Government of Pakistan

**National Heritage & Culture Division,**

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**TENDER NOTICE**

National Heritage & Culture Division invites bids from the firms/manufacturers / companies in Islamabad/Rawalpindi registered with Income Tax and Sales Tax Departments for supply of **Furniture & Fixture**.

**Terms and Conditions:**

1. The rates should be free from cutting/overwriting etc.
2. Bidder(s) must attach separate Bank Draft/Pay Order / Call Deposit equivalent to 2% of the total bid amount in favor of Drawing and Disbursing Officer, National Heritage & Culture Division which will be refundable in case of non-acceptance of bid(s). Incomplete offers will not be accepted.
3. **Single Stage-Two Envelop Basis** Procedure will be adopted to evaluate the offer(s). The bid shall comprise a single package containing two separate envelopes each envelop should contain separately the **“Technical Proposal”** and **“Financial Proposal”.** Financial bids of technically successful bidders will only be accepted and the firm which does not qualify Technical evaluation criteria, their Financial Proposals will be returned unopened.
4. Bidding documents along with term and conditions can be obtained from General Section of National Heritage & Culture Division during office hours.
5. Bidder(s) must attach separate Bank Draft/Pay Order / Call Deposit equivalent to 2% of the total bid amount in favor of Drawing and Disbursing Officer, National Heritage & Culture Division which will be refundable in case of non-acceptance of bid(s). Incomplete offers will not be accepted.
6. Sealed bidding documents completed in all respects should reach the office of undersigned on or before **28th September, 2020 till 1130 Hours**. Technical bids will be opened on same day at 1200 Hours in presence of bidders/representatives of firms. Financial bids of successful bidders will be opened on same day at 0300 Hours.
7. In case of any query, contact on given number during office hours.

**(Amanullah)**

Section Officer (G)

National Heritage & Culture Division

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