

AUCTION OF OLD/USED ITEMS & SCRAP MATERIAL (Auction Document)

Issue Date: _____

Issuance No: _____



Regional Head Office Multan



National Database and Registration Authority (NADRA)
Regional Head Office, 221-A SRA Colony, Multan

Auction Form

Auction No. NADRA/AUC/2022-23/01

Note:

- i. Firm/Bidder must fill in all the details as required in the form.
- ii. Use Capital letters.

Business/Individual Name: _____

Father/Husband Name (if Individual): _____

Name(s) of Owner(s): _____

CNIC No: _____

NTN: _____

Sales Tax Registration No: _____

Business Address: _____

Telephone: _____ **Fax:** _____

Cell No: _____ **Email:** _____

Authorized Signature/Stamp

Date _____



1. Documents for Eligibility & Responsiveness

Please tick the documents attached with Auction Bid. If any of the documents is found missing, then Procurement board reserve the right to reject the Bid of that Firm/Bidder.

2.1 Documents for Eligibility, Responsiveness & Qualification

- 2.1.1 Copy of Sales Tax Registration Certificate.
- 2.1.2 Copy of NTN Certificate.
- 2.1.3 Any document/print as proof of being Active Taxpayer.
- 2.1.4 Earnest Money Deposit (refundable) of Rs.50,000/- in name of “NSRC Disbursement Account RHO NADRA Multan”.
- 2.1.5 Fresh certificate, for being not black listed ever, on legal paper.
- 2.1.6 Completely filled Auction Documents.

2. Selection/Evaluation Criteria

- 2.1 Selection Criteria will be heights bid subject to clearance of Basic Eligibility & Responsiveness.
- 2.2 Financial Bid of Eligible and Responsive bidders will be considered for evaluation.
- 2.3 Financial Bids have been divided in Tow Lots in Financial Bid Form.
- 2.4 If same price of bid is quoted by more than one bidder than preference will be given to bidder who has more experience as tax payer.

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3. List of Items for Auction.

Summary of Obsolete /Outlived/Unserviceable/Scrap/Empties Articles

1. Lot-1 (Technical Items)

Sr.	Items Description	Qty
1.	Air Conditioner (Invertor) Inner + Outer Complete Unit	11
2.	Air Conditioner (Simple) 1 Ton Outer Only	1
3.	Air Conditioner (Simple) 1.5 Ton Outer Only	3
4.	Air Conditioner (Simple) Inner + Outer Complete Unit	17
5.	Air Conditioner (Window)	1
6.	Air Cooler / Dissert Cooler	2
7.	All in One Workstations	45
8.	Amplifier	7
9.	Back Ground Screen	304
10.	Barcode Reader	17
11.	Bracket Fan	89
12.	Camera Stand	79
13.	CD Writer	8
14.	Ceiling Fan	92
15.	Ceiling Speaker	8
16.	Cisco 290 XL 12 Port	1
17.	Color Printer	1
18.	Combo TV Box	1
19.	Currency Checker Machine	23
20.	Desktop System	180
21.	Digital Camera	64
22.	Digital Video Recorder	3
23.	DVD Writer	4
24.	Electric Blower	31
25.	Electric Water Cooler	13
26.	Electronic Safe	1
27.	Emergency Light	4
28.	Emergency Torch	18

Sr.	Items Description	Qty
29.	Exhaust Fan	29
30.	External Antenna	2
31.	Fax Machine	1
32.	Flash Drive	10
33.	Form Printer	174
34.	Form Scanner	42
35.	Generator 5KVA	4
36.	Generator 10KVA	3
37.	Hard Disk	185
38.	Hard Disk (Small)	75
39.	Hard Disk (Small) Solid State Drive	2
40.	HD Digital Cable Receiver	1
41.	Head Phone	1
42.	Heater	3
43.	Infrared Thermometer	27
44.	Insect Killer	27
45.	Keyboard	304
46.	Laptop	7
47.	LCD/TFT	170
48.	Mega Phone	1
49.	Metal Detector	69
50.	Mic	3
51.	Mobile Phone Set	1
52.	Modem	4
53.	Mouse	370
54.	Network Switch	29
55.	Network Video Recorder	3
56.	Paper Shredder Machine	2
57.	Pedestal Fan	18
58.	Printer All in One	16
59.	Q-Matic LED	107
60.	Server	1

