

GOVERNMENT OF PAKISTAN
Ministry of Federal Education and Professional Training
National Commission for Human Development
Old PCTB Building Link Wahdat Road Lahore



Bid No. IFB/NCHD/Proc/11/2025

**Procurement of Services of Medical Laboratories to conduct serum Calcium Test
Ca++ of approximately 65000 students in Eight Districts of Punjab Province**
Invitation to Bids

Date: November 01, 2025

1. The Procuring Agency intends to procure the Services of Medical Laboratories to conduct Basic Serum Calcium Test in two phases of approximately 65000 students in Eight Districts of Punjab Province namely Rahim Yar Khan Mianwali Layyah Bhakkar Bahawalnagar Dera Ghazi Khan Muzaffargarh and Rajanpur which is likely to be extended in three more districts. For the project titled
(Third Party Monitoring of Chief Minister Punjab Schools Meal program)
2. The Procuring Agency has reserved the funds for the procurement Planned during the FY 2025-26. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contract for the Procurement Services of Medical Laboratories to conduct basic serum Calcium Test Ca++ of approximately 65000 students in Eight Districts of Punjab
3. The NCHD invites Technical & Financial bids from well-reputed firms i.e Medical Laboratories holding active NTN and STRN who are eligible to apply and participate through EPADS (Federal PPRA)
4. The bidding shall be conducted in line with the National Competitive bidding (Single Stage: Two Envelop Bidding Procedure) of the Public Procurement Rules 2004 and any Regulations Regulatory Guides Procurement Guidelines or Instructions issued by the Authority (from time to time) and are open to all potential bidders.
5. All bids must be accompanied by a Bid Security as mentioned in the Bidding Documents (Re-fundable) in shape of **Bank Draft/CDR** an amount of **PKR 1,500,000/-** (Rupees One Million & Five Hundred Thousands only) in the Name of “**National Commission for Human Development**”. Bidders shall upload a scanned copy of the Bid Security on EPADS while the original Bank Draft/CDR must be submitted to the Finance Department **NCHD Old PCTB Building Link Wahdat Road Lahore** well before the bid closing date and time.
6. Tender Notice is available on Federal EPADS NCHD’s and PPRA’s website. Bidding Documents can be collected from the address mentioned below before close of office hours or can be downloaded from the website of NCHD (www.nchd.org.pk) & EPADS.
7. The bids must be submitted through EPADS on or before 12:00 Noon Tuesday November 18, 2025. The bids will be opened on the same date at 12:30 PM on www.eprocure.gov.pk in the presence of bidders’/ their representatives who choose to attend at below given address.
8. NCHD will not consider or accept any physical bid that is not submitted through EPADS.

Director Operations Punjab

National Commission for Human Development (NCHD)
Old PCTB Building Link Wahdat Road Lahore

Tel: 042-99260086

GOVERNMENT OF PAKISTAN
MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING
NATIONAL COMMISSION FOR HUMAN DEVELOPMENT
(Provincial Office Punjab)



Invitation to Bids
(IFB/NCHD-Punjab/Proc/11/2025)
Application Opening Date: November 01,2025

Name of Firm to Whom Issued: _____

Dated: _____

Article Applied For: To conduct Serum Calcium Test C++ of approximately 65000 Students initially in 8 Districts of Punjab which is likely to be extended in more three districts.

Director Operations
National Commission for Human Development
Provincial Office Punjab
Old PCTB-Building Link Wahdat Road Lahore
Tele: 042-37455366
042-99260086

Qualification Requirementst For Suppliers

1. Technical Evaluation (ITB 34)

Technical Evaluation will be carried out based on schedule of requirements/ technical specifications provided in section III by ensuring the compliance. .

01	Audited Accounts of Last 3-years Audited Accounts of Last 3-years Average Annual Sales Turnover for Last Three Years Minimum Rs.10M (10) marks Above Rs.10 M to Rs.15 M (15) marks and above 15M (20) Marks.	Thirty Marks (20)
02	Bank Statement of last two years	Ten Marks (10)
03	2 years' relevant Experience in Government Organizations for undertaking of Medical tests & Diagnostic Services - 8 Marks 3 years' relevant Experience other than Government Organizations for undertaking of Medical tests & Diagnostic Services - 12 Marks	Twenty Marks (20)
04	List of Employees operating the setup along with the list of branches and cities. (Max.10 Marks) List of exclusive setup in 8 targeted districts (Max. 10 Marks)	Ten Marks (20)
05	Purchase orders/Work Orders/Invoices of clearly showing the amount and nature of work awarded for last three years. 02- Marks for each PO.(Details may be provided in Application Form-2)	Twenty Marks (20)
06	List of Clients entertained (01) marks for each client Maximum (10 Marks) (Supported by Purchase Orders/Work Orders/Invoices)	Ten Marks (10)
Max. Score		100

2. Qualification (ITB 36)

i) The bidder will be declared technically qualified if Marks obtained of Evaluation Criteria ≥ 70 .

ii) The contract will be awarded to the financially lowest bidder. In case if lowest financial value is tied between two or more bidders they will be asked to resubmit their financial bids at the spot within half an hour and contract will be awarded to the financially lowest bidder.

