Tender for Job Fair 2026 BUKC
Section I
Standard Instructions to Bidders

The following data shall be applicable:

S#	Attribute	Details
1.	Name of Purchaser	Bahria University Karachi Campus
2.	Purchaser's Address	13, National Stadium Road Karachi – 75260
3.	Price of Bidding Documents	Rs.3,000/- in cash/Pay order. Nonrefundable
4.	Communication / Correspondence	**Procurement Cell** Bahria University Karachi Campus 13, National Stadium Road Karachi - 75260 Tel: 021-99240002-6 Ext.300
5.	Bid Submission format	The bids and prices must be submitted on the company letterhead duly signed / stamped in English Language. The hand written bids submitted may be considered non-responsive and may be rejected.
6.	Submission of Bids by post	Interested firms shall submit the bids through PPRA/EPADS and bid security in hard copy. In case a bidder prefers to submit bid in hard copy through courier, he must ensure that it is dispatched timely enough to reach procurement cell before the closing date and time specified in bidding document. The bids dispatched must be addressed as under: **The Director (Admin)** Bahria University Karachi Campus 13, National Stadium Road Karachi - 75260 Tel: 021-99240002-6 Ext.300
7.	Non Eligible Bidders	This Invitation for Bids is open to all eligible bidders, except as provided hereinafter: Bidders, who have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Purchaser to provide consultancy for the preparation of the design, specifications, and other documents to be used under this Invitation for Bids. Bidders under a declaration of ineligibility for corrupt and fraudulent practices.
8.	The price quoted shall be	DDP in Pak Rupees i.e. inclusive of all applicable taxes & transportation charges. If there is no mention of taxes, the offered / quoted price(s) will be considered as inclusive of all prevailing taxes / duties.
9.	Amount of bid security	2% of the financial proposal gross amount.
10.	Form of Bid Security	a. The bid security shall be in the form of irrevocable, en-cashable call-deposit/bank draft/pay order in name of the Bahria University Karachi. b. No personal cheques will be acceptable at any cost against bid security. The previous bid security (if any) will not be considered or carried forward. d. The tenders found deficient of the amount as bid security compared to total bid price will not be considered.

		Bid security is refundable upon completion of 100% completion of work. However, its claiming back shall be responsibility of the bidder. The bidder or its authorized representative will collect it from Procurement Cell by hand through written request on Company's Letterhead.
11.	Bid validity period	Bid should remain valid for 60 days from the closing date.
12.	Criteria for financial bid evaluation	a. Delivered Duty Paid (inclusive of all applicable taxes & transportation charges, if any) Price Only. b. Bidders cannot bid for partial quantities of an item. The bid must be for the whole quantity of an item required. c. The bidder has to quote only one rate for each item as per tender specification, no separate accessories will be accepted.
13.	Any Other Condition	Any other condition specific to this tender, not included in this tender document may be included or communicated through work order.

Section II
Special Instructions to Bidders

S#	Attribute	Details
1.	Name of Project	Job Fair 2026 BUKC
2.	Tender Published on	24-11-2026
3.	Medium	PPRA, EPADS, BU Website & BU Notice Board
4.	Deadline for bid submission	04-December-2026 at 11:30am
5.	Time, date, and place for financial bid opening.	04-December-2026 at 12:00pm
6.	Bidding Procedure	Single Stage one Envelope procedure shall apply
7.	Qualification of Bidders and documents to be attached with the bids.	a. The bidder must have handled similar or high value projects. Documentary evidence to this effect must be provided with the Bid, which includes copies of purchase order etc. b. The bidder must submit National Tax, Sales Tax Registration Certificates. c. Company Profile. d. Relevant Work Experience. e. Last year Tax return f. The bidder must submit an affidavit on stamp paper of Rs.50/- to the fact that bidder has not been blacklisted by any organization of the Federal/Provincial Government.
8.	Subject and file No.	Job Fair 2026 BUKC
9.	Pre-bid meeting/visit to site	Interested parties may visit for preparation of bids, to seek any further information, any time (0900 – 1600 hrs Monday to Friday except Saturdays, Sundays and Public Holidays) before the closing date for bid submission.

R E C E I P T

Received a sum of Rs. 3,000/- (Rupees Three Thousand only) as non-refundable payment from Mr. _____, NIC No. _____ Mobile No._____On account of Tender Documents supplied to M/s _____Address _____ _____ in response to Bahria University Tender Notice.

Receipt No. BUKC/AD/RC/2025

Date _____ ***Purchase Officer***

ISSUE NOTE:

Tender Document No._____Issue to M/s_____ Address_____ _____Received a sum of Rs. 3,000/- (Rupees Three Thousand only) as non- refundable payment from Mr. _____, NIC No. _____ Mobile No._____

Signed

President Purchase Committee
Bahria University Karachi
13, National Stadium Road Karachi
Tel No. 021-111-111-02

Date_____

Section III
Schedule of Requirements

The firm shall complete the work within the specified time period. Upon completion the work shall be inspected and accepted by the by committee constituted by Bahria University Karachi Campus.

S #	Description	Qty	Work Schedule	Location
01	Job Fair 2026 BUKC	Job	Work must be completed within one day after issuance of Work Order	Bahria University Karachi Campus

Section IV)

Details of Work

S.No	Description	Size	Qty
1	Silver Stall (2.5m x 2.5m) • Table size (38 inch width x 33 inch height) with white cover and blue frill • Acrylic Chairs (2 for representatives & 2 for candidates) • Power Socket • Company Fascia Name 1	2.5 meters x 2.5 meters	25
2	Gold Stall (4m x 2.5m) • Table size (38 inch width x 33 inch height) with white cover and blue frill • Acrylic Chairs 4 (2 for representatives & 2 for candidates) • Power Socket • Company Fascia Name 1	4 meters x 2.5 meters	10
3	Platinum Stall (6m x 2.5m) • Table size (38 inch width x 33 inch height) with white cover and blue frill 3 Fiber cushion chairs for representatives. • 2 acrylic chairs for candidates • Power Socket • Company Fascia Name 1	6 meters x 2.5 meters	10
4	Trussing with Criss Cross Fabric (Blue Color)	200 ft x 100 ft	1
5	U-shape Main Gate	20 ft x 10 ft	1
6	Plain Carpet (Blue/Red Color)	200 ft x 100 ft	1
7	Pedestal Fans		50

Note:

Bidders or their representative may must visit Bahria University (0900 – 1600 hrs Monday to Friday except Saturdays, Sundays and Public Holidays) before submission of quotation on PPRA/EPADS.

TENDER NOTICE

1. Bahria University Karachi Campus invites sealed bids from active tax payer firms for Upgradation of BUKC Basket Ball Court.

2. Interested firms shall submit the bids through PPRA/EPADS and along with the non-refundable tender document fee of Rs.3,000/- (in the form of cash/Pay order) at the Procurement Cell of Bahria University Karachi Campus till **04 December 2026** during working hours except Saturdays, Sundays and public holidays.

Director Admin
Bahria University Karachi Campus
13, National Stadium Road, Karachi
(021-99240002-6 Ext-300)