



**Pakistan Institute of Development Economics**

QUAID-I-AZAM UNIVERSITY CAMPUS P.O. BOX 1091, ISLAMABAD

**TENDER NOTICE NO. GS/07/2025**  
**(OPEN FRAMEWORK AGREEMENT)**

**TENDER DOCUMENT**

**FOR**

*HIRING OF AIR TRAVEL SERVICES FOR THE BOOKING OF DOMESTIC/  
INTERNATIONAL FLIGHTS*





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GENERAL PRO-FORMA FOR TENDER SUBMISSION (to be filled by Bidder/firm)	
Bid/ proposal submitted for	
Firm/ Company Name	
Address: (Head office)	
Address: Office(s) in Islamabad/ Rawalpindi	
Contact Number	
Email address	
Owner(s) Name	
NTN/GST Number	
PEC Registration Number (in case of Civil work)	
Work Experience in relevant field/ Category (in Years)	
Previous reputation/work completion certificates / evidence submitted	Yes / No
Tender document Fee Submitted	Yes / No (Rs. _____)
Earnest Money/Bid Security Submitted	Yes / No (Rs. _____) %age _____ (If required)
Submission of undertaking that, firm has not been blacklisted by any Organization/establishment etc.	Yes / No
Last date for tender submission <b>April 08, 2025</b>	Submitted on: ____/____/2025



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## TENDER NOTICE No.GS/07/2025

The Pakistan Institute of Development Economics (PIDE) is a degree awarding specialized Institution in teaching and research in Economics and related Social Sciences working under the administrative control of Ministry of Planning Development and Special Initiatives, Government of Pakistan. The Institute invites Bids through e-Pak Acquisition & Disposal System (E-PADS) <https://eprocure.gov.pk> on "Single-Stage, One-Envelope" method from the reputed Firms/Contractors for **Open Framework Agreement** (for one year) having offices/setups at Islamabad/ Rawalpindi, registered with sales tax department, national tax number (NTN).

Details
<b>Tender Items for Open Framework Agreement:</b> (Bidders shall submit a single stage, one envelope)
✓ <i>Hiring Of Air Travel Services for The Booking of Domestic/ International Flights</i>

The Bid Security of Rs. 20,000/- (refundable) is required to submit in hard form in the shape of pay order/bank draft in favor of Pakistan Institute of Development Economics (PIDE), Islamabad; and scanned copy of the same is required to be uploaded through E-PADS.

Complete Tendering process shall be carried out through E-PADS. Interested firms/bidders are requested to register themselves on the E-PADS <https://eprocure.gov.pk/#/supplier/registration> and submit their tender documents. For registration and guidance/training on E-PADS, you may contact E-PADS UAN: 051-111-137-237.

Closing date of submission is April 08, 2025 by 11:00 hours. The bids shall be opened **half hour after the closing time** in the presence of the bidders who wish to be present in the office of the Chairman, Purchase Committee, PIDE. The Institute reserves the right to accept or reject any or all the proposal/quotations as per PPRA rules.

**(Dr. Nasir Iqbal)**

Registrar, PIDE

Quaid-i-Azam University Campus,  
Islamabad Tele # 9248051,051-9248089



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## **PURPOSE OF TENDER:**

Pakistan Institute of Development Economics (PIDE) invites **SINGLE STAGE - SINGLE ENVELOPE PROCEDURE** (OPEN FRAMEWORK AGREEMENT FOR ONE YEAR) under PPRA Rules from well reputed firms having minimum 5 years; experience in rendering similar services.

## **MODE OF ADVERTISEMENT(S):**

Complete Tendering process shall be carried out through EPADS. Interested firms/bidders are requested to register themselves on the EPADS <https://eprocure.gov.pk/#/supplier/registration> and submit their tender documents. For registration and guidance/training on EPADS, you may contact EPADS UAN: 051-111-137-237.

