
T-389	OXF HANDB PUBLIC MANAGE OHBK	Oxford University Press	9780199226443	1	9
T-390	RESEARCH METH NURSING & MIDWIFERY 2E	Oxford University Press	9780195528510	1	9
T-391	BECOMING A NURSE 2E	Oxford University Press	9780195588729	1	9
T-392	NURSING FOR PUBLIC HEALTH	Oxford University Press	9780199561087	5	45
T-393	MODERNIZATION OF NURSING WORKFORCE	Oxford University Press	9780199694136	5	45
T-394	SOCIAL WORK & SOCIAL JUSTICE	Oxford University Press	9780199893010	1	9
T-395	New English File: Beginner: iTools DVD-ROM: Digital resources for interactive teaching	Oxford University Press	9780194595971	1	9
T-396	New English File: Intermediate: iTools DVD-ROM: Digital resources for interactive teaching	Oxford University Press		1	9
T-397	New English File: Intermediate plus: iTools DVD-ROM: Digital resources for interactive teaching	Oxford University Press		1	9
T-398	New English File: Upper Intermediate: iTools DVD-ROM: Digital resources for interactive teaching	Oxford University Press		1	9
T-399	New English File: Advanced: iTools DVD-ROM: Digital resources for interactive teaching	Oxford University Press		1	9
			Total Qty:	1540	13860

In case of non-availability of primary titles listed in schedule of requirements, method for selection of the alternate title shall include and be exhausted as per priority mentioned accordingly:

- Priority No.1:** To select the titles by the subject experts from the Company's / Firm latest catalog available on the subject headings specified in the Technical Specification Section;
- Priority No. 2:** To conduct a book fair based on the titles mentioned in the Technical Specification;
- Priority No. 3:** off-the-shelf selection from the company/ firm's display.

Section V. Technical Specifications

Technical Specifications

The list of books are compiled in light of Higher Education Commission approved curriculum for the BS Nursing (04-Years) program. The approved HEC curriculum is available online on Pakistan Nursing Council (PNC) website at <https://www.pnc.org.pk/admin/uploaded/HEC%20BSN%204%20Year.pdf>. The level of education for these titles are undergraduate. To further summarize the curriculum, there are a total of 44 courses to be taught mainly comprises of the following subject headings:

S#	Subject Heading/Courses	Category	Recommended Text Book	Reference Books	Journals	Websites
1	Fundamental	Nursing	0	5		
2	Community Health-I,II&III	Nursing	0	30		
3	Adult Health-I & II	Nursing	0	11		
4	Ethics	Nursing	0	33		
5	Pediatric Health	Nursing	0	3		
6	Mental Health	Nursing	0	16	8	
7	Critical Nursing Care	Nursing	0	14		
8	Nursing Theories	Nursing				
9	Leadership in Nursing	Nursing				
10	Management	Nursing				
11	Research	Nursing	0	1		
12	Clinical Nursing	Nursing				
13	Microbiology	Allied Nursing	1	12		
14	Anatomy	Allied Nursing	1	2		
15	Physiology	Allied Nursing	1	3		
16	Pathophysiology-I&II	Allied Nursing	0	9		
17	Biochemistry	Allied Nursing	0	5		
18	Applied Nutrition	Allied Nursing				
19	Health Assessments-I&II	Allied Nursing	0	10		
20	Pharmacology-I&II	Allied Nursing	0	15		
21	Psychology	Allied Nursing				
22	Behavioral Psychology	Allied Nursing	0	13		
23	Developmental Psychology	Allied Nursing				
24	Biostatistics	Allied Nursing	0	2		
25	Epidemiology	Allied Nursing	0	15		
26	Health Sociology	Allied Nursing	0	20		

27	Tropical and Communicable Diseases	Allied Nursing	0	9		17
28	Teaching and Learning	Allied Nursing	0	6		
29	English I-VIII	Compulsory Subjects	0	99		
30	Islamiyat	Compulsory Subjects		9		
31	Pakistan Study	Compulsory Subjects		14		
32	Computer	Compulsory Subjects		8		
33	Mathematics	Compulsory Subjects		10		
	TOTAL		3	374	8	17

