

TENDER NOTICE FOR OUTSOURCING OF GENERAL, NON-CORE SERVICES
‘SUPPORT STAFF’ IN CHILD PROTECTION INSTITUTE, ISLAMABAD

IFB No: 4-1/2025-CPI

Government of Pakistan Ministry of Human Rights (Child Protection Institute) invites bids through **EPADS** from reputable Firms, having representative office in **Islamabad/Rawalpindi**, for Outsourcing of General, Non-Core Services ‘Support Staff’} duly registered with SECP **for a period of one (01) year, further extendable on satisfactory performance**. The companies must be on Active Taxpayers List of FBR and fulfill the eligibility criteria/ terms and conditions as per Section II of the bidding document.

2. Bidding shall be carried out by Single Stage One Envelope Procedure. Further, any bids not submitted through EPADS shall stand rejected as per **S.R.O No. 296(1)/2023**. The S.R.O available at PPRA’s website (www.ppra.org.pk/doc/epronotif.pdf).

3. Earnest money (Bid Security) equivalent to Rs. 260,000/- (Two Hundred Sixty Thousand Rupees Only) needs to be submitted in the shape of Bank Draft/Pay Order in favor of DDO, Child Protection Institute. The Bidder must submit the Earnest Money (Bid Security) sealed in a small envelope or must produce in original at the time of bid opening as per rule 25 of PPRA.

4. **Bids shall be valid for 120 Days**. In case of unsuccessful tenders, Earnest Money (Bid Security) will be released/returned within a fortnight and in case of successful bidder the same shall be released on furnishing of performance security.

5. Blacklisted firms and Bidders cannot participate in bidding process. A certificate to the effect that the Bidder has never been Black Listed by any Ministry/Division/Department /Government Organization should accompany the Bid.

6. Interested firms may apply through **EPADS** with subject **“TENDER FOR OUTSOURCING OF GENERAL, NON-CORE SERVICES IN CPI”** within **15-days (28th March 2025** at 11:00 A.M). Tender will be opened on the same day at **11:30 A.M** in the presence of the representative/bidders.

7. Procuring agency reserves the rights to reject any or all bids in terms of Rule- 33 of PPRA Rules 2004. In case public holiday is announced on bid submission & opening date the same shall be held on the next working day.

8. This Tender Notice is also available on EPADS Website (www.ppra.gov.pk) & Ministry of Human Rights Website www.mohr.gov.pk

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