

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:

Sr. No.	Title	Tender submission date & time (on or Before)	Tender opening date & time
01.	Supply of 26-economy class air tickets for participants of 65th Regular Shariah Course	08.01.2024 (Monday) 09:30 a.m.	08.01.2024 (Monday) 10:00 a.m.

02. Bidding documents containing terms & conditions and schedule can be downloaded from www.ppra.org.pk and 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 /Pay Order in favour of Shariah Academy (Account No # 50060010723003), 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.

(Hafiz Atiq ur Rehman)
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 **26-Economy Class air tickets for full study tour** of participants of 65th 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 **50%** payment on receiving of air tickets for full study tour and remaining **50%** payment will be made within one month after successful completion of tour. All the Govt. taxes shall be deducted from total payment as per law.
- v. Quoted rates shall be unconditional and valid up to **1 and half month** 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. **08.01.2024 (Monday)** 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, IIUI" should be submitted to the office of undersigned on or before **08.01.2024 (Monday) up till 09:30 A.M** & quotation will be opened on same date at **10:00 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 and E** 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.
- xvii. Shariah Academy reserves the right to increase or decrease the number of tickets.

(Hafiz Atiq ur Rehman)

Assistant Director (A&F),

Shariah Academy,

Faisal Masjid Campus, Islamabad

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

➤ **Option – A**

#	Departure	Arrival	Date
01	Islamabad	Karachi	08/02/2024
02	Karachi	Istanbul	10/02/2024
03	Ankara	Cairo	15/02/2024
04	Cairo	Jeddah	19/02/2024
05	Jeddah	Islamabad	29/02/2024

➤ **Option – B**

#	Departure	Arrival	Date
01	Islamabad	Karachi	08/02/2024
02	Karachi	Istanbul	10/02/2024
03	Ankara	Amman	15/02/2024
04	Amman	Jeddah	19/02/2024
05	Jeddah	Islamabad	29/02/2024

➤ **Option – C**

#	Departure	Arrival	Date
01	Islamabad	Karachi	08/02/2024
02	Karachi	Istanbul	10/02/2024
03	Ankara	Jeddah	15/02/2024
05	Jeddah	Islamabad	29/02/2024

➤ **Option – D**

#	Departure	Arrival	Date
01	Islamabad	Karachi	08/02/2024
02	Karachi	Cairo	10/02/2024
03	Cairo	Jeddah	15/02/2024
05	Jeddah	Islamabad	29/02/2024

➤ **Option – E**

#	Departure	Arrival	Date
01	Islamabad	Karachi	08/02/2024
02	Karachi	Amman	10/02/2024
03	Amman	Jeddah	15/02/2024
05	Jeddah	Islamabad	29/02/2024

Plz Note:

1. Most Economical & Shortest route is required for the above sectors
2. Tender Opening Date & Time: **08.01.2024 (Monday)** at **10.00AM**

MOST URGENT

**INTERNATIONAL ISLAMIC UNIVERSITY, ISLAMABAD
SHARIAH ACADEMY**

**SUBJECT: ADVERTISEMENT OF TENDER NOTICE & DOCUMENT ON IIU, PPRA WEBSITE AND TWO
DAILIES NEWSPAPER**

Please find enclosed herewith Tender Notice with Tender Document for arrangement/ purchase of air tickets of participants 65th Regular Shariah Course for international study tour to upload on IIUI, PPRA websites as well as two daily national newspapers as per PPRA rules.

02. The last date for receipt of bid is **08.01.2024 (Monday)**. It is requested that the same may be kindly be uploaded by today **20.12.2023** as time is very short.

(Hafiz Atiq ur Rehman)
Assistant Director (A&F)

Incharge (P&PR), IIU

U.O.Note No. SA (IIU)-7(01)/2023-

Dated: 20.12.2023

Copy to:

(i) Webmaster, IIU {with request to upload the same on IIU website}