

# **BOARD OF INTERMEDIATE & SCNDARY EDUCATION PESHAWAR**



## **BID SOLICITATION DOCUMENTS (BSDs) Under National Competitive Bidding (NCB) Through E-PADS**

**FOR**

**PROCUREMENT OF SERVICES FOR ACQUIRING VEHICLES ON RENTAL BASIS UNDER AN  
OPEN FRAMEWORK CONTRACT**

## **P R E F A C E**

The Board of Intermediate & Secondary Education Peshawar (BISEP) is seeking is seeking electronic bids form registered individuals / firms and companies for procurement of services for acquiring vehicles on rental basis. The services will be used to secure transport of confidential examination materials for Board Examinations. All the Bidders must be registered the KPPRA/EPADS & FBR.



# BOARD OF INTERMEDIATE & SECONDARY EDUCATION PESHAWAR



TENDER NO# 09/2025

## INVITATION FOR BIDS (NON-CONSULTING SERVICES)

### PROCUREMENT OF VEHICLES ON RENTAL BASIS UNDER OPEN FRAMEWORK CONTRACT THROUGH E-PADS

1. Board of Intermediate & Secondary Education Peshawar, Main Jamrud Road, Peshawar, invites bids under **National Competitive Bidding (NCB)** from eligible individual/firms/companies for the procurement of vehicles on rental basis under Framework Contract.
2. Bidding shall be conducted through **Single Stage – One Envelope Procedure** in accordance with **Khyber Pakhtunkhwa Public Procurement Rules, 2014**, using the **e-PADS system**.
3. Bid Solicitation Documents can be downloaded from official website of the Board, KPPRA, and e-PADS portal i.e [www.kppra.gov.pk](http://www.kppra.gov.pk), [www.bisep.edu.pk](http://www.bisep.edu.pk), <https://portalkp.eprocure.gov.pk/>
4. Interested bidders must submit their bids electronically through e-PADS on or before **2<sup>nd</sup> October, 2025** at **11:00 AM**. Bids will be opened on the same day at **11:30 AM** in the presence of bidders' representatives who choose to attend, in the Committee Room of BISE Peshawar.
5. A Bid Security amounting to PKR 100,000/- (fixed amount), in the shape of a Call Deposit Receipt (CDR) or valid Bank Guarantee, in favor of the undersigned, must be uploaded/attached with the bid. Original instrument of bid security shall be delivered to the office of the undersigned in sealed envelop on or before the last date & time for submission of bid. Tender number shall be mentioned on the envelop.
6. Bids must be **computer-typed and printed**. The bid price should be quoted in figures; however, quoting in words in addition will be appreciated. Bids containing **cutting, overwriting, or erasing** shall be rejected to the extent of the affected item(s)/services. All pages of the bid must be **signed and stamped by the authorized signatory** of the bidder.
7. Bidders must be registered with **KPPRA** and should fulfill all legal, taxation, and regulatory requirements.
8. The Procuring Entity reserves the right to **reject bid(s)** as per **Rule 47 of KPPRA Rules, 2014**.

**SECRETARY**

Board of Intermediate & Secondary Education  
Peshawar

## **BIDDING DATA**

(a)	<b>Tender No#</b>	09/2025
(b)	<b>Name s Address of the Procuring Agency:</b>	Board of Intermediate & Secondary Education Peshawar, Main Jamrud Road Peshawar.
(c)	<b>Brief Description of Works:</b>	Procurement of vehicles on rental basis under Framework Contract
(d)	<b>Amount of Bid Security</b>	As mentioned in the IFB
(e)	<b>Performance Security Deposit</b>	PKR 150,000/- (fixed amount)
(f)	<b>Period of Bid Validity</b>	90 days
(g)	<b>Deadline of submission of Bids Along with time:</b>	As mentioned in IFB
(i)	<b>Venue, Date s Time of Bid Opening:</b>	As mentioned in IFB
(j)	<b>Eligibility Criteria</b>	<ul style="list-style-type: none"><li>(i) Valid Registration with Federal Board of Revenue (FBR), for Income Tax and Sale Tax Registration with Khyber Pakhtunkhwa Revenue Authority (KPRA) for procurement of services.</li><li>(ii) An affidavit on Stamp Paper that the firm has never been blacklisted, from any Govt, Semi-Govt or Autonomous organization.</li></ul>

## **TERMS & CONDITIONS**

The Board of Intermediate & Secondary Education Peshawar (hereinafter called the BISEP invites e-Bids from eligible firms / companies / individuals (hereinafter referred to as "bidder") for Transport Services (hereinafter referred to as individuals.

