



**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/firms those having a NTN/Sales tax registration and also included in the Active Taxpayer List (ATL) of FBR for the timely Supply of “**Computer Equipment Items**” during financial year 2022-23.

1. Bidding will be conducted under National Competitive Bidding pursuant to Single stage single envelope procedure as per Rule 36(a) 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 3% of procurement cost/bid price in the shape/form of pay order/bank draft in favor 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 3 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 to the address mentioned below. These documents can also be downloaded from our website i.e. 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. Bids received after due date & time 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 Equipment Items etc. to all the desired stations of FEB&GIF at his own cost as per specifications mentioned in the bidding document.
10. Interested bidders must quote the rates of all items, otherwise the bid will be considered non-responsive.

Sealed envelopes containing bids clearly bearing the Invitation for Bids (IFB) number and title of the bid, must be delivered to the address given below on or before **11:00 am, June 15, 2023**. 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 Room of Federal Employees Benevolent & Group Insurance Fund, BF Building, Shahrah-e-Shuhrwady, Zero Point,, Islamabad.

Director (Admin)

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