3. Qualification/ Eligibility Criteria

The evaluation will be done on the basis of following parameters for eligibility of the Bidder:

Sr.	Factors	Requirement
1	Registration/Incorporation/Business Certificate	Mandatory
2	NTN/PNTN	Mandatory
3	Valid General Sales Tax Registration (Active with FBR/PRA)	Mandatory
4	Compliance to technical specifications for competing on Letter head of company.	Mandatory
5	<ul style="list-style-type: none"> • Must have Average annual turnover of at least PKR 10 million in the last Two years • 3 years Income Tax Returns must be attached. 	Mandatory
6	Bidder will provide the List of Employees operating the setup along with the list of branches and cities	Mandatory
7	Documentation: The bidder must also provide hard copies of Detailed Technical Proposal Data Sheets etc after opening of Technical Bids.	Mandatory
8	Bid Validity period of 90 days from date of opening of Bids	Mandatory
9	Organization is not blacklisted by any federal provincial public sector/ Statement may be given on Affidavit of minimum Rs.100/-value	Mandatory
10	Bank Statement of last two years	Mandatory
11	The e-Bidder must be registered on E-pads-PPRA Federal	Mandatory
12	Must have vast network of branch offices across Punjab	Mandatory
13	Must be registered/accredited with relevant health authorities (e.g. Punjab Healthcare Commission Pakistan National Accreditation Council (PNAC) Drug Regulatory Authority of Pakistan (DRAP) or equivalent etc.)	Mandatory

Note: (Eligibility Criteria must be given in Application Form-1)

APPLICATION FORM-01

Name of the Firm: _____

Application Reference No: _____

Date of Opening of Application: _____

Documentary Evidence for Determining the Eligibility of the Applicants. The applicants should sign against those requirements that they are attaching with the form. The applicants are required to mention the exact page number of relevant document placed in the Bid. The Applicants are required to attain at least 70% score for pre-qualification.

Required Documentation	Signature of Applicant	Supporting Document's	Name Page Number in the Application
NTN Certificate		Yes	1
GST Certificate			
On Active Tax Payers List of FBR			
Tax Returns for last 3 years			
Registration/Incorporation/Business Certificate			
Complete Company profile			
Operational Offices in Punjab Province			
Bank Statement of Last 2 Years			
Performance (Projects / Purchase orders) To be filled Application-Form-1)			
Affidavit: application is not blacklisted by any Federal Provincial Public sector / private organization. (on Stamp paper value Rs.100)			
Must be registered/accredited with relevant health authorities (e.g. Punjab Healthcare Commission Pakistan National Accreditation Council (PNAC) Drug Regulatory Authority of Pakistan (DRAP) or equivalent etc)			

APPLICATION FORM-02

Firm's Past Performance of three Years

Name of the Firm: _____

Application Reference No: _____

Date of opening of Technical Application: _____

Sr.No	Name of the Client/Institution	Purchase Order No. & Date	Description of Order	Value of Order (Rs)	Date of Completion Work
1					
2					
3					
4					
5					
6					

The Applicants may use additional Sheets if required.
Purchase Orders must be attached with this form.

Undertaking

Terms & Conditions prescribed in the Pre-Qualification documents are fully understood and accepted; I / We hereby agree to abide by all and shall fulfill the terms & conditions as mentioned in the documents. I / We further certify that I / we have the capacity to complete the delivery / services (as and when required) in an efficient and effective manner.

(Signature Name Stamp and Date)

Note: (Undertaking may be given on Company Letter Head)

Annexure-D

Affidavit

I / We _____ resident of _____
holding CNIC _____ do hereby solemnly affirm and
declare as under:

1. That being the owner / proprietor of the firm established in the name of _____ located at _____.
2. That M/S. _____ have never been black listed disqualified or debarred from any Government Department Semi Government Organization Private Company or Corporation.
3. That M/S. _____ has never been or is involved in litigation arbitration with any Government Department.
4. That all the information submitted with Application Documents is complete and accurate.
5. The Firm has neither been black listed nor any contract rescinded due to non- fulfillment of contractual obligations in the past.
6. That the firm shall pay all the taxes to the government as per prevailing law/ rules.
7. That the firm will provide the services to NCHD on specified locations through skilled persons of relevant field.
8. It is certified that declaration given above is true to the best of my knowledge and belief and nothing has been kept hidden.

