



OPF Girls College F-8/2, Islamabad

Tender for repair / replacement of HT Panels and Allied Equipment
including Supply, Inspection, Installation & Commissioning

INVITATION FOR BIDS

1. Overseas Pakistanis Foundation (OPF) is working for the welfare of Overseas Pakistanis working abroad and their families living in Pakistan, under the administrative control of Ministry of Overseas Pakistanis & HRD, Government of Pakistan. OPF Girls College (OPFGCI) F-8/2, is an initiative of the OPF established with the key purpose of providing quality education to young women, specifically students coming to Pakistan from foreign countries.
2. OPF Girls College F-8/2, Islamabad invites sealed bids from well-reputed firms/contractors based in Pakistan, duly registered with the Income Tax and Sales Tax Departments and approved by IESCO for execution of HT Panel Installation, Transformer Maintenance and Allied Electrical Work on Turnkey basis at OPF Girls College F-8/2, Islamabad.
3. Bidding shall be conducted through Open Competitive Bidding (*Single Stage-One Envelope*) and is open to all eligible bidders as defined in the bidding documents.
4. Bidders are directed at submitting their bids in accordance with the instructions given in the bidding documents and must comply with the Terms & Conditions.
5. Sealed bids, duly completed and enclosed in a sealed envelope clearly marked **“Tender for HT Panel Installation, Transformer Maintenance and Allied Electrical Works,”** must be submitted to the office of the Principal, OPF Girls College F-8/2, Islamabad, on or before **11:00 am on 18.06.2026**. The bids must be accompanied by a **Bid Security** in the fixed amount specified in the Schedule of Requirements, in the form of **CDR, Pay Order, or Demand Draft**, drawn in favor of **OPF Girls College F-8/2, Islamabad**. Bids received after the stipulated deadline shall not be entertained.
6. Bids will be opened in the presence of bidders’ representatives who choose to attend at **1200 hours** on the same date.
7. The bidders are required to give their best and final prices as no negotiations are allowed.
8. Taxes will be deducted as per applicable government rules. NTN, Sales Tax registration certificates must be provided.
9. For obtaining any further information or clarifications, please contact in the office of the undersigned.

Principal

OPF Girls College, Park Road, F-8/2, Islamabad

Ph No. 051-2253545



OPF Girls College F-8/2, Islamabad

Tender for repair / replacement of HT Panels and Allied Equipment
including Supply, Inspection, Installation & Commissioning

SPECIAL CONDITION OF CONTRACT AND OTHER TERMS AND CONDITIONS TO BIDDERS

1. The tenderer should indicate the National Tax and GST number in his offer.
2. The payment will only be made after the presentation of the sales tax invoice along with the bill.
3. All pages of Tender Documents must be signed and attested by bidder.
4. Physical inspection of Presses is allowed before submission of tender.
5. The Agency / Firm acknowledge that they have physically visited the Press and had familiarized with the repair / replacement of HT Panels and Allied Equipment including Supply, Inspection, Installation & Commissioning.
6. Bidder / Tenderer should attach copy of his / her CNIC.
7. The bidder shall be submitted in a *Single Stage-One Sealed Envelope*.
8. Prices shall be quoted in Pakistani Rupees inclusive of all taxes and duties.
9. Bid validity shall remain sixty (60) days.
10. Any bid received after the prescribed deadline shall be rejected.
11. OPF GCI reserves the right in the Public Interest:
 - a. To accept or reject the part or whole of the tender without assigning any reason.
 - b. To waive off any of the condition / specification in the tender / Work Order.
 - c. To withdraw any or all items, amend or change the quantity included in this tender while placing the order.
 - d. Tender can be rejected any or all bids to acceptance of the bids as per PPRA Rules.

Eligibility Criteria

Only IESCO-approved firms are eligible. The bidder must possess valid NTN, active GST registration, relevant experience in HT electrical works, adequate financial strength and technical manpower. *Bidders under blacklisting by any Government organization or PPRA shall be ineligible.*

Documentations Required – Must Requirement

The following documents shall be attached:

- NTN Certificate
- GST Registration Certificate
- IESCO Approval/Authorization certificate
- Non-Blacklisting Affidavit
- Company Profile
- Six Months Bank Statement
- Similar Project Experience Certificates or Pos of relevant work.
- Bid Submission Form
- Price Schedule
- Bid Security

Evaluation Procedure



OPF Girls College F-8/2, Islamabad

Tender for repair / replacement of HT Panels and Allied Equipment
including Supply, Inspection, Installation & Commissioning

Evaluation shall be carried out on Pass/Fail basis. Firms not meeting mandatory requirements shall be declared non-responsive. Among responsive bids, the lowest evaluated bid shall be recommended for award. No negotiations shall be conducted.

