



Khyber Pakhtunkhwa Health Care Commission
Government of Khyber Pakhtunkhwa



REQUEST FOR PROPOSAL

“Supply and Installation of Split Air Conditions
(Inverter)

for Health Care Commission “

SINGLE STAGE – SINGLE ENVELOPE

EPADS

2026

CONTENTS

PART-1: Instructions for the Bidders	5
1. Introduction:	5
2. Instructions to Bidders:	5
PART 2 Scope of Work	6
1. Purchase of AC: -	6
1.1 Technical Specification of Air Conditioners: -	7
PART-3 SELECTION CRITERIA	8
1. Eligibility Criteria:	8
2. BID SECURITY:	9
3. SIGNING OF CONTRACT:	9
4. BID VALIDITY:	9
5. Award Of Contract:	9
6. Signing Of Contract:	10
7. Delivery and Installation Timeline:	10
8. General Conditions:	10

Request for Proposal

REQUEST FOR PROPOSAL FOR SUPPLY AND INSTALLTION OF CURRENT AC.

The Khyber Pakhtunkhwa Health Care Commission invites bids from reputed registered companies for the purchase of 1.5 Ton Air Conditions (quantity 02), 1 Ton Air Conditions (quantity 02) under the Khyber Pakhtunkhwa Public Procurement Regulatory Authority **(KPPRA) Rules 2014, Single Stage, Single envelope.**

Interested eligible bidders may collect the standard bidding document (SBD) containing details of required services and other terms and conditions from the official website of the Khyber Pakhtunkhwa Health Care Commission (hcc.kp.gov.pk), as well as the KPPRA website, and EPADS. You are further required to provide explicit information on the capacity/qualification to perform this assignment, considering the instructions detailed in the RFP.

All the bidder must submit their bid on EPADS System, by or before **11:00 AM on 01/06/2026.** The Proposal will be opened at **11.30 AM on 01/06/2026.**

The Commission reserves the right to accept or reject any or all the bids or cancel the procurement process under the Khyber Pakhtunkhwa Public Procurement Rules, 2014.

Director Operations

Khyber Pakhtunkhwa Health Care Commission
Opposite Pak-Turk School, Phase-5
Hayatabad, Peshawar
Tel: +92 91 9217013 Fax: +92 91 9217283
Email: procurement.hcc@kp.gov.pk

Supply and Installation Air Conditioner of KP Health Care Commission.

Procuring Request: Khyber Pakhtunkhwa Health Care Commission.
Address: Sector B-3, Phase V, Hayatabad, Peshawar
Contact: Phone# +92-91-9217013-14
Issued on: 11/05/2026
Last Date of Submission: 11:00 AM. 01/06/2026
Bid Opening: 11:30 AM. 01/06/2026
Method of Procurement: Single Stage Single Envelope, EPADS System.

PART-1: Instructions for the Bidders

1. Introduction:

The Khyber Pakhtunkhwa Health Care Commission (KPHCC) is a statutory body established under the Khyber Pakhtunkhwa Health Care Commission Act, 2015. It is responsible for regulating health care services, to ensure quality of care and safety and eradicate quackery and other malpractices from the health care system in Khyber Pakhtunkhwa.

The KP Health Care Commission invites bids from eligible firms, authorized dealers, and service providers for the supply, installation, servicing, and maintenance of AC at the Head Office situated at sector B-3, Phase 5 Hayatabad, Peshawar.

The Procurement includes:

- Purchase and installation of a 1.5 Ton Inverter air conditioner.
- Purchase of 1 Ton Inverter air Conditioner.

2. Instructions to Bidders:

Only those companies will be eligible to compete and their bids shall be evaluated that fulfill the following mandatory criteria:

- a) This Bidding procedure will be conducted in light of Khyber Pakhtunkhwa Public Procurement Regulatory Authority (KPPRA) Laws and rules made there along with Standard Bidding Documents.
- b) Bids will be opened on EPads system **01/06/2026 at 11:30 AM** by the Purchase committee in the presence of the bidders/representatives who may choose to attend.
- c) All bidder must submit their bid on EPads System on or before **01/06/2026 at 11:00 AM**. Any bid received after the deadline for submission of bids shall not be entertained.
- d) The bid should be complete in all respects and must be signed by the bidder and must be submitted on EPads system
- e) All prices quoted must be in Pak Rupees (PKR) and should include all applicable taxes. If not specifically mentioned in the Quotation, it will be presumed that the prices Include all the taxes.
- f) Bidders are essentially required to provide correct and latest postal/email/web addresses, and phone/mobile/fax numbers for active and timely communication;