M/S: _____
Date: _____
Place: _____
Stamp: _____

Note: (Affidavit may be given on e- Stamp Paper of Rs.100/- denomination)

F. Award of Contract

41.	40.1	Maximum Percentage by which quantities may be increased: 15% Maximum Percentage by which quantities may be decreased: 15%
42.	43.1	<p>The Performance Security (or guarantee) shall be Submitted</p> <p>(i) The Supplier within 02 working days of signing of this contract shall provide to the Purchaser a Performance Guarantee equivalent to 10% of the total Contract amount on the prescribed format and in prescribed manner. This Performance Guarantee shall be released to the Supplier upon successful completion of the Contract.</p> <p>(ii) Supplier's Bid Security already submitted with the Bid shall only be released upon satisfactory submission of a Performance Guarantee.</p> <p>(iii) Failure to submit a Performance Guarantee shall result into forfeiture of Bid Security and Cancellation of Contract.</p> <p>(iv) Payment would be made upon furnishing of lot wise invoices after completion of Assignment.</p>
43.	43.2	The Performance Security (or guarantee) shall be in the form of Bank draft / call deposit receipt (CDR) in the name of “ National Commission for Human Development ” in acceptable form
44.	44.1	The Advance Payment not applicable
45.	44.2	No amount of Advance payment shall be paid
46.	45.1	Arbitrator shall be appointed by mutual consent of the both parties.

GOVERNMENT OF PAKISTAN
MINISTRY OF FEDERAL EDUCATION AND PROFESSIONAL TRAINING
NATIONAL COMMISSION FOR HUMAN DEVELOPMENT
List of Eight Districts

(Administration Department)

District Name	Tehsil Name	No of Schools	No of Students
BAHAWALNAGAR	BAHAWALNAGAR	225	30511
	CHISHTIAN	208	26656
	FORT ABBAS	172	22574
	HARONABAD	209	24494
	MINCHINABAD	188	26601
	Total	1002	130836
BHAKKAR	BHAKKAR	268	34533
	DARYA KHAN	147	18993
	KALLUR KOT	110	14541
	MANKERA	94	11236
	Total	619	79303
D.G. KHAN	D.G.KHAN	277	44399
	KOH-E-SULEMAN	94	9399
	KOT CHUTTA	202	31274
	TAUNSA	271	34325
	Total	844	119397
LAYYAH	CHAUBARA	124	15975
	KAROR LALISAN	270	34258
	LAYYAH	404	49008
	Total	798	99241
MIANWALI	ISA KHEL	171	22618
	MIANWALI	353	34090
	PIPLAN	139	17743
	Total	663	74451
MUZAFFARGARH	ALIPUR	124	19631
	JATOI	144	25908
	KOT ADU	442	59469
	MUZAFFARGARH	331	50109
	Total	1041	155117

RAHIMYAR KHAN	KHANPUR	338	46050
	LIAQATPUR	385	53649
	RAHIMYAR KHAN	410	57841
	SADIQABAD	309	46853
	Total	1442	204393
RAJANPUR	JAMPUR	251	35360
	RAJANPUR	261	38052
	ROJHAN	84	13331
	Total	596	86743
Grand Total		7005	949481

Instructions for Bidders

(For Conducting Serum Calcium (Ca⁺⁺) Testing of approximately 65,000 Students)

1. Scope of Work

- Conduct Serum Calcium (Ca⁺⁺) testing **in two phases** for approximately 65,000 students enrolled in Government schools initially across 8 districts of Punjab which is likely to be extended in more three districts.
- The testing program must ensure representative sampling of students from schools of urban, semi-urban, and rural areas, covering all tehsils within each district.
- The service provider will be responsible for the end-to-end process including planning, logistics, field sample collection, laboratory analysis, reporting, and safe disposal of bio hazardous materials.

