



# INVITATION TO BID

P&amp;S-F-03-01

Date:01/08/2017 Rev No. 0

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**ATTN: CORPORATE COMMUNICATION****For publication in newspapers as per the following details:**

ADVERTISEMENT PARTICULARS:	
<b>Publication Date:</b>	12.02.2025 (Wednesday)
<b>Newspapers for Ad Placement:</b>	Leading Dailies of Karachi, Lahore, Islamabad, Peshawar & Quetta (in both English & Urdu Versions)

Sealed E-Bids are invited through SAP Ariba from eligible contractors with adequate past relevant experience and financial capabilities for the below captioned tender(s):

SR. #	TENDERS DESCRIPTION	TENDER NO.	BIDDING PROCEDURE	TENDERS AVAILABILITY
1	Services Required for Document Archiving and Data Management Solution at PSO House	PS-18568-SZ	Single Stage - Two Envelope	<b>These tenders will be available through SAP Ariba Portal Only</b>

**TENDER FEE:** - Pak Rupees 2,000/- (Non-Refundable) in favour of Pakistan State Oil Company Limited.  
(For Each Tender)

FOR S. NO. 1 TO 4	DATE	TIME
BID DOCUMENTS COLLECTION (THROUGH SAP ARIBA)	From 12.02.2025 to 26.02.2025	08:30 AM to 04:30 PM
BID SUBMISSION (THROUGH SAP ARIBA)	28.02.2025	Till 02:15 PM
BID OPENING (THROUGH SAP ARIBA)	28.02.2025	03:00 PM Onwards

**NOTE:** For Single Stage Two Envelope bidding procedure, commercial bid opening date and time will be communicated later to the technically qualified bidders only.

**SAP ARIBA LINK:** <https://discovery.ariba.com/rfx/22380114>

## SPECIAL INSTRUCTIONS:

Any party interested to participate in any of the tender(s) may send its request for tender documents through SAP Ariba Portal in the following manner:

- Scanned copy of the duly signed and stamped request on official letterhead of the bidder shall be uploaded on SAP Ariba Portal. In the subject request letter, please mention "Tender Documents Collection Request - Tender No. \_\_\_\_\_".
- Request shall be accompanied by scanned copies of the following:
  - Valid NTN, GST/PST certificates, CNIC of owner/ authorized representative. Vendor should be an active tax payer.
  - Evidence of deposit of Rs. 2,000/- (mentioning the tender #) as Tender Fee in the following bank account:  
**Title of Account - PAKISTAN STATE OIL COMPANY LIMITED**  
**IBAN: PK30 HABB 0007 8640 3245 3217**  
**Account No. 0786-40-3245-3217 Branch code 0786 HBL Plaza Branch**  
**I.I. Chundrigar Road,**  
**Karachi.**

This advertisement is also available on PSO website [www.psopk.com/procurement](http://www.psopk.com/procurement) and PPRA website [www.ppra.org.pk](http://www.ppra.org.pk)

Please note that interested vendors not having Ariba Network ID are requested to register themselves on SAP Ariba Portal by clicking on the link below to access and participate in upcoming PSO tenders.