



ALLAMA IQBAL OPEN UNIVERSITY ISLAMABAD

INVITATION FOR BIDS NOTICE PROCUREMENT OF MISCELLANEOUS ITEMS

Allama Iqbal Open University (AIOU), Islamabad has allocated funds for procurement of various goods & non-consulting services, planned during the financial year 2024/25 and is intending that part of the proceeds of those funds, will be used to cover eligible payments under the contracts resulting from the respective procurement activities:

Activity Ref. No.	Description	Due Dates & Time		
		Pre-Bid Meeting	Bids Submission	Bids Opening
19/2024-25	Procurement of Stationery & Miscellaneous Other Items	09-12-2024 1100 Hours	18-12-2024 1030 Hours	18-12-2024 1100 Hours
20/2024-25	Procurement of Envelopes (Plain, Printed, Window Type & Cloth Lined) and Cloth Bags	10-12-2024 1100 Hours	20-12-2024 1030 Hours	20-12-2024 1100 Hours
21/2024-25	Procurement of Medicines, Lab Kits & Reagents			
22/2024-25	Procurement of Tyres & Batteries	11-12-2024 1100 Hours	23-12-2024 1030 Hours	23-12-2024 1100 Hours
23/2024-25	Procurement of Seeds, Plants, Gardening Equipment & Garden Machinery Parts			
24/2024-25	Procurement of Electrical Items, Electrical Power Cables, Paint Items, Carpentry Items and Sanitary/ Plumbing Items	12-12-2024 1100 Hours	24-12-2024 1030 Hours	24-12-2024 1100 Hours
25/2024-25	Procurement of Chemicals, Glassware & Consumables	16-12-2024 1100 Hours	26-12-2024 1030 Hours	26-12-2024 1100 Hours

The University now invites separate bids against respective procurement activity through **e-Pak Acquisition & Disposal System (e-PADS)** (<https://eprocure.gov.pk>) from eligible Suppliers/ Firms registered with Income Tax and Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue, for delivery of goods/ services at AIOU Main Campus Islamabad, on **Delivered Duty Paid (DDP)** basis.

The bidding shall be conducted in line with “**Single Stage-One Envelope**” procedure of the Public Procurement Rules 2004 and any Regulations, Regulatory Guides, Procurement Guidelines or Instructions issued by the Authority (from time to time) and is open to all potential bidders.

Bid(s) must be accompanied by a **Bid Security** of required amount(s), in an acceptable form as given in the respective bidding document as well as appearing at **e-PADS**. The scanned copy of Bid Security must be uploaded through **e-PADS** and hardcopy must be submitted physically as instructed below.

Separate **Bidding Document** containing detailed terms & conditions of the bidding process of respective activity, can be **downloaded** from <https://eprocure.gov.pk> free of cost. Interested bidders are requested to register themselves on **e-PADS** (<https://eprocure.gov.pk/#/supplier/registration>) and submit their bids accordingly. In case of any query/ technical difficulty in using **e-PADS**, the prospective bidder(s) may directly contact Public Procurement Regulatory Authority (PPRA), 1st Floor, FBC Building, Sector G-5/2, Islamabad (UAN: 051-111-137-237).

Pre-bid Meetings shall take place on the dates & time mentioned above in respect of each procurement activity, at Committee Room of Sir Syed Hall, Block No. 24, AIOU Main Campus, Sector H-8, Islamabad.

The bid(s) prepared in accordance with the instructions mentioned in the respective procurement activity's **Bidding Document**, must be submitted through **e-PADS** at <https://eprocure.gov.pk> by or before **1030 hours PST** on the closing date for respective procurement activity mentioned above. Whereas, the **Bid Security** instrument, in original, in respect of each procurement activity in sealed envelope(s), duly mentioning the Name & Ref. Number of the procurement activity on the envelope(s), must be delivered at the aforementioned address by or before the bids' submission date & time. The bids at **e-PADS** will be opened at **1100 hours PST** through **e-PADS** on the closing date for respective procurement activity in the presence of bidders' representatives who shall choose to attend the

bids' opening session to be held at **Committee Room of Sir Syed Hall, Block No. 24, AIOU Main Campus, Sector H-8, Islamabad.**

This advertisement is available at website of PPRA & AIOU at www.ppra.org.pk and www.aiou.edu.pk/tender-notices, respectively.

AWAIS SALEEM

Director

Directorate of Purchase & Stores

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