

**House Building Finance Company Limited**  
**Annual Procurement Plan for the year 2021**

S.No	Detail of Procurement	Estimated Cost (Rs.)	Procurement method	Tentative date of procurement (Notice of Publication)	Tentative date of Award of contract	Tentative date of completion	Remarks
1.	Firewall Network Devices	11.75 Million	Open Competitive Bidding.	January, 2020	March, 2020	July, 2020	
2.	Procurement of Printers	3.5 million	Open Competitive Bidding.	January, 2020	March, 2019	July, 2020	
3.	Hiring of Services of HR Consultant to Review Compensation Structure of Regular and Contract Employees of HBFC	6 Million	Open Competitive Bidding	January, 2020	March, 2020	July, 2020	
4.	Procurement of Furniture	0.8 Million	Open Competitive Bidding	January, 2020	February, 2020	April, 2020	
5.	Procurement of Electrical Appliances	0.5 Million	Open Competitive Bidding	January, 2020	February, 2020	April, 2020	
6.	Miscellaneous Civil Work	0.4 Million	Open Competitive Bidding	January, 2020	February, 2020	April, 2020	
7.	Purchase of Stationery	0.3 Million	RFQ	February, 2020	February, 2020	March, 2020	
8.	Purchase of Janitorial and General Items	0.3 Million	RFQ	February, 2020	February, 2020	March, 2020	
9.	Purchase of Office Chairs	0.3 Million	RFQ	May, 2020	May, 2020	June, 2020	
10.	Pre-qualification of Contractors / Vendors	-	Open Competitive Bidding	January, 2020	March, 2020	December 2020	
11.	Network devices for Data Centre	3.8 Million	Open Competitive Bidding	February, 2020	April, 2020	August, 2020	
12.	Purchase of Office Printers	2.5 Million	Open Competitive Bidding	April, 2020	June, 2020	October, 2020	
13.	Procurement of Desktops	8 Million	Open Competitive Bidding	April, 2020	June, 2020	October, 2020	
14.	Procurement of Scanners	3 Million	Open Competitive Bidding	April, 2020	June, 2020	October, 2020	

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15.	Network Devices for Regional & Branch Offices	3.3 Million	Open Competitive Bidding	January, 2020	February, 2020	March, 2020	
16.	Batteries for Data Centre Power Setup	0.5 Million	Open Competitive Bidding	April, 2020	June, 2020	September, 2020	
17.	Virtualization and Storage	1 Million	Open Competitive Bidding	May, 2020	July, 2020	September, 2020	
18.	Firewall Basic Level	1.05 Million	Open Competitive Bidding	March, 2020	May, 2020	July, 2020	
19.	Information Security tools	2.5 Million	Open Competitive Bidding	March, 2020	May, 2020	August, 2020	
20.	External Storage for offsite backups	0.4 Million	Open Competitive Bidding	March, 2020	May, 2020	August, 2020	
21.	Branded Server Machines including accessories like RAM with licenses	5 Million	Open Competitive Bidding	June, 2020	August, 2020	November, 2020	
22.	Microsoft Office	6.6 Million	Open Competitive Bidding	March, 2020	April, 2020	June, 2020	
23.	NMS & Log Server	1 Million	Open Competitive Bidding	March, 2020	May, 2020	July, 2020	
24.	Purchase of Offset Printing Paper	0.3 Million	RFQ	January, 2020	January, 2020	January, 2020	
25.	Electrification and Networking in Karachi Branch-II Mezzanine Floor	0.537 Million	Open Competitive Bidding	January, 2020	February, 2020	March, 2020	
26.	Procurement of Laptop and Color Printer	0.3 Million	RFQ	February, 2020	February, 2020	February, 2020	
27.	Glass Work in HBFC Mardan Branch	0.3 Million	RFQ	February, 2020	February, 2020	February, 2020	
28.	Printing and Supply of Flyers to HBFC Offices / Branches	1.25 Million	Open Competitive Bidding	February, 2020	March, 2020	April, 2020	
29.	Enlistment of Property Valuers	Approved Fixed Rates	PBA's Approved Valuers	February, 2020	April, 2020	December, 2020	
30.	Supply of 150 HBFC T-shirts	0.2 Million	RFQ	February, 2020	March, 2020	March, 2020	

