

TENDER NOTICE NO. GS/15/2026

(OPEN FRAMWORK AGREEMENT)

TENDER DOCUMENT

FOR

EVENT MANAGEMENT SERVICES





PIDE
PAKISTAN INSTITUTE
OF DEVELOPMENT
ECONOMICS

Pakistan Institute of Development Economics

QUAID-I-AZAM UNIVERSITY CAMPUS, ISLAMABAD

GENERAL PRO-FORMA FOR TENDER SUBMISSION (to be filled by Bidder/firm)	
Bid/ proposal submitted for	
Firm/ Company Name	
Address: (Head office)	
Address: Office(s) in Islamabad/ Rawalpindi	
Contact Number	
Email address	
Owner(s) Name	
NTN/GST Number	
Work Experience in relevant field/ Category (in Years)	
Previous reputation/work completion certificates / evidence submitted	Yes / No
Earnest Money/Bid Security Submitted	Yes / No (Rs. _____) %age _____ (If required)
Submission of undertaking that, firm has not been blacklisted by any Organization/establishment etc.	Yes / No
Last date for tender submission July 21, 2026	Submitted on: ____/____/2026



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The Pakistan Institute of Development Economics (PIDE) invites sealed bids from eligible, experienced, and reputable firms having offices/setups at Islamabad/ Rawalpindi, registered with sales tax department, national tax number (NTN) for **Three Years Open Framework Agreement**, in accordance with Public Procurement Rules, 2004.

➤ EVENT MANAGEMENT SERVICES

The Bid Security of Rs. 20,000/- (refundable) is required to be submitted in hard form in the shape of call deposit receipt in favor of PIDE, Islamabad.

Interested firms/bidders are required to submit their technical proposal for above mentioned Job in envelope on or before **July 21, 2026 by 11:00 hours**. The bids will be open on the same day at **11:30 am** in the office of Chairman Purchase Committee PIDE in the presence of vendors. The complete tender document is available on the Public Procurement Regulatory Authority (PPRA) website at www.ppra.gov.pk and on the Institute's official website www.pide.org.pk. The Institute reserves the right to accept or reject any or all bids as per PPRA rules.

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(Dr. Nasir Iqbal)

Registrar, PIDE

Telephone # 051-9248051, 051-9248089



PURPOSE OF TENDER

The Pakistan Institute of Development Economics (PIDE) invites sealed bids under the **Single Stage One Envelope Procedure** for an **Open Framework Agreement** for three (3) years, in accordance with PPRA Rules. Bids are invited from well-reputed firms with at least three (3) years of experience in providing similar services

MODE OF ADVERTISEMENT(S):

As per Rule 12(1&2), this tender is being placed online at PPRA's website, as well as being advertised in print media. This tender is also placed online at the website of procuring agency.

The bidding document carrying all details can be downloaded from website www.pide.org.pk

TYPE OF BIDDING (OPEN FRAMEWORK):

As per Rule 36 (a), Single Stage-one envelope Bidding Procedure shall be followed. The said Procedure is reproduced as follows:

- i. The bid shall be a single envelope technical proposals;
- ii. In the first instance, the "**Technical Proposal**" shall be opened;
- iii. The procuring agency shall evaluate the technical proposal in the manner prescribed in advance, without reference to the price and shall reject any proposal which does not conform to the specified requirements;
- iv. During the technical evaluation no amendments in the technical proposal shall be permitted;
- v. After the evaluation and approval of the technical proposals, the procuring agency shall call the competitive financial proposals from the technically accepted bidders from time to time, under open frame work arrangements.
- vi. The pre-qualified (technically) evaluated bidder shall be eligible to participate in the financial proposal (when called)

TENDER PRICE & CURRENCY:

The quoted price shall be:

- i. In Pak Rupees;
- ii. Inclusive of all Government applicable taxes; and
- iii. Denominated in Pak Rupees;

TENDER ELIGIBILITY/QUALIFICATION CRITERIA

Eligible Bidder/Tenderer is a Bidder/Tenderer who:

- a) Must be registered with Tax Authorities, and having valid registration of Sales Tax and NTN, (copy must be attached);



- b) Has submitted bid security. Non-compliance of the same shall cause rejection of the bid;
- c) Must be involved in relevant field for last 3 years (copy must be attached);
- d) At least 03 previous reputations/work completion certificates and current working proof/ reputation certificate. (Previous reputation shall highly be matter).
- e) Has not been blacklisted by any of Provincial or Federal Government Department, Agency, Organization or Autonomous body or Private Sector Organization anywhere in Pakistan (submission of undertaking on legal e-stamp paper is mandatory), **failing which will cause rejection of the bid.**
- f) Have the required relevant qualified personnel and enough staff strength to fulfill the requirement of assignment;

BID SECURITY/ EARNEST MONEY:

The Bidder shall furnish the Earnest Money in favour of **PAKISTAN INSTITUTE OF DEVELOPMENT ECONOMICS, ISLAMABAD.** Bidders applying for hiring of event management services to submit the call deposit receipt as earnest money of amount Rs. 20,000.

OPENING OF THE TENDER:

PIDE shall open all bids at the time, date, and place specified in tender notice, in presence of bidders' representatives who wish to attend the meeting and shall sign an attendance sheet as evidence of their presence. In case the last date of bid submission falls within the official holidays, the last date for submission of the bids shall be considered on the next working day.

TERMS AND CONDITIONS:

The tenderers are required to fulfill the under mentioned conditions failing which the quotations will not be entertained:

1. For this Pre-Qualification PPRA's Rule 16(A) will be adopted.
2. Financial bids will be called as when required of only Pre-Qualified bidders/ firms by the Institute.
3. The bidders shall have to deposit earnest money in the form of **call deposit receipt (CDR)** only (Cheque are not acceptable) in favour of Pakistan Institute of Development Economics, Islamabad along with quotation for which applying;
4. The earnest money will remain with the PIDE till the completion of the contract period of required items. It shall be forfeited, if the firm fails to supply the required items within stipulated period and as per specifications mentioned in the tender documents.
5. Only registered suppliers, who are on Active Taxpayer List (ATL) of FBR, are eligible.



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6. The firms must have established office in Islamabad / Rawalpindi, which can be inspected by the Institute's Authorized Officer/Purchase Committee (if deem necessary).
7. Over writing and cutting of any nature in quotation(s) shall not be accepted and the quotation shall stand cancelled.
8. The participating firm (s) shall have to provide a copy of their G.S.T & NTN registration certificate.
9. The vendor shall give an undertaking that his firm has not been blacklisted by any of Provincial or Federal Government Departments, Agency, Organization or autonomous body etc. anywhere in Pakistan.
10. The Institute reserves the right to accept or reject any or all the quotations under rules.
