



Government of Pakistan  
Promotion of Olive Cultivation on Commercial Scale in Pakistan, Phase-II  
Ministry of National Food Security & Research  
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**Tender Notice No. F.2-11(4)/2024-25**

Sealed Bids are invited as per PPRA Rule 36(b) (Single stage 2 envelope bidding) for hiring the services for holding International Conference in Islamabad.

Sr. #	Services/Items	Details	Qty	Days
1.	Auditorium + lunch & dinner space	Rent for Auditorium (200 persons holding capacity)	1	02
2.	SMD	20 × 08 ft (w × h)	1	02
3.	Sound System	Appropriate with SMDs and mikes	1	02
4.	Tea + Lunch + Dinner	Catering (Welcome + tea breaks + lunches + dinners)	7	02
5.	Honor Shields	25 nos.	25	-
6	Backup generator with fuel	Back generator to run all equipment and lights being used in auditorium for 2 days	1	02
7.	Banners	Designing and printing of Banners Quantity 06 Nos. (8 × 16) ft each Wooden frame for displaying banners in open area (02 Nos.)	06 + 02 frames	-
8.	Standeers	Quantity 20 (Designing + printing + stands)	20	-
9.	Stationary	Conference folder (Writing Pads, Certificates, pen with conference logos and conference abstract book, conference brochures)	100	
10	Stationary (bags)	Conference bags printed with logos (Writing Pads, Certificates, pen with conference logos and conference abstract book, conference brochures, USBs)	30	
11.	Accommodation	Accommodation in hotel/hostel/guest house for guests 05 VIP accommodation 06 normal accommodations	11	03
12	Rent a Car	02 cars (with drivers & fuel) will be required for giving pick and drops to the gests (Toyota corolla or Honda) maximum 3 years old model	02	03
13	Stalls (supply + installation)	Premium quality Dimensions of 9'X9' feet with branding and along with 3 chairs and 2 tables in each stall	12	02
14	Conference Website	Temporary till conference	1	-

## NECESSARY INSTRUCTIONS FOR THE BIDDERS

- a) Detailed Specifications, standards of the item(s), terms and conditions of the supply and services have been given in the tender document which can be obtained from Room No.117, F-Block, NARC, Park Road, Islamabad through the request on letterhead which must be attached with proofs of active GST/NTN certificates of the bidder (Non-refundable tender fee as CDR, Demand Draft @ PKR 1,000/each in favor of National Project Director (Olive), Islamabad).
- b) The tender should be accompanied by a call deposit receipt/ pay order @ 2% of the estimated cost (given in tender document) as earnest money in the name of National Project Director. Moreover, the successful bidders shall furnish performance security equivalent to 2% of the total value of the contract after the award of the contract.
- c) Project authorities reserve the right to accept or reject all the bids prior to acceptance as per **Rule-33 of PPRA-2004**. Moreover, supplies/services to be purchased may be increased or decreased at the time of work order depending upon the availability of funds and demand. No tender will be sold on tender opening date.
- d) The bid shall be submitted online at <https://eprocure.gov.pk> (EPADS) on or before 10:30 am, on **09-05-2025**. The submitted bids will be opened at 11:00 am on the same day. Only those bidders will be entertained who has submitted tender fee.
- e) This advertisement can be downloaded from the PSDP Project website [www.pakolive.com](http://www.pakolive.com) and EPADS on PPRA website [www.ppra.org.pk](http://www.ppra.org.pk).
- f) Any instrument submitted by the bidder if found fake or non-verifiable at any stage would result in blacklisting and legal action as per rule 18, PPRA.



**Administrative Officer**

F-Block, NARC, Park Road, Islamabad

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MNF 284-95