



SBP BANKING SERVICES CORPORATION
Muzaffarabad

BIDDING DOCUMENTS

DISPOSAL OF SCRAP ITEMS AT
SBP BANKING SERVICES CORPORATION
MUZAFFARABAD

May 2025

Upper Chattar, Muzaffarabad, AJK.
Phone: 05822-921672 Fax: 05822-921671





SBP BANKING SERVICES CORPORATION
Muzaffarabad

DISPOSAL NOTICE

Tender Ref No: MUZ/GSU/265487/2025

May 29th, 2025

1. State Bank of Pakistan Banking Services Corporation Muzaffarabad invites expression of interest from interested parties who are available on **active taxpayer** list of FBR, for disposal of scrap items at State Bank of Pakistan SBP BSC Muzaffarabad.
2. The items are being sold on "**As is Where Is Basis**". Interested bidders can visit the site and inspect it on working days between 10:00 AM to 04:00 PM.
3. All applicable taxes including Withholding tax etc. will be collected on the quoted amount from successful bidder.
4. A bid security of Rs. 10,000/- shall accompany the quotation in the shape of Pay Order/ Bank Draft/Demand Draft in favor of SBP Banking Services Corporation, Muzaffarabad which will be refundable to the unsuccessful and successful bidders after scrutiny of the offers and conclusion of the bidding process respectively. **Bid submitted without Bid Security will be rejected.**
5. The highest bidder will have to deposit **100%** of the total offer price in the form of pay orders/Bank draft within Seven (07) days after the issuance of "letter of acceptance" failing which, their bid security may be forfeited and the bank reserves the right to award the work to the Next Highest Bidder.
6. Bids must be dropped in tender box placed in office of **PA to Chief Manger, State Bank of Pakistan Banking Services Corporation, Muzaffarabad** on or before **17th JUNE, 2025 up to 3:00 PM**. Bids will be opened same day at 3:30 PM in the office of Chief Manager at 1st floor of the office.
7. This Notice is only an invitation to offer and the Bank reserves the right to accept or reject all quotations.
8. Bidding documents may be obtained in soft/hard form free of cost upon submission of written application to this office or an email at nasir.igbal@sbp.org.pk. The same can also be downloaded from the website of SBP at <https://www.sbp.org.pk/>.

Sd/-

Chief Manager

SBP Banking Services Corporation Muzaffarabad

Phone: 05822 – 921672





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A. INSTRUCTIONS TO BIDDERS & TERMS AND CONDITIONS:

1. Bids must be unconditional and complete in all respect. Incomplete and conditional bids will be rejected.
2. Bidders must be registered with FBR and must appear on **active tax payer list of FBR**.
3. Bid submitted without Bid Security will be rejected.
4. Tenders/quotations submission Schedule: **June 17th, 2025 up to 3:00 PM.**
5. Quotations Opening Venue/Schedule: Office of the Chief Manager, 1st Floor, SBP Banking Services Corporation, Muzaffarabad.
6. Bid security of Rs. 10,000/- in the shape of Pay Order/ Bank Draft/Demand Draft will have to be deposited along with the bid in favor of SBP BSC Muzaffarabad, which will be refundable to the unsuccessful bidders after scrutiny of the offers and successful bidder after the conclusion of the disposal process. **Bid submitted without Bid Security will be rejected.**
7. The successful bidder will lift and take away the equipment within Fourteen (14) working days from the date of notification of award.
8. Validity of Quotations from the opening date: **90 Days.**
9. Mode of Payment: Successful Bidder shall have to submit 100% of quoted amount within 07 days from the date of notification of award. The Bank will hand over the scrap items after realization of proceeds from the bidder.
10. The bidders are strongly encouraged to visit the site to get first-hand information regarding the condition, usefulness, reparability etc. of the items before submitting the quotations. The Bank shall bear no responsibility in this regard post-disposal.
11. If the bidders have any queries regarding the items, the same shall be communicated to the Bank in writing at least **03 days** prior to the date fixed for submission & opening of the quotations.
12. Quotations shall be opened on the date, time and venue as mentioned above in the presence of bidders or their authorized representatives who may like to be present.
13. Bank will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract within its jurisdiction if it at any time determines that the firm has engaged in corrupt





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or fraudulent practices in competing for, or to obtain the said equipment.

