



**National Disaster Risk Management Fund**  
*A company set up under section 42 of the Companies Act, 2017*  
**Making Pakistan Resilient**

**IFB# 2110/24/MIS**

**INVITATION TO BID**

**“Hiring a Firm for Website Maintenance and Support Services”**

National Disaster Risk Management Fund (hereinafter shall be termed as “Fund” & “Client”) is a not-for-profit company incorporated with the Securities and Exchange Commission of Pakistan, under Section 42 of the Companies Act 2017, invites sealed proposals from the eligible **Firm for Website Maintenance and Support Services** having established office(s), duly registered with relevant tax authorities, and fulfil all eligibility & qualification requirements mentioned in the bidding document under Public Procurement Rules, 2004- **Single Stage One Envelop Procedure**.

2. Bidding document containing detailed terms & conditions for the aforesaid activity may be downloaded (free of cost) from PPRA’s Website i.e. [www.ppra.org.pk](http://www.ppra.org.pk), Fund’s website i.e. [www.ndrmf.pk](http://www.ndrmf.pk) and from **PPRA’s EPAD system (www.eprocure.gov.pk)**. Further, details can be obtained from the office of Manager Procurement, EOBI Building, 5<sup>th</sup> Floor, G-10/4, Islamabad.

3. Bidders are required to submit their Proposals/bids through PPRA EPAD System ([www.eprocure.gov.pk](http://www.eprocure.gov.pk)) as per following schedule:-

<b>Bids Submission Date &amp; Time</b>	28 <sup>th</sup> November, 2024 at 1100 hours
<b>Bids Opening Date &amp; Time</b>	28 <sup>th</sup> November, 2024 at 1130 hours

4. Bidders are requested to get registered on Public Procurement Regulatory Authority (PPRA) **EPAD System** to participate in the aforesaid bidding process. In case Government announces any public holiday, Proposals/Bids through EPAD system will be publicly opened/decrypted on next working day on same time in the presence of the participating companies/ their authorized representatives, who may choose to be present. This notice is also available on Fund’s Website i.e. [www.ndrmf.pk](http://www.ndrmf.pk) and PPRA website at [www.ppra.org.pk](http://www.ppra.org.pk).

**Manager (Procurement)**  
National Disaster Risk Management Fund  
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