

SUPPLY & INSTALLATION OF HIGH DENSITY STEEL MOBILE FILE CABINET WITH MOVING SHELVING SYSTEM

Invitation to Bid (ITB)

The National Institute of Banking & Finance, intends to procure 01 unit of High Density Steel Mobile File Cabinet for its Lahore Branch for which sealed bids are invited from authorized dealers/manufacturers. The details of are mentioned in Section-III of this document. The sample of required cabinet is available with this office for inspection.

2. Bidder must be registered importers/manufacturers with relevant govt authorities. Must have valid NTN/Sales Tax Certificate.
3. Bidding will be conducted using the National Competitive Bidding procedure (Single Stage) specified in the Public Procurement Rules 2004 (PPR 2004) and is open to all eligible Bidders as defined in the PPR2004 that meet the following minimum qualification criteria:
4. Bidders must have a documented track of completing at least 5- 7 similar assignments, during last 4 (four) years, of similar functional/technical characteristics and of a comparable scale. They should have adequate liquid assets and/or credit facilities, net of other contractual commitments.
5. Rates once quoted will not be revised. The bidders are requested to give their best prices. The rates quoted must remain valid for a period of 60 days after opening of tenders.
6. All bids must be accompanied by a bid security of 2% of the bid price and shall be issued in favor of National Institute of Banking & Finance. Bids not submitted on prescribed format, without bid security or received after prescribed time will be rejected.
7. Bidding Documents (Hard Copy) can be obtained upon submission of request letter on company's letter head, valid dealer ship certificate, three work orders of similar scale and pay order of Rs.200/- in favour of National Institute of Banking & Finance-Islamabad latest by March 15, 2018. The contact persons in the matter are Muhammad Fawad & Mr. Imran Saeed Tel: 051-926850-55
8. Only one option shall be quoted.
9. Bids must be delivered duly stamped /signed to the address below on or before March 16, 2018 at 11.00 A.M. and will be opened the same day at 11.30 A.M in the presence of bidders' representatives who may choose to attend.

*Director Administration
National Institute of Banking & Finance
H-8/1 Pitras Bukhari Road-Islamabad*