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61.	Signature Scanner	83
62.	Smoke Alarm	5
63.	Soft light Stand	14
64.	Speaker	8
65.	Stabilizer	23
66.	Telephone Exchange	1
67.	Telephone Set	83
68.	Thumb Digitizer	93
69.	Token Printer	77
70.	TV	6
71.	UPS	53
72.	Vacume Cleaner	1
73.	VGA Splitter	14
74.	Water Dispenser	42
75.	Web Cam	28

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2. Lot-2 (Non-Technical Items)

Sr.	Items Description	Qty
1.	Steel Almirah	4
2.	Scrapped Batteries	510
3.	Compressor	7
4.	Computer Chair	440
5.	Computer Power Supply	14
6.	Computer Table	144
7.	Wooden Counter	1
8.	Drum Unit of Printers	6
9.	Executive Chair	41
10.	Executive Table	12
11.	Iron Chair	28
12.	Pigeon Hole	11
13.	Plastic Chair	29
14.	Scrap (in kg)	171
15.	Server Table	3
16.	Misc. Sofa Set Single/3-Seater/4-Seater	156
17.	Wooden Table	5
18.	Toner of Printers	52
19.	Visitor Chair	52
20.	Visitor Stool	182
21.	Water Cooler (Plastic)	1
22.	Wheel Chair	11
23.	Wooden Chair	38

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4. Terms and conditions

- 4.1 The material/items will be disposed of on “**as is where is**” basis has been divided in two lots.
- 4.2 The bidder will be required to submit this document completely filled.
- 4.3 Detailed list of auction items must be collected from NADRA RHO Multan before inspection of items.
- 4.4 Earnest Money Deposit Rs.50,000/- (refundable) in name of “NSRC Disbursement Account RHO NADRA Multan” should accompany the Auction Bid. Earnest Money of unsuccessful bidders will be returned immediately after closing of bidding process.
- 4.5 All bids without Earnest Money or with less Earnest Money, will be rejected.
- 4.6 The material/items can be inspected at RHO NADRA Stores & MT Office, 1902/7-A Shah Shams Road, Near Chowk Rashidabad Multan and DRO Vehari (Plot No. 49/28 Muslim Town Vehari) from 21 Apr 2025 to 05 May 2025 in office hours and working days only.
- 4.7 Interested bidder/s must attached required documents of Eligibility and Responsiveness with Auction Documents. In case of failure, Bids will be rejected.
- 4.8 Late bids will not be accepted.
- 4.9 The validity of the offered bids must not be less than ninety (90) days from the date of bid opening.
- 4.10 In case of any disqualification (ineligibility or non-responsiveness) of most advantageous (highest) bidder, auction may be offered to 2nd most advantageous (highest) bidder after approval from Competent Authority.
- 4.11 Only that bidder will be allowed to participate in the bidding who has deposited Earnest Money (EMD).
- 4.12 The materials/items will be auctioned to the highest bidder of the respective Lots.
- 4.13 On completion of auction process, successful bidder shall deposit 25% of the total bid amount in the bank (NADRA Account – NSRC Disbursement Account RHO NADRA Multan) on same day. Remaining 75% amount will be deposited in the concerned bank (NADRA Account) within 24 working hours after receiving letter from NADRA RHO Multan.
- 4.14 Successful bidders will remove the stores within 48 hrs after the complete payment.
- 4.15 If the successful bidder (s) fails to remove the stores within stipulated period. NADRA has the right to charge demurrage to the bidder @2% per day of the total bid amount.
- 4.16 All type of terms & conditions submitted with auction bid of any bidder will be considered as null & void if found contradictory with terms & conditions mentioned in the auction documents issued by RHO NADRA Multan.

