

**Bid No.04**

**Rs. 1,000/-**

**Auction (2023-24)**

# **AUCTION BID DOCUMENTS** **FOR AUCTION OF IT EQUIPMENT**



**Auction Bid Opening Date:                      12<sup>th</sup> December, 2023**

**Name of bidder to whom issued** \_\_\_\_\_

**Auction Bid Document No.** \_\_\_\_\_

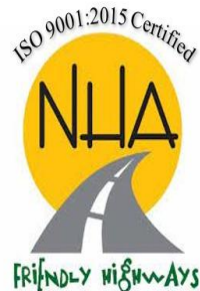
**Dated:** \_\_\_\_\_

**NATIONAL HIGHWAY AUTHORITY**

**# 27-MAUVE Area, G-9/1, Islamabad**

# **AUCTION BID DOCUMENTS**

## **(Establishment Directorate)**



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# **NATIONAL HIGHWAY AUTHORITY**

## **AUCTION BID DOCUMENTS**

### **Establishment Directorate**

#### **AUCTION NOTICE**

**(Auction 2023-2024)**

National Highway Authority intends to auction of surplus/condemned store items (IT equipment) as per following detail on "As is where is" basis at NHA Chakri Record Office.

<b>Description of Surplus/condemned items</b>
<b>IT Equipment.</b> Computers, LCD Monitors, CRT Monitors, Laptop, Cutie Drive, Color Printers, Printers, Scanners, Digital Video Recorders, UPS, Servers & Access Points etc.

2. Detailed list, terms & conditions and Application Forms are given in the bid documents which can be obtained from the office of undersigned on any working day during office hours on submission of a written request along with Pay Order of Rs.1,000/- (Non-Refundable) in favour of NHA. (Auctionable stores can be watched/seen at NHA Chakri Record Office Chakri, near Motorway Police office Chakri.

**Auction Notice is also available at**

**PPRA website i.e. [www.ppra.org.pk](http://www.ppra.org.pk)**

**&**

**NHA Website i.e. [www.nha.gov.pk](http://www.nha.gov.pk)**

3. Bid complete in all respects along with Pay Order equal to 25% of total bid amount as Security Deposit in the name of NHA, should reach the office of undersigned on or before **12<sup>th</sup> December 2023 at 1100 Hrs.** same shall be opened by respective Committee **on the same day at 1130 Hrs in NHA HQ Auditorium** in the presence of bidders.

4. National Highway Authority reserves the right to reject any or all bids as per provision of PPRA rules.

5. Precautionary measures for Covid-19 shall be strictly followed during visit of NHA HQ and proceeding of tender.

**Deputy Director (Stores)**  
**27-Mauve Area, G-9/1**  
**Islamabad**  
**Phone office: 051-9032637**

# NATIONAL HIGHWAY AUTHORITY

## (Terms & Conditions)

### **1. General**

Sealed bids are invited from interested bidders holding GST & NTN registration (current active), for auction of surplus /condemned IT equipment etc. on “As is where is basis” lying at NHA Chakri Office.

### **2. Procedure for Submission of Bids:**

- i. Bid Documents which include detail of Auctionable material (Annexure-A) and Bid Application Form (Annexure-B) can be obtained from the office of undersigned on any working day during office hours on submission of a written request along with Pay Order of Rs.1,000/- (Non-Refundable) in favour of NHA.
- ii. Bid complete in all respects should reach in the office of undersigned on or before **12<sup>th</sup> December 2023 at 1100 Hrs** which shall be opened by respective Committee **on the same day at 1130 Hrs** in the presence of bidders.

### **3. Inspection of Assets:**

The interested bidders may inspect the items on any working day during office hours at NHA Chakri Office. No conveyance facility shall be provided by NHA.

### **4. Bid Evaluation Criteria:**

The Bids shall be evaluated on the basis of competitive offers. Therefore, all bidders are required to offer bids complete in all respects. The incomplete documents in the said exercise will lead to disqualification of the bidder.

### **5. Security Deposit:**

The bidders are required to submit pay order equal to 25% of total bid amount in favour of National Highway Authority as “Security Deposit”. The same shall be released immediately to the bidders who fails to win the bid. The Security deposit of three highest bidders shall be retained with the authority till finalization of auction process.