2. Eligibility & Qualification Criteria

- Must be a well-reputed firm/vendor/supplier with proven experience in large-scale health screenings or laboratory testing projects.
- Must possess active National Tax Number (NTN)/PNTN and Sales Tax Registration Number (STRN).
- Must be registered/accredited with relevant health authorities (e.g. Punjab Healthcare Commission, Pakistan National Accreditation Council (PNAC), Drug Regulatory Authority of Pakistan (DRAP) or equivalent etc)
- **Must have own laboratories/facilities capable of performing biochemistry analysis with proper standardization and quality control systems across Punjab Districts & exclusively has its own setup in the 8 targeted districts**
- Must demonstrate human resources capacity (trained phlebotomists, lab technicians, supervisor, data management team).
- Must provide evidence of financial capability to execute a project of this size.

3. Sampling & Data Coverage

- Samples must be collected in a statistically valid and representative manner
- Ensure inclusion of students from every tehsil of the 8 districts.
- Maintain urban, semi-urban & rural ratio as guided by NCHD.
- Include both male and female students proportionately.
- Bidders shall prepare a sampling plan (with district/tehsil-wise sample size, school selection, and timeline) and submit it with the technical proposal.

4. Field Sample Collection

- Teams must physically visit selected schools to collect blood samples directly from students.
- Follow WHO-recommended phlebotomy practices
- Use sterile equipment and single-use needles.
- Ensure cold chain management from field to lab.
- Provide an information sheet on the procedure and safety.
- Maintain a chain of custody log with details: student name/ID, EMIS code, school name, tehsil, date/time of collection, sample code.

5. Transportation & Logistics

- Collected samples must be labeled, stored, and transported under appropriate temperature conditions.
- Use refrigerated boxes/coolers where required to maintain sample integrity.
- Ensure timely delivery to bidder's laboratory facilities without compromising sample stability.
- Provide back-up plan for sample transport in case of unforeseen delays or power failure (e.g., alternate cold boxes, dry ice).

6. Laboratory Testing Standards

- Testing must be done in own accredited laboratory with:
(Calibrated biochemistry analyzers)
(Reagents from recognized manufacturer).
- Proper internal Quality Control (QC) & External Quality Assurance (EQA) procedures.
- Maintain detailed test logs (sample ID, date/time of analysis, reagent batch number, and technician name).
- Recollect and retest samples at no additional cost if any sample is rejected/hemolyzed.

7. Health & Safety Compliance

- Strictly follow biohazard safety protocols for handling, transportation, and disposal of blood and related materials.
- Provide personal protective equipment (PPE) to all field and lab staff.
- Dispose of all sharps and biological waste as per Punjab Environmental Protection & Health Safety Laws.
- Have an incident management plan (e.g., accidental exposure, needle stick injury).

8. Data Management & Reporting

- **Prepare test result files in soft format (Excel/CSV/PDF) as per the given indicators below:**
Student name/ID.
EMIS code and school details.
Tehsil & District.
Serum Calcium (Ca++) test result.
Reference range and interpretation (e.g., Normal/Low).
- **Submit:**
Interim progress reports every [e.g., Every day] during the activity.
- Final comprehensive report with:
Raw test data.
Statistical summary (normal vs. deficient levels).
Charts/graphs district-wise & tehsil-wise.
- Observations and recommendations.
- Provide signed/stamped hard copies of final report and soft copy in editable format (Excel/CSV) plus PDF.

9. Work Plan & Timeline

- Pre test planning, as the testing activity will be start henceforth after awarding of the contract and subject to provision of performance guarantee
- Post testing will be conducting of the same students after the end of the project
- The entire project (planning → field collection → testing → reporting) must be completed prior to the award of of the contract.
- Bidders must submit a detailed Gantt chart or timeline showing district/tehsil-wise deployment schedule, sample collection days, transport plans, testing capacity per day, and reporting milestones.

10. Communication & Coordination

- Nominate focal persons to coordinate with NCHD at provincial and district level.
- Ensure close coordination with District Education Offices and school heads for smooth execution.
- Provide a helpline/technical support number for real-time coordination during the activity.

11. Financial Proposal

- Quote per student testing cost and total cost (inclusive of all taxes, transportation, logistics, personal protective equipment (PPE), waste disposal, reporting etc.)
- No hidden charges will be entertained after contract award.
- Taxes will be deducted as per applicable tax laws.
- Payment will be made in two cycles, the first upon receipt of the complete lists and reports of pre-testing, and the second upon completion of the project after post-testing, under the same terms and conditions.

12. Compliance with Procurement Rules

- All bids must be submitted electronically and strictly as per PPRA Federal / EPADS framework.
- Bidders must upload their proposals and required documents through EPADS within the specified deadline.
- Bidders must provide hard copies of technical Proposals on the day of opening and evaluation of bids for record.
- Late or incomplete submissions will not be entertained.