

**Government of Pakistan
Ministry of Foreign Affairs
Islamabad

Subject: Floating of Tender on PPRA Website

Ministry of Foreign Affairs intends to float a tender for "**Renting out Space for Photocopy service in the Consular Hall of Ministry of Foreign Affairs, Islamabad**" of the Ministry's premises. As per Rule-12 of Public Procurement Regulatory Authority Rules 2004, as notified by the Finance Division vide SRO No. 432(I)/2004 dated June 08, 2008, we are required to float the tender notice on PPRA's website (www.ppra.org.pk).

2. In compliance with PPRA's notification No. F.No. 7(78)/PPRA Sectt/PPRA/2024 dated 03 September 2024, an advance payment of **Rs. 30,000/- (Rupees Thirty Thousand Only)** bearing cheque No. 0317568 dated 10 April 2025 (in original) in favour of Public Procurement Regulatory Authority (PPRA) is also enclosed.

3. The PPRA is requested to make necessary arrangements for publishing the tender notice on the above mentioned website on **23-04-2025** positively. The copy of tender notice is enclosed.


(Umer Nazir)

Assistant Director (GS-I)

Mr. Rizwan Mehmood, Director(MIS), PPRA Islamabad
U.O. GS (I) 1/27/15-16(Photocopy shop) dated April 21, 2025

Government of Pakistan
Ministry of Foreign Affairs
Islamabad

Tender Notice

Ministry of Foreign Affairs intends to hire the services of a well reputed vendor/company for **“Renting out Space for Photocopy service in the Consular Hall of Ministry of Foreign Affairs, Islamabad”** within the Ministry’s premises.

2. The bidders should be registered on the e-Pak Acquisition Disposal System (ePADS) in order to participate in the subject tender. Interested bidders can register themselves electronically on ePADS through <https://eprocure.gov.pk#supplier/registration>. Bidding documents, containing detailed terms & conditions can be access through the ePADS.
3. **“Single Stage Two Envelope Procedure”** will be followed. All bids receiving shall be opened and evaluated in the manner prescribed in the bidding document.
4. The tender is also available on PPRA Website as well as ePADS.
5. Bids prepared in accordance with the instructions provided in the bidding documents, must be submitted electronically through ePADS only and original Bids Security must be submitted in(in hard form) through legally authorized representatives on the address given hereunder on or before **12 May 2025 at 1200 hours** i.e. the closing of bid time and will be opened on the same day at **1230 hours**.
6. **Amount of Bid Security: Rs. 100,000/- (Rupees One Hundred Thousand Only).**
7. The Ministry of Foreign Affairs reserves the right to accept or reject all bids in accordance with PPRA Rules.

Assistant Director (GS-I)
Room #G-3, Ministry of Foreign Affairs
Islamabad