



No.9-24/(Equip)/Admn-BT/2020-2021
**FEDERAL EMPLOYEES BENEVOLENT
AND GROUP INSURANCE FUNDS
(ESTABLISHMENT DIVISION)**

TENDER NOTICE

Federal Employees Benevolent & Group Insurance Fund (FEB&GIF) invites sealed bids from experienced well reputed bidders/suppliers those having NTN/Sales tax registered firms and also included in the Active Taxpayer List (ATL) of FBR for the timely Supply of “**Computer, Printers and Equipment etc**” as specified in Tender document during financial year 2020-2021.

1. Bidding will be conducted under National Competitive Bidding pursuant to Single stage two envelope procedures’ as per Rule 36(b) of Public Procurement Rules 2004 and is open to all eligible bidders as defined in the Public Procurement Rules 2004.
2. Bids must be accompanied by a bid security of not less than two per cent (2%) of the total bid price in the shape/form of pay order/bank draft in favour of Board of Trustees, FEB&GIF, Islamabad.
3. The Bidders are requested to give their best and final prices as no negotiations shall be allowed. The rates quoted must remain valid for a period of ninety (90) days after opening of tenders and till signing of agreement.
4. The bidders should have documented track of completing at least 5 similar assignments in the last 3 years.
5. Interested eligible bidders may obtain the bidding documents including detailed specifications without any charges on the submission of a written application (accompanied by proof of eligibility/required documents mentioned in this advertisement) to the address mentioned below. These documents can also be downloaded from www.febgif.gov.pk as well.
6. Copies of latest registration with Income Tax Department and Sale Tax Department should be enclosed with bid. Non submission of this document is liable to declare the bidder non responsive.
7. Bidders should be financially sound, have proper office, telephone number and fax number in Islamabad.
8. Late bids will be rejected. Bids submitted without signed Bid Form by authorized nominee of the bidder will also be rejected.
9. Every bidder will deliver Computer, Printers and Equipment etc to all the desired stations of FEB&GIF at his own cost as per specifications mentioned in the bidding document.
10. FEB&GIF reserve the rights to reject any/all bids without giving any reason prior to acceptance of bids under Rule 33 (1) of PPRA Rules, 2004.

Sealed envelopes clearly bearing the RFQ number and title of the bid, containing both bids i.e. “Financial” and “Technical” in separate envelopes must be delivered to the address below on or before **11:00 am, 9th March 2021**. Bids will be opened at **11:30 am** on the same day in the presence of bidders’ representatives (who may like to attend) at the Committee/Conference Room of Federal Employees Benevolent & Group Insurance Fund, BF Building, Shahr-e-Shuhrawdy, Zero Point, Islamabad.

(M. Shoaib Rauf Hashmi)
Director (Admin)

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