



**OFFICE OF THE
DEPUTY COMMISSIONER
SHIGAR**

NOTICE INVITING TENDER

Tenders in sealed envelope are hereby invited from approved Govt. contractors / Firms for execution of the following works in Deputy Commissioner Office Shigar for the FY 2025-2026. The tenders shall be opened on the same date and time as mentioned below in presence of the contractors or their authorized representative.

S. #	Name of work/Head of Accounts	Date & Time of receipt of Bid	Date and time of opening of Bid
1.	Supply of Stationery Items (A03901)	04-08-2025 (10:00 AM)	04.08.2025 (10:30 AM)
2.	Supply of Misc./General Items (A03970 – Others)	04-08-2025 (10:35 AM)	04-08-2025 (11:00 AM)
3.	Entertainment Charges (A06301)	04-08-2025 (11:05 AM)	04-08-2025 (12:00 PM)
4.	Repair/Supply of Transport (A13001)	04-08-2025 (12:05 PM)	04-08-2025 (12:30 PM)
5.	Exhibition & Other National Celebration (A03918)	04-08-2025 (12:35 AM)	04-08-2025 (01:00 PM)
6.	Hiring Of Vehicle (A03904)	04-08-2025 (01:05 PM)	04-08-2025 (01:30 PM)
7.	Food Charges (A03963)	04-08-2025 (01:35 PM)	04-08-2025 (02:00 PM)

2. Tender form and list of items can be obtained from the office of the Deputy Commissioner Shigar on any working day, one day before date of opening, as per following terms and conditions: -
- Separate sealed envelope of tenders for each category may be submitted till 10:00 hrs of the date of opening of tender as mentioned above which will be open on the given date and time in presence of the contractors/suppliers, or their authorized reps who are willing to be present there.
 - Name of category must be written in bold on the sealed envelope.
 - A firm/contractor/supplier may offer tenders for one or more or for all categories.
 - The sealed envelope of tenders must contain the following documents, without which the tender will be liable to be rejected:
 - Tender on the Firm's letter paid with vendor number.
 - Call deposit worth to **Rs.10000/-** from a scheduled bank.
 - The rates of items if not covered in the "Tender Form" will be determined in accordance with the retail price fixed by the Chairmen Price Control Committee Shigar.
 - Government taxes applicable (if any) will be borne by the Firm/Contractor/Supplier.

Note: The Procuring agency may reject any or all bids at any time prior to the acceptance of a tender under the provision of PPRA Rules.

No. A-5(1)/2024

Dated 16th July, 2025

Arif Hussain (DMS)
Deputy Commissioner Shigar

Distributions:-

- Deputy Director PPRA Islamabad { with request to publish the notice on website }
- Notice Board DC Office Shigar
- Office Copy