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31.	Supply of Shields/Mementos	130,000/-	RFQ	February, 2020	March, 2020	March, 2020	
32.	Prequalification of Advertisement Agencies	-	Open Competitive Bidding	May, 2020	August, 2020	-	Two Year Contract Period
33.	Audit of Fund Accounts Year 2019	0.3 Million	RFQ	March, 2020	March, 2020	July, 2020	
34.	Hiring of Plantation Services for Head Office	0.3 Million	RFQ	March, 2020	March, 2020	December, 2020	
35.	Purchase of Chair Set	0.3 Million	RFQ	March, 2020	March, 2020	March, 2020	
36.	Audit of Fund Accounts HBFC Social Welfare Fund, (HBFC Gratuity Fund and Contributor HBFC Provident Fund Scheme 2016) for the year 2019.	0.3 Million	RFQ	April, 2020	May, 2020	August, 2020	
37.	Tender for Supply and Installation of Electrical Appliances for all Regions	7.0 Million	Open Competitive Bidding	April, 2020	July, 2020	October, 2020	
38.	Tender for Supply of Furniture for HBFC Branches	8.9 Million	Open Competitive Bidding	April, 2020	July, 2020	October, 2020	
39.	Tender for Civil, Electrical and Misc. Works in South Region Branches	1.70 Million	Open Competitive Bidding	April, 2020	July, 2020	October, 2020	
40.	Tender for Civil, Electrical and Misc. Works in North Region Branches	3.60 Million	Open Competitive Bidding	April, 2020	July, 2020	October, 2020	
41.	Tender for Civil, Electrical and Misc. Works in Central Region Branches	3.60 Million	Open Competitive Bidding	April, 2020	July, 2020	October, 2020	
42.	Tender for Hiring Email & Webhosting Services	1.2 Million	Open Competitive Bidding	April, 2020	July, 2020	December 2020	Yearly Budget

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43.	Procurement of Pedestal Fans	0.17 Million	RFQ	April, 2020	May, 2020	May, 2020	
44.	Procurement of Hand-held Temperature Sensor	0.08 Million	RFQ	April, 2020	April, 2020	April, 2020	
45.	Procurement of 01 Unit Laptop	0.2 Million	RFQ	April, 2020	May, 2020	May, 2020	
46.	Procurement of Shariah Advisory Services for Vetting of addendum of Musharkah Agreements	0.15 Million	RFQ	May, 2020	May, 2020	June, 2020	
47.	Acquisition of Actuarial Services for Estimation of Commutation	0.3 Million	RFQ	May, 2020	May, 2020	June, 2020	
48.	Establishment of Strong Room in Regional Office North, Islamabad	6.88 Million	Open Competitive Bidding	May, 2020	June, 2020	August, 2020	
49.	Hiring of Consultancy Services for Construction of Strong Room and Rehabilitation of Regional Office Building at Chauburji, Lahore	1.5 Million	Open Competitive Bidding	May, 2020	June, 2020	August, 2020	
50.	Supply, Installation and Misc. Works to Establishment Disaster Recovery Site in Hyderabad	1.1 Million	Open Competitive Bidding	June, 2020	August, 2020	October, 2020	
51.	Procurement of Laptop and Desktop	6.4 Million	Open Competitive Bidding	June, 2020	August, 2020	November, 2020	
52.	Acquiring HBFC Branches on Rental Basis (10 Branches)	-	Open Competitive Bidding	June 2020	August 2020	-	Yearly Contract
53.	Procurement of 03 Units of Laptops	0.5 Million	RFQ	June, 2020	July, 2020	July, 2020	
54.	Procurement of 01 Unit of Polycom Sound Station 2 – Expandable	0.1 Million	RFQ	July, 2020	July, 2020	July, 2020	
55.	Procurement of 01 Laptop	0.3 Million	RFQ	July, 2020	July, 2020	July, 2020	