### **1. General:**

**1.1** Any offer not received as per terms & conditions of the tender enquiry is liable to be ignored. No offer shall be considered if:

- a. received without bid security
- b. not submitted through e-pads
- c. it is received after the time and date fixed for its receipt
- d. not signed & stamped by authorized person on each page of tender document (uploaded

- scanned copies)
  - e. the offer is ambiguous
  - f. the offer is received by fax or e-mail
  - g. the offer is from a blacklisted firm
  - h. offer received with shorter validity than required
  - i. the offer is not conforming to specifications/ requirements indicated in the Bid Solicitation Documents
  - j. the offer / quoted rates are furnished other than the Bid Solicitation Documents
  - k. any additional terms & conditions added by the Firm
- 1.2** Bid will remain valid for a period of 90 days from the date of opening the tender' Contract will be enforced initially for a period of one (01) year extendable up to three years on the same terms and conditions in light of KPPRA Rules for Framework Contract. Contract will be awarded to the lowest evaluated responsive bidder(s) for each route.
- 1.3** Offered rates will be on per day basis and shall be inclusive of all taxes and duties.

## **2. Special Term & Conditions of Contract:**

- 2.1** The contractor will have to supply the vehicle(s) according to the scheduled / work order, which will be issued by Board of Intermediate & Secondary Education Peshawar from time to time, to deliver question papers / Answer Books to designated camp offices / Banks with punctuality and regularity without failure.
- 2.2** All applicable taxes will be deducted from the bill including income tax and sales tax according to applicable Govt Rules.
- 2.3** The successful bidders (s) must sign a written agreement with the BISEP on stamp paper.
- 2.4** The contractor will be responsible for all vehicle expenses, including fuel, repairs and the driver's salary. Drivers must be highly responsible Pakistani citizens with a valid license.
- 2.5** The contractor will pay, in any form, for parts, toll tax, Challans, wages, maintenance, rent and insurance etc. BISE Peshawar is liable to pay only the contract amount to the contractor if the services are found satisfactory.
- 2.6** At any stage if the contractor fails to comply with any condition(s) of the agreement, BISE Peshawar may terminate the contract and may confiscate the payment(s) of the contractor including performance security etc.
- 2.7** The Contractor should be clearly agreed to operate/arrange the vehicles according to the schedule / work order, which will be issued by the Admin Section of the Board of Intermediate & Secondary Education Peshawar from time to time, to deliver question papers / Answer Books to designated camp offices / Banks with punctuality and regularity without failure.
- 2.8** Payment will be made only for working/operational days. Contractor will provide complete calculations details along with invoice.
- 2.9** In case the vehicle provided is not found satisfactory, the same shall be returned for immediate replacement. In case no replacement is provided in time, BISEP will have a right

to hire a vehicle from the market and the additional cost incurred will be borne by the contractor.

**2.10** The vehicle must be available at any time on any day as desired by BISEP.

**2.11** The contractor or their designated representative shall be physically present at BISE Peshawar to supervise the departure of the vehicles, on daily basis.

**2.12** The contractor should have valid contact number(s) round the clock. The driver shall observe all the protocols while performing the duty and, should carry a working mobile phone, for which no separate payment shall be made. Drivers should be familiar with local routes.

**2.13** In case of any accident, all the claims arising out of it shall be met by the contractor.

**2.14** Vehicle will not be used for commercial or any other purpose during the stipulated timings specified for the BISEP services.

**2.15** Drivers shall wear neat and clean dress. They will not use intoxicated items and drugs which affect the driving quality.

**2.16** During the agreement period if the contractor intends to discontinue the service then he will be under legal obligation to issue the notice for withdrawal of the service at least 60 days in advance, failing which the performance security will be forfeited.

**2.17** The contractor shall coordinate with Admin Officer of BISE Peshawar during the contract period.

**2.18** That vehicle must reach at starting point at least 15 - 20 minutes before departure, failing which penalty can be imposed under the rules.

**2.19** The contractor has to follow the instructions of BISE Peshawar, issued from time to time regarding schedule or any problem faced.

**2.20** In case of the establishment of a new Camp Office(s) rate offered for the nearest Camp Office shall be applicable.

### **3. Bid Security:**

**3.1** Mandatory Bid Security / Earnest Money amounting 100,000/- (fixed amount) in shape of CDR/ Bank Guarantee of the quoted bid in the name of undersigned is required to be submitted in sealed envelope.

**3.2** Bid security in form of Pay Order (PO) shall not be acceptable and will lead to rejection of the bid without any further consideration.

