



National Database and Registration Authority (NADRA)
Regional Head Office, 221-A SRA Colony, Multan

AUCTION OF OLD/USED ITEMS & SCRAP MATERIAL (Auction Document) NADRA/AUC/2025-26/01

Issue Date: _____

Issuance No: _____



Regional Head Office Multan





National Database and Registration Authority (NADRA)
Regional Head Office, 221-A SRA Colony, Multan

Auction Form

Auction No. NADRA/AUC/2025-26/01

Note:

- i. Firm/Bidder must fill in all the details as required in the form.
- ii. Use Capital letters.

Business/Individual Name: _____

Father/Husband Name (if Individual): _____

Name(s) of Owner(s): _____

CNIC No: _____

NTN: _____

Sales Tax Registration No: _____

Business Address: _____

Telephone: _____ **Fax:** _____

Cell No: _____ **Email:** _____

Authorized Signature/Stamp

Date _____



1. Documents for Eligibility & Responsiveness

Please tick the documents attached with Auction Bid. If any of the documents is found missing, then Procurement board reserve the right to reject the Bid of that Firm/Bidder.

2.1 Documents for Eligibility, Responsiveness & Qualification

- 2.1.1 Copy of Sales Tax Registration Certificate.
- 2.1.2 Copy of NTN Certificate.
- 2.1.3 Any document/print as proof of being Active Taxpayer.
- 2.1.4 Fresh certificate, for being not black listed ever, on legal paper and contract non-performer with NADRA not occur in history.
- 2.1.5 Completely filled Auction Documents.

2. Selection/Evaluation Criteria

- 2.1 Selection Criteria will be heights bid subject to clearance of Basic Eligibility & Responsiveness.
- 2.2 Financial Bid of Eligible and Responsive bidders will be considered for evaluation.
- 2.3 Financial Bid will be considered for all items as a single lot as per Financial Bid Form.
- 2.4 If same price of bid is quoted by more than one bidder than preference will be given to bidder who has more experience as tax payer.

Authorized Signature/Stamp

Date _____

3. List of Items for Auction.

Summary of Obsolete /Outlived/Unserviceable/Scrap/Empties Articles

(Technical Items)

Sr.	Items Description	Qty
1	All In One Workstations (without Hard Disk & RAM)	55
2	Barcode Reader	8
3	Camera Stand (broken)	54
4	CD Writer	2
5	Color Printer	1
6	Desktop System (without Hard Disk & RAM)	174
7	Digital Camera	103
8	DVD Writer	4
9	Form Printer	93
10	Form Scanner	16
11	Laptop (without Hard Disk, RAM and Charger)	53
12	LCD/TFT (different sizes)	546
13	Morphotop without Mirror (will be given as a Scrap after breaking into the pieces)	9
14	Printer All In One	39
15	Signature Scanner	65
16	Thumb Digitizer (will be given as a Scrap after breaking into the pieces)	137
17	Token /Thermal Printer	22
18	TV 14"	1
19	LED TV	3
20	UPS 0.75 KVA (without battery)	8
21	UPS 1KVA (without battery)	3
22	UPS 1.5 KVA (without battery)	4
23	UPS 2 KVA (without battery)	3
24	UPS 3 KVA (without battery)	20
25	UPS 10 KVA (without battery)	1
26	CCTV Camera	106
27	Digital Video Recorder (without Hard Disk)	17
28	Network Video Recorder (without Hard Disk)	3

Sr.	Items Description	Qty
29	EQMS System Machine (only stand)	1
30	EVO Wingle Device	2
31	External Antenna	1
32	KVM Switch	1
33	Network Switch	250
34	Router/Modem	31
35	Tracker	20
36	Ceiling Fan	66
37	Bracket Fan	105
38	Pedestal Fan	22
39	Exhaust Fan (different sizes)	53
40	False Ceiling Exhaust Fan	20
41	Amplifier	3
42	Ceiling Speaker	4
43	Currency Checker Machine	18
44	Electric Blower	7
45	Emergency Torch	8
46	Heater	2
47	Infrared Thermometer	6
48	Insect Killer	10
49	Mic	4
50	Web Cam	20
51	Metal Detector	32
52	Electronic Safe	5
53	Protection Device	12
54	Telephone Set	28
55	Photo State Machine	1
56	Shredder Machine	10
57	Air Conditioners Inner 1 Ton Split	23
58	Air Conditioners Outer 1 Ton Split	20
59	Air Conditioners Inner 1.5 Ton Split	58
60	Air Conditioners Outer 1.5 Ton Split	51
61	Air Conditioners Inner 2 Ton Split	4
62	Air Conditioners Outer 2 Ton Split	6
Sr.	Items Description	Qty

