
**National Database and Registration Authority (NADRA)
Regional Head Office Lahore**

BIDDING DOCUMENT

For

AUCTION OF BER TECHNICAL STORE ITEMS

TENDER No. NADRA-RHO LHR-RFB/2026/Auction-5

Regional Head Office NADRA Lahore

73-Trade Center M.A Johar Town Lahore
Phone: (92-42)–99232816, Facsimile :(92-42)-99232807
Email: lhr.admin@nadra.gov.pk



Auction Form

Note:

- i. Firm/Bidder must fill in all the details as required in the form.
- ii. Use Capital Letters.

Business/Individual Name: _____

Father /Husband Name (if Individual): _____

Name(s) of Owner(s); _____

CNIC No: _____

NTN: _____

Sales Tax Registration No: _____

Business Address: _____

Telephone: _____

Fax: _____

Cell No. _____

Email: _____

(Signature & Stamp of Bidder)

Date: _____



1. Documents for Eligibility & Responsiveness

Please tick the documents attached with Auction Bid. If any of the documents is found missing, then Procurement board reserve the right to reject the Bid of that Firm/Bidder.

1.1 Documents for Eligibility, Responsiveness & Qualification

- i. Copy of Sales Tax Registration Certificate.
- ii. Copy of NTN Certificate.
- iii. Any document/print as proof of being Active Taxpayer.
- iv. Fresh certificate, for being not black listed ever, on legal paper and contract non-performer with NADRA not occur in history.
- v. Complete filled Auction Documents.

2. Selection/Evaluation Criteria

- 2.1 Selection Criteria will be highest bid subject to clearance of Basic Eligibility & Responsiveness.
- 2.2 Financial Bid of Eligible and Responsive bidders will be considered for evaluation.
- 2.3 Financial Bid will be considered for all items as a single lot as per Financial Bid Form.
- 2.4 If same price of bid is quoted by more than one bidder than preference will be given to bidder who has more experience as tax payer.

(Signature & Stamp of Bidder)

Date: _____



3. List of Items for Auction

Sr. #	Item Name	Type	QTY
1	Acer CPU X2610G		47
2	Dell CPU 3020		5
3	CPU Dell 3046 (Micro)		10
4	CPU Dell 3050		4
5	Dell CPU 755		68
6	Dell CPU T-3500		1
7	HP CPU 6200		3
8	HP CPU 6300		1
9	Lenovo CPU V-520		2
10	Dell Vostro 220/230		30
11	CPU HP 2000MT/202		7
12	HP CPU 7800/7900		34
13	HP CPU 8300		6
14	Dell OptiPlex AIO 3030 (All in One)		14
15	Dell OptiPlex AIO 3050 (All in One)		6
16	Dell OptiPlex AIO 3240 (All in One)		5
17	Dell OptiPlex AIO 3280 (All in One)		4
18	POWER EDGE T-410 (Server)		1
19	HP COMPAQ ML-150 (Server)		1
20	HP 800G1 (Server)		1
21	POWER EDGE T-430 (Server)		1
22	Dell 755 (Server)		2
23	LCD Dell 15"		8
24	LCD Dell 17"		53
25	LCD Dell 18.5"		17
26	LCD Dell 19"		13
27	LCD Dell 21.5"		5
28	LCD Asus 18.5"		1
29	LCD Apple 27"		3
30	HP LCD 17"		9
31	HP LCD 19"		47
32	HP LCD 21"		15
33	LCD Lenovo 19.5"		6
34	LCD View Sonice 22"		1
35	LCD Acer 18.5"		27
36	Scanner HP-8300		1
37	Scanner HP-8270		1
38	Scanner EPSON-1630		14
39	Scanner EPSON GT-1500		7
40	Scanner HP PRO 2500F1		1
41	Scanner HP-5590		5
42	Scanner AD-480		1
43	Scanner Canon P-215-II		11
44	Scanner Plustek 2610		8
45	Scanner Plustek PL3060		2



46	Scanner Mustek 2448F		1
47	Scanner Canon Lide Series		1
48	Camera Canon EOS 1000D		2
49	Camera Canon EOS 1100D		6
50	Camera Canon EOS 1200D		4
51	Camera Canon EOS 1300D		2
52	Camera Canon EOS 3000D		11
53	Epson LX-310+/TMU-220		8
54	Thermal Printers		38
55	Form Printer OKI B412		59
56	Form Printer Brother LH-5200DW		1
57	Form Printer HP 2035		5
58	Form Printer HP M401		13
59	Form Printer HP M402		24
60	Form Printer HP M404		1
61	Form Printer HP M601		1
62	Form Printer HP M102W		2
63	Form Printer Xerox 3260		7
64	Form Printer Xerox 3320		1
65	Form Printer Xerox 3330		8
66	PRINTER ALL IN ONE HP M130		17
67	PRINTER ALL IN ONE XEROX 3215		28
68	UPS 1 KVA Aurora		1
69	UPS 1 KVA Online Interactive		1
70	UPS 1 KVA Alfa		1
71	UPS 2 KVA PowerCom		3
72	UPS 1.5 KVA APC		2
73	UPS 1800 Watt Homage		1
74	UPS 16 KVA Emerson		1
75	UPS 2 KVA EchoStar		1
76	UPS 3 KVA Britpower		1
77	UPS 3 KVA Eltek		1
78	UPS 625VAq		2
79	LAPTOP ASUS		3
80	LAPTOP HP		10
81	LAPTOP ACER		3
82	LAPTOP DELL		2
83	Barcode Readers		21
84	Keyboard		674
85	Mouse		802
86	Q-Matic Machine		5
87	Photocopier Machine MP2014D		3
88	Token Printer Head		19
89	LED TV		3
90	Projector Sony		1
91	Motherboards (All Types)		68
92	Camera Adapter Coupler		76
93	Camera Charger		41



