Terms & Conditions	
1	Vendors / Firms will must submit ***Earnest money in shape of CDR/Pay order*** in favor of Executive Director, Pakistan Institute of Medical Sciences (PIMS), Islamabad. Vendors / Firms will drop original CDR/ bid security along with copy of tender receipt in the drop box at Purchase Department PIMS before specified closing time of tender. Vendor will also upload copy of Tender receipt at EPADS 2.0.
2	The Performance Guarantee of the contract will be released/refunded after completion of tenure on providing of NOC from Assistant Director, (Stores) PIMS.
3	Any conditional, ambiguous or incomplete offer in any respect shall be rejected. No supplementary or revised offer after the opening of tender shall be entertained.
4	The successful Vendors/Firms will submit **Performance Guarantee *2% of total Price of awarded items*,** in favor of Executive Director, Pakistan Institute of Medical Sciences (PIMS), (cross/open Cheque will not be accepted) which will be released/refunded on providing of NOC from Assistant Director Stores on completion of successful contract.
5	The contract will be valid for financial year 2026-27 from date of commencement & will remain in-force till the finalization of the new contract subject to mutual consent.
6	Earnest money will be forfeited if a bidder withdraws his bid during the period of bid validity.
7	The **tender for Supply of items will be approved/awarded item wise to lowest quoted bidder/most advantageous bidder**, The vendors can visit the concerned Store at PIMS during any working day for physical inspection of specified items before filling their bids, where required.
8	Income tax will be deducted according to the existing Government rules. Supplier has to submit any other liable tax receipts if applicable.
9	The Supplies of Item will be made within 15 days after the issuance of supply order during official working hours.
10	All the regulations / rules framed / enforced by the Federal Government / PIMS from time to time will be binding upon the Vendors / Firms.
11	In case of any dispute, the Executive Director PIMS, will be the final Authority.
12	The Executive Director PIMS, Competent Authority of PIMS reserves the right to accept or reject tender / in accordance with the prevailing rules of PPRA.
13	All items will be received on FOR basis PIMS Islamabad.
14	Substandard items will be liable to rejection.
15	Vendors / Firms once awarded a tender will be responsible to keep contact personally or by a representative daily with the relevant section /department for receiving of supply orders and delivery within due date. Non-compliance to a registered posted letter on given Address / Telephone Number and E-mail, will be considered as non-compliance of the Supply Order / Work Order and will

	be treated as per penalties clauses.
16	After announcement of financial offer by Purchase Committee, the successful vendors will be issued letter of intent for submission of **undertaking on judicial paper for the items of same specification / quality / bran**d etc that they will be regular in supply / work on approved rates during the whole contract period, and **2% performance guarantee of total approved items rates** and any other prerequisite of the tender within 7 days of issuance of letter of intent. Afterward, upon completion of all formal requirement they will be served the concerned award letter accordingly.
17	Orders placed shall be delivered in full. No partial supply shall be accepted.
18	Bills of the supplies / work done will be submitted within ***07-10 days*** of the delivery of supplies / completion of work. For late submission of bills, PIMS will not be held responsible for delay in payment.
19	All items supplied / repaired will be in accordance with the specifications as laid down in the Tender Schedules.
20	In case of any discrepancy, less weight, short supply or completion of work not as per approved specifications etc, the supplier / firm will be held responsible under the ***clause # 22.***
21	PIMS reserve the right to claim compensation for the loss caused by the delay in the delivery of supplies / completion of work and such claim may be in the form of risk purchase or imposition of penalty.
22	Repetition of incomplete supplies or delay in services will render the Contractors / Firms liable to penalty as per Penalties Clauses:- **<u>Non-Compliance of Supply Order / Work Order.</u>** **If the Supply Order / Work Order is not completed within stipulated period one or more of the following penalties can be applied against the Vendor / Firm according to the gravity of situation.** **a.** A penalty @ ***1.0 %*** per day on the total amount of the supply order shall be imposed. **b.** Risk Purchase will be made at the cost of Vendor / Firm and amount will be deducted from the bills of Vendor / Firm.
23	If supply order / work order is not complied with after issuance of three reminders, the contract of the Vendor / Firm will be treated as cancelled and penalize as follows and the order for supply of item (s) will be placed to the next lowest bidder with the approval of the Competent Authority PIMS. **a. The Performance Guarantee of the Vendor / Firm will be forfeited.** **b. The Contractor / Firm will be debarred / blacklisted as per the PPRA Rules.**