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3rd October, 2018

TL18/0310/3A

Director General,
National Academy for Prisons Administration (NAPA),
Government of Pakistan,
Lahore.
Ph. No. 042- 99200646

Sub: Violation of Punjab Procurement Rules 2014, Director General, National Academy for Prisons Administration (NAPA), Lahore's Tender Notice for Purchase of Miscellaneous Items.

This is with reference to NAPA, Lahore's Tender Notices published in daily "The Nation" on 2nd Sep, 2018. It is observed that the advertisement is in violation of the PPRA Rules, 2014.

1. As per the advertisement, there is no information regarding issuance of bidding documents for bidders, which is violation of PPRA Rules 2004, Rule No. 23 (1). Stated as under;

23. Bidding Documents: - (1) *Procuring agencies shall formulate precise and unambiguous bidding documents that shall be made available to the bidders immediately after the publication of the invitation to bid.*

2. Also, it is mentioned that tenders should reach within 15 days after the advertisement whereas it should clearly include the time of submission of bids as well as opening of tender that shall be on the same day. Therefore the advertisement is in violation of PPRA Rules 2004, Rule 28(1). Stated as under;

28. Opening of bids. - (1) *The date for opening of bids and the last date for the submission of bids shall be the same. Bids shall be opened at the time specified in the bidding documents. The bids shall be opened at least thirty minutes after the deadline for submission of bids.*

It is mentioned in PPRA 'Tender Guidelines' on their website, that Tender Notice should contain closing date, time and place for receiving bids, as well as time of public opening of bids (Copy Attached).

3. Also, "Quantity of items can be increased/ reduced by the DG NAPA, Lahore", whereas per rules, any change in tender conditions, specifications and quantity after the opening of the bid by procuring agency is not allowed under Rules. However, according to PPRA 2014, Rule No. 59 (c) (iv), repeat orders cannot exceed more than 15% of the original quantity. Stated as under;

59. Alternative methods of procurements.- *A procuring agency may utilize the following alternative methods of procurement of goods, services and works:*

(c) direct contracting: *a procuring agency shall only engage in direct contracting if any of the following conditions exist:*

(iv) repeat orders not exceeding fifteen per cent of the original procurement:

The above information is forwarded for the purpose of avoiding mis-procurement charge under Rule No. 69, and with request to re-invite the tender under the prescribed procedures or issue a corrigendum and extend date accordingly.



Transparency International Pakistan is striving for across the board application of Rule of Law, which is the only way to stop corruption.

Zia Perwez
Former Judge of Supreme Court of Pakistan
Trustee- TI-Pakistan

Copies forwarded for the information with request to take action under their mandate to:

1. Chief Minister, Government of Punjab, Lahore
2. Director General, NAB, Lahore.
3. Chief Secretary, Government of Punjab, Lahore.
4. Registrar, Lahore High Court, Lahore.
5. Managing Director, Punjab PRA, Lahore.

Nation

SHORT TENDER NOTICE

Sealed tenders are hereby invited by Authority mentioned below from firms/companies registered with FBR / Income Tax/ Sales Tax for the following items of furniture, machinery & equipment and books for library:-

1. Furniture:

- | | |
|---------------------------------------|---------|
| 1. Table & Chairs for Officers class | 25 Nos. |
| 2. Table & Chair for other rank class | 35 Nos |

2. Machinery & Equipments:

- | | |
|--|--------|
| Air Condition (Gree DC Inverter 1.5 Ton) | 03 Nos |
|--|--------|

3. Computer Hardware:

- | | |
|-----------------------------------|--------|
| Laptop for Officers (HP 8th Gen.) | 03 Nos |
|-----------------------------------|--------|

4. Others:

- | | |
|--|--------|
| 1. Paneling of class room wall 35'x35' (Proxi) | 02 Nos |
| 2. Ceiling of Class room 35'x35' (Proxi) | 02 Nos |

Terms & Conditions:

- i. Undertaking on stamp paper that the firm is neither involved in any litigation nor blacklisted by any executing agency
- ii. Tender duly filled-in may be deposited at office of DG NAPA, Lahore upto closing of the office within 15 days after publishing the tender notice.
- iii. Any of the tender can be rejected on the basis of evaluation criteria
- iv. Tender rates and amount should be filled in figures as well as in words.
- v. Tenders accompanied with earnest money at 5% of the estimated cost (refundable) will be deposited with Cashier.
- vi. Quantity of items can be increased / reduced by the DG NAPA, Lahore.
- vii. For tendering procedures, PPRA Rules shall be strictly followed.
- viii. Conditional / incomplete tenders will be rejected.

(Waqar Ali Khan) Director General
National Academy for Prisons Administration,
Lahore. Tele: 042-99200646

Thursday, July 25, 2013



PUBLIC PROCUREMENT REGULATORY AUTHORITY PAKISTAN



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Procurement Guide Lines

DESIRABLE MINIMUM INFORMATION TO BE PROVIDED IN TENDER NOTICE

1. Name of procuring agency.
2. Tender number (for identification)
3. Procurement Title (indicating type and quantity).
4. Contact person (for seeking bidding documents).
5. Last date for obtaining bidding documents and its price (if any).
6. Closing time and date as well as place for receiving bids.
7. Time and Place of public opening of bids (Bids must be opened on the closing date).
8. Amount of bid security (%age of bid price).
9. Time period for performance of contract.