



GOVERNMENT OF PAKISTAN
NATIONAL INSTITUTE OF PUBLIC ADMINISTRATION (NIPA)

78, Shahrah-e-Quaid-e-Azam, Lahore
Ph. 042-99203885-86, Fax: 042-99204525-23

No.11/5/2020/NIPA (Mess)/26

Dated: 6th May, 2026

TENDER DOCUMENT FOR PROCUREMENT OF CROCKERY ITEMS

Electronic bids through e-Pak Acquisition and Disposal System (e-PADS) are invited from original manufacturers/authorized distributors/suppliers duly registered with Income Tax and Sales Tax Departments who are on active tax payers list of Federal Board of Revenue for supply of Crockery items. Following are the terms and conditions:

- Tender documents alongwith details / specifications can be downloaded from NIPA Lahore website: nipalahore.gov.pk., PPRA website: ppra.org.pk. or e-PADS website: eprocure.gov.pk. during the period from 07.05.2026 to 22.05.2026.
- The bidding documents must be uploaded on PPRA, e-PADS and also dropped physically in the tender box placed at the office of Additional Director (Admn.&Fin.), NIPA Lahore, latest by 11.30 a.m. on 22nd May, 2026. The bids will be opened publicly on the same day and same place at 12:00 Noon in the presence of representatives of bidding firms whoever wishes to be present.
- All the bids filled on prescribed Proforma should be duly endorsed, stamped and sealed and should comply with term and conditions. All the certificates pertaining to the registration of firm with tax authorities must also be enclosed.
- 5% of bids security (for items quoted only) 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.
- Prices quoted should be inclusive of all applicable taxes. Applicable taxes will be deducted by NIPA, Lahore as per prescribed rules. Rates quoted should remain valid for the Financial Year 2025 - 26.
- Successful bidders will supply / deliver the items to NIPA Lahore within 7 days from the date of issuance of purchase / supply order.
- National Institute of Public Administration (NIPA) Lahore, reserves the right to accept or reject any or all bids in accordance with PPRA Rule 33.
- Any bid not complying with the terms & conditions and specifications/samples or any bidder supplying substandard items, not conforming to the specifications/samples will entail the cancellation of supply order and forfeiture of bids security.
- All question/queries/clarifications regarding this procurement should be directed to the undersigned.

(Zunera Nazar Hussain)
Additional Director (Admn.&Fin.)
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