

GOVERNMENT OF PAKISTAN
NATIONAL INSTITUTE OF PUBLIC ADMINISTRATION (NIPA), ISLAMABAD

INVITATION FOR BIDS FOR PROCUREMENT OF GOODS FOR NIPA ISLAMABAD.

National Institute of Public Administration (NIPA), Islamabad invites electronic bids from the registered authorized distributors / firms / vendors / suppliers / manufacturers having properly established offices at Islamabad/Rawalpindi registered with Income Tax and Sales Tax Department and are on ATL of FBR. Bidders should be registered with PPRA on E-PADS. E-Bids are invited for supply of goods namely fire extinguishers, waste disposal machine (small incinerator) and First Aid kit (Full Basic medical equipment and supplies) during the Financial Year 2025-26.

Procuring Agency	National Institute of Public Administration (NIPA), Islamabad Government of Pakistan, Islamabad.
Procurement Method:	Single Stage – Two Envelope
Annual Procurements:	Procurement of Goods namely fire extinguishers, waste disposal machine (small incinerator) and First Aid kit (Full basic medical equipments and supplies) during the Financial Year 2025-26.
Closing Time, Date & Place:	The bids must be submitted on E-PADS and hard copy may also be dropped at reception of NIPA, Campus by 11:00 AM on 18th May, 2026 , National Institute of Public Administration (NIPA), Islamabad, Chak Shahzad, Park Road, Islamabad.
Opening of Bids:	11:30 PM on 18th May, 2026 , in the Committee Room of NIPA, Islamabad.

2. The detailed Terms & Conditions and detail of supplies are specified in the bidding documents, which can be downloaded from the National Institute of Public Administration (NIPA), Islamabad website (www.nspp.gov.pk) and the PPRA website (www.ppra.org.pk).

3. Bids must be submitted by using E-PADS. Manual bid submission is not allowed. Hard copies of bids can be submitted by those bidders, who have electronically submitted their bids on E-PADS. Bid shall be valid for 90 days.

4. Bid security equivalent to 5% of the estimated price in the shape of Pay order in favor of DDO, NIPA Islamabad. Original PO must be submitted to NIPA Islamabad before the online submission deadline of the bid.

5. Bidder shall quote rates (inclusive of all taxes / duties/charges/levies) for comparison, which shall be valid till expiry of bid validity, no request for increase in rates shall be entertained on any ground including subsequent legislation or levies.

6. Blacklisted bidders cannot participate in bidding process. An affidavit to the effect that the bidder has never been blacklisted by any ministry / division / department / government organization should accompany the bid.

7. Successful bidder is bound to supply the sample of the goods to the Bid Evaluation Committee. Contractor shall be bound to supply /deliver the goods by using their own transport.

8. Bidding document complete in all aspects should be uploaded through E-PADS on or before, Monday, 18th May, 2026 by 11:00 A.M. Electronically submitted Bids will be opened on the same day at 11:30 A.M, in the presence of available

bidders or their authorized representatives, who should be properly authorized by the bidder.

7. Contract will be awarded to the successful bidder who is eligible as per eligibility criteria, comply the Terms & Conditions of bidding documents, as per award criteria laid down in the Bidding Documents.

8. NIPA Islamabad reserves the right to reject any or all bids in terms of rule -33 of the PPRA Rules -2024.

Note: Notification of the GRC constituted in terms of Rule-48 of PPRA rules, 2004 is provided on EPADS at www.esprocure.gov.pk.

Deputy Director (A&F)
National Institute of Public
Administration (NIPA),
Islamabad