

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 22 Economy class air tickets for participants of 67th Regular Shariah Course	13-11-2025 (Thursday) 10:30 a.m.	13-11-2025 (Thursday) 11:00 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. 5000/-** (Rupees five thousand only) in shape of with CDR/Pay Order/Demand Draft 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 favor of Shariah Academy Own Sources, Account No: 50067900427851. (HBL), 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 favor 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

TENDER DOCUMENT FOR PROVISION OF AIR TICKETS

The Shariah Academy, IIUI invites sealed bids from the registered Travel Agents for provision of **22-Economy Class air tickets for full study tour** of participants of 67th Shariah Islamic Course as per date & sector attached with one complementary air ticket of the same route.

“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 bidder must have 2 successful business, completion of project/provider of the air-tickets to any Govt department within a last financial year.
- v. 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.
- vi. Shariah Academy, IIUI, will follow the Single Stage – One Envelope procedure as laid down by the PPRA rules. The PP will be awarded to the recommended and lowest evaluated bidder who meets the technical specifications
- vii. Quoted rates shall be unconditional and valid up to **30 Days** from the date of opening of this tender.
- viii. Group of passengers cannot be divided into small or further sub-groups.
- ix. The academy shall not be liable to unnecessary hike in fare or any change in airlines at the time of travel.
- x. No complaint either in written or verbal shall be accepted from the Travel Agent, after the award is finalized.
- xi. Any bid received by the academy after the deadline i.e 13-11-2025 (Thursday) 10:30 a.m. am will be declared “**Late**” and “**Rejected**”.
- xii. Documents along with CDR/Pay Order/Demand Draft amounting to Rs. 5,000/- as a tender document Fee (Non-Refundable) shall be submitted in favor of Shariah Academy, IIUI, to the address given below.
- xiii. 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 13-11-2025 (Thursday) 10:30 a.m. & quotation will be opened on same date at **11:00 A.M** at the given address.
- xiv. 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.
- xv. The tender will be rejected straightway without assigning any reasons if the firm declared blacklisted by any Govt. /Semi govt. department/agencies etc.
- xvi. Bidders cannot challenge the findings of the evaluation or ask for reasons of disqualification.
- xvii. The quotation must be typed. There must be “no cutting, crossing, rubbing or overwriting” in the quotation.
- xviii. All the rates must be quoted in Pakistani Rupees (PKR).
- xix. Bidders should provide separate quotations with “**Most Economical and Shortest Route**” for each mentioned options i.e., **Option-A, and B**, at (**Annex-A**) of the tender document.

- xx. Moreover, rate for Visa fee of (Saudi Arabia, Turkey and Jordon) shall also be provided on the quotations separately. The competition will be held on “lowest quoted economy class air fare and technically recommended air lines/services”.
- xxi. 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 expenditure which might occur resultantly.
- xxii. Under PPRA Rule-33, Shariah Academy reserves the right to accept or reject any or all bids as per PPRA rules.
- xxiii. Shariah Academy reserves the right to increase or decrease the number of tickets as required.
- xxiv. The envelope containing (Financial proposal) should be marked as under: Assistant Director (A&F) Shariah Academy, Room No. 142, Faisal Masjid Campus IIUI (Tel: 051-9261030)



(Hafiz Atiq ur Rehman)
Assistant Director (A&F),
Shariah Academy,

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

Route 1

Sr No	From	To	Day	Date
1.	Islamabad	Karachi	Wednesday (evening)	26/11/25
2.	Karachi	Amman (Jordon)	Saturday	29/11/25
3.	Amman (Jordon)	Riyadh (Saudi Arabia)	Friday	5/12/25
4.	Riyadh (Saudi Arabia)	Madinah Munawwrah (Saudi Arabia)	Tuesday	9/12/25
5.	Jeddah (Saudi Arabia)	Islamabad	Sunday	14/12/25

Route 2

Sr No	From	To	Day	Date
1.	Islamabad	Karachi	Wednesday (evening)	26/11/25
2.	Karachi	Istanbul/ (Turkey)	Saturday	29/11/25
3.	Ankara	Riyadh (Saudi Arabia)	Friday	5/12/25
4.	Riyadh (Saudi Arabia)	Madinah Munawwrah (Saudi Arabia)	Tuesday	9/12/25
5.	Jeddah ((Saudi Arabia)	Islamabad	Sunday	14/12/25

Plz Note:

1. Most Economical & Shortest route is required for the above sectors
2. Tender Opening Date & Time: 13-11-2025 (Tuesday) 10:30 a.m.



(Hafiz Atiq ur Rehman)
Assistant Director (A&F),
Shariah Academy,