

No.F.1-10/2025-26/PSDP-Project (Oilseed)
National Agricultural Research Centre
Directorate of Procurement

INFORMATION AND INSTRUCTIONS FOR THE BIDDERS TO PARTICIPATE IN

NARC Tender Notice No.F.1-10/2025-26/PSDP-Project (Oilseed)

Procurement of Consumable Items under PSDP-Project, National Oilseed
Enhancement Program, Oilseed Research Program, NARC

Issue Date: 25-05-2026

**Opening Time at 11:30 Hours on Wednesday, 10th June, 2026
at NARC, Islamabad**

ISSUED BY

DIRECTORATE OF PROCUREMENT

PARC - National Agricultural Research Centre

Park Road, Chak Shahzad, Islamabad

ISLAMABAD – PAKISTAN

Phone No: 051-90733046 - 48

Tender Fee: Rs. 3000/-

No.F.1-10/2025-26/PSDP-Project (Oilseed)
National Agricultural Research Centre
Directorate of Procurement

Issue Date: **25/05/2026**
Due date: **10/06/2026**

Receiving Time: **11:00 am**
Opening Time: **11:30 am**

TENDER NOTICE

National Agricultural Research Centre (NARC) invites bids (single stage single envelope) from the firms registered with GST/Income tax Department GOP, PPRA, E-PADS portal for procurement of consumable items for PSDP-Project, National Oilseed Enhancement Program, Oilseed Research Program, NARC as per detail given in tender document through E-PADS.

The eligible firms, companies may participate in bidding process on the terms and conditions given in the tender document which can be downloaded from EPADS. Tender Document may be downloaded from EPADS or collected from Procurement Department, NARC, Islamabad on payment of bank/demand draft amounting to **Rs.3000/-** (non-refundable) in favor of PARC, Islamabad along-with request on firms letter head pad. Procurement will be conducted through EPADS www.eprocure.gov.pk. The bidder must submit the bid security both physically and online before the deadline as per rule 25 of PPRA-Rules, 2004, amounting to **Rs.58,008/-** in the shape of Bank Draft / Pay Order in favor of NARC, Islamabad.

Bids shall be valid till 31-08-2026. In case of unsuccessful bidders, Earnest Money (Bid Security) will be released/returned within a fortnight and in case of successful bidder the same shall be released after completion the delivery/satisfactory report.

Bids will be opened at NARC, Islamabad at 11:30 hours in the presence of bidders or their nominated representative who choose to be present. Procuring agency reserves the rights to reject bid(s) in terms of Rule 33 of PPRA Rules 2004. In case public holiday occurs on the day of opening of the tender, the same shall be held on the next working day. This tender notice is available on PPRA / EPADS Website www.ppra.gov.pk and PARC website www.parc.gov.pk. NARC may decrease or increase the quantity of items or may revise it as deemed appropriate.

(WIQAR AHMAD)

Director

Phone No: 051-90733046-48

No.F.1-10/2025-26/PSDP-Project (Oilseed)
National Agricultural Research Centre
Directorate of Procurement

Name of Items & Specification for Procurement of Consumable Stores under PSDP-
Project, National Oilseed Enhancement Program, Oilseed Research Program, NARC

Sr.	Description	Quantity	Quoted Item by Firm (Cat No./Make/Made/Brand /Origin)	Unit Price (Including Taxes)	Total Price (Including Taxes)
1	Dual Gold 96% EC Pre- Emergence Syngenta Herbicide 800ml/Bottle	250Bottle			
2	Sona Urea Fertilizer, 50Kg Bag	75Bags			
3	Cloth Bags Size: 14x18 inch with NAFA & Thread (as per sample)	2000Nos			

Signature of Authorized Person: _____

Seal of Company/Firm: _____

Date: _____

Phone No: _____

Mobile No: _____

Fax No: _____

e-mail: _____

NOTE: This is only a sample and not to use it. Submit your bid on your company letter pad.

No.F.1-10/2025-26/PSDP-Project (Oilseed)
National Agricultural Research Centre
Directorate of Procurement

STANDARD TERMS & CONDITIONS

National Agricultural Research Centre (NARC), Islamabad invites bids (single stage single envelope) from the firms registered with GST/Income Tax Department GOP and fulfills the prescribed terms and conditions for procurement of consumable stores for PSDP-Project, National Oilseed Enhancement Program, Oilseed Research Program, NARC as per required specifications given in the tender document or as may be deemed appropriate by TOC/End Users. However, payment of applicable GST / Other Taxes shall be the responsibility of firm / supplier concerned. The rates quoted must remain valid up to 31st August, 2026.

The payment of procured items will be made out of the budget of PSDP-Project, National Oilseed Enhancement Program, Oilseed Research Program, NARC, subject to inspection/ acceptance of supplies by the end users/ inspection committee. The supply of items should be completed on receipt of confirmed supply order within given time mentioned in the supply order or within extended time if any provided by PARC. Partial payment or partial delivery of items will not be allowed/accepted

If the firm / supplier makes delay in supply within stipulated period, 0.2% late delivery (LD) charges per day will be deducted/claimed on the total amount/supply order. The firms must submit complete literature, brochure, catalogue, warranty etc along with bid.

An earnest money Rs.58,008/- fixed amount in shape of Bank Draft (CDR) or Pay Order through Bank in favor of NARC, Islamabad may be enclosed with the bid along-with non black listing certificate on stamp paper otherwise bid without earnest money or containing less earnest money as well as conditional bids or any quotation/bid received after expiry of time given in the tender notice shall not be accepted/entertained. The price of each item should be quoted in Pak rupees with GST (where applicable) otherwise incomplete bid will not be entertained and will be at the discretion of tender committee / competent authority. Hand written bid/documents may be avoided.

The supplies are subject to the deduction of income tax unless an exemption certificate is provided from the income tax department. The acceptance of items will be as per-quoted specification as may be selected by end user/committee. The inspection will be conducted at NARC, Islamabad after the completion of supplies.

Chairman, PARC reserves the right to reject all or any bid / proposal as per provision given in PPRA rules. In case of any dispute/ambiguity in any matter with any supplier(s), the Chairman, PARC has the discretion to solve/settle the matter/dispute as an authority/arbitrator in the case and if it further feels necessary, a grievance committee will be constituted.

Interested firms/suppliers/manufacturers are requested to submit their bids containing the following information duly supported by necessary documents.

a)	Full name of firm/suppliers/manufacture, phone/e-mail, specific business activity, other branches, past experience years/months.
b)	The price must be quoted with applicable GST/Tax, accurately otherwise committee as its description can reject the said proposal(s) in bidding process.
c)	Qualification of supplier/ manufacturer/ firms will subject to physical verification of workshops/setup regarding procurement of items where deem necessary.
d)	Detail/list for such supply already conducted / accomplished during last 01 year along with experience may be provided. An Undertaking (Affidavit on Stamp) from the bidder/supplier will also be required that firm is not black listed or not involved in any litigation legal inquiry with any of private/ public department/procuring agency PARC/NARC.
e)	Attested Photocopy of computerized National Identity Card.
f)	NTN registration certificate and copy of last year paid income tax and GST return copies (Preferably).
g)	Firm/suppliers profile managerial capability and list of staff.
h)	Date of establishment and particulars of registration with Government, Semi Government and Autonomous bodies.
i)	The previous experience/work orders for execution of said work already perform may be provided with the bid.
k)	If firm/company does not complete the supply within the given time, the procuring agency has right to forfeit the earnest money.

(WIQAR AHMAD)

Director

Phone No: 051-90733046-48