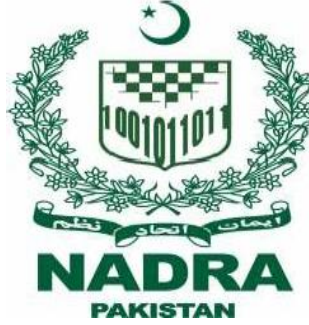


**National Database and Registration Authority (NADRA)**

**Regional Head Office Balochistan (Quetta)**



**BIDDING DOCUMENT**

**For**



**AUCTION OF VEHICLE OF RHO QUETTA**

**Admin Section**  
**Regional Head Office Quetta**

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## 1. Invitation For Bid

	<p>GOVERNMENT OF PAKISTAN MINISTRY OF INTERIOR NATIONAL DATABASE AND REGISTRATION AUTHORITY (NADRA) <u>REGIONAL HEAD OFFICE QUETTA</u></p>		
<p><b><u>TENDER NOTICE</u></b> <b>Vehicle for Auction</b> <b>(RHO NADRA Quetta)</b></p>			
<p>1. <b>Regional Head Office NADRA Quetta</b>, invites sealed offers for Auction of following condemned vehicle:-</p>			
<b>S #</b>	<b>Vehicle No.</b>	<b>Make &amp; Type</b>	<b>Model</b>
a.	QAP-8585	Hyundai Shahzore	2007
<p>2. The detailed terms &amp; condition of vehicle are mentioned in tender documents.</p>			
<p>3. Interested parties can purchase the bidding documents on submission of a written application at a cost of Rs.1000/- (non-refundable) between 10:00am to 04:00pm (except gazetted holidays) from Admin Section (First Floor) RHO NADRA, Zarghoon Road Quetta on or before <b>22<sup>nd</sup> Aug 2024</b> 11:00 AM.</p>			
<p>4. The vehicle will be disposed off on "as and where it is" basis.</p>			
<p>5. The vehicle can be inspected from <u>05<sup>th</sup> Aug 2024</u> to <u>13<sup>th</sup> Aug 2024</u> between 09:00 AM to 02:00 PM except Saturday &amp; Sunday in the presence of MT Supervisor.</p>			
<p>6. The bids will be opened on <b>22<sup>nd</sup> Aug 2024</b> at 11:30 AM at RHO NADRA, Zarghoon Road Quetta. This advertisement and tender documents are also available on PPRA website at <a href="http://www.ppra.org.pk">www.ppra.org.pk</a>.</p>			
<p>7. NADRA reserves the rights to accept or reject any or all the offers as per Rule 33 of PPRA 2004.</p>			
<p>Assistant Director (Admin) Regional Head Office NADRA New Zarghoon Road, Quetta Ph: 081-9211853</p>			

Tender No: \_\_\_\_\_

Dated: \_\_\_\_\_

**TENDER DOCUMENTS ISSUANCE PERFORMA**

Name of Tender	Auction of 1x Vehicle
Official Address:	Assistant Director (Administration) Regional Head Office, NADRA Quetta. Zarghoon Road Quetta. Tel: 081-9211853, Fax: 081-9211622
Date of Tender issue / Closure:	31 <sup>st</sup> July, 2024 to 22 <sup>nd</sup> Aug, 2024
Tender Submission Date & Time:	22 <sup>nd</sup> Aug, 2024, 11:00 AM
Tender Opening Date & Time:	22 <sup>nd</sup> Aug, 2024, 11:30 AM
Bid Validity:	90x working days from the date of bid opening
<b>Note:-</b>	All the pages of bidding documents should be signed and duly stamped if not the bids will be rejected.

**1.1 Instruction to Bidder:-**

**1.2** All the bidders duly incorporated and based in Pakistan Governed by rules, laws and statutes of Government of Pakistan, CNIC holders shall be eligible

**1.3** All bids must be accompanied by Earnest Money i.e. 10% of total bidding amount in respect of “**NADRA NSRC Disbursement Account**”. The bids along with Earnest Money, Bidding Documents, etc. must be submitted to Admin Branch, National Database and Registration Authority, Regional Head Office, Quetta on **22<sup>nd</sup> Aug, 2024 not later than 11:00 AM**

**On same day, The bids will publicly be opened at RHO NADRA Quetta at 11:30 AM.**

The bidder must submit bids on the basis of complete requirements as per bidding documents. Failure to meet this condition will cause disqualification of the bidder. The bidder shall submit bids which comply with the Bidding Document.

**1.4 Correspondence Address**

The Primary Contact for all correspondence in relation to this bid is as follows:

**Primary Contact**

Assistant Director (Administration)

Regional Head Office, NADRA

Zarghoon Road, Quetta

Email address; [saeed.islam\\_01@nadra.gov.pk](mailto:saeed.islam_01@nadra.gov.pk)

