



Advertisement No. 01/2025

Islamabad, the 08th December, 2025

Invitation to Bid

The Overseas Employment Corporation (OEC), Head Office Islamabad, invites bids from **Islamabad and Rawalpindi-based, well-reputed firms/suppliers**, registered with relevant tax authorities (NTN and GST Active Taxpayer), for the **purchase and supply of Uniforms (Summer and Winter Suits)** to Pakistani workers proceeding abroad under G2G and G2B recruitment, featuring OEC and employer branding to enhance national image, foster professional identity and belonging, and strengthen collaboration with international employers.. The procurement shall be undertaken using the **Single Stage – One Envelope** bidding procedure as per **Rule 36(a)** of the **Public Procurement Rules, 2004**.

General Terms & Conditions:

- i. The detailed Tender Document, including Terms of Reference (ToR), technical specifications, evaluation criteria, and bid submission forms, is available on the **EPADS Portal** (<https://eprocure.gov.pk>). This notice is also published on the **PPRA website** (www.ppra.org.pk) and OEC's Website (www.oec.gov.pk).
- ii. Interested bidders shall deposit a **non-refundable Tender Fee of Rs. 3,000/-** into the Corporation's account **No. PK26 HABB 0001127927495901 (Account Title: O.E.C Corp. Pvt)** maintained at **HBL, Aabpara Branch, Islamabad**. A copy of the **paid deposit slip** must be attached with the **bid document** as proof of payment.
- iii. All prospective bidders must attend the **mandatory pre-bid meeting** scheduled for **17th December, 2025 at 04:00 PM** in the **Conference Room, OEC Head Office (6th Floor, EOBI House, G-10/4, Islamabad)**, wherein each bidder shall present a sample of one unstitched fabric and one stitched sample for the both uniforms (Winter and Summers Suits) prepared in accordance with the tender specifications (along with requisite logos) for evaluation and **failure to attend the meeting or present the sample will result in disqualification** from the bidding process.
- iv. Bidders should have **at least five (05) years of relevant experience** in the production or supply of uniforms or similar apparel for reputable organizations (government, semi-government, or large private firms).
- v. Bidders must not be blacklisted by any public agency. An affidavit / certificate of **“No Blacklisting and No Litigation”** must be submitted to this effect. Firms found to have misrepresented information are liable to disqualification or blacklisting.
- vi. Each bid must be accompanied by a **Bid Security (as mentioned in the tender document)** in the form of a Pay Order or Demand Draft from a scheduled bank in favor of **Overseas Employment Corporation**. *Scanned proof of the bid security should be uploaded with the e-bid, and the original instrument must be delivered to OEC before bid opening time. Bids without required bid security will be rejected.*
- vii. All applicable taxes will be deducted as per Government of Pakistan regulations.
- viii. Conditional or incomplete bids shall be considered non-responsive and will not be entertained.
- ix. Bids must be submitted electronically via EPADS on or before **24th December, 2025, by 03:00 PM**. Manual submissions will not be accepted. **The bids will be opened electronically** on the same day at **03:30 PM**, in the presence of bidders or their authorized representatives at the **Conference Room of OEC Head Office, situated on 6th Floor, EOBI House, G-10/4, Islamabad**.
- x. OEC reserves the right to **accept or reject any or all bids** as per PPRA Rule 33, and to annul the bidding process at any time prior to award without thereby incurring any liability.

For further details regarding technical specifications, scope of work, eligibility, and evaluation methodology, bidders are advised to consult the **complete Tender Document** available at EPADS.

Director Administration

OEC Head Office, 6th Floor, EOBI House, Sector G-10/4, Islamabad,
Ph: 051-9108412, 9108407 Fax: 051-9108402