



# TENDER NOTICE

## UNIVERSITY OF SARGODHA

Tender No: PC-I/11/2025-26

University of Sargodha intends to arrange Lunch/Brunch including sitting arrangements (i.e. tenting, crockery, table serving, decoration etc.) for its 12<sup>th</sup> Convocation at Main Campus University of Sargodha. Relevant interested firms/caterer registered with Income Tax, GST & PRA are invited to offer their rates for the categories as detailed in the bidding document. Firm may submit their bids **only through e-PADS**, upto **05-01-2026 at 12:00PM** which will be opened on the same day at **12:30PM** in the presence of representatives of the firms in Directorate of Procurement & Stores.

**Note: A pre-bid meeting regarding discussion of any query will be held in Directorate of Procurement & Stores University of Sargodha on 31-12-2025 at 12:00PM.**

Sr. No.	Description	Estimated Cost	Bid Security @03%
<b>CATEGORY: 01</b>			
1.	Lunch / Bruch for Guests	Rs.790,000/-	Rs.39,500/-
<b>CATEGORY: 02</b>			
2.	Lunch / Bruch for Students / Parents	Rs.4,140,000/-	Rs.207,000/-

### TERMS & CONDITIONS

- Detailed Bidding documents are available immediately on the websites of University of Sargodha <https://su.edu.pk> and Punjab Procurement Regulatory Authority <http://ppra.punjab.gov.pk> after publication of tender notice.
- The bidder shall download the bidding documents from the above websites and participate in the procurement process without paying any cost or fee as per PPRA rules.
- Bids should be submitted through **e-PADS (Electronic-Pak Acquisition and Disposal System)** and the same should be opened online as per above mentioned schedule. Only e-bids submitted through e-PADS shall only be entertained / accepted.
- Bidders are advised to ensure uploading the **Bid on e-PADS Portal**, well before the submission deadline, and not wait for the last date and time to upload the bid. Bid submission on e-PADS Portal shall entirely be the responsibility of the bidder. University of Sargodha shall not be held responsible for any issues thereof.
- 03%** Category Wise Scheduled Bank CDR/PO/Demand Draft (Refundable) of the Estimated Cost (as mentioned above) is required as Bid Security **in Directorate of Procurement & Stores, University of Sargodha.**
- The bidder shall submit hardcopy of the financial instrument in addition to the scan copy uploaded at e-PADS as bid security in the form of CDR in favor of Treasurer, University of Sargodha, well before the closing date and time otherwise bid shall not be entertained.**
- In case of official holiday on the day of submission, next day will be treated as closing date.
- For all correspondence, please use postal address, **Directorate of Procurement & Stores, University of Sargodha, Sargodha.**
- Purchase will be made under PPRA (Punjab) rule "single stage one envelope procedure" as amended from time to time.**
- All Firms shall have to follow all terms and conditions issued by University of Sargodha and PPRA (Punjab) from time to time.

**Chairman Purchase Committee**  
Directorate of Procurement & Stores  
University of Sargodha  
Contact No: 048-9230110, 048-9230811-Ext:505