

GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE
ISLAMABAD

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TENDER NOTICE

Ministry of Commerce, Islamabad, invites tenders/bids (through e-PADS) from the well reputed and financially sound firms/vendors/suppliers having properly established offices at Islamabad/Rawalpindi, for supply of following items during **Current Financial Year 2024-25**.

S #	Name of Item	Quantity
Procurement of Furniture		
1.	Sofa Set (Five Seaters)	05
2.	Revolving Chairs	30
3.	Visitor Chairs	30
4.	Staff Tables	10
5.	Officer Tables	10
6.	Center Tables	05
Renovation Work		
7.	Renovation work of Officers & Staff washrooms 4 th floor	02
8.	Fixing work of tiles Room No. 507	01
9.	Paint/white wash of 4 th & 5 th floors Corridors	02
10.	Fall ceiling & lights 2x2 foot work of 5 th floor	01

2. Furthermore, bidding documents containing detailed terms and conditions etc are available and can be download from Ministry of Commerce Website as well as from E-PADS PPRA website free of cost. It is furthermore, informed that Bidders need to get registered at e-Web portal of e-PADS PPRA (Federal) to access the tender documents and other relevant information including electronic bid submission.

3. In this regard, Bids should be submitted electronically only through E-PADS we portal. Manual submission of bid, without e-PADS electronic bid is not acceptable. For registration and training on e-PADS or in case of any technical difficulties in using e-PADS, prospective bidder(s) may also contact Room No. 109, 1st Floor, FBC Building Sector G-5/2, Islamabad or helpline contact No. 051-111-137-237.

4. The bids prepared in accordance with the following Terms/conditions and the bidding documents must be submitted through e-PADS web portal before the **closing date 20-05-2025 at 11:00 am**. Bids will be opened on the same day at **1200 hrs** through e-PADS.

5. The **Terms and Conditions** are as under:-

- i. Tenders should accompany an Earnest Money, refundable (details below), in the shape of Bank Draft/Pay Order in the favor of Drawing & Disbursing Officer (DDO), Ministry of Commerce, Islamabad. Cheques are not acceptable.
- ii. Bids are required to be submitted item-wise clearly indicating rates including General Sale Tax (GST) in Pak-Rupees against each item.
- iii. Rates with GST will be considered and shall be valid for **Financial Year 2024-25** i.e. **01.07.2024 to 30.06.2025**.
- iv. Submission of false statement/documents as well as concealing of any information by the Bidder(s) is liable to disqualifications under rules 18 of Public Procurement Regulatory Authority (PPRA).
- v. The successful firm(s)/vendor(s)/supplier(s) shall not change/revise rates during the **CFY-2024-25** and shall be responsible for supply of the items as per approved prices failing which Security Deposit will be forfeited and the firm will be blacklisted.
- vi. Successful bidders will deliver item(s) at "A" Block, Pak Secretariat, Islamabad at their own cost.
- vii. Broken or damaged items if any by the supplier(s)/vendor(s) will be replaced free of cost.
- viii. The Competent Authority reserves the right to reject any or all of the bids.
- ix. Under Rule 36(a) of PPRA-2004, single stage one envelope procedures will be adopted.

6. All interested bidders must register themselves at e-PADS by using link: <https://eprocure.gov.pk/#/supplier/registration>. The original bid security and Tender fee instrument must be attached with the Technical proposal and the reference / Pay order copy must be submitted through e-PADS online submission as well, before tender closing date and time (for local bidder only).

(Muhammad Ali)
Section Officer (GA-I)
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