

No.7(28)/2021-22
GOVERNMENT OF PAKISTAN
MINISTRY OF ENERGY (PETROLEUM DIVISION)


Islamabad, the 13th April, 2022

Mr. Rizwan Mehmood
Deputy Director
Public Procurement Regulatory Authority
Islamabad.

SUBJECT: **AWARD OF TENDER FOR PURCHASE OF VIDEO CONFERENCE SYSTEM FOR COMMITTEE ROOM.**

I am directed to enclosed here with Tender Notice for purchase of video conference system during financial year 2021-22, along with annual procurement plan.

2. In accordance with the section 12(1) of PPRA Rules, 2004, it is requested to upload the tender notice on the web site of the PPRA, and bill on account of uploading fee may be provided to this Division for arrangement of payment.
3. This issues with the approval of Secretary, Petroleum Division.


(Umer Saeed Khan)
Section Officer (General)
Ph: 9208233

Copy to:-

✓ Network System Administrator, Ministry of Energy (Petroleum Division) with requested that the enclosed annual procurement plan and tender notice may please be uploaded on this Division's website.....

Government of Pakistan
Ministry of Energy
Petroleum Division
Islamabad

Tender Notice

The Ministry of Energy (Petroleum Division), Government of Pakistan, invites sealed tender/bids from well reputed firms/vendors/suppliers, having properly established offices at Islamabad/Rawalpindi and deals in IT equipment especially in video conference system, LED and software.

Terms and Conditions:

- i. The participating firms/vendors/suppliers must provide proof of registration with Sales Tax Department and mentioned their NTN/General Sales Tax Numbers having duly been issued by the Income Tax/Sales Departments.
- ii. Tenders should accompany an Earnest Money refundable amounting to Rs. 50,000/- (Rupees: fifty thousand only) in form of Bank Draft/Pay Order in the favor of Drawing & Disbursing Officer (DDO), Petroleum Division, Pak Secretariat, Islamabad. Cheque will not be accepted.
- iii. Earnest Money of unsuccessful bidders will be returned/refunded after the opening of tender; However, Earnest money of successful firm will be converted into "Security Deposit".
- iv. Single stage-two envelope procedure specified in the Public Procurement Rules, 2004 shall be followed for receiving and processing the bids. The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the financial proposal and the technical proposal. The envelopes shall be marked as "Financial proposal" and "Technical proposal" in bold and legible letters to avoid confusion.
- v. Bids are required to be submitted clearly indicating rate (in Pak Rupees).
- vi. Rates without GST will be considered and shall be valid up to the end of Financial Year 2021-22 i.e., 30.06.2022.
- vii. Submission of false statement/documents as well as concealing of any information is liable to disqualification of the respective firm/vendor/supplier.
- viii. An Affidavit that the firm has never been backlisted by any Ministry/Division/Department/Organization of the Government is also required.
- ix. Cutting/Overwriting in the offered price shall not be accepted.
- x. The successful firm/vendor/supplier shall not change/revise rate during the Financial Year 2021-22 and shall be responsible for the supply of item as per approved price, failing which Security Deposit will be forfeited and the firm will also be blacklisted.
- xi. Successful bidder will be bound to supply the required item according to the approved quality and quoted prices **within 15 days** of placement of purchase order.

- xii. The tender Document can be obtained from websites of PPRA and this Division or the undersigned during the office hours.
- xiii. The Competent Authority reserves the right to reject all or any of the tenders/bids before opening.
- xiv. The purchase procedure is subject to observance of PPRA Rules, 2004, as amended from time to time.
- xv. All tenders/bids shall reach the undersigned up to 1100 hrs. on **05th May, 2022** which will be opened at 1130hrs. on the same date.
- xvi. The tender Notice is also available at PPRA's Website www.ppra.org.pk and Ministry of Energy (Petroleum Division)'s Website www.mpnr.gov.pk.
- xvii. In case of last day being holiday, the tender will be extended automatically to next working day.



(Umer Saeed Khan)
Section Officer (General)

ANNUAL PROCUREMENT PLAN FOR THE FINANCIAL YEAR 2021-22
(under Rule 8 and 9 of the public procurement Rules, 2014)

Name of the procuring Agency : **MINISTRY OF ENERGY (PETROLEUM DIVISION)**

Sr. No	Name of procurement (description)	Estimated cost (pkr)	Procurement method	Tentative date of procurement notice publication	Tentative date of award of contract	Tentative date of completion	Remarks
1.	A09203- Purchase of IT Equipment	3,200,000	Open competitive bidding	17 th April, 2022	05 th May, 2022	30 th June, 2022	