



PUNJAB PUBLIC SERVICE COMMISSION

Tender Notice

Invitation to Bid

TENDER NO. 06/2024-25

The Punjab Public Service Commission (PPSC) invites sealed bids from eligible and qualified firms/companies for the supply Refreshment / Entertainment items at its Head Office located at 3rd Floor, LDA Plaza, 7-Edgerton Road, Lahore. The procurement will be carried out in accordance with the Punjab Procurement Rules 2014 (PPRA-14).

1. Detail of Procurement:

Sr. No.	Name	Items Name	Estimated Price	2 % Bid Security (Estimated Cost)
1	Refreshment / Entertainment Items	Milk Powder, Sugar, Biscuit & etc.	Rs.1,500,000/-	Rs.30,000/-

2.

- Bidders must be registered with relevant Registration Authorities and Tax Departments (Income Tax, Sales Tax, Punjab Sales Tax).
- Bidders must not be blacklisted or debarred by any government organization or international agency.
- Bidders must have a proven track record of Refreshment / Entertainment items to government or large private organizations.
- Evaluation of tender as a whole package.

3. Contact Person:

- For any query regarding bidding documents the bidder may contact with Mr. Muhammad Akbar, Superintendent (Admn), PPSC, Contact No. 042-99202748, 042-99202737 E-Mail ID: ppsc@punjab.gov.pk

4. Bid Submission and Closing and Opening:

The complete bidding document must be signed, stamped and in complete conformity with Tender Documents must be submitted online on E-Pak Acquisition and Disposal System (E-PADS) website i.e., <https://Punjab.eprocure.gov.pk> till closing date 13-11-2024 at 11:00 A.M and bids shall be opened on 13-11-2024 at 12:15 P.M

5. Bid Security:

- All bids must be accompanied by a Bid Security of 2% of the total bid price in the form of a CDR.

6. Procurement Procedure:

- The procurement will be conducted as per the **Single Stage – One Envelope** Procedure in accordance with **Rule 38** of Punjab Procurement Rules 2014.

7. Bid Validity:

- Bids shall remain valid for **90 days** from the date of bid opening.

8. Delivery Period:

- Successful bidder will have to provide Refreshment / Entertainment items on stipulated period after issuance of Purchase Order (Supply Order) at consignee address.

9. Currency:

- Rates should be mentioned in Pak Rupees with and without GST. However, GST will be charged separately.

10. Acquisition of Bidding Documents:

- Interested eligible bidder can participate through e-procurement <https://Punjab.eprocure.gov.pk>. The Tender Notice / Bidding Documents are immediately available free of cost after date of Publication/uploading on PPRA and PPSC website: www.ppra.punjab.gov.pk and at www.ppsc.gov.pk.

11. Important Notes:

- Bidders are advised to ensure uploading the Bid on **E-PADS Portal**, well before the submission deadline. Bid submission on E-PADS Portal shall entirely be the responsibility of the bidder. PPSC shall not be held responsible for any issues therefore. For any assistance regarding E-PADS Portal, bidders can contact at: **0300-5970303 & 042-99202491**.
- In case of an official holiday on the day of submission, the **next working day** will be treated as the closing date.
- The PPSC reserves the right to accept or reject any or all bids or proposals as per **Rule 35** of the Punjab Procurement Rules 2014, without assigning any reason thereof.
- Bidders are advised to read all instructions carefully before submitting their bids.
- The Punjab Public service Commission will not be responsible for any cost or expense incurred by Bidders in connection with the preparation or delivery of Bids.

SECRETARY

PUNJAB PUBLIC SERVICE COMMISSION
3rd Floor, LDA Plaza 7, Edgerton Road, Lahore.
Ph.042-99202763,99202748