



**PAKISTAN POST**  
**OFFICE OF THE DIRECTOR GENERAL PAKISTAN POST**  
Government of Pakistan  
Ministry of Postal Service  
ISLAMABAD-44080  
[www.pakpost.gov.pk](http://www.pakpost.gov.pk)

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**No. EP.8-17/2012 Dated                      May, 2013**

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**TENDER NOTICE**

Sealed tenders are invited in form of Technical and Financial proposals on single stage-two envelopes procedure basis from well-established and reputed firms/software houses, registered with Sales Tax Department for:

Maintaining, updating, re-engineering, troubleshooting, upgrading and integrating the already running EMTTS, IPS, Mobile Delivery Update & CMS which are working individually in a hybrid mode and network administration.

**OR/AND**

The bidder can offer an **off-the-shelf Licensed Industry Standard Solutions** covering Track & Trace, IPS integration, mobile update application and all related components or any part thereof, implemented at any international postal/courier organization except Pakistan Post with features given into on monthly charge basis. Pakistan Post will not accept any offer to purchase any software/solution which is already being used or has previously been used by Pakistan Post.

2. The interested parties may obtain a copy of tender document on payment of Rs. 3,000/- (Rupees Three Thousand Only) at any Post Office under “**Unclassified Receipts**” from **Express Post Branch of the Directorate General, Pakistan Post Office, Room No. 88, G-8/4, Islamabad (051-9260653)** during the working hours between 0900 A.M. to 0400 P.M.

**The bidding shall be on “Single Stage-Two envelope procedure”.**

3. 1<sup>st</sup> Envelop should contain Technical proposal only and be clearly marked “**Technical Proposal**”.

4. 2<sup>nd</sup> Envelop should contain “**Financial Proposal**” (item-wise rate of the quoted items) alongwith earnest money equal to Rs. 100,000/- (One hundred thousand only) in form of Bank Draft/Postal Draft/Pay Order (**refundable to unsuccessful bidders**), in favour of the Director General, Pakistan Post Office, Islamabad which must accompany with the **Financial Proposal** otherwise it will not be considered. The envelop be clearly marked as “**Financial Proposal**”.

**Clarification**

- (i) Both envelopes (Technical and Financial) already sealed in separate envelopes should be sealed in a third envelop. Envelops shall be marked as “**Technical**”

**Proposal” and “Financial Proposal”** in bold and legible letters, the name of the bidder/firm be clearly marked on all envelopes.

- (ii) The bid shall comprise a single package containing two separate envelopes. Each envelope shall contain separately the Technical Proposal and Financial Proposal.
- (iii) The Financial Proposals will be retained in the custody of Pakistan Post without being opened.
- (iv) The Financial Proposals of the accepted technical bids recommended by the technical committee will be opened in the presence of bidders or their representatives. Financial proposals of the technically un-qualified bids shall be returned to the bidders un-opened.

2. Sealed tender should reach the undersigned latest by **12<sup>th</sup> June, 2013 at 1100 hours** which will be opened by the Tender Committee on the same day at 11:30 hours in the presence of tenderer or their authorized representatives who wish to attend.

4. All bids will be processed and evaluated in accordance with Public Procurement Rules, 2004 as well as terms and conditions contained in the tender document/ evaluation criteria.

6. The tenderer should submit an affidavit stating that his firm has not been black-listed/debarred by any Government/Semi Government/Autonomous body and no legal action is under way against his/her firm. All black-listed/debarred by any Government/Semi Government/Autonomous body firms shall not be entertained.

7. Pakistan Post being the tendering authority can cancel the tender any time without intimating the reason thereof which shall not be challengeable in any Court of Law.

8. The competent authority reserves the right to accept or reject one or all the proposals without assigning any reason thereof.

9. The tender notice is also available on PPRA and Pakistan Post websites at [www.ppra.org.pk](http://www.ppra.org.pk) and [www.pakpost.gov.pk](http://www.pakpost.gov.pk)

10. In case the tender is not opened on scheduled date due to announcement of Public/Government holidays/optional holidays, or any unfavorable circumstances, the same shall be opened on the next working day at the same time as mentioned above

11. For any problem at any stage of this tender, kindly contact the undersigned.

**Note:-**

- (i) **There will be a briefing about “Scope of the Project” at 1100 am on 5<sup>th</sup> June, 2013 at Committee Room of Dte-General, G-8/4, Islamabad.**
- (ii) **Interested bidders are advised to attend the briefing.**

**(SAIMA MUKHTAR)**  
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