As per PNC regulations of the establishment of a library beside establishment of an information resource center (IRC), the relevant library books requirements are given as under “*The library should have at least 1500 - 2000 books. In a new College of Nursing the total number of books should be proportionately divided on a yearly basis in four years. At least 10 sets of at least 5 reference books in each subject. The number of journals should be 5 out of which two shall be foreign journals and subscribed on a continuous basis.*”

Although the list of books compiled for procurement is based on the curriculum, it is not sufficient as the knowledge is continuously increasing on a daily basis therefore the option of updated editions and alternate titles are also given foremost importance in our procurement process.

The quarterly based guidelines issued by the National Library of Pakistan for the purchase of books and fixation of exchange rates vide their Letter No. F.5-3/2023-P&R dated 09 August 2023 are also in place.

The provided list in the schedule of requirements is based on the aforementioned details however firm / co. will be given an alternate option in case if some or any of the listed titles is/are not quoted by all the bidders or out of publication, out of print, not available etc.

Similarly, the procuring agency may opt to order catalogs on the above subject headings for relevant undergraduate level and make selection by the subject experts accordingly. Similarly, the procuring agency may order to conduct a book fair on the required subject heading or the subject experts may physically visit the co. / firm's selling area and do off-the-shelve selection of titles in such a case the price will not be compared or bids will not be sorted accordingly.

Section VI. Sample Forms

Notes on the Sample Forms

The Bidder shall complete and submit with its bid the Bid Form and Price Schedules pursuant to ITB Clause 9 and in accordance with the requirements included in the bidding documents.

When requested in the Bid Data Sheet, the Bidder should provide the Bid Security, either in the form included hereafter or in another form acceptable to the Procuring agency, pursuant to ITB Clause 15.3.

The Contract Form, when it is finalized at the time of contract award, should incorporate any corrections or modifications to the accepted bid resulting from price corrections pursuant to ITB Clause 16.3 and GCC Clause 17, acceptable deviations (e.g., payment schedule pursuant to ITB Clause 25.4 (c), spare parts pursuant to ITB Clause 25.4 (d), or quantity variations pursuant to ITB Clause 29. The Price Schedule and Schedule of Requirements deemed to form part of the contract should be modified accordingly.

The Performance Security and Bank Guarantee for Advance Payment forms should not be completed by the bidders at the time of their bid preparation. Only the successful Bidder will be required to provide performance security and bank guarantee for advance payment in accordance with one of the forms indicated herein or in another form acceptable to the Procuring agency and pursuant to GCC Clause 7.3 and SCC 11, respectively.

The Manufacturer's Authorization form should be completed by the Manufacturer, as appropriate, pursuant to ITB Clause 13.3 (a).

Sample Forms

1.	BID FORM AND PRICE SCHEDULES	58
2.	BID SECURITY FORM	60
3.	CONTRACT FORM	61
4.	PERFORMANCE SECURITY FORM	62
5.	BANK GUARANTEE FOR ADVANCE PAYMENT (N.A)	63
6.	MANUFACTURER'S AUTHORIZATION FORM (N.A)	64
7.	INTEGRITY PACT	65

1. Bid Form and Price Schedules

Date: _____
IFB No: _____

To:

Project Director / Director General
Provincial Health Services Academy,
Duranpur, Budhni Road Peshawar

Gentlemen:

Having examined the bidding documents Nos. *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver *[description of goods and services]* in conformity with the said bidding documents for the sum of *[total bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we will obtain the guarantee of a bank in a sum equivalent to _____ percent of the Contract Price for the due performance of the Contract, in the form prescribed by the Procuring agency.

