



No. DEC-5-(Cash)/2025

Date the 23rd April, 2026


INVITATION FOR BIDS

The Directorate of Higher Education (Colleges), GB invites eligible bidders for the Supply of Library Books under a Regular Head Newspapers & Books (the detail of Institution Wise List of Books provided in the Bidding Document) attached as **Annex-A**. The Books for all colleges of Baltistan division have to be delivered at the office of Additional Director Baltistan Division Skardu. While the books of colleges of Gilgit and Diamer-Astore Division have to be delivered at Directorate of Higher Education Sakwar, Gilgit.

Terms and Conditions.

1. The Bidder must be registered Ten years with Income Tax and Sales Tax Department, and it must be on the list of Active Taxpayers for the bidders outside of GB. A joint venture with another company/ organization and sub-contractor will not acceptable.
2. Bidders must be registered under **SECP** or **FORM-C**.
3. The Tender Document can be obtained from the office of the Deputy Director (B&A) Higher Education (Colleges), GB Sakwar, Gilgit till one day prior to the date of opening **13th May, 2026** by 10.30 am during office hours on payment of non-refundable amount @ **Rs. 8,000/-** (Rupees Eight Thousand only) for procurement of Library Books. Bids shall be opened on the same day at the office of Director Higher Education Colleges GB in the presence of bidders/their Representatives at 11.00 am. Any clarification regarding request for proposal (RFP) may be requested to the DD (B & A) Higher Education Department, GB in writing no later than 4 PM.
4. A firm/bidder whose previous performance/work is unsatisfactory or is outstanding debts, will not be eligible to obtain tender documents. An affidavit on Rs.100/- Stamp Paper to the effect that the supplier is not blacklisted by any Government Department to participate in the bidding. Failure to submit such affidavit may lead to disqualification.
5. Proposals, complete in all aspects, in accordance with the instructions provided in the bidding document (properly prepared content page, binding, paging, flagging of all required documents) in sealed envelopes should reach on above mentioned date and time in the office of Director Higher Education (Colleges), GB, Directorate of Higher Education, GB Sakwar, Gilgit through by hand or any courier service. The Technical Proposals at 1st stage shall be opened on the same day at the time mentioned above whereas the original financial proposal along with bid security (which must be attached with Technical Proposal during submission of proposals) will remain with the procuring committee. Furthermore, only **"Typed"** financial bid will be considered valid. In other words, hand written financial bids will not be accepted.
6. Bidding will be carried out in accordance with GB PPRA Rules 2022(39) (b) **"Single-stage Two Envelopes procedure"**. As per GB Public Procurement Rule 2022(28), 3% of estimated

- of **Director Higher Education (Colleges), GB** and original CDR shall be attached with the Technical Bids/Tenders. In case, the original CDR is not found attached with the Technical Bids, the firm/contractor shall be declared as "**Non-responsive**". Successful bidders shall have to submit 10% performance security of total bid price in the name of **Director Higher Education (Colleges), GB** within seven (07) days after bid acceptance in the prescribed way given in the request for proposal (RFP).
7. A **cover letter** shall be furnished, the cover letter shall introduce the firm and summarize general qualifications, including the firm's legal entity name, address, email address, phone number of contact person, and a short synopsis of the proposal and credentials to deliver the services sought under the bidding document.
 8. All the applicable Federal, Provincial & Local taxes must be considered while preparing the financial proposals. All these taxes except GST are required to be built-in in the quoted rates and not be mentioned separately.
 9. The bidder, providing un-substantiated and/or incorrect information, is liable to Legal action and/or disqualification/blacklisting.
 10. The purchase committee reserves the right to increase/decrease the quantity or delete the item/Books with the reason thereof.
 11. The Directorate of Higher Education (Colleges), GB reserves the right to accept or reject in part or whole of tender on violation of any financial rules and assigning/recorded reasons thereof.
 12. In case of Local Holiday, the bidding process will be held on next working day on same time and venue.
 13. The company must be experienced in supply of Library Books with provision of at least Five supply orders with respective experience certificates against each Supply order.
 14. The company/Firm must have their own Location/Book Shop in any city of Pakistan. The committee of procuring agency will visit at the location/Shop/sight.
 15. Bidder must have certificate of professional tax with provincial challan form No. 32-A for the bidders outside of GB.
 16. Bidder must have membership Certificate of the Pakistan publishers & booksellers Association.
 17. This advertisement is available at GBPPRA website i.e. www.gbppra.gov.pk


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Gilgit-Baltistan, Sakwar Gilgit
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