- g) For any query or clarification regarding Services / Bid Solicitation Documents, the applicants may send a written request at least one day prior to the opening date.
- h) Any bid not received as per the terms and conditions laid down in this document are liable to be ignored/disqualified. No offer shall be considered if:
- a. Received without call deposit;
 - b. The tender document and the bid is unsigned;
 - c. The offer is ambiguous;
 - d. The offer is conditional i.e., advance payment, or currency fluctuations, etc.;
 - e. The offer is from the blacklisted firm in any Federal/Provincial Govt. Department;
 - f. Only typed tender on the original prescribing letter pad & signed (Every Page) should be submitted on the E-Pad System, the quoted Price must be preprinted and the handwritten quoted price will not be acceptable. The tender must be according to the specifications of KP HCC; alternate rates will not be acceptable.
 - g. Usage of correction fluid & corrections are strictly prohibited unless duly initialed.
 - i) Any erasing/cutting etc., appearing on the offer, must be properly signed by the person signing the tender.
 - j) Bids will be rejected if the Bid is in some way connected with bids submitted under names different from his own.
 - k) In the case of a Bid Tie, the decision will be taken by making a toss/draw/Recall quotation in front of the bidders.
 - l) Any direct or indirect effort by a bidding firm to influence this commission during the process of selection of a bidder or award of contract may besides rejection of its bid result in its disqualification from participation in the KP HCC Peshawar's future bidding process.

PART 2 Scope of Work

The Contractor shall ensure the provision of the following items.

1. Purchase of AC: -

S. NO	Description	Qty	Quoted Price	GST	Total
01.	Air Condition 1.5 Ton	02			
02.	Air Condition 1 Ton	02			

1.1 Technical Specification of Air Conditioners: -

S. NO	Description	Requirement
01.	Type	Inverter Split Air Conditioner
02.	Capacity	1.5 Ton (Qty 02) and 1 Ton (Qty 02)
03.	Energy Efficiency	Minimum Energy Efficient Model
04.	Voltage	220-240V
05.	Warranty	01 Year Parts & Service Warranty
06.	Compressor Warranty	05 year
07.	Installation Kit	Copper pipe, brackets, wiring, drainage pipe, and complete installation in location.

Note: The bidder must ensure complete installation and commissioning.

PART-2 SELECTION CRITERIA

1. Eligibility Criteria:

Submission of supporting documents to the below requirements is mandatory. Failing to submit any of the below documents shall result in the non-responsiveness of the bidder.

- a) Registered/ incorporated with the Relevant Government Agency of Pakistan;
- b) Registered with FBR and reflected on the Active Tax Payer List (ATL);
- c) Registered with KPPRA for sales tax on services;
- d) The company is not blacklisted by any Federal or Provincial Public Entity;
- e) Bidder should provide an Undertaking on stamp paper that it is not being blacklisted by any of the provincial/ Federal Governments or organizations of the state/ Federal Government of Pakistan;
- f) Bidder must submit an integrity Pact on Stamp Paper duly attested by the Notary Public with the proposal;
- g) Bidder must sign and stamp each paper of this bidding document, unconditionally and attach it with the bid technical proposal;
- h) Have a minimum of Two (02) years of experience in providing services in Pakistan to public/ private sector organizations;

- i) A call deposit of 2% of the total amount of the bid in favor of KP Health Care Commission must be submitted with the proposal.

Offers having no reservations to the terms and conditions, and meeting the requirements regarding the Statement of Requirement with Specification and documentation mentioned above shall be declared as substantially responsive. The KP HCC shall evaluate and compare the prices of only those quotations determined to be substantially responsive. this bidding document, unless the context otherwise provides.

2. BID SECURITY:

- a) Bid security 2% of the total bid value in the shape of a Call Deposit Receipt (CDR) from the account of a bidder who wishes to submit a bid from the scheduled bank of Pakistan in the name of Khyber Pakhtunkhwa Health Care Commission Peshawar shall be submitted with the bid. Bids not accompanied by compliant bid security shall be rejected as non-responsive.
- b) Bid Security of the unsuccessful bidders shall be released as promptly as possible once the successful Bidder signs the Contract Agreement.
- c) The bid security of the successful bidder shall be returned after the completion of the contract.
- d) If a bidder withdraws his bid during the period of bid validity; or If a bidder doesn't accept the correction of his Bid Price, pursuant to Para above; Bid security shall be forfeited:

3. SIGNING OF CONTRACT:

- (a) Promptly after issuance of the Letter of Award, the KP HCC shall send the successful Bidder the form of Contract.
- (b) Within a week of the receipt of the Form of Contract, the successful Bidder shall sign, date, and return it to the KP HCC.