**3.3** The bid security submitted by **unsuccessful bidders** will be released as soon as a **contract has been signed** and a **performance guarantee has been submitted** by the successful bidder.

### **4. Performance Security**

**4.1** The successful bidder shall furnish to the Procuring Entity a Performance Security amount to PKR 150,000/- (fixed amount) in shape of CDR/ Bank Guarantee in favor of Secretary Board of Intermediate & Secondary Education Peshawar, within a period of fourteen (14) days after the receipt of Letter of Acceptance.

**4.2** Final release of the Performance Security will be processed upon the successful completion of the contract period.

**5. Deduction of Taxes:**

- 5.1** Any taxes (if applicable) will be deducted while making payment as per Government Rules / Instructions/Notifications.

**6. Integrity Pact:**

- 6.1** The Bidder shall sign and stamp the Form of Integrity Pact provided in the Bid Solicitation Documents. Failure to provide such Integrity Pact shall make the bid non-responsive.

**7. Dispute:**

- 7.1** In case of any dispute before or after the execution of contract, matter will be resolved as per KPPRA Rules and the decisions thus made shall be binding on the bidder and BISEP.

**8. Eligibility Criteria:**

- 8.1** KPRA Registration with active status.
- 8.2** FBR NTN certificates or CNIC with active status.
- 8.3** Affidavit on stamp paper worth Rs. 100/- to the effect of non-blacklisted/ De-registered/ debarred by any Government department / Autonomous Organization / semi-Govt organization.

**9. Bid / Tender opening procedure:**

Bidding shall be conducted through Single Stage –One Envelopes Bidding Procedure through e-PADs in compliance to KPPRA Rules-2014.

**10. Award of Contract:**

- 10.1** The bidder(s) who has submitted the lowest evaluated responsive bid shall be awarded the contract.
- 10.2** Evaluation shall be made route wise and contract shall be awarded to the bidders for their respective winning routes.

**LIST OF CAMP OFFICES / BANKS FOR TRANSPORTATION OF  
ANSWER BOOKS / QUESTION PAPERS**

<b>S.No</b>	<b>FROM BISE Peshawar to</b>	<b>Type of Vehicle</b>	<b>Per Day Rate (Including Taxes)</b>
1	ABL Hayatabad Bilal Market	Carry Van	
2	ABL University Town & ABL Nawa Kali Branch	Carry Van	
3	ABL Sunehri Masjid , ABL Dabgari & ABL Saeed Abad	Carry Van	
4	ABL Shekh Abad, ABL Jameel Chowk and ABL Circular Road Kohati Gate Branch	Carry Van	
5	ABL G.T Road, ABL Ghur Mandi, ABL Truck Stand	Carry Van	
6	ABL Charsadda Road, ABL Dalazak Road, MCB Dalazak Road	Carry Van	
7	ABL Warsak Road	Carry Van	
8	HBL Mathra	Carry Van	
9	Camp Office GHS Sufaid Sung	Carry Van	
10	Camp Office Nahaqi	Carry Van	
11	Camp Office GHS Chagharmatti	Carry Van	
12	HBL Badaber	Carry Van	
13	MCB Mattani	Carry Van	
14	Camp Office High School Shamshatoo	Carry Van	
15	Camp Office GHSS Sama Badabera	Carry Van	
16	Camp Office GHS Speen Dhand	Carry Van	
17	ABL Alamgudar Road	Carry Van	
18	Camp Office Shere kara	Carry Van	
19	HBL Landi Kotal District Khyber	Carry Van	
20	Camp Office No.1 Jamrud District Khyber	Carry Van	
21	GHS Said Azam Killi FR Peshawar	Carry Van	
22	GHS Maidan Terah District Khyber	CAR	
23	Camp Office Iqra School & College Bara	Carry Van	
24	MBC Charsadda, ABL Charsadda, ABL Umerzai MCB Tangi, NBP Charsadda	HI-Ace	
25	HBL Sher Dheri, CAMP Office Mandani	Carry Van	



26	HBL Harichand	Carry Van	
27	ABL Shabqadar, MCB Shabqadar	Carry Van	
28	ABL Ghalani Lal Muhammad Market	Carry Van	
29	Camp Office GHS Sando Khel Ghalanai	Carry Van	
30	Camp Office Lowe Shalman	CAR	
31	Camp Office Kam Shalman	CAR	
32	GHSS Shalobar Terah	CAR	
33	BISEP Camp Office Gol Dor Chowk Chitral	Mazda Truck	
<b>FROM GHSS Shalobar Terah to</b>		<b>Type of Vehicle</b>	<b>Per Day Rate (Including Taxes)</b>
33	GHS Hashim Khan BarBagh Terah	CAR	
<b>FROM BISEP Camp Office Gol Dor Chowk Chitral</b>		<b>Type of Vehicle</b>	<b>Per Day Rate (Including Taxes)</b>
34	BISE Peshawar Office	Mazda Truck	