Terms & Conditions of Contract

The contractor/firm shall complete the work within 30 days of issuance of Work Order. All materials shall be brand new and of approved quality. The contractor/firm shall remain responsible for safety, quality, testing and compliance in accordance with IESCO requirements. In case of late completion of Work OPFGCI may impose Liquidated damage at the rate of 2% per month upto a maximum at 10% can be imposed on prorated basis. It will be carried out in accordance with PPRA National Standard Bidding documents.

Performance Security

The successful bidder shall furnish Performance Security equivalent to 10% of the contract value within *seven days* of issuance of Work Order.

Warranty

A comprehensive warranty of twelve (12) months shall be provided on workmanship and supplied materials. Defects observed during the warranty period shall be rectified at no additional cost.

Inspection & Testing

The contractor shall carry out insulation resistance testing, continuity testing, earthing resistance testing, relay checks, operational testing or any relevant testing necessary for the successful completion of the project, and final commissioning. Test reports shall be submitted before final acceptance.

Payment Terms

No advance payment shall be made. Payment shall be released after successful completion, testing, commissioning and certification by OPF Girls College, F-8/2, Islamabad.



OPF Girls College F-8/2, Islamabad
Tender for repair / replacement of HT Panels and Allied Equipment
including Supply, Inspection, Installation & Commissioning

Schedule of Requirements (SOR)

Sr.#.	Description of Work	Unit	Qty
1	Providing & Fixing HT 11KV Termination Kit (120mm)	Set	4
2	Removal of Existing HT Panels	Job	1
3	Installation, Testing & Energization of HT Panel	Job	1
4	Filling / Replacement of Silica Gel	Job	1
5	Repair & Servicing of Buchholz Relay	Job	1
6	Providing & Fixing LT Termination Kit (300mm)	Set	2
7	Supply & Filling of Transformer Oil	Litres	30
8	Providing & Fixing 500mm ² 3-Core Termination Kit	Set	1
9	Transformer Cleaning & Repainting	Job	1
10	Testing, Commissioning & Service Charges	Job	1

Conditions:

- a. The amount of Bid Security shall be for Rs.15,000/-.
- b. The currency of Bid Security shall be: PKR.
- c. Completion Period 30 Days.
- d. Warranty 12 Months.
- e. Delivery/Execution Site: OPF Girls College F-8/2 Islamabad.



OPF Girls College F-8/2, Islamabad
Tender for repair / replacement of HT Panels and Allied Equipment
including Supply, Inspection, Installation & Commissioning

Price Schedule

Sr. #.	Description	Unit	Qty	Unit Rate (Incl Taxes)	Total Amount
1	Providing & Fixing HT 11KV Termination Kit (120mm)	Set	4		
2	Removal of Existing HT Panels	Job	1		
3	Installation, Testing & Energization of HT Panel	Job	1		
4	Filling / Replacement of Silica Gel	Job	1		
5	Repair & Servicing of Buchholz Relay	Job	1		
6	Providing & Fixing LT Termination Kit (300mm)	Set	2		
7	Supply & Filling of Transformer Oil	Litres	30		
8	Providing & Fixing 500mm ² 3-Core Termination Kit	Set	1		
9	Transformer Cleaning & Repainting	Job	1		
10	Testing, Commissioning & Service Charges	Job	1		
Grand Total					



OPF Girls College F-8/2, Islamabad
Tender for repair / replacement of HT Panels and Allied Equipment
including Supply, Inspection, Installation & Commissioning

Bid Submission Form

- a) We, the undersigned bidder, hereby submit our bid in *Single Stage-One Sealed Envelope* offer to execute repair / replacement of HT Panels and Allied Equipment including Supply, Inspection, Installation, Commissioning & Transformer Maintenance in conformity with the bidding documents and price schedule submitted herewith.
- b) We have examined and have no reservations to the bidding document.
- c) We meet the eligibility requirements and have no conflict of interest.
- d) If our Bid is accepted, we commit to obtain a performance security in accordance with the bidding document.
- e) We understand the you are not bound to accept the most advantageous Bid or any other Bid that you may receive; and
- f) We hereby certify that we have taken steps to ensure that no person acting for us, or on our behalf, engages in any type of Frauds and Corruption.
- g) We agree to abide by this bid for a period of *sixty (60) days* and undertake to complete the works within the prescribed completion period if awarded the contract.

SEAL AND SIGNATURE OF TENDERER

Name of Firm: _____

Address: _____

Bank Account Title: _____

Bank IBAN Account #: _____

NTN No.: _____

GST No.: _____

Authorized Person Name: _____

Phone No.: _____

Company Seal: _____