



## TENDER NOTICE

Shariah Academy, International Islamic University, Islamabad invites sealed bids from Travel agents having valid license Issued from IATA registered with Income tax and Sales Tax Department, Government of Pakistan who are active taxpayers list of the Federal Board of Revenue for supply of Air tickets on Single Stage-Single Envelope as per details per:

Sr. No.	Title	Tender Submission Date & Time (on OR Before)	Tender Opening Date & Time
01.	<b>Supply of 28-Economy Class air tickets for participants of 63<sup>rd</sup>Regular Shariah Course</b>	25.02.2022 (Friday) 10:30 a.m.	25.02.2022 (Friday) 11:00 a.m.

02. Bidding documents containing terms & conditions and schedule can be downloaded from [www.ppra.org.pk](http://www.ppra.org.pk) and [www.iiu.edu.pk](http://www.iiu.edu.pk) or obtainable on any working day during office hours from Room No.40, Shariah Academy, Faisal Masjid Campus, IIU, Islamabad against non-refundable tender fee of **Rs.1000/-** (Rupees one thousand only) per tender document by one day before the tender opening date.

03. Tender fee is to be deposited as non-refundable in the shape of Demand Draft (DD)/ Pay Order(PO) in favour of Shariah Academy, International Islamic University, Islamabad. The bidder will have to deposit earnest money @2% of bid amount in shape of DD/PO (Note: Cheque/Crossed Cheque will not be accepted in any case whatsoever) in favour of Shariah Academy, International Islamic University, Islamabad along with bid document without which the tender will not be accepted.

04. Shariah Academy, IIU reserves the right to accept or reject any/all bids in terms of Section-33 of Public Procurement Rules, 2004.

(Hassan Shabbir)  
Assistant Director (A&F),  
Shariah Academy,  
Faisal Masjid Campus, Islamabad  
051-9261030

Sub: **TENDER DOCUMENT FOR PROVISION OF AIR TICKETS**

The Shariah Academy, IIUI invites sealed bids from the registered Travel Agents for provision of **28-Economy Class air tickets for full study Tour** of Participants of 63<sup>rd</sup> Shariah Islamic Course as per date & sector attached herewith and **02-Complimentary Return Tickets for Umrah**.

**“TERMS AND CONDITIONS FOR SUBMISSION OF DOCUMENTS”**

- i. The bidder should be on “Active Tax Payer” List of FBR (evidence must be enclosed with bid document).
- ii. The bidders should submit valid ticketing License (IATA approved).
- iii. The lowest acceptable quotation with above conditions will be accepted subject to final recommendations of the “Purchase Committee” with approval of the Director-General, Shariah Academy.
- iv. The Academy will pay **70%** payment on receiving of air tickets for full study tour and remaining **30%** payment will be made within one month after successful completion of the tour. All Govt. taxes shall be deducted from total payment as per rules.
- v. Quoted rates shall be unconditional and valid up to **03-months** from the date of opening this tender.
- vi. Group of Passengers cannot be divided into small or further sub-groups.
- vii. Unnecessary hike in fare or change in Airlines at the time of travel will not be accepted.
- viii. No complaint either in written or verbal shall be accepted from the Travel Agent, after the award is finalized.
- ix. Any bid received by the Academy after the deadline i.e. **25.02.2022 (Friday)** will be declared “Late” and “Rejected”.
- x. Sealed quotation along with Earnest money @2% (refundable) of total value of bid in shape of Demand Draft/ Pay Order in the name of “Shariah Academy, IIU” should be submitted to the office of undersigned on or before **25.02.2022 (Friday) up till 10:30A.M** & quotation(s) will be opened on same date at **11:00 A.M** at the address mentioned below.
- xi. Attested affidavit from Oath Commissioner should accompany the bid, stating that the firm has never been blacklisted or declared disqualified by any government organization during fulfillment of its responsibilities in any contract and is not in the process of litigation with any government organization. The tender will be rejected straightway without assigning any reasons if the firm declared black listed by any Govt. /Semi govt. department/agencies etc.
- xii. The Quotation must be typed. There must be “No cutting, Crossing, rubbing or overwriting” in the quotation.
- xiii. All the rates must be quoted in Pakistan Rupees.
- xiv. Bidders should provide separate quotations with “**Most Economical and Shortest Route**” for each mentioned options i.e., **Option-A,B, C, D** at (Annex-A) of the Tender Document. Moreover, rate for Visa fee of KSA (Saudi Arabia) shall also be provided on the quotations. The competition will be held on “lowest quoted economy class air fare”.
- xv. In case of delay in immigration process, either not informing flight schedule (well before departure from hotel) or any other inconvenience faced by the passengers during whole study tour, the contractor will be responsible to pay for the loss, damages and any related additional expenditures which might occur resultantly.
- xvi. Under PPRA Rule-33, Shariah Academy reserves the right to accept or reject any or all bids as per PPRA rules.

**(Hassan Shabbir)**

Assistant Director (A&F),

Shariah Academy,

Faisal Masjid Campus, Islamabad

➤ **DATE & SECTOR FOR THE FOREIGN STUDY TOUR: (Annex-A)**

**Option A:**

Sr. #	From	To	Day	Date
1.	Islamabad (Pakistan)	Karachi (Pakistan)	Wednesday	2 <sup>nd</sup> March 2022
2.	Karachi (Pakistan)	Jeddah (KSA)	Saturday	5 <sup>th</sup> March 2022
3.	Jeddah (KSA)	Amman (Jordan)	Saturday	12 <sup>th</sup> March 2022
4.	Amman (Jordan)	Islamabad (Pakistan)	Thursday	17 <sup>th</sup> March 2022

**Option B:**

Sr. #	From	To	Day	Date
1.	Islamabad (Pakistan)	Karachi (Pakistan)	Wednesday	2 <sup>nd</sup> March 2022
2.	Karachi (Pakistan)	Jeddah (KSA)	Saturday	5 <sup>th</sup> March 2022
3.	Jeddah (KSA)	Cairo (Egypt)	Saturday	12 <sup>th</sup> March 2022
4.	Cairo (Egypt)	Islamabad (Pakistan)	Thursday	17 <sup>th</sup> March 2022

**Option C:**

Sr. #	From	To	Day	Date
1.	Islamabad (Pakistan)	Karachi (Pakistan)	Wednesday	2 <sup>nd</sup> March 2022
2.	Karachi (Pakistan)	Jeddah (KSA)	Saturday	5 <sup>th</sup> March 2022
3.	Jeddah (KSA)	Ankara (Turkey)	Saturday	12 <sup>th</sup> March 2022
4.	Ankara (Turkey)	Islamabad (Pakistan)	Thursday	17 <sup>th</sup> March 2022

**Option D:**

Sr. #	From	To	Day	Date
1.	Islamabad (Pakistan)	Karachi (Pakistan)	Wednesday	2 <sup>nd</sup> March 2022
2.	Karachi (Pakistan)	Jeddah (KSA)	Saturday	5 <sup>th</sup> March 2022
3.	Jeddah (KSA)	Amman (Jordan)	Saturday	12 <sup>th</sup> March 2022
4.	Amman (Jordan)	Ankara (Turkey)	Monday	14 <sup>th</sup> March 2022
5.	Ankara (Turkey)	Islamabad (Pakistan)	Thursday	17 <sup>th</sup> March 2022

**PlzNote:**

1. Most Economical & Shortest route is required for the above sectors
2. Tender Opening Date & Time: **25.02.2022 (Friday) at 11.00AM**