



**TRANSPARENCY
INTERNATIONAL-PAKISTAN**

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29th July, 2016

TL16/2907/6A

Secretary,
Ministry of Commerce,
Islamabad.

Sub: Violation of Public Procurement Rules 2004, Deputy Director, Ministry of
Commerce (MOC), Islamabad's Tender Notice from Registered Testing Agencies
for Conducting Written Test for the Post of Stenotypist, UDC and LDC.

Dear Sir,

This is with reference to Ministry of Commerce, Islamabad's Tender Notice, published in daily "Dunya" on 27th July, 2016. It is observed that the advertisement is in violation of the Public Procurement Rules 2004.

1. As per the advertisement, there is no information regarding issuance of bidding documents for bidder. It 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, the closing date of bids is given as 10-08-16, while the opening date of bids is kept on 11-08-16. It is a 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.

The above information is forwarded for the purpose of avoiding mis-procurement charge under Rule No 50, 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.

With Regards,


Sohail Muzaffar
Chairman

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

1. Secretary to Prime Minister, Islamabad.
2. Director General, NAB, Rawalpindi.
3. Chairman, Prime Minister's Inspection Commission, Islamabad.
4. Registrar, Supreme Court of Pakistan, Islamabad.
5. Managing Director, PPRA, Islamabad.



GOVERNMENT OF PAKISTAN

MINISTRY OF COMMERCE

Tender for conducting of written test for the post of Stenotypist, UDC and LDC

Sealed tenders are invited from the registered testing agencies having their offices at Rawalpindi/Islamabad, Karachi, Peshawar and Quetta for conducting written test for recruitment against the following posts:-

Name of the Post	Nature of test	Approximate candidates
Stenotypist (BS-14)	Written test / Shorthand test As per laid down procedure by the government	650
UDC (BS-09)	Written test preferable computer literacy.	400
LDC (BS-07)	Written test / typing test as per laid down procedure by the government	650

The selected testing agency is required to call applications for the above mentioned posts as per laid down procedure prescribed by the government and after scrutinizing the applications, will conduct written/typing test etc

Terms and conditions:

- i) The testing agency should be a registered agency, if established in the private sector.
- ii) The testing agency should have experience in the relevant field
- iii) The testing agency should have established infrastructure for the purpose.
- iv) The testing agency should have not been blacklisted by the government offices.
- v) The testing agencies having GST and NTN numbers are eligible for bidding. The agencies will provide copies of the certificates of these numbers along with their bids
- vi) Each bidding agency will provide an undertaking that it is not involved in any case of litigation etc
- vii) Rates quoted, if any, must include all taxes and ancillary charges etc
- viii) Tenders for written test should be clearly written on the envelope containing the bid
- ix) Submission of any false statement / documents including concealment of any information is likely to disqualify the bidder
- x) Sealed bids must reach the office of the undersigned by 10th August, 2016 at 11.00 hours. Bids shall be opened on the next working day on 11th August, 2016 at 1200 hours in the Committee Room of Ministry of Commerce in the presence of the representatives of the bidders (who may choose to be present)
- xi) The testing agency shall charge testing fee from candidates. Ministry will not bear any expenses.
- xii) Ministry of Commerce reserves the right to accept or reject any or all the tenders.

(Ali Rasul)
Deputy Director (MoC)
Room No. 521, Block A, Pak Secretariate, Islamabad.
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FD(0)36016

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