

**GHULAM ISHAQ KHAN INSTITUTE OF ENGINEERING SCIENCES AND  
TECHNOLOGY, TOPI**

**Enlistment of Custom Clearing Agent**

Tender Notice NO. GIKI/PO/CC-501/15

2 October 2015

The Ghulam Ishaq Khan Institute (GIKI) of Engineering Sciences and Technology, located at Topi, District Swabi is a seat of excellence in higher engineering education and research. Proposals/offers/tenders are invited from Custom Clearing Agents who are registered with Custom Department and having membership of Custom Clearing Agent Association at Karachi, Lahore, Rawalpindi/Islamabad and Peshawar. Details can be downloaded from website: [www.giki.edu.pk](http://www.giki.edu.pk). Sealed envelope should reach to the office of undersigned before 3:00 PM on 19 October 2015. The envelopes will be opened at 3:30 PM on the same day at Conference Room of H.U. Beg Admin Block, GIK Institute, Topi

The GIK Institute is importing laboratory and workshop equipment / supplies / chemicals etc. from different destinations / countries. The GIK Institute intends to hire custom clearing agent for custom clearance of its import at Karachi, Lahore and Islamabad / Rawalpindi. The custom clearing agents who fulfill the following criteria may apply, in sealed envelope:

- i. Custom Clearing Agent should have valid custom House Agent License of Karachi, Lahore and Islamabad/Rawalpindi Collectorate of minimum 10 years;
- ii. Membership of Custom Clearing Agents Association of Karachi, Lahore Islamabad/Rawalpindi;
- iii. A Comprehensive Profile with past performance, detail of offices, 6 month bank statement along with Income Tax and Sales Tax payment detail, custom permit of staff; etc.
- iv. Client list and working experience.
- v. Rates /agency commission should be quoted for the following for the seaport, dry port and airport separately:
  - i. Minimum Rates based on value;
  - ii. Per consignment rates;
  - iii. Mode of payment, agency commission;
  - iv. Other charges if any.

Director Procurement, GIK Institute, Topi, District Swabi, KP.

PH: 0938-281026 (Ext: 2500 /2213)