

## **Invitation for Bids (IFB)**

1. The National Institute of Banking & Finance, H-8/1 Islamabad intends to procure Fleet Management System (FMS) for its Vehicles for which sealed bids are invited from authorized firms/companies with more than 5 years experience. The details of FMS is mentioned in Section-III of this document
2. The bid must be supported by all necessary documents i.e profile of bidder, GST Certificate, Income Tax Certificate, Dealer ship Certificate Price (all inclusive), Specs etc
3. Bidding will be conducted using the National Competitive Bidding procedures specified in the Public Procurement Rules 2004 (PPR 2004) and is open to all eligible Bidders as defined in the PPR2004 that meet the following minimum qualification criteria:
4. Bidders must have a documented track of completing at least 5- 7 similar assignments, during last 4 (four) years, of similar functional/technical characteristics and of a comparable scale. They should have adequate liquid assets and/or credit facilities, net of other contractual commitments.
5. Rates once quoted will not be revised. The bidders are requested to give their best prices. The rates quoted must remain valid for a period of 60 days after opening of tenders.
6. All bids must be accompanied by a bid security of 2% of the bid price and shall be issued in favor of National Institute of Banking & Finance. Bids not submitted on prescribed format, without bid security or received after prescribed time will be rejected.
7. The institute reserves the right to increase / decrease the quantity or number of Vehicles.
8. Bidding Documents (Hard Copy) can be obtained upon submission of request letter on company's letter head, three work orders of same equipment and pay order of Rs.200/- in favour of National Institute of Banking & Finance-Islamabad. Original and valid dealership certificate /importer is required to be presented at the time of obtaining documents and will be returned at the spot
9. Bids must be delivered duly stamped /signed to the address below on or before April 12, 2015 at 11.30 A.M. and will be opened the same day at 12.00 A.M in the presence of bidders' representatives who may choose to attend.
10. The NIBAF's authorities reserve the right to reject any or all bids as per PPRA rules

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