14. No Price Adjustment shall be made for any variation in the market prices, taxes/ duties or change in wages or the Law.
15. The rate quoted will be **"Excluding"** all applicable taxes and tax will be charged over & above the quoted amount.
16. The Bank reserves the right to recover any amount from the payable amounts to the Successful bidder against any losses or damages incurred to the property, data, or persons of the Employer due to the successful bidder or his workers' negligence.
17. The successful bidder shall be responsible for any loss or damage to the Bank property, data, or persons etc. during or due to the operations carried out by the successful bidder under this contract.
18. The successful bidder and his staff, assigns or suppliers etc. shall have to strictly follow the protocols & regulations of the Internal Bank Security Department.
19. The contractor shall be responsible for collection of all the items at designated location.
20. Bids not meeting the above criteria shall be liable for rejection.





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B. Financial Bid

Sr No	Description	Unit	Quantity	Unit Price (Excluding Taxes)	Total Price (Excluding Taxes)
1.	Large Size DG Sets Batteries (140 – 175 Ah)	Nos.	06		
2.	Maintenance Free Lead Acid Batteries (7.2 Ah)	Nos.	02		
3.	Kitchen Sink	Nos.	01		
4.	Plywood Doors	Nos.	06		
5.	Wooden Door Frames	Nos.	04		
6.	Gas Heater	Nos.	01		
7.	Pedestal Fans	Nos.	02		
8.	Telephone Sets	Nos.	50		
9.	Water Tank	Nos.	01		
10.	Bracket Fans	Nos.	06		
11.	Exhaust Fans	Nos.	06		
12.	Ceiling Fans	Nos.	07		
13.	Flush Tanks	Nos.	05		
14.	Toilet Seats	Nos.	10		
15.	Wash Basins	Nos.	12		
16.	Diesel Generator Filters	Nos.	07		
17.	Mosquito Killer Lamp	Nos.	01		
18.	Fountain Lamps	Nos.	12		
19.	Empty Oil Cans	Nos.	60		
20.	Empty Paint Cans	Nos.	14		
21.	AC Compressors	Nos.	04		
22.	Water Filters	Nos.	02		
23.	Geysers	Nos.	06		
24.	Empty AC Gas Cylinder	Nos.	02		
25.	Rubber Matts	Nos.	02		
26.	DG Sets Filters	Nos.	17		
27.	Broken Glass Pieces	Lot	01 Lot		
28.	Electrical Wires	Lot	01 Lot		
29.	PPR Pipes (Green)	Per Kg	05		
30.	UPVC (Sewerage Line Pipes)	Per Kg	08		
31.	Duct Patty	Per Kg	03		





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32.	GI Pipes	Per Kg	350		
33.	Steel Bars	Per Kg	50		
34.	Aluminum Scrap	Per Kg	05		
35.	Miscellaneous Iron Scrap	Per Kg	250		
36.	Miscellaneous Plastic Scrap	Per Kg	100		
37.	Waste Engine Oil	Per liter	200		
Total Quoted Amount in Figures					
Total Quoted Amount in Words:					
Rupees _____					

Undertaking by the Bidder:

I/we have visited the site and have fully understood the scope of work & specifications.. I/ we have sufficient resources to carry out above works. All the above Terms & Conditions are acceptable to us. We also undertake that our firm is not blacklisted by the SBP / SBP BSC or any other Government / Semi Organization.

Date:

Signatures of the Bidder _____

Name of bidder _____

CNIC No. _____





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C. BIDDER/FIRM DETAILS

Name	
CNIC No.	
Company Name(if any)	
Phone	
Fax	
Email	
Business Address	