As per Rule 12(1&2), this tender document is being placed online at PPRA's website as well as the website of procuring agency. [www.pide.org.pk](http://www.pide.org.pk)

## **TYPE OF BIDDING (OPEN FRAMEWORK):**

As per Rule 36 (a), Single Stage-one envelope Bidding Procedure shall be followed. The said Procedure is reproduced as follows:

- i. The bid shall be a single envelope technical proposals;
- ii. In the first instance, the "**Technical Proposal**" shall be opened;
- iii. The procuring agency shall evaluate the technical proposal in the manner prescribed in advance, without reference to the price and shall reject any proposal which does not conform to the specified requirements;
- iv. During the technical evaluation no amendments in the technical proposal shall be permitted;
- v. After the evaluation and approval of the technical proposals, the procuring agency shall call the competitive financial proposals from the technically accepted bidders from time to time, under open frame work arrangements.
- vi. The pre-qualified (technically) evaluated bidder shall be eligible to participate in the financial proposal (when called)

## **TENDER PRICE & CURRENCY:**

The quoted price shall be:

- i. In Pak Rupees;
- ii. Inclusive of all Government applicable taxes; and
- iii. Denominated in Pak Rupees;



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## **TENDER ELIGIBILITY/QUALIFICATION CRITERIA**

Eligible Bidder/Tenderer is a Bidder/Tenderer who:

- a) Must be IATA accredited/ certified
- b) Must be registered with Tax Authorities, and having valid registration of Sales Tax and NTN, and also having sound financial strengths can participate (copy must be attached);
- c) Has submitted bid security and tender fee (nonrefundable). Non-compliance of the same shall cause rejection of the bid;
- d) Must be involved in relevant field for last 5 years (copy must be attached);
- e) At least 03 previous reputations/work completion certificates and current working proof/ reputation certificate. (Previous reputation shall highly be matter).
- f) Has not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or Autonomous body or Private Sector Organization anywhere in Pakistan (submission of undertaking on legal stamp paper is mandatory), **failing which will cause rejection of the bid;**
- g) Have the required relevant qualified personnel and enough staff strength to fulfill the requirement of assignment;

## **BID SECURITY/ EARNEST MONEY:**

The Bidder shall furnish the Earnest Money in favour of **PAKISTAN INSTITUTE OF DEVELOPMENT ECONOMICS, ISLAMABAD**. Bidders applying for hiring of air travel services for the booking of Domestic/ International flights to submit the Bank draft as earnest money of amount Rs. **20,000**.

## **OPENING OF THE TENDER:**

PIDE shall open all bids through EPADS at the time, date, and place specified in tender notice, in presence of bidders' representatives who wish to attend the meeting and shall sign an attendance sheet as evidence of their presence.

## **TERMS AND CONDITIONS:**

The tenderers are required to fulfill the under mentioned conditions failing which the quotations will not be entertained:

1. For this Pre-Qualification PPRA's Rule 15 and 16 will be adopted.
2. Financial bids will be called as when required of only Pre-Qualified bidders/ firms by the Competent Authority at PIDE.
3. Items mentioned in tender documents will be purchased from time to time on need basis.
4. The items will be delivered at the premises of the PIDE, Islamabad located at Quaid-i-Azam University Campus, Islamabad without any cost of transportation.



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5. The tenderers shall have to deposit earnest money in the form of Pay Order/Demand Draft only (Cheque are not acceptable) in favour of Pakistan Institute of Development Economics, Islamabad along with quotation for which applying;
6. The earnest money will remain with the PIDE till the completion of the contract period of required items. It shall be forfeited, if the firm fails to supply the required items within stipulated period and as per specifications mentioned in the tender documents.
7. Only registered suppliers, who are on Active Taxpayer List (ATL) of FBR, are eligible.
8. The firms must have established office in Islamabad / Rawalpindi, which can be inspected by the Institute's Authorized Officer/Purchase Committee (if deem necessary).
9. Over writing and cutting of any nature in quotation(s) shall not be accepted and the quotation shall stand cancelled.
10. The participating firm (s) shall have to provide a copy of their G.S.T & NTN registration certificate.
11. The vender shall give an undertaking that his firm has not been blacklisted by any of Provincial or Federal Government Departments, Agency, Organization or autonomous body etc. anywhere in Pakistan.
12. The Institute reserves the right to accept or reject any or all the quotations under rules.