4. BID VALIDITY:

- a) They should be valid up to 120 days from the date of opening of bid.
- b) The bids should be valid up to for 120 days.
- c) Bidder's consent to an extension of the period of validity reasons shall be

recorded in writing.

- d) The request and the responses thereto shall be made in writing. The bid security provided shall also be suitably extended. A Bidder may refuse the request without forfeiting its bid security.
- e) A Bidder granting the request will not be required nor permitted to modify its bid, except as provided in the bidding document.

5. Award Of Contract:

- 5.1. Contract will be awarded to a substantially responsive bidder offering the best-evaluated prices for all the items contained in the specification sheet of the bidding document. Prior to the expiration of the period of bid validity prescribed by the Procuring Entity, the Procuring Entity will notify the successful bidder in writing (“Letter of Acceptance”) that their bid has been accepted. This letter shall name the sum which the Procuring Entity will pay the contractor in consideration of the execution, installation, and completion of works by the Contractor as prescribed in the contract (hereinafter and in the conditions of the contract called the contract price”).
- 5.2. No Negotiation with the bidder having evaluated as the lowest responsive or any other bidder shall be permitted, however, Procuring Entity may have clarification meetings to get clarification on any item in the bid evaluation report.
- 5.3. Notification of award and its acceptance by the bidder will constitute the formation of the contract, binding the Procuring Entity and the bidder till the signing of the formal Contract Agreement.
- 5.4. An agreement will be signed with the successful bidder. If the successful bidder fails to process a claim within 15 days during the term of the agreement, a penalty will be imposed on the successful bidder as per Contract/Agreement terms.
- 5.5. Upon furnishing by the successful bidder of a Performance Guarantee, the Procuring Entity will promptly notify other bidders that their Bids have been unsuccessful and release/return their bid securities.

6. Signing Of Contract:

- 6.1. After issuance of a Letter of Award/Contract, KP Health Care Commission “Procuring Entity” shall send the successful Bidder the Form of Contract.

6.2. Upon receipt of the Form of Contract, the successful Bidder shall immediately sign, date, and return it to the Khyber Pakhtunkhwa Health Care Commission “Procuring Entity” within one week of its receipt.

7. Delivery and Installation Timeline:

7.1. The successful bidder shall ensure:

- Delivery and installation of new AC units within 10-15 days
- Proper installation, testing, and commissioning of equipment.

8. General Conditions:

8.1. The Procuring Entity shall evaluate the proposals in a manner prescribed in advance, without reference to the price, and reject any proposal which does not conform to the specified requirements.

8.2. Alternative bids shall not be considered and shall be rejected by the Procuring Entity.

8.3. At any time prior to the deadline for submission of bids, KP HCC Peshawar may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the bidding documents by issuing an amendment.

8.4. If a bid is not substantially responsive, it will be rejected by the Procuring Entity and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

8.5. This bid document shall prevail over the company’s own standard terms and conditions. These terms and conditions and guidelines shall be considered as rules. Any clause mentioned in the agreement or policy contrary to this document shall be invalid.

8.6. KP HCC Peshawar may accept or reject any or all bids as per KPPRA Rules 2014 as well as subsequent amendments made thereon.

8.7. Liquidated Damages/penalties shall be applicable at the prescribed rates to be mentioned in the contract in case of delays in the provision of services.

Failure to do so may result in premature disclosure of your proposal. It is the responsibility of the Offer to ensure that the proposal is received by KPHCC, on or before the date and time specified above. Proposals submitted after the due date will not be considered. **KPHCC will not bear any cost related to the submission of this RFP.**

Right to Reject. KPHCC reserves the right to reject any and/or all proposals received in response to this RFP. KPHCC has also reserved the right to change the scope of work at any time before releasing of final order to the selected vendor.

Closing Date. **Proposals must be submitted no later than on 01/06/2026 at 11:00 AM failing which the proposal shall be considered as void.**

Conditions of Proposal: All costs incurred on the preparation of the proposals in response to this RFP will be borne by the firm and will not be reimbursed by the Khyber Pakhtunkhwa Health Care Commission (KPHCC).

Submission: The Proposal must be submitted on EPADS system.

**For Further Quarries please contact
Procurement officer.
Khyber Pakhtunkhwa Health Care Commission
Sector B-3, Phase 5,
Hayatabad Peshawar
Phone No: 091-9217013
Email: procurement.hcc@kp.gov.pk**