

Government of Pakistan
Finance Division
(Services-I Section)

TENDER NOTICE

Sealed tender are invited from Government's registered firms having complete set up in Islamabad / Rawalpindi for supply of meal/Lunch/Dinner Box/Light Refreshment for the officers/staff working till late at night for official business/meetings and to dispose off urgent official matters in Finance Division during Financial Year 2015-16 and remaining period of CFY 2014-15 i.e. January to June, 2015.

2. Terms / conditions for participating in the tender can be obtained from the undersigned (free of cost) during office hours and are also available on official websites of Finance Division (www.finance.gov.pk) and PPRA (www.ppra.org.pk).

3. Interested parties may send their quotations in sealed cover to Section Officer (Services), Room No.506, Finance Division, Block 'Q', Pak Secretariat, Islamabad upto 22nd January, 2015 by 1100 hours, which will be opened in the Room No.501, 5th Floor, on the same date at 11:30 hours in the presence of bidders or their authorized representatives, who may wish to attend.



(ALTAF HUSSAIN)
Section Officer (Services)
Ph: 9208101

**TERMS AND CONDITIONS FOR PARTICIPATING IN THE TENDER FOR
PROVISION OF MEAL IN FINANCE DIVISION**

- The rates shall be valid for the period Financial Year 2015-16 and the remaining period of Current Financial Year from finalization of tender till June, 2015. The period of contract can be extended for a further period of one year with the approval of the Competent Authority.
- The contractor shall be bound to arrange meal/Lunch Box/Dinner box/Light Refreshment packed properly in boxes for the Finance Division as and when required. The number of items may vary on daily basis which will be conveyed two hours in advance.
- The quality of food and services must be of best standard of cleanliness and hygienity. In case of any complaint 25%, of the total bill of that specific day will be forfeited.
- Weekly menu for items as attached shall be followed.
- Menu can be changed any time with the approval of Joint Secretary (HRM) and with mutual consultation with the successful bidder.
- The Firm must have Income Tax registration, National Tax and GST Number.
- Price must be quoted in Pak Rupees and including GST. No extra taxes will be charged.
- Earnest Money in the shape of Pay order / demand draft at the rate of 5% of quoted price shall be attached with the bid. The pay order / demand draft shall be in favor of Finance Division, Islamabad which will be refunded after satisfactory completion of the term of contract in case of successful bidder. The earnest money of the unsuccessful bidders will be returned after approval of the case by the Competent Authority.
- The admissible taxes shall be deducted at source.
- An affidavit that firm has neither been involved in any litigation with any party nor has been blacklisted by any government organization.
- The purchase will be made strictly in accordance with PPRA Rules, 2004.
- The Finance Division reserves the right to accept or reject any or all bids/proposals in accordance with Rule-33 of PP Rules-2004.

Name of Firms: _____

Office Address/Contact: _____

Signature/Stamp: _____

WEEKLY MENU FOR MEAL BOX

Monday	Mutton Qorma: 01 Plate Roti: 03 Nos
Tuesday	Chicken Karhai: 01 Plate Roti: 03 Nos
Wednesday	Chicken Qorma: 01 Plate Roti: 03 Nos
Thursday	Chicken Pulao: 01 Plate
Friday	Mutton Karhai: 01 Plate Roti: 03 Nos
Saturday on Holiday (Lunch)	Chicken Qorma: 01 Plate Roti: 03 Nos
Saturday on Holiday (Dinner)	Chicken Tikka: 02 Nos Roti: 03 Nos
Sunday on Holiday (Lunch)	Chicken Pulao: 01 Plate
Sunday on Holiday (Dinner)	Daal Channa: 01 Plate Roti: 03 Nos

Light Refreshment	Tea with Biscuits (Rate per person)
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Hi-Tea	<p>i) Tea with Biscuits, Chicken Patties (one bite) and Pastries (one bite) (Rate per person)</p> <p style="text-align: center;">OR</p> <p>ii) Tea with Biscuit, Sandwich and Pastries (Rate per person)</p>
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