63	Floor Standing Air Conditioners Inner 2 Ton	10
64	Floor Standing Air Conditioners Outer 2 Ton	9
65	Floor Standing Air Conditioners Inner 4 Ton	3
66	Floor Standing Air Conditioners Outer 4 Ton	4
67	Water Dispenser	29
68	Electric Water Cooler	16
69	Fridge (Haier Small)	1
70	Fire Extinguisher	1
71	Generator 10 KVA Lister Pitter	1
72	Generator 5 KVA Firman	1
73	VGA Splitter	2
74	Keyboard	173
75	Mouse	171
76	Inter Com	2

Authorized Signature/Stamp

Date _____

4. Terms and conditions

- 4.1 The material/items will be disposed of on “as is where is” basis and as a single Lot.
- 4.2 Detailed list of auction items must be collected from NADRA RHO Multan before inspection of items.
- 4.3 All bids without Earnest Money or with less Earnest Money, will be rejected.
- 4.4 The material/items can be inspected at RHO NADRA Stores & MT Office, 1902/7-A Shah Shams Road, Near Chowk Rashidabad Multan from 16 Mar 2026 to 28 Mar 2026 in office hours and working days only.
- 4.5 The validity of the offered bids must not be less than ninety (90) days from the date of bid opening.
- 4.6 If successful bidder fails to fulfill the term & condition as per para-9 the bid security of the bidder will be forfeited and blacklisting proceeding will be initiated as per PPR rule-19. Moreover, the Auction will be awarded to 2nd most advantageous bidder after approval from Competent Authority and bid security
- 4.7 Only that bidder will be allowed to participate in the bidding who has deposited Earnest Money (EMD).
- 4.8 The materials/items will be auctioned to the most advantageous (highest) bidder as a single Lot.
- 4.9 On completion of auction process, successful bidder shall deposit 25% of the total bid amount in the bank (NADRA Account – NSRC Disbursement Account RHO NADRA Multan) on same day. Remaining 75% amount will be deposited in the concerned bank (NADRA Account) within 24 working hours after receiving letter from NADRA RHO Multan.
- 4.10 Successful bidders will remove the stores within 48 hrs after the complete payment.
- 4.11 If the successful bidder (s) fails to remove the stores within stipulated period. NADRA has the right to charge demurrage to the bidder @2% per day of the total bid amount.
- 4.12 All type of terms & conditions submitted with auction bid of any bidder will be considered as null & void if found contradictory with terms & conditions mentioned in the auction documents issued by RHO NADRA Multan.
- 4.13 RHO NADRA Multan reserves the right to initiate proceedings for blacklisting as per Rule-19 of PPR, if a bidder is found to be indulging in corrupt or fraudulent practices.
- 4.14 The successful bidder will be required to pay all applicable Govt. taxes including withholding/income tax and GST. 18% GST Taxes will be calculated above the total auction value offered by the bidder as per Financial Bid Performa. Successful bidder will be required to pay the total taxes value currently 18% GST and withholding tax applicable as per rule.
- 4.15 The NADRA employees and their families will not be entitled to participate in the auction/bidding process.



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4.16 NADRA reserves the right to cancel/reject any or all bids totally/partially on the basis of any reason disclosed to the auction board or concerned authority.

4.17 SEALING AND MARKING OF BIDS:

4.17.1 Auction Bids shall be submitted in sealed envelopes marked as under, after mentioning the type of bid on top i.e. Bid for Auction

Director (Admin)
NADRA RHO, 221-A, SRA Colony, Multan

4.17.2 The Auction Bid envelopes shall also bear the word “CONFIDENTIAL” and following identifications: -

Tender No. NADRA/AUC/2025-26/01
For Auction of Old/Used Items

4.17.3 If the envelope is not marked, as instructed above, the NADRA will assume no responsibility for the misplacement or premature opening of the bid.

4.17.4 The bids should reach this office before or by 31 Mar 2026 at 1430 Hrs. All Auction Bids will be opened on the same day at 1500 Hours in the presence of representatives of bidders who wish to participate.

Authorized Signature/Stamp

Date _____

Firm/Bidder Name: _____

5. Financial Bids for Auction

a	b	c = a+b	2
Offered Bid inclusive withholding Rs.	18% GST	Offered Bid (inclusive GST)	Earnest Money (Rs.200,000)





National Database and Registration Authority (NADRA)
Regional Head Office, 221-A SRA Colony, Multan

			Pay Order No.	
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Note:-

- All the Items and Material will be considered as single Lot for Financial Bid.
- Non-Filer is not allowed to participate in Auction.

Authorized Signature/Stamp

Date _____

