



GOVERNMENT OF PAKISTAN
NATIONAL INSTITUTE OF PUBLIC ADMINISTRATION (NIPA)

78-Shahrah-e-Quaid-i-Azam (Upper Mall), Lahore
Ph: 042-99203885-86 042-99200921-25

Tender No. NIM-TPT/IST-LV/2021

Dated: 31.12.2025

INVITATION TO TENDER
HIRING OF TRANSPORT SERVICES

1. Electronic Bids through E-Pak Acquisition and Disposal System (EPADS) are invited for hiring of transport facilities / services from the reputed contractors / transporters having vast experience in providing transport facilities / services to the academic/ training institutions duly registered with Income Tax, Sales Tax Departments and PRA who are on active tax payers list(s) of Federal Board of Revenue and Punjab Revenue Authority (PRA). Following are the general terms and conditions:

- a. Tender documents alongwith details / specifications can be downloaded from NIPA Lahore websites nipalahore.gov.pk, PPRA website ppra.org.pk or EPADS website eprocure.gov.pk during the period from 31.12.2025 to 16.01.2026.
- b. The bidding documents must be uploaded on PPRA-EPADS and also dropped physically in the tender box placed at the office of Additional Director (Admn & Fin), NIPA Lahore latest by 11:00 a.m, on __.01.2026. The bid document(s) will be opened on EPADS on same day and time mentioned in the presence of the bidders and Purchase Committee of NIPA Lahore.
- c. All the bids filled on prescribed Proforma should be duly endorsed, stamped, sealed and should comply with term and conditions.
- d. All the certificates pertaining to the registration of firm with tax authorities must also be enclosed.
- e. 05 % of bid security shall be deposited along with the tender documents as earnest money in the form of Call Deposit Receipt (CDR)/Demand Draft / Pay Order issued by any scheduled bank of Pakistan in the name of Director General, NIPA, Lahore.
- f. Prices quoted should be inclusive of all applicable taxes which will be deducted by NIPA Lahore as per prescribed rules. Rates quoted should remain valid for the Financial Years 2025 – 2026, 2026 - 2027.
- g. National Institute of Public Administration (NIPA) Lahore, reserves the right to accept or reject any or all bids in accordance with Public Procurement Rule 33.
- h. All question/queries/clarifications regarding procurement of transport facilities /services should be directed to the undersigned.


(ZUNERA NAZAR HUSSAIN)
Additional Director (Admn.&Fin.)
042 – 99200921 25, 99202942

Tender No. NIM-TPT/IST-LV/2021

Dated: / 12/2025

HIRING OF TRANSPORT SERVICES (CONTRACT)

a. Information of Bidder

Name of Firm:			
Firm Address:			
Tele No:		Fax No:	
GST No:		NTN No:	
Bank Name:			
Bank Draft No:			
Contact Person	CDR Amount:		
Name	Cell Number		
	E-mail		

b. Vehicles Specifications

Vehicle	Year Model	Engine Power	AC/Heater	Seating Capacity	Local Visit Within the City withing 100 kms (per day) [Inclusive of all Taxes]	In-Land Study Tour Out Station (Per day) [Inclusive of all Taxes]	
						Exclusive of Driver's Food & Accommodation	Inclusive of Driver's Food and Accommodation
CAR	Current Year or 2-year-old Maximum	1300cc	Excellent Runing Condition	-03-			
CAR	Current Year or 2-year-old Maximum	1600cc	Excellent Runing Condition	-03-			
COASTER	Current Year or 2-year-old Maximum	4000cc	Excellent Runing Condition (With Refrigerator)	21-fixed (29-seats including Bending)			
GRAND CABIN VAN	Current Year or 2-year-old Maximum	2800cc	Excellent Runing Condition	12-Fixed (exclusive of Bending)			
CAR	LHR-ISBD & ISBD- LHR Pick from Islamabad for Lahore and drop back in Islamabad	1300cc	Excellent Runing Condition	-03-	Pick the guest from Islamabad to Lahore and drop back in Islamabad	Rent per day Exclusive of fuel, tool plaza and driver expense	Lumpsum Rent Includes fuel, tool plaza and driver expense

c. Transport Service-related Specific Terms and Conditions.

- i. Work experience of provision of Transport services / facilities through verifiable data (document attached).
- ii. The vehicle (s) will be shown to the Transport Officer, NIM Lahore one day before the visit and after that the vehicle (s) will not be changed in ordinary case (s).
- iii. During the visit the bidder will have the responsibility of respective driver and vehicle. Bidder will also provide a copy of valid vehicle's fitness certificate.
- iv. To cope with the emergency situation (breakdown of vehicle) the bidder will ensure provision of sufficient amount to the driver, and in this respect all type of responsibility will rest upon the driver.
- v. Deputed drivers shall have up to date relevant licenses.
- vi. During local visit and In-land Study Tours following of all precautionary measures shall have the responsibility of the driver (s) with vicarious liability of the bidder.
- vii. For coaster (s) the tool kits, accessories like rope and plastic sheet of best quality for covering the luggage of the participants will be ensured by the bidder.
- viii. Certificates by the vendor regarding existing condition (s) of tyres alongwith spare one and so far milage covered by the vehicle with these tyres.

Signature with company stamp: _____


31st Dec 2005