LAHORE HIGH COURT, RAWALPINDI BENCH, RAWALPINDI

TENDER NOTICE No. 01/2026-2027

INVITATION TO E-BID

(ANNUAL FRAMEWORK CONTRACT TO HIRE SERVICES FOR PREPARING PHOTOCOPIES OF JUDGMENTS/ORDERS/ DOCUMENTS FOR THE PERIOD OF ONE YEAR FOR FY 2026-27)

Lahore High Court, Lahore **invites e-bids** as per Punjab Procurements Rules, 2014, from well-reputed and financially sound firms having previous experience in specific field as well as registered with Income Tax, Sales Tax, Professional Tax and Punjab Sales Tax Departments etc. (PRA) for entering into *Annual Framework Contract to Hire Services for Preparing Photocopies of Judgments/Orders/ Documents* for the Period of One Year for FY 2026-27.

Sr. No.	Head of Account	Description	Estimated Cost (Rs.)	Bid Security (5%) (Rs.)
1	Payments to others for Service Rendered	*Hiring Services for Preparing Photocopies of Judicial Documents for period of one year*	91,80,213/-	459,011/-

2. An e-bid proposal shall be submitted on the e-Pak Acquisition & Disposal System (EPADS) Punjab before closing date i.e., 30-03-2026.

3. Interested eligible bidders may download bidding documents from the website of e-pads, Punjab as well as from PPRA-Punjab website & website of this Court and may obtain further information from the Purchase Branch, Lahore High Court, Rawalpindi Bench, Rawalpindi. Bids are to be addressed to the Senior Additional Registrar Lahore High Court, Rawalpindi Bench Rawalpindi, and shall be received electronically on e-PADS by 30-03-2026 **at 11:00 A.M** and shall be opened at **11:30 A.M.** on the same day, in the office of Deputy Registrar (Judicial)/ Chairman of Purchase Committee, Lahore High Court Rawalpindi Bench Rawalpindi. (In case of public holiday, the next working day shall be considered).

4. The bids shall be submitted under **"Single Stage One Envelope Bidding Procedure"** as contained in Rule 38(1) of the Punjab Procurement Rules, 2014. All the rates should be inclusive of GST/PST and valid for 180-days from the date of opening of Tender.

5. The bidders shall submit **bid security @ 5%** of the estimated cost in the shape of CDR/Bank Guarantee/Pay Order of any scheduled Bank in favor of the Senior Additional Registrar Lahore High Court, Rawalpindi Bench Rawalpindi one hour before the bid submission deadline, in original, in the Store Branch, Lahore High Court, Rawalpindi Bench, Rawalpindi. The bid security will be refunded after finalization of the tender. However, the successful bidder shall deposit an amount equivalent to 10% of the total estimated cost as **Performance Guarantee** in shape of CDR/Bank Guarantee/Pay Order which shall be refunded on successful completion of the contract obligations.

6. The Tender Notice & Bidding Documents are available at PPRA's website, website of this Court & on E-PADS Website.(http://ppra.punjab.gov.pk, http://https://lhc.gov.pk, and https://eprocure.gov.pk/

7. **All required documents for the above said tender should be uploaded in Soft Form, and be available before the closing date on PPRAs EPADs, no single document will be entertained in Hard Form at the time of tender opening.**

8. The authority reserves the right to reject all bids or proposals in line with prevailing rules and regulations.

MUHAMMAD NAEEM SALEEM
SENIOR ADDITIONAL REGISTRAR,
LAHORE HIGH COURT, RAWALPINDI BENCH, RAWALPINDI