



23<sup>rd</sup> September, 2014

Director General,  
National Database and Registration Authority (NADRA),  
NADRA Regional Head Office (Sindh),  
Karachi.  
Tel. No. 0213 4384897

Sub: Violation of Public Procurement Rules 2004, Director (Admin), NADRA, Karachi's Tender Notice for Supply of Miscellaneous Items.

Dear Sir,

This is with reference to Airports Security Force, Karachi's Tender Notice published in daily "Dawn" on 21<sup>st</sup> September, 2014. It is observed that the advertisement is in violation of the Public Procurement Rules 2004.

1. As per advertisement it is mentioned that "Director General NADRA RHO Sindh (Karachi) reserves the right to increase or decrease the quantity of above-mentioned fabrication of vehicles." Any change in tender conditions, specifications and quantity after bid opening by procuring agency is not allowed under Rules and Supreme Court orders. However according to Public Procurement Rules 2004, Rule No. 42 (c) (iv), repeat orders cannot exceed more than 15% of the original quantity. The Rule is quoted below for your reference:

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

*(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:*

2. Also, as per PPRA guidelines mentioned in the 'Desirable Minimum Information to Be Provided in Tender Notice' Tender number (for identification) as well as Procurement Title (indicating type and quantity) should be given in the tender notice.

The above information is forwarded for the purpose of avoiding the 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. Mr. Khurshid Shah, Leader of Opposition & Chairman, PAC, National Assembly, Islamabad.
3. Chairman, NAB, Islamabad.
4. Registrar, Supreme Court of Pakistan, Islamabad.
5. Managing Director, PPRA, Islamabad.



**NATIONAL DATABASE & REGISTRATION AUTHORITY (NADRA)**  
**Regional Head Office Sindh (Karachi)**



# Tender Notice

1. The firm should be registered with Sales / Income Tax Department.
2. Prices quoted should remain valid for three months.
3. Government taxes will be deducted at the time of payments as per Govt. prescribed rates.
4. Specifications and detailed terms & conditions of the tender documents can be collected from the office of Accounts Branch at a cost of Rs. 2000/- in cash (non-refundable) from 24-09-2014 to 09-10-2014 between 0900 to 1400 hours except Saturday, Sunday and Holidays.
5. The tender will be accepted by 1100 hours on **09th October, 2014**. Technical proposal will be opened at 1130 hours on same day in the presence of available vendors.
6. The bidders are required to submit **technical and financial bids** in separate sealed envelopes.
7. Earnest money @ 5% of quoted amount will be provided in a separate sealed envelope in the shape of Bank Draft / Pay Order in favor of Director General NADRA RHO Sindh (Karachi). Earnest money of successful bidders will be retained as performance guarantee for the period of three months.
8. Director General NADRA RHO Sindh (Karachi) reserves the right to reject all bids as per rule 33 of PPRA 2004.
9. Director General NADRA RHO Sindh (Karachi) reserves the right to increase or decrease the quantity of above-mentioned fabrication of vehicles.
10. Quoted rates / price should be inclusive of all applicable taxes.
11. In case the vendor fails to complete the work by the completion time mentioned in the PO, liquidated damages will be applicable @ 1% per day up to maximum 15% of the total order.
12. After the expiry of the above-mentioned LD period NADRA reserves the right to cancel the purchase order and confiscate the earnest money of the vendor / supplier.
13. All terms & conditions must be specified clearly.
14. Tender is also available on PPRA website [www.ppra.org.pk](http://www.ppra.org.pk)

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