



GOVERNMENT OF PAKISTAN
NATIONAL ACCOUNTABILITY BUREAU
ATA TURK AVENUE, G-5/2
ISLAMABAD

TENDER NOTICE

1. Sealed tenders in two separate envelopes one for technical pre-qualification and other for financial comparison are invited from reputable Firms for purchase of **Stationery / Misc Items** by NAB HQ Islamabad for **Financial Year 2017-18** in accordance with PPRA Rules 2004 36(b).
2. The firms should be registered with Income Tax and Sales Tax departments.
3. The firms should have their business centers / shops in an approachable area of Islamabad.
4. List of the items may be obtained (free of cost) from Main Reception of NAB HQ during any working day but not later than 25-07-2017.
5. Tender should accompany (refundable) call deposit @ Rs.5 % of Tender value in favour of HQ NAB Islamabad.
6. The selected firms will be responsible for supply of all items in NAB HQ during whole **Financial Year 2017-18** on tendered prices. Any change in rates and quality of items will not be accepted.
7. The firm must clearly mention their Vendor and GST numbers
8. Those firms will be preferred / selected who have proper stock and their shops are located in Islamabad.
9. The samples of each item will be checked / examined by the purchase committee after the opening of technical comparison.
10. Tender should reach the undersigned by 26-07-2017 up to 1100 hours and tenders for Technical Comparison shall be opened on same day at 1130 hours by the Tender / Purchase Committee in the presence of the bidders or Rep of the firms.
11. The Purchase Committee in the presence of the bidders or Rep of the firms will open the tender for financial comparison on 27-07-2017 at 1100 hours.
12. Sub-Standard items and refilled toners of any type will not be accepted and in case of complaint the call deposit will be confiscated.
13. The NAB authorities reserve the right to accept or reject any proposal/tender as per PPRA's rules.


(Saeed Akhtar)

Dy. Director (Gen)

Tel # 051-9245913

www.nab.gov.pk

TENDER DOCUMENTS – PURCHASE OF HARDWARE IT AND PLANT & MACHINERY ITEMS

Procuring Agency - National Accountability Bureau (NAB)

1. Introduction

a.	NAB is Pakistan's apex anti-corruption organization charged with the responsibility of elimination of corruption and corrupt practices. It operates under the Provisions of National Accountability Ordinance, 1999, with its headquarters at Islamabad. It has seven regional Offices in Provincial capitals and at Rawalpindi, Multan and Sukkur.
b.	NAB has been engaged to enforce anti-corruption laws in the country since its inception, in general, and since 2006, in particular, by adopting three pronged strategy of awareness, prevention and enforcement to fight corruption.

2. Objectives and Procurement Mode

a.	NAB intends to Purchase of Stationery & Mics Items for financial year 2017-18.
b.	The contract will be awarded after open competitive bidding as per PPRA rules 36(b) (Two stage two envelopes of Public Procurement rules 2004)

3. Terms and Conditions

a.	Reputed firms with valid NTN/GST number should apply.
b.	Black listed firm need not to apply. Interested bidders must submit a certificate/affidavit regarding status of firm pertaining to black listed or not.
c.	Firms/interested bidders are required to furnish a bid security @ 05% of total bid value in the shape of pay order/ demand draft in favor of NAB HQ, Islamabad
d.	The bids will be opened in the presence of bidders or their authorized representative at Main Reception, NAB HQ,G 5/2, Islamabad
e.	Lowest evaluated bids will be awarded the contract.
f.	The successful bidder will be bound to supply the items during whole Financial Year 2017-18 at NAB HQ Islamabad.
g.	The Samples of each items will be checked / examined by the purchase committee after the opening of technical comparison.
h.	The procuring agency (NAB) may reject all bids or proposal at any time prior to their acceptance as per PPRA Rule 2004.
i.	Bids/proposals must contain the complete name and address of bidders and the name, mailing address and telephone numbers of the person designated for coordination with the NAB.
j.	No modification will be allowed once the interested bidders submit their proposal/final bid as per PPRA rules.

k.	An evaluation committee will evaluate the bid headed by Addl. Director.
l.	Bids containing false or misleading statement regarding requirement of request will be rejected.
m.	There shall be no negotiations with the bidder having submitted the lowest evaluated bid or with any other bidder.
n.	The procuring agency shall keep all information regarding the bid evaluation confidential until the time of the announcement of the evaluation report.
o.	Failure to no comply with the requirements(s) (TORs) by the bidders may lead the bidders to be non-responsive and may be rejected.

4. Specifications

a.	List of Stationery / Misc items is available at main reception NAB HQ without any cost.
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5. Redressal of Grievances

a.	Any bidder aggrieved by any act of the procuring agency after the submission of the bid may lodge a written complaint concerning his grievances not later than seven(7) days after the announcement of the bid evaluation.
b.	A grievance redressal committee will be constituted (comprising of odd number of officers) to address complaint of the bidders under the Chairmanship of Addl. Director NAB HQ.
c.	Mere fact of lodging a complaint shall not warrant suspension of the procurement Process.

6. Bidding Procedure

a.	Bidding Procedure for this Procurement will be in line with rule 36(b) of Public Procurement Rules 2004 i.e Single stage two envelopes procedure.
b.	The bids will be opened in the presence of Bidders / authorized representatives on <u>26-07-2017</u> at 1130 hours for technical bids and on <u>27-07-2017</u> at 1130 hours for financial bids at Main Reception NAB HQ, Islamabad.

7. Assignment Schedule

<u>S.#</u>	<u>Activity</u>	<u>Time Frame</u>
a.	Last date of submission of proposal/bids	<u>26-07-2017</u> by 1100 hours
b.	Opening of bids	<u>26-07-2017</u> by 1130 hours (For Technical Bids).
c.	Opening of bids	<u>27-07-2017</u> by 1130 hours (For Financial Bids).

8. Method & mode of payment


a.	All cost associated with the contract must be stated in Pak rupees
b.	The procuring agency under no condition will be liable for the payment of any interest changes or taxes associated with the contract.
c.	Government taxes will be deducted at source at the time of making payment to the selected bidder as per prescribed rates.

9. Bid Evaluation criteria

a.	The bid will be evaluated on the basis of technical specification and financial proposals. Financial bids of only those bidders will be opened whose technical bids found responsive. As such the bids will be opened as per schedule.
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Focal Person

Dy. Director (Gen), NAB HQ, will be the focal person/liason officer for correspondence in this respect at 051-9208273.


(Saeed Akhtar)
Dy. Director (Gen)
Ph:051-9245913
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