- Required Quantity of vehicles for each route shall be finalized as per number of exam centers on each route.
- **Evaluation shall be made route-wise and contract will be awarded to the lowest evaluated responsive bidder(s) for each route.**

**Note. The quoted Rates must be inclusive of all taxes and charges.**

## FORM OF CONTRACT AGREEMENT

THIS AGREEMENT made the \_\_\_\_ day of \_\_\_\_\_ 2025 between **Board of Intermediate and Secondary Education Peshawar** (hereinafter called “the Procuring Entity”) of the one part and M/s. \_\_\_\_\_ (“hereinafter called the Contractor”), of the other part:

WHEREAS the Procuring Entity invited bids from interested contractors for Procurement of vehicles on rental basis vide Tender No. **09-2025** and the contractor has accepted the bid on the terms and conditions (hereinafter called “the Contract Price”).

### **NOW THIS INDENTURE WITNESSETH AS UNDER**

The contract shall be applicable for a period of **ONE Year** with effect from the date of signing of contract. It can be renewable for up to three (03) years on terms and conditions as stated in this bidding document. Such extension is subject to satisfactory performance and by approval of competent authority. However, the contract may be terminated by the Procuring Entity without assigning any reason on 60 days’ notice.

In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the terms and conditions of Contract referred to.

The following documents after incorporating addenda, if any except those parts relating to Instructions to Bidders, shall be deemed to form and be read and construed as part of this Agreement, viz:

- a) Bid Solicitation Documents.
  - b) Contract Agreement.
  - c) Letter of Acceptance / Notification for award of work.
  - d) Conditions of Contract and Contract Data.
  - e) Work Order;
  - f) The Financial Proposal of the Bidder;
1. In consideration of the payments to be made by the Procuring Entity to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Procuring Entity to complete the Services and remedy defects therein in conformity and in all respects within the provisions of the Contract.
  2. The Procuring Entity hereby covenants to pay the Contractor, in consideration of the completion of the Services as per provisions of the Contract, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS WHEREOF the parties hereto have caused this Contract Agreement to be executed on the day, month and year first before written in accordance with their respective laws.

Signature of the Contactor Signature of the Procuring Entity (Seal) (Seal)

Signed, Sealed and Delivered in the presence of:

Witness:

Witness:

\_\_\_\_\_  
(Name, Title and Address) (Name, Title and Address)

## INTEGRITY PACT

Declaration of Charges, Fees, Commission, Taxes, Levies etc. payable by the cater works;  
M/s \_\_\_\_\_, the Service provider/ cater hereby declares that:

(a) Its intention not to obtain the work of any Contract, right, interest, privilege, or other obligation or benefit from the BISEP or any Administrative or Financial Offices thereof or any other department under the control of the BISEP through any corrupt practice(s).

(b) Without limiting the generality of the forgoing the cater represents and warrants that it has fully declared the charges, fees, commission, taxes, levies etc., paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within the BISEP directly or indirectly through any means any commission, gratification, bribe, gifts, kickback whether described as consultation fee or otherwise, with the object of obtaining or including the procurement or service contract or order or other obligations whatsoever from the BISEP, except that which has been expressly declared pursuant hereto.

(c) The cater accepts full responsibility and strict liability for making any false declaration/statement, not making full disclosure, misrepresenting facts or taking any action likely to degrade the purpose of declaration, representation and warranty. It agrees that any contract/order obtained aforesaid shall without prejudice to any other right C remedies available to the BISEP Institute under any law, contract, or other instrument, be stand void at the discretion of the BISEP Institute.

(d) Notwithstanding any right and remedies exercised by the BISEP in this regard, cater agrees to indemnify the BISEP for any loss or damage incurred by it on account of its corrupt business practice and further pay compensation to the BISEP in any amount equivalent to the loss of any commission, gratification, bribe, gifts, kickback given by the company/firm/supplier/agency/service provider as aforesaid for the purpose of obtaining or inducing procurement/work/service or other obligation or benefit in whatsoever from the BISEP.

It is hereby certified that the terms and conditions have been read, agreed upon and signed.

M/s Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Mobile: \_\_\_\_\_ email: \_\_\_\_\_

**SIGNATURE & STAMP**