



Government of Pakistan
Ministry of Religious Affairs & Interfaith Harmony

**PROCUREMENT/SUPPLY OF MULTIPLE ITEMS FOR
ARRANGEMENTS OF INTERNATIONAL SEERAT CONFERENCE 2018**

INVITATION FOR BIDS

Ministry of Religious Affairs & Interfaith Harmony, Government of Pakistan, Islamabad invites sealed bids from the manufacturers/authorized agents for provision of multiple items for arrangements of International Seerat Conference 2018 which will be held on 20th/21st November, 2018 (subject to appearance of moon) at Pak-China Friendship Center, Islamabad. The detail of items required is as under:

S.NO	SPECIFICATION	QUANTITY
i	Lunch at Pak China Friendship Center, Islamabad Menu: Chicken Qorma, Chicken Sindhi Biryani, Naan(Roghni), Kheer Khas, Russian Salad, Mineral Water, Kashmiri Tea, Raita	800 persons
ii	Dinner at Prime Minister Office auditorium Menu: Chicken Qorma, Chicken Sindhi Biryani, Naan(Roghni), Kheer Khas, Russian Salad, Mineral Water, Kashmiri Tea, Raita.	350 persons
iii	Lunch Boxes for Officials/staff Menu: Chicken Piece ¼, Sandwich, Finger Chips-100gm, Naan, 2 Seekh Kabab, Green Salad, Mineral Water 0.5 liter bottle, Sause(Chatni)	400 persons
iv	Provision and Installing of Water proof canopies alongwith chairs for supporting staff (for one day on rent basis)	300 persons

PRINTING AND PUBLICITY ITEMS

v	Streamer: Wooden frame China Flex 380gm matt, VU Tek Four Colour (American) at different locations in Islamabad (3 X 6 Sq.ft)	
vi	Back Drop Korean Material printing fitting and removing at the venue	
vii	Different Size of Panel Banners with iron stands at venue and different places of Islamabad	
viii	Different Size of Panel Banners with iron stands at venue and different places of Islamabad	
viii	Banners China Flex 380gm at Different bridges of Islamabad and Rawalpindi	
ix	X Standee at venue (2 X 5 sq. ft)	
x	Roll up Standee at venue (3 X 6 Sq.ft)	
xi	Invitation Card 300 gm with four colour, envelop and parking sticker	
xii	Video production of whole event with 04 cameras	
xiii	Souvenirs for Prize Winners, Foreign delegates and Chief Guest	
xiv	Certificates for Prize Winners	

HALL ARRANGEMENTS

xv	Head Table at Stage for Chief Guest for sitting of 07 persons (for two days on rent basis)	
xvi	Executive Chairs at Stage (for two days on rent basis)	07 Nos.
xvii	Glass Rostrum (Superior Quality) (for two days on rent basis)	02 Nos.
xviii	Standby Public Address System (for two days on rent basis)	01 Nos.
xix	Flower, etc decoration of Stage	
xx	Runner/ carpets on front of hall (for two days on rent basis)	20
xxi	Full size Carpets for Hall (for two days on rent basis)	50 Nos.

SECURITY AND RECEPTION ARRANGEMENTS

xxii	Tables with White Sheets and chairs for Establishment of two counters for general public/ two counters for females/ one counter for security staff at front gate of venue.	15 Nos. each
xxiii	Board boxes for collection of mobiles/cameras	03 Nos.
xxiv	Cabin for Security Checking for ladies (for two days on rent basis)	01 No.
xxv.	Tents/ side protection sheets at front reception gate (14 X 12 sq ft) (for two days on rent basis)	02 Nos.
xxvi	Walk through gate for security checking(for two days on rent basis)	01 Nos.

- Interested bidders are required to submit sealed bids on or before **07-11-2018 at 1100 hrs** positively in the office of the Section Officer (General), Ministry of Religious Affairs & Interfaith harmony, Government of Pakistan, Civic Center, Islamabad. The bids received till the stipulated date/time will be opened on the same day at 1230 hrs in the presence of bidders/their authorized representatives.
- The Competent Authority reserves the right to accept or reject any or all bids for which reasons on request shall be communicated to the concerned bidder as the case may be.
- The tender documents may be obtained from the office of the undersigned on submission of written application. After date of publication the invitation of bid in newspaper.

(Arif Mehmood) Section Officer(General) Ph: 9208411