Phone # 081-9211853

Fax # 081-9211622

**2. ELIGIBILITY AND QUALIFICATION CRITERIA**

**AUCTION OF VEHICLE**  
**(NADRA, RHO QUETTA)**

**2.1 TERMS & CONDITIONS**

- a. Sealed bids will be invited from interested parties against vehicle.
- b. Vehicle will be disposed off on “as and where it is” basis
- c. Sealed bid/offers are invited for “**Vehicle**” by 11:00 AM on 22<sup>nd</sup> Aug, 2024. Vehicle registration number must be mentioned in front of sealed envelope.
- d. Bids of vehicle shall be enclosed in an envelope having name and address of bidder on the front side of envelop
- e. Bids will have to be accompanied by 10% of offered price as earnest money in the form of CDR in favor of NADRA NSRC Disbursement Account. Earnest money of successful bidder will be adjusted against the bid/offer price of successful bidder. Earnest money of unsuccessful bidders will be returned after completion of bidding process
- f. Offers not supported by earnest money will not be entertained
- g. WHT (10% for filer or 20 % for non-filer) shall be included in the offered bid.
- h. Bidder shall be submitted the tax return of FBR of last year (FY 2023-24) if filer
- i. Bidder or representative may attend the opening of bid on due date.
- j. The highest bid above the reserve price will be accepted.
- k. On acceptance of bid, remaining 90% of offered amount will be deposited by the successful bidder in the bank within three working days from the date when bidder is declared successful. The bank deposit slip shall be handed over to Auction Committee for further proceedings.
- l. If the successful bidder fails to comply with the terms & conditions of auction proceedings, the Department reserves the right to confiscate the earnest money.
- m. After recovery of complete payment from successful bidder, transfer letter (in the name of successful bidder) will be issued. Representative of Mechanical Transport Section will accompany the successful bidder to concerned Motor Registration Authority and will handed over the documents to Motor Registration Authority.
- n. Possession of vehicle will be given to the successful bidder along with one copy of transfer letter.
- o. Successful bidder will pay all applicable dues/fees to concerned Motor Registration Authority in connection with transfer of owner ship of vehicle and re-registration of vehicle
- p. NADRA employees and their blood relatives will not be allowed to participate in auction. Bidders will render a certificate to the effect that he has no blood relative/serving in NADRA. (Attached with tender form).

- q. Successful bidder will remove the vehicle from NADRA premises within 15 day after complete payment.
- r. If the successful bidder(s) fails to remove the vehicle within stipulated period (15 days after the complete payments). NADRA has the right to charge demurrage to the bidder @ 0.5% per day of the total bid amount.
- s. Sealed bids/offers are invited for the auction of vehicle. Bid containing necessary documents, CDR, Bidding Documents duly completed in all aspects shall be submitted by 22<sup>nd</sup> Aug, 2024 at 11:00 am in the sealed envelope **Under Single Stage One Envelope Bidding Procedure** (Bid submit after due date / time shall not be entertained)
- t. The bids will be opened on 22<sup>nd</sup> Aug, 2024 at 11:30 am at Regional Head Office NADRA, Zarghoon Road Quetta.
- u. Bidder shall responsible to pay all applicable taxes
- v. Competent authority reserves the right to reject all bids / tenders without assigning any reasons as per PPRA Rule - 33
- w. The bidders shall provide their full address, active mobile numbers and attested copies of CNIC.
- x. Cutting & over writing of bids will be liable to rejection.
- y. Bidder shall submit the copy of National Tax Number (NTN) and must be active tax payer in FBR (if filer)
- z. Bid with incomplete / fake supporting documents will not be entertained, and furnishing of incorrect information shall be liable to legal action.

**Note**

Bidder is required to fulfill the defined criteria (Eligibility & Qualification) mentioned above at Para # 2 (a to z) of this bidding documents. In case of failure the bid shall lead to disqualified.

---

(Signature of Bidder)

**3      Status of Vehicle**

<b>S #</b>	<b>Vehicle No.</b>	<b>Make &amp; Type</b>	<b>Model</b>	<b>Location</b>
a.	QAP-8585	Hyundai Shahzore	2007	NADRA Regional Head Office, Zarghoon Road Quetta (MT Parking)



**4. Financial Bid Form**

**4.1 Particulars of Condemned Vehicle**

Vehicle Registration No	
Make & Type	

- a. Tender Submission Date: \_\_\_\_\_
- b. Bid Amount: \_\_\_\_\_
- c. Advance Tax: \_\_\_\_\_  
(10% for filer 20% for non-filer)
- d. Total bid Amount (including all taxes): \_\_\_\_\_
- e. Earnest Money (10%) \_\_\_\_\_
- f. CDR / Par Order No: \_\_\_\_\_

**4.2 CERTIFIED THAT**

- a. I have no blood relative serving in NADRA
- b. Particulars given above are correct to the best of my knowledge
- c. I abide by all rules and regulation set by NADRA for this auction of condemned vehicles

\_\_\_\_\_  
(Signature of Bidder)



**TENDER FORM**  
**(Auction of Condemn Vehicle)**

Name / Firm Name \_\_\_\_\_

Father Name \_\_\_\_\_

CNIC No \_\_\_\_\_

Address: \_\_\_\_\_

GST / NTN Registration No \_\_\_\_\_

Active Cell No: \_\_\_\_\_

Email Address (if any): \_\_\_\_\_

- Note:** (1) Bidder must fill in all the details as required in the form  
(2) Print in black ink, use capital letters

\_\_\_\_\_  
(Signature of Bidder)



**RECEIPT**

It is Certified that I, the undersigned have received cash of Rs. 1000.00 (Rupees One thousand only) on account of fee of Tender Form auction of vehicles by \_\_\_\_\_

Phone No. \_\_\_\_\_

Cell No. \_\_\_\_\_

**RECEIVED BY**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Dated: \_\_\_\_\_

**RECEIPT**

It is Certified that I, the undersigned have received cash of Rs. 1000.00 (Rupees One thousand only) on account of fee of Tender Form auction of vehicles by \_\_\_\_\_

Phone No. \_\_\_\_\_

Cell No. \_\_\_\_\_

**RECEIVED BY**

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Dated: \_\_\_\_\_