We agree to abide by this Bid for a period of *[number]* days from the date fixed for Bid opening under Clause 22 of the Instructions to Bidders, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this _____ day of _____ 20_____.

signature]

[in the capacity of]

Price Schedule in Pak. Rupees

Name of Bidder _____ IFB Number _____ Page of _____

Principal / Primary List Of Titles:

Note: The filled list shall be submitted in softform online to info@phsa.edu.pk after the date & time of opening the bid. The format of below mentioned list for price schedule will be emailed to you. No changes to the provided list shall be made in any case otherwise the evaluation period will be extended for correcting the submitted list.

S.No.	Title	Author / Publisher	Year of Publication	ISBN	Qty Req'd per Institute	Qty Req'd for 09 Institutes	Quoted Edition No.	Quoted Year of Publication	ISBN	Paperback or Hardback	Currency	Price in foreign currency	Pak Rs.	Discount Rate (Min 10%)	Discount Amount	Net Amount Per Title including all Taxes and duties	Total Amount
T-1	2017 LIPPINCOTT POCKET DRUG GUIDE FOR NURSES 5TH/ED...	KARCH A M	2016	9781496353788	5	45											
T-2	ADVANCED HEALTH ASSESSMENT & CLINICAL DIAGNOSIS IN PRIMARY CARE 5TH/ED	DAINS J E	2016	9780323266253	5	45											
T-3	ADVANCED PRACTICE NURSING: AN INTEGRATIVE APPROACH 5TH/ED...O/P	HAMRI C A B	2014	9781455739806	5	45											
T-4	ADVANCED PRACTICE NURSING: EVOLVING ROLES FOR THE TRANSFORMATION OF TH	DENIS CO S M	2013	9781449665067	5	45											
T-5	ANATOMY AND PHYSIOLOGY FOR GENERAL NURSING AND MIDWIFERY 2ND/ED (WITH WORKBOOK)	RAJU S M	2015	9789351525592	5	45											
T-6	ANATOMY AND PHYSIOLOGY FOR HEALTH PROFESSIONALS (IE)	MOINI J	2012	9781449632298	5	45											
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T-365	NUTRITIONAL EPIDEMIOLOGY 3E MEB	Oxford University Press	9780199754038	1	9														
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T-367	LILIENFELD FOUND OF EPIDEMIOLOGY 4E	Oxford University Press	9780195377675	5	45														
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T-379	HEALTH PROMOTION: IDEAL THEORETICAL PRACTICE	Oxford University Press	9780198713999	1	9														
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T-383	MOTHER OF INVENTION	Oxford University Press	9780199746750	1	9														
T-384	EVIDENCE-BASED PUBLIC HEALTH 2E	Oxford University Press	9780195397895	1	9														
T-385	THE NEW PUBLIC HEALTH 4E	Oxford University Press	9780195588088	5	45														
T-386	HUMAN FACTORS IN HEALTHCARE LEVEL 1&2 PRACTICE	Oxford University Press	9780198778202	2	18														
T-387	HEALTH CARE IN CANADA IIC	Oxford University Press	9780199003389	1	9														
T-388	OXF HANDBOOK HEALTH CARE MANAGEMENT OHBK	Oxford University Press	9780198705109	1	9														
T-389	OXF HANDBOOK PUBLIC MANAGEMENT OHBK	Oxford University Press	9780199226443	1	9														
T-390	RESEARCH METHODS NURSING & MIDWIFERY 2E	Oxford University Press	9780195528510	1	9														
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T-392	NURSING FOR PUBLIC HEALTH	Oxford University Press	9780199561087	5	45														

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T-394	SOCIAL WORK & SOCIAL JUSTICE	Oxford University Press	9780199893010	1	9												
T-395	New English File: Beginner: iTools DVD-ROM: Digital resources for interactive teaching	Oxford University Press	9780194595971	1	9												
T-396	New English File: Intermediate: iTools DVD-ROM: Digital resources for interactive teaching	Oxford University Press		1	9												
T-397	New English File: Intermediate plus: iTools DVD-ROM: Digital resources for interactive teaching	Oxford University Press		1	9												
T-398	New English File: Upper Intermediate: iTools DVD-ROM: Digital resources for interactive teaching	Oxford University Press		1	9												
T-399	New English File: Advanced: iTools DVD-ROM: Digital resources for interactive teaching	Oxford University Press		1	9												

Signature of Bidder _____

Note: In case of discrepancy between unit price and total, the unit price shall prevail.

