

## Section-I: Invitation to Bids

### PROCUREMENT OF A NEW PHOTOCOPIER MACHINE

E-Bids are invited from Bidders i.e. firms/companies/sole proprietor/ general order Service Providers/ (JVs, if applicable) etc. engaged in trading, registered with relevant Registration Authorities and Tax Departments/ Authorities (Income Tax, Sales Tax & Punjab Sales Tax etc.). The E-bids shall be received as per “**Single Stage Two Envelope**” procedures.

Sr.	Description	Qty.	Estimated Cost	Bid Security (2%)
1.	Photocopier	01	1.5 million	30,000

<b>E-Bid Submission Date &amp; Time</b>	<b>June 1, 2026 @ 11:00 AM</b>
<b>E-Bid Opening Date &amp; Time</b>	<b>June 1, 2026 @ 11:30 AM</b>

**The Original Bid Security** Instrument must be submitted in an envelope clearly marked with the Bidding Document Number and Title, before the E-bid Submission deadline at:

**Procurement Office:**

**Punjab Pension Fund, 2nd Floor, PEC Building, 97A/D1, Liberty Roundabout, Gulberg III, Lahore.**

Bidders are advised to ensure uploading the Bid on the E-PADS Portal, well before the submission deadline, and not wait for the last date and time to upload the bid. Bid submission on the E-PADS Portal shall be entirely the responsibility of the bidder. The PPF shall not be held responsible for any issues thereof. For any assistance regarding E-PADS Portal, system support email and phone numbers are provided hereunder:

After the date of publication, the Bidding Documents carrying all details are immediately available and can be downloaded from <https://ppf.gop.pk/tenders> and the website of the Punjab Procurement Regulatory Authority <http://ppra.punjab.gov.pk>. In case of an official holiday on the day of submission, the next day will be treated as the closing date.

**ADMINISTRATION OFFICER**

**PUNJAB PENSION FUND**

*2<sup>nd</sup> Floor, PEC Building, 97A/D1, Liberty Roundabout, Gulberg III, Lahore*

*042-36401200*