



# ALLAMA IQBAL OPEN UNIVERSITY

## ISLAMABAD

### INVITATION FOR BIDS NOTICE

#### REFILLING OF FIRE EXTINGUISHERS INSTALLED AT AIOU MAIN CAMPUS, ISLAMABAD

Activity Ref. No.	:	23/2025-26		
Procurement Method	:	Single Stage-One Envelope [1S1E]		
Date & Time for Submission of Bids	:	Date:	30-12-2025	Time: 1030 Hours, PST
Date & Time for Opening of Bids	:	Date:	30-12-2025	Time: 1100 Hours, PST

Allama Iqbal Open University (AIOU), Islamabad has allocated funds for acquiring non-consulting services, planned during the financial year 2025/26 and is intending that part of the proceeds of those funds, will be used to cover eligible payments under the contracts resulting from the respective procurement activities.

The University now invites bids through **e-Pak Acquisition & Disposal System (e-PADS)** (<https://eprocure.gov.pk>) from experienced suppliers for providing services regarding "**Refilling of Fire Extinguishers**", duly registered with Income Tax and Sales Tax Departments, are on Active Taxpayers List of the Federal Board of Revenue and at **e-PADS**, for delivery of services at AIOU Main Campus Islamabad, on **Delivered Duty Paid (DDP)** basis.

The Invitation for Bids is aimed to procure services based on "**Rate Running Contract**" approach. The contract shall be awarded up-till 31<sup>st</sup> December 2026.

The bidding shall be conducted in line with "**Single Stage-One Envelope**" procedure of the Public Procurement Rules 2004 and any Regulations, Regulatory Guides, Procurement Guidelines or Instructions issued by the Authority (from time to time) and is open to all potential bidders.

Bid(s) must be accompanied by a **Bid Security** of required amount, in an acceptable form as given in the bidding document as well as appearing at **e-PADS**. The scanned copy of Bid Security must be uploaded through **e-PADS** and hardcopy must be submitted physically as instructed below.

**Bidding Document** containing detailed terms & conditions of the bidding process, can be **downloaded** from <https://eprocure.gov.pk> free of cost. Any query/ technical difficulty with regards to **e-PADS**, Public Procurement Regulatory Authority (PPRA) should be contacted.

The bid(s) prepared in accordance with the instructions mentioned in the procurement activity's **Bidding Document**, must be submitted through **e-PADS** at <https://eprocure.gov.pk> by or before **1030 hours PST** on the closing date for procurement activity mentioned above. Whereas, the **Bid Security** instrument, in original, in sealed envelope(s), duly mentioning the Name & Ref. Number of the procurement activity on the envelope(s), must be delivered at the aforementioned address one day before the bids' submission due date & time. The bids at **e-PADS** will be opened at **1100 hours PST** through **e-PADS** on the closing date for procurement activity in the presence of bidders' representatives who shall choose to attend the bids' opening session to be held at **Room No. 104, Academic Complex, AIOU Main Campus, Sector H-8, Islamabad**.

This advertisement is available at website of PPRA & AIOU at [www.ppra.org.pk](http://www.ppra.org.pk) and [www.aiou.edu.pk/tender-notices](http://www.aiou.edu.pk/tender-notices), respectively.

Director  
Directorate of Purchase & Stores  
Allama Iqbal Open University, Sector H-8, Islamabad  
Phone: 051-9250031, 9250035