2. Bid Security Form

Whereas [name of the Bidder] (hereinafter called “the Bidder”) has submitted its bid dated *[date of submission of bid]* for the supply of *[name and/or description of the goods]* (hereinafter called “the Bid”).

KNOW ALL PEOPLE by these the Firm / Co. presents a banker cheque / CDR in the name of Procuring Agency @2% amounting to Rs. _____ { in figure } of the total quoted amount of all 09 institutes copies of the Bank [name of bank] of [name of country], valid for 06 months.

THE CONDITIONS of this obligation are:

1. If the Bidder withdraws its Bid during the period of bid validity specified by the Bidder on the Bid Form; or
2. If the Bidder, having been notified of the acceptance of its Bid by the Procuring agency during the period of bid validity:
 - a. fails or refuses to execute the Contract Form, if required; or
 - b. fails or refuses to furnish the performance security, in accordance with the Instructions to Bidders;

We undertake to pay to the Procuring agency up to the above amount upon receipt of its first written demand, without the Procuring agency having to substantiate its demand, provided that in its demand the Procuring agency will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including twenty eight (28) days after the period of bid validity, and any demand in respect thereof should reach the Bank not later than the above date.

[signature of the Firm / Co.]

3. Contract Form

THIS AGREEMENT made the _____ day of _____ 20____ between *[name of Procuring Agency]* of *[country of Procuring agency]* (hereinafter called “the Procuring agency”) of the one part and *[name of Supplier]* of *[city and country of Supplier]* (hereinafter called “the Supplier”) of the other part:

WHEREAS the Procuring agency invited bids for certain goods and ancillary services, viz., *[brief description of goods and services]* and has accepted a bid by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, viz.:
 - (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and
 - (f) the Procuring agency’s Notification of Award.
3. In consideration of the payments to be made by the Procuring agency to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Procuring agency to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring agency hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Signed, sealed, delivered by _____ the _____ (for the Supplier)

4. Performance Security Form

To:

Project Director / Director General
Provincial Health Services Academy,
Duranpur, Budhni Road Peshawar

Subject: Performance Security Form

WHEREAS [name of Supplier] (hereinafter called "the Supplier") has undertaken, in pursuance of Contract No. [reference number of the contract] dated _____ 20____ to supply [description of goods and services] (hereinafter called "the Contract").

AND WHEREAS it has been stipulated by you in the said Contract that the Supplier shall furnish you with a bank guarantee by a reputable bank for the sum specified therein as security for compliance with the Supplier's performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Procuring Agency a guarantee in the shape of Bankers Cheque:

This guarantee will be valid for the _____ day of _____ 20_____.

Signature and seal of the Firm / Co.

[name of the Firm / Co.]

[Address]

[date]

5. Bank Guarantee for Advance Payment

Not Required

6. Manufacturer's Authorization Form

Not Required

7. Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS. 10.00 MILLION OR MORE

Contract No. _____ Dated _____ Contract Value: *[To be filled in at the time of
signing of Contract]* Contract Title: _____

[name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Khyber Pakhtunkhwa (GoKP) or any administrative subdivision or agency thereof or any other entity owned or controlled by GoKP through any corrupt business practice.

Without limiting the generality of the foregoing, [name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoKP, except that which has been expressly declared pursuant hereto.

[name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoKP and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

[name of Supplier] accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other rights and remedies available to GoKP under any law, contract or other instrument, be voidable at the option of GoKP.

Notwithstanding any rights and remedies exercised by GoKP in this regard, [name of Supplier] agrees to indemnify GoKP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoKP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoKP.

Name of Procuring Agency:

Name of Seller/Supplier:

Signature:[Seal]

Signature:{Seal}