

**PAKISTAN MUSEUM OF NATURAL HISTORY**  
**(Pakistan Science Foundation)**  
**Garden Avenue Shahkarparian**  
**Islamabad**

**TENDER NOTICE**

Pakistan Museum of Natural History, Islamabad is a scientific organization working under the administrative control of Ministry of Science & Technology intends to organize National Science Fair 2016 and invite sealed bids from well-reputed **Event Organizers, General Order Suppliers** having NTN, GST No and on Active Tax payer List (ATL) and having experience in organizing the events in different public sector organizations **on hiring basis for a period of Seven days.**

All interested parties may send their quotations in sealed cover along-with 2% of the total quoted price as earnest money in the shape of pay order or Bank draft in favour of Pakistan Museum of Natural History, H-7 garden Avenue Shahkarparian, Islamabad on or before 17-11-2016 or next working day in case of holiday, up to 1200 hour and their bids shall be opened on the same day at 1230 hours in the presence of bidders or their authorized representatives in Committee Room of Pakistan Museum of Natural History, Islamabad.

The Tender Documents/BOQ may be obtained from the undersigned during the office hours on any working day from the date of publishing of this Notice. **Orientation meeting** for the same will be held on Monday 7<sup>th</sup> November, 2016 at 11.00 a.m.

(Muhammad Iqbal Khan)  
Deputy Director (Admin)  
Phone No. 9249251-9249239  
Fax: 9249240

PAKISTAN MUSEUM OF NATURAL HISTORY  
ISLAMABAD

**TENDER DOCUMENTS**

Name of Firm: .....

Address: .....

GST Registration No. ....

National Tax Number: .....

Active Tax Payers List No. ....

Detail of Works:

**National Science Fair, 2016**

Sr. No	Name of Work	Rate for Complete Job
1.	<b>Putli Tamasha Stall Large Size 1 No</b>  i. Chairs Parashoot 100 Nos ii. Boundary wall of stall constructed with Kanat	
2.	<b>Tea Arrangement 300 Persons Each day (On opening and Closing Ceremony day)</b>	
3.	<b>TENT SERVICES FOR INSTALLATION OF STALLS Size ( 3 Meter X 3 Meter) Each</b> i. Boundary wall of stalls constructed with Kanats ii. Roof of stalls constructed with Shamiana iii. Two tables in each stall iv. Table Covers along with Frills (to be changed on daily basis) v. Extension board on each stall (Fine quality) vi. Arrangement of Lights on each stall vii. Two Foam chairs along with Cover in each stall (to be changed on daily basis) viii. Floor of stall cover with Carpet ix. Runners front of stalls x. Boundary wall of stalls constructed with Kanats xi. Water Stand 03 Nos xii. Water Glasses 50 Nos <b>Quantity will be informed later on</b>	

4.	<p><b>Electricity</b></p> <ul style="list-style-type: none"> <li>i. Complete lights ( inside &amp; outside of PMNH and parking area of PMNH premises)</li> <li>ii. Generator 150 KVA along with POL</li> <li>iii. Sound system for announcement ( Should be connected with Control Room)</li> </ul>	
5.	<p><b>Security Measures ( Complete Area)</b></p> <ul style="list-style-type: none"> <li>i. Security Walk Through Gates 02 Nos</li> <li>ii. CCTV Cameras <b>(Should Cover all PMNH Areas inside and outside and connected with control room and save the recording. Recording of Fair will be provided to PMNH Authority on daily basis on CDs (three Copies).</b></li> <li>iii. Hiring of services of Security Guards with Arms at least 10 Guards from well reputed firms</li> </ul>	
6.	<p><b>Temporary Toilet (06 Nos) ( Fiber with Iron Frame) ( 03 for Male and 03 for Female)</b> 04 WC and 02 Western Toilet</p> <ul style="list-style-type: none"> <li>i. With complete accessories</li> <li>ii. Lights</li> <li>iii. Storage of Water Tank</li> <li>iv. Buckets</li> <li>v. Sign Board for visitors</li> <li>vi. Sanitary worker 02 No <b>(1- Male, &amp; 1 Female</b> for seven days For cleaning of the Toilets.</li> </ul>	
<b>Total Cost ( Lump sum) including all Taxes</b>		

**Terms and conditions**

1. The rates inclusive of GST in Pak Rupees should be quoted in the bid.
2. The bids will be evaluated in terms of the prescribed specification/BOQ
3. The Firms should mention NTN number GST MP & ATL No.
4. An affidavit to the department/organization effect that the Firm has never been black listed by any department/organization of Federal/Provincial Government of Pakistan may be furnished.

5. An affidavit to the effect that the Firm has never been involved in any litigation with any client/department/organization of Federal/Provincial Government of Pakistan during the last five years may be provided.
6. Submission of any false statement/document, including concealing of any information is likely to disqualify the bidder.
7. The Jobs must be completed at Pakistan Museum of Natural History, Islamabad within seven days after issuance of work/job order.
8. No transportation and carriage/mobilization charges advances will be allowed.
9. Income Tax and other all Govt. taxes will be deducted at source as per Government Rules.
10. The work if done below the given specification/standard will not be accepted and the Firm concerned will have to do it again up to the satisfaction of authority at its own risk and cost.
11. **Bid Evaluation Criteria** Bids will be evaluated on the basis of **total cost** of the complete Job. Bid with **lowest total cost** conforming to the Tender Document will be considered for award of contract.
12. Orientation meeting shall be arranged on Monday i.e. 07-11-2016 at 11.00 a.m. for the contractors for detailed explanation of works. All interested parties may also visit the works as & when they do like during the office hours for their assessment.
13. Payment will be released after satisfactory performance of the lowest bidder.

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