



E-BIDDING TENDER NOTICE

INVITATION FOR PRE-QUALIFICATION OF EVENT MANAGEMENT COMPANIES

1. The **NDMA** intends to prequalify suppliers for Invitation to Bid(s), and sign the **Open framework agreement(s)** with the selected bidder(s).
2. The objective of the intended Open framework agreement(s) is the on-demand supply of **Pre-qualification of Event Management Companies** at Islamabad through subsequent Call-off Contract(s) with successful bidders, and the purpose of this Prequalification Notice is to provide the very basic information to enable the potential applicants to decide whether or not to respond to this Prequalification Notice.
3. Only the prequalified applicants shall be entitled to participate in the further procurement proceedings, and it is expected that the Request for Quotation will be made to the Prequalified Applicants. **Open Framework Agreement(s)** will be signed b/w the Procuring Agency and the successful bidder(s) as Framework Agreement Suppliers subsequently for the **period of 2 Years**.
4. Prequalification process is open for all national Applicants subject to fulfilling the eligibility requirements mentioned in the respective Prequalification Documents. Interested Applicants may obtain further information from the **NDMA** at the address mentioned below **NDMA Headquarters, Main Murree Road, Near ITP Office, Islamabad** during office hours (**0830 to 1630 hours**).
5. A complete set of Prequalification Documents in **English** may be downloaded from the website (**www.ndma.gov.pk**) as well as EPAD.
6. All bids must be accompanied by a Bid Security as given in bid-data sheet in form of Pay Order/ Demand Draft. **Moreover, the original bid security (Rs.1.5 Million) along with hard copy of the bidding documents must be delivered at the address mentioned below on or before the bid submission deadline before 1100 hrs on 27th April, 2026 (Monday). Late Applications will be rejected.**
7. Electronic bids will be opened through EPADS at **1130 hours** on the same day in the presence of bidders' representatives who chose to attend in the bid opening at NDMA Headquarters Islamabad.



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