



GOVERNMENT OF PAKISTAN
NATIONAL INSTITUTE OF PUBLIC ADMINISTRATION (NIPA)

78, Shahrah-e-Quaid-e-Azam, Lahore
Ph. 042-99203885-86, Fax: 042-99204525-23

No. NIPA-L/DD(STOCK&STORE/2026

Dated:18-August, 2026

TENDER DOCUMENT FOR SUPPLY OF FRESH FOOD & DRY FOOD ITEMS

Electronic bids through e-Pak Acquisition and Disposal System (e-PADS) are invited from original manufacturers/authorized distributors/suppliers duly registered with Income Tax and Sales Tax Departments who are on active tax payers list of Federal Board of Revenue for supply of Grocery Items (Dry Food and Fresh Food Items), Dairy and Meat Items (Chicken, Mutton, Beef & Fish). Following are the terms and conditions:

- The Bidding Documents, containing detailed specifications alongwith sample, etc. and quantity required are available at the office of Mess Officer, NIPA, Lahore, located at **78-Shahrah-e-Quaid-i-Azam (Upper Mall), Lahore.**
- The bids, prepared in accordance with the specifications/samples, etc. in the bidding documents, must be dropped in the tender box placed at the office of Additional Director (Admn. & Fin), NIPA, Lahore, latest by **11.00 a.m. on 10-September, 2026.** The bids will be opened publicly on the same day and same place at **11:30 a.m** in the presence of representatives of bidding firms whoever wishes to be present.
- All the bids filled on prescribed Proforma should be duly endorsed, stamped and sealed and should comply with term and conditions. All the certificates pertaining to the registration of firm with tax authorities must also be enclosed.
- 2% of bids security (for items quoted only) shall be deposited along with the tender documents as earnest money in the form of Call Deposit Receipt (CDR)/Demand Draft/Pay Order issued by any scheduled bank of Pakistan in the name of Director General, NIPA, Lahore.
- Prices quoted should be inclusive of all applicable taxes. Applicable taxes will be deducted by NIPA, Lahore as per prescribed rules. Rates quoted should remain valid for the Financial Year 2026 - 27.
- Successful bidders will supply / deliver the items to NIPA Lahore.
- National Institute of Public Administration (NIPA) Lahore, reserves the right to accept or reject any or all bids in accordance with PPRA Rule 33.
- Any bid not complying with the terms & conditions and specifications/samples or any bidder supplying substandard items, not conforming to the specifications/samples will entail the cancellation of supply order and forfeiture of bids security.
- All question/queries/clarifications regarding this procurement should be directed to the undersigned.


(Zunera Nazir Hussain)
Additional Director (Admn.&Fin.)
042 - 99200921 25, 99202942