

**TENDER NOTICE**  
**FOR HIRING OF HOTEL**

National Institute of Population Studies (NIPS), M/o National Health Services, Regulations & Coordination, Islamabad under the project titled "Global Adult Tobacco Survey (GATS) 2024" invites sealed bids for hiring of services of quality hotels in Islamabad which are duly registered with Sales Tax Department. The date will be changed with mutual understanding if required. The following arrangements are required for the event: -

Hall for Lister Mapper Training	6 <sup>th</sup> to 8 <sup>th</sup> August 2024 tentative 3 days for 34 persons
Rooms and Meal	(i) Triple Occupancy (11 rooms) with full Board (Breakfast, Lunch, Dinner and 2 Time Tea-Morning, Evening) (ii) Aroximately-8 persons for non-accommodation (Morning, Evening Tea and Lunch)

Main Training (Tentative)	12 <sup>th</sup> -18 <sup>th</sup> August, 2024 tentatively (7 days)
Venue	Islamabad
Rooms	Triple Occupancy (12 rooms for Females and 18 rooms for Males)
Hall	One for (100 Participants)
Meal (approximately-89 persons)	Full Board (Breakfast, Lunch, Dinner and 2 Time Tea-Morning, Evening)
Meal (approximately-13 persons) (for non-accommodation)	Morning, Evening Tea and Lunch
Items required for both trainings	Multimedia, Sound system, White Board, Mics, water dispenser and related accessories

2. The earnest money, in shape of Pay Order/ Bank Draft, @ 2% of quoted price, along with attested copies of Income Tax, Registration Certificate and GST Registration Certificate in the name of DDO, NIPS Islamabad must be enclosed with Bid. Incomplete bids will not be entertained.

3. Sealed Bids must be reached to the undersigned within 15 days of the publication of this advertisement not later than **01:00pm** on closing date i.e. 21-06-2024, which will be opened on the same day at **01:30pm** in **NIPS' Conference Room** (in case of Public Holiday on 21<sup>st</sup> June, 2024 the tender will be opened on 24<sup>th</sup> June 2024) in the presence of the bidders or their sub authorized representative, who like to participate. Bids opening will be based on "**Single Stage Two Envelops Bidding Procedure**". Interested bidders are requested to submit a single package containing two separate envelop titled as "**Technical Proposal and Financial Proposal**". The **Technical Proposal** shall have all details of offers without rates while **Financial Proposal** shall contain rates only, initially the envelop marked as technical proposal will be opened and Technical Evaluation/Site Inspection will be carried out thereafter. Interested bidders may obtain Bidding Document's from NIPS Administration or NIPS website i.e. <http://www.nips.org.pk>.

4. After technical evaluation, the **Financial Proposal** will be opened publically at time and date that will be communicated well before time through email or phone to the technically qualified hotels. The financial proposal of hiring of hotel found technically nonqualified will be returned unopened to the respective bidders. The Institute will have a liberty to revise the requirement or annul the whole tender proceedings at any stage. No tender will be entertained after expiry of the aforesaid date & time. The bidders/firms are requested to quote their best and final prices as no negotiations on the prices are allowed. This institute will not be responsible for postal delay or any other reason. This Institute reserves the right to reject any tender in part or full after assigning a reason as per PPRA Rules. However, NIPS will not be required to justify the grounds of rejection.

**ADMINISTRATIVE OFFICER**  
**NATIONAL INSTITUTE OF POPULATION STUDIES (NIPS)**  
**M/o National Health Services, Regulations & Coordination**  
NIH, Park Road, Chak Shahzad, Islamabad  
Phone No.051-9255937

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