94	Camera Battery		32
95	USB HUB		13
96	DRY Battery 12V 5Amp		157
97	DRY Battery 12V 7Amp		572
98	DRY Battery 12V 17Amp		86
99	Liquid Battery Phoenix 130Ah		2
100	Liquid Battery AGS 100Ah		1
101	Liquid Battery Exide 85Ah		2
102	Liquid Battery AGS 85Ah		7
103	Liquid Battery Exide 90Ah		1
104	Liquid Battery Exide 160Ah		2
105	Liquid Battery Phoenix 85Ah		1
106	Liquid Battery Daewoo 70Ah		17
107	Liquid Battery AGS 70Ah		4
108	Liquid Battery AGS 80Ah		3
109	Liquid Battery AGS 60Ah		2
110	Liquid Battery Exide 70Ah		8
111	Liquid Battery Osaka 70Ah		2
112	Liquid Battery ISUZU 70Ah		1
113	Liquid Battery AGS 50Ah		1
114	Liquid Battery AGS 45Ah		1
115	Liquid Battery AGS 30Ah		4
116	IP Phone		9
117	Extension Lead		2
118	CD/DVD Rom		19
119	Webcam		20
120	Electric Blower		4
121	Oxygen Concentrator		1
122	Paper Shredder		3
123	Network Switch Cabinet 12U		2
124	Network Switch Cabinet 9U		2
125	Camera Stand		49
126	Q-Matic LEDs		95
127	Mic		1
28	Lan Tester		3
29	Fuser Assembly (All Types)		93
130	Scanning Unit (All Types)		28
131	Formatter Board		6
132	Stabilizer 15000 Watt		1
133	Amplifier		18
134	Signature Pad		4
135	NVR/DVR		23
136	CCTV Cameras		77
137	Scrap		217.5 KG

(Signature & Stamp of Bidder)

Date: _____



4. Terms and Conditions

- a. Bid Security of un-successful bidders shall be released, once bid is awarded to successful bidder.
- b. All the condemned items to be disposed of on **“As and Where is Basis”**
- c. The e-bid must be accompanied by Bid Security i.e. **Rs 150,000/-** in respect of **“NADRA REGIONAL HDQ OFFICE LAHORE”** and must be submitted **(in original)** in Admin Branch at NADRA Regional Head Office, 73-Trade Centre M. A Johar Town, Lahore on or before **04 May, 2026 not later than 11:00 AM.**
- d. Bids/offers are invited for the auction of condemned items through EPADS. Bid containing necessary documents, CDR, Bidding Documents duly completed in all aspects shall be submitted through **EPADS** by **04 May, 2026 at 11:00 AM.** Manual bids shall not be accepted.
- e. The e-bids will be opened on **04 May, 2026 at 11:30 AM** at NADRA Regional Head Office, Lahore.
- f. Successful bidder will deposit 100% of offered amount after issuance of awarding letter within 3 days and have to lift items within next 7 days. (*In case of failure to deposit, bid security shall be forfeited).
- g. **Successful e-Bidder shall be responsible to pay all Govt. applicable taxes over the offered bid amount. Taxes should not be included in offered e-bid amount.**
- h. **Successful bidder has to deposit 18 % sales tax on offered amount and 10 % as filer and 20% in case of non-filer as Income tax over the total of offered bid price & 18 % sales tax.**
- i. **Bidders inspect condemn/ BER TECHNICAL STORE ITEMS at NADRA RHO, 73-Trade Centre M. A Johar Town, Lahore as well as only bidder is entitled to attend the bidding proceedings or any single person on behalf of bidder having duly signed authority letter is entitled to attend the proceedings.**
- j. Successful bidder shall be responsible to pull out all items / equipment etc. from **73-Trade Centre M. A Johar Town, Lahore** within 7 days after depositing of total amount, at their own expenses.
- k. The competent authority reserves the right to reject all e-bids / tenders without assigning any reasons as per PPRA Rule - 33
- l. Bidder will submit copy of valid Computerized National Identity Card (CNIC).
- m. Cutting & over writing of bids will be liable to rejection.
- n. Bidder will submit the copy of National Tax Number (NTN)
- o. Bid with incomplete / fake supporting documents will not be entertained, and furnishing of incorrect information shall be liable to legal action.

Note

Bidder is required to follow/ fulfill the terms and conditions mentioned above at Para # 2 (a to n) of this bidding documents. In case of failure the bid shall be rejected.

(Signature & Stamp of Bidder)

Date: _____



5. Financial Bid

Bidders Name: _____

CNIC No. _____

NTN No. _____

a.	Tender Submission Date: ٹینڈر جمع کروانے کی تاریخ	
b.	Bid Amount (Rs.) Without Tax بولی کی قیمت بغیر ٹیکس	
c.	GST 18% جنرل سیلز ٹیکس	
	Total:	
d.	Withholding Tax Filer 10% Non-Filer 20% ود ہولڈنگ ٹیکس	
	Grand Total:	

a. Bid Security (Rs. 150,000/-) _____

b. CDR/Pay Order No: _____

NOTE:

Sales Tax and Income Tax shall be calculated over and above of offered bid price and bidder have to pay this amount as per rules.

(سیلز ٹیکس اور انکم ٹیکس بولی کی قیمت کے اوپر لاگو ہوں گے جو کہ کامیاب بولی دہندہ کو قواعد و ضوابط کے مطابق ادا کرنا ہوں گے)

(Signature & Stamp of Bidder)

Date: _____