Bids without security deposit (and other pre-requisites) shall be declared “Non-Responsive”.

### **6. Acceptance/ Rejection of Bids.**

On the basis of evaluation, the successful bidders will be informed accordingly with intimation to others the grounds for rejection of their bids.

**7. Mode of Payment:**

The successful bidder after final payment of balance amount of the sale price shall be required to remove/collect stores at his own expense. If the stores are not removed within the specified period, ground rent @ 0.5% of the original sale price of stores per day shall be charged.

**8. Disqualification:**

Incomplete documentation shall lead to disqualification of the bidders. Moreover, wrong information shall make the bidders liable for debarring from this as well as future contracts in NHA even after finalization of process.

**9. Documents to be attached:**

The bidders are required to submit following documents with their bids:

- i. Prescribed Bid Application Form duly stamped and signed.
- ii. Pay Order equal to 25% of total bid amount in favour of National Highway Authority as "Security Deposit".
- iii. Copy of NTN & GST registration certificates (if any)
- iv. Copy of the CNIC of the bidder.
- v. Affidavit of judicial Stamp paper (for the bidders being not black listed)

**Issued by**  
**Deputy Director (Stores)**  
**NHA HQ Islamabad**  
**Ph: 051-9032637**

**Detail of Auctionable IT Equipment**  
**Items (Sr. No. 01 to 12)**

<b>Sr. No</b>	<b>Items Name</b>	<b>Bid Price</b>
1.	Computers	<b>Rs.</b> _____
2.	LCD Monitors	
3.	CRT Monitors	
4.	Laptop	
5.	Cutie Drive	
6.	Color Printers	
7.	Printers	
8.	Scanners	
9.	Digital Video Recorders	
10.	UPS	
11.	Servers	
12.	Access Points	

**Total Bid Price Rs.** \_\_\_\_\_

**Total Bid Price in Words (Rupees \_\_\_\_\_ )**

**Name & Signature of the Bidder** \_\_\_\_\_

**Seal & Stamp** \_\_\_\_\_

**NATIONAL HIGHWAY AUTHORITY**  
**Establishment Directorate**  
**AUCTION BID APPLICATION FORM**  
**(BIDDER PARTICULARS)**

<b>A</b>	<b>Bidder Particulars:</b>	
1	Name of the Bidder	
2	Name of the Owner	
3	Address of the Bidder	
4	Telephone No (Business)	<b>PTCL:</b> <b>Mobile:</b>
5	CNIC of the Bidder	
<b>B</b>	<b>Bid Particulars:</b>	
1	GST Registration No. (if any)	
2	NTN Registration No. (if any)	
3	Total Bid Amount of items (as per quoted rates)	<b>Rs.</b>
		<b>Rupees in words:</b>
4	<b>Security Deposit</b>	Equal to 25% of total Bid Amount
5	Pay Order No.	
6	Name of Bank & Branch	

Documents attached with the application form:

<b>Check List</b>					
1.	Copy of CNIC	Yes		No	
2.	Copy of GST Certificate (if any)	Yes		No	
3.	Copy of NTN Certificate (if any)	Yes		No	
4.	Affidavit of Judicial Stamp Paper (for the bidder being not black listed)	Yes		No	
5.	Pay Order as Earnest Money	Yes		No	

❖ **Auction Bid Information:**

Last Date for Submission & Opening of Bid: 12<sup>th</sup> Dec-2023

❖ **Place of Opening of Bid:**

NHA Auditorium, 2<sup>nd</sup> Floor, #27-Mauve Area, G-9/1, Islamabad

❖ **Place to watch/seen the auctionable stores:**

Auctionable stores can be watched/seen at NHA Chakri Record Office Chakri, near Motorway Police office Chakri.

**(DECLARATION)**

Terms and Condition prescribed in the Auction Bid Documents are fully understood and accepted. I/We do hereby agree to abide by all and fulfill the terms and conditions of the contract.

Name and Signature of  
Authorized Representative

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**Issued by**

Deputy Director (Stores)  
NHA-HQ Islamabad  
051-9032637