



F. No. 7(11)2024/Gen

**GOVERNMENT OF PAKISTAN
MINISTRY OF RELIGIOUS AFFAIRS
AND INTERFAITH HARMONY**

1st Floor Kohsar Block, Pak Secretariat, Islamabad

INVITATION FOR BIDS

This Ministry invites sealed bids from well reputed firms provision of multiple items / services for arrangements of **National Seerat Conference 2024** which will be held on 11-12 Rabi-ul-Awwal 1446 AH, 15-16 September, 2024 (Subject sighting of Moon) at Islamabad. The detail of items required is as under:

Tender #	Items Required	Proposed Qty
1.	Panaflex, Streamers, Hoarding, Certificate, Shield Souvenirs with box, invitation card etc. SMD Screen/Video wall, sound system mini-line array, HD recoding with cameras, interpretation system for participants etc.	As detailed mentioned in tender document
2.	Single Standard Room/Double, Occupancy Room Triple Occupancy Room, minimum three or equal star category with meal, Pick & Drop Transportation from Airport / railway / bus stations (Approx. 250 – 300 persons).	As detailed mentioned in tender document
3.	Serving of Lunch and Hi-Tea to the participants, (Approx 1100 persons) includes: Catering Service, Stage decoration, drinking water 250 ml (Approx. 2000), Lunch Boxes (Approx 300 Persons), prayers mates on (for Approx. 300 persons) etc.	As detailed mentioned in tender document
4.	Serving of Dinner of (Approx. 200 Persons) & Dinner Boxes of (Approx. 400 Persons) of Mehfile-e-Naat, Venue decoration stage border flower arrangement, farshi setup, (Gao Takia+ Cushion) prayer mates etc. at venue.	As detailed mentioned in tender document

General Terms and Conditions:

- The firm should be registered with the Income Tax & Sales Tax Department, having minimum 5 years working experience with Government Departments (Registration Number should be clearly mentioned and valid documentary evidence be attached) and should have a vendor number from AGPR, Islamabad.
- Detail of each Tender documents items/equipment and detailed terms condition can be obtained from office of the undersigned during working hours and can be downloaded from official website of the Ministry free of cost. The bid Security/earnest money @ of 5% of the bid offer estimates against each tender in the shape of pay order/demand draft in favor of Section Officer (General), M/o Religious Affairs and Interfaith Harmony, must be attached.
- The procedure of bids will be single stage - two envelopes as per clause 36(b) of PPRA Rules 2024.
- The last date of submission of the tender is **26-08-2024 till 11:00 am** and will be open on the same day at **11:30 am** in the presence of the bidders or their representatives, who may like to be present.
- This Ministry reserve the right to accept or reject any or all tenders in accordance with PPRA Rules, 2004. The reason of which will be intimated on request of the bidder.

**(Section Officer (General))
051-9208411**

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