- 4.17 RHO NADRA Multan reserves the right to initiate proceedings for blacklisting as per Rule-19 of PPR, if a bidder is found to be indulging in corrupt or fraudulent practices.
- 4.18 The successful bidder will be required to pay all applicable Govt. taxes including withholding/income tax and GST. 18% GST Taxes will be calculated above the total auction value offered by the bidder as per Financial Bid Performa. Successful bidder will be required to pay the total taxes value currently 18% GST and withholding tax applicable as per rule.
- 4.19 The NADRA employees and their families will not be entitled to participate in the auction/bidding process.
- 4.20 NADRA reserves the right to cancel/reject any or all bids totally/partially on the basis of any reason disclosed to the auction board or concerned authority.
- 4.21 SEALING AND MARKING OF BIDS:

4.21.1 Auction Bids shall be submitted in sealed envelopes marked as under, after mentioning the type of bid on top i.e. Bid for Auction

Director (Admin)

NADRA RHO, 221-A, SRA Colony, Multan

4.21.2 The Auction Bid envelopes shall also bear the word “CONFIDENTIAL” and following identifications: -

Tender No. **NADRA/AUC/2024-25/01**
For Auction of Old/Used Items

4.21.3 If the envelope is not marked, as instructed above, the NADRA will assume no responsibility for the misplacement or premature opening of the bid.

4.21.4 The bids should reach this office before or by 06 May 2025 at 1430 Hrs. All Auction Bids will be opened on the same day at 1500 Hours in the presence of representatives of bidders who wish to participate.

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Firm/Bidder Name: _____

5. Financial Bids for Auction.

	a	b	c= a+b	2	
	Offered Bid Inclusive withholding Rs.	18% GST	Offered Bid (Inclusive GST)	Earnest Money (Rs. 50,000/-)	
Lot-1				Pay Order No.	
Lot-2					
Grand Total					

Note:-

- All interested bidder are encouraged to submit bids for both Lots.
- Non-Filer is not allowed to participate in Auction.

Authorized Signature/Stamp

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For PPRA Only

HBL		HABIB BANK حبیب بینک		Deposit Slip Customer Copy	
Branch:		Date: 18 04 2025			
Account Title: اکاؤنٹ ہولڈر کا نام		Public Procurement Regulatory Authority (PPRA)			
IBAN: آئی بی این		PK H A B B 0 0 0 4 5 4 0 0 1 3 1 0 0 7 0 1			
Currency: <input type="checkbox"/> PKR <input type="checkbox"/> USD <input type="checkbox"/> EURO <input type="checkbox"/> GBP <input type="checkbox"/> JPY <input type="checkbox"/> Others		<input type="checkbox"/> Intercity <input type="checkbox"/> Within city <input type="checkbox"/> Same Branch			
Credit Card No.					
<input type="checkbox"/> CASH نقد		AMOUNT رقم			
BANK / BRANCH بینک / برانچ		CHEQUE/INSTRUMENT NO. چیک نمبر		13650/-	
		HBL		1	
		08071387			
		TOTAL AMOUNT کل رقم		13650/-	
Total Amount in Words: Thirteen thousand six hundred and fifty		مبلغ			
Depositor's Name: محمد شہزاد		Commission (if any)			
Contact No. 03026568572		Fund Transfer Customer Account			
Depositor's CNIC No. 363022349132-9		Branch: 2225-SHAH RUKN-E-ALAM COL			
(For non-HBL/Walk-in Customers. Also attach CNIC Copy)		From Account: PK91HABB002225XXXXXX903			
Depositor's Account No.		To Account: PK17HABB0004540013100701			
(For HBL Customers / Account Holders)		Amount: *****13.650.00 PKR			
		Charges: *****.00 Date: 2025-04-18			
		Teller: T699 Time: 15.44.34.935000			
Received By: وصول کنندہ		Depositor's Signature: دستخط جمع کنندہ		(As per Terms & Conditions on reverse) (Not official unless validated)	
34542244					