



THE URBAN UNIT

Urban Sector Planning & Management Services Unit (Pvt.) Ltd.

A Public Sector Company.

	NAME	SIG.	DATE
Draft	MASHI RIZVI		06/07/18
Review I	HANON QURESHI		06/07/18
Review II	SANJANA CHAKRABORTY		12/7/18
Approved			

URBAN SECTOR PLANNING & MANAGEMENT SERVICES UNIT (PRIVATE) LIMITED



TENDER DOCUMENT FOR THE AUCTION OF OFFICE REDUNDANT ITEMS

Tender # UU/2018-19/

Sign & Stamp of bidder



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TERMS & CONDITIONS

1. Bid receiving date is July 30, 2018 till 11:00 a.m. and will be opened on the same date at 11:30 a.m. in the presence of representative of bidders and committee members.
2. Venue for Bids Submission: 503, Shaheen Complex Egerton Road, Lahore.
3. The items may be inspected at following addresses:
Lahore: 1. BB Pakdaman near police line Empress Road, Street No. 22, House No. 06. 2. 503-Shaheen Complex, Edgerton Road, Lahore.
4. Period for depositing bid amount: Within 05 working days Monday to Friday (After issuance of approval letter by Urban Sector Planning & Management Services Unit Pvt. Ltd.)
5. Payment of all applicable taxes will borne by the bidder according to Government rules & regulation / notification.
6. Bid security of Rs.5000/- shall have to be attached along with proposal. It should be in the form of Pay Order / Bank Draft / CDR valid from a scheduled bank in favor of Urban Sector Planning & Management Services Unit (Pvt.) Limited. No bid shall be accepted without bid security and copy of CNIC (NADRA).
7. All the bids irrespective of their values must be submitted in sealed envelopes.
8. Unsealed, unsigned and those bids, which will be submitted after the above-mentioned date / time will be rejected.
9. Approval letter will be issued to the Lot Wise highest bidder as per **Annex-A**.
10. The Lot Wise highest bidder as per Annex-A will be required to deposit remaining amount within five working days after issuance of approval letter failing bid security will be forfeited and no claim shall lie against Urban Sector Planning & Management Services Unit Pvt. Ltd.
11. After depositing full amount by the bidder, Urban Sector Planning & Management Services Unit Pvt. Ltd. will issue a copy of release order of said items and will also release the bid security amount.

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12. After issuance of release letter by Urban Sector Planning & Management Services Unit Pvt. Ltd., bidder will have to take over the physical possession of concern items within five working days.
13. All expenditures involved in the transfer (Physical/legal) will be borne by the bidder.
14. Urban Sector Planning & Management Services Unit Pvt. Ltd. reserves the rights to accept/reject all offers received according to rules. Urban Sector Planning & Management Services Unit Pvt. Ltd. may even cancel invitation of bid altogether or extend the date and time of receiving and opening of the bid according to rules.
15. Bidders are bound to participate all items Lot Wise 'Lot-1 or Lot-2 or both' mentioned in Annex-A (selection of individual item from Lot-1 or Lot-2 is not allowed).
16. I have physically inspected the item(s) to my satisfaction and made offer as is where is basis.
17. In case of any dispute, the decision of the CEO, Urban Sector Planning & Management Services Unit Pvt. Ltd. shall be final and it will not be challenged in any court or forum.

DR. NASIR JAVED

Chief Executive Officer

**Urban Unit Planning & Management Services
Unit (Pvt.) Limited**

Sign & Stamp of bidder