



### TENDER NOTICE

Sealed tenders are invited from reputed and experienced firms registered with Income Tax and Sales Tax authorities (NTN/GST Number) and also be in Active Tax Payer List (ATL) of FBR for **Procurement of Stationery Items and Office Supplies** at office of the Federal Government Employees Housing Authority, 10-Mauve Area, Islamabad. The detail of tender along with terms and conditions are as under:

The following documents may be accompanied with the sealed tender.

- i. An affidavit on stamp paper of Rs. 100/- that the firm has never been indulged in any litigation and has never been blacklisted by any Ministry/Division/Department/Organization of the Government(s).
- ii. Attested copy of certificate of registration of Income Tax and Sales Tax.
- iii. Procurement of consultants is based on Quality & Cost Based Selection (QCBS) Method under Single Stage Two Envelopes (SSTE) bidding procedure.
- iv. Pay Order/Demand Draft of Rs.100,000/- as security money for one year in favor of Federal Government Employees Housing Authority from any scheduled Bank. (Refundable to unsuccessful bidders).
- v. Interested Bidders may download the RFP form: EPADS ([Https://eprocure.gov.pk](https://eprocure.gov.pk)) PPRA website ([www.ppra.org.pk](http://www.ppra.org.pk)) free of cost.
- vi. The Proposals (Technical & Financial); prepared in accordance with the instructions provided in the RFP must be submitted on E-PADS (<https://eprocure.gov.pk>) through electronic means only, up to 11:30 Hrs. Technical Proposals shall be opened on the same date at 12:00' Hrs.
- vii. E-Tenders without attachment of Bid Security in favor of FGEHA equal to the earnest money will be rejected.
- viii. The bidders providing fake, forged, unsubstantiated and false information shall be liable to legal actions i.e. disqualification and blacklisting.
- ix. Financial Proposal(s) of only Technically Responsive & Qualified Firms will be opened at the date and time to be determined and communicated later.
- x. **Last date of receipt of sealed bids/ Tenders is after 15 days till 11:30 A.M of this advertisement and Tender will be opened on at 12:00 P.M noon in the committee** room of Federal Government Employees Housing Authority, Islamabad in the presence of the bidders of their representatives.
- xi. Bank reference in respect of financial stability of the firm.
- xii. Proof of previous experiences.
- xiii. The Authority reserves the right to reject all or any tender/bid inconsistent with rules.
- xiv. Invoice/receipts may be as per FBR rules.
- xv. The admissible taxes shall be deducted at source as per Government rules.

**Deputy Director (GA)**

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