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56.	Procurement of 03 units of Laptop	0.35 Million	RFQ	July, 2020	July, 2020	August, 2020	
57.	Acquiring 02 Units of Photocopy Machines on Rental Basis	0.4 Million	RFQ	July, 2020	August, 2020	August, 2020	Yearly Contract
58.	Procurement of 02 Units of Laptops	0.35 Million	RFQ	August, 2020	August, 2020	August, 2020	
59.	Repair and Maintenance Work Required in HBFC Branch Office Hyderabad	0.5 Million	RFQ	September, 2020	September, 2020	October, 2020	
60.	Corporate Secretarial Services Required for Company Secretariat	0.48 Million	RFQ	September, 2020	September, 2020	October, 2020	Yearly Services
61.	Procurement of 01 unit of High-end Laptop	0.3 Million	RFQ	September, 2020	September, 2020	October, 2020	
62.	Construction / Repair of Wall in Regional Office HBC Model Town, Lahore	0.15 Million	RFQ	September, 2020	September, 2020	October, 2020	
63.	Hiring of Services to Acquire KDA NOC for Construction of Strong Room	0.29 Million	RFQ	September, 2020	September, 2020	October, 2020	
64.	Printing of Annual Report 2019	0.5 Million	RFQ	September, 2020	October, 2020	October, 2020	
65.	Procurement of 64GB Server RAM	0.5 Million	RFQ	September, 2020	October, 2020	October, 2020	
66.	Services Required to get KDA NOC	0.5 Million	RFQ	September, 2020	October, 2020	October, 2020	
67.	Supply, Installation and Commissioning of Air-Conditioners at HBFC Branch Office, Hyderabad.	0.46 Million	RFQ	October, 2020	November, 2020	November, 2020	
68.	Supply & Installation UPS Batteries	0.25 Million	RFQ	November, 2020	November, 2020	November, 2020	
69.	Renovation Work Of General Bathrooms	0.30 Million	RFQ	November, 2020	November, 2020	November, 2020	
70.	Procurement of Automatic Document Feeder (ADF) Scanners (02 Unit)	0.5 Million	RFQ	December, 2020	December, 2020	December,2020	
71.	Procurement of Automatic Document Feeder (ADF) Scanners (06 Unit)	0.5 Million	RFQ	December, 2020	December, 2020	December,2020	

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72.	Renovation Work Carried Out in Branch Office Hunza	0.5 Million	RFQ	December, 2020	December, 2020	December,2020	
73.	RE-RFQ For Renovation Work of Bathrooms at Block-C.	0.5 Million	RFQ	December, 2020	December, 2020	December,2020	
74.	Procurement of Automatic Document Feeder (ADF) Scanners (06 Unit)	0.5 Million	RFQ	December, 2020	January, 2021	January, 2021	
75.	Printing of Birthday Gift Pack for HBFC Employees.	0.5 Million	RFQ	January, 2021	January, 2021	January, 2021	
76.	Renovation Work at Block - B & Block -C	0.5 Million	RFQ	January, 2021	January, 2021	January, 2021	
77.	Procurement of Network Access Switches, MS Office2019 License & Enh. of Storage Area Network with HA Switch.	17 Million	Open Competitive Bidding	January, 2021	January, 2021	January, 2021	
78.	Procurement of Firewall Required in HBFC Regional Offices (Karachi, Lahore and Islamabad)	0.9 Million	Open Competitive Bidding	January, 2021	January, 2021	January, 2021	
79.	Branches Inauguration-Miscellaneous Works Central Region (Dera Ghazi Khan & Jhang Branch Office)	0.39 Million	RFQ	January, 2021	January, 2021	January, 2021	
80.	RFQ for Procurement of Souvenirs for Giveaway - 2021	0.5 Million	RFQ	February, 2021	February, 2021	February, 2021	
81.	RFQ For New Year Souvenirs	0.5 Million	RFQ	February, 2021	February, 2021	February, 2021	
82.	Procurement of Backup Internet at Head Office, Karachi	1.0 Million	Open Competitive Bidding	January, 2021	March, 2021	March, 2021	
83.	Expression of Interest (EOI) Acquiring HBFC Branch on Rental Basis in Shikarpur	1.0 Million	Open Competitive Bidding	January, 2021	March, 2021	March, 2021	
84.	Expression of Interest (EOI) Acquiring Space for Strong Room / Record Room on Rental Basis in Lahore	1.5 Million	Open Competitive Bidding	January, 2021	March, 2021	March, 2021	

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85.	RFQ for Audit of Pension Fund, HBFC Employees Provident Fund, HBFC Benevolent Fund, HBFC Social Welfare Fund, HBFC Provident Fund, HBFC Gratuity for the Year-2020.	0.5 Million	RFQ	March, 2021	March, 2021	-	
86.	Tender for Hiring of Recruitment Testing Service Agency	1.0 Million	Open Competitive Bidding	April, 2021	June 2021	June 2022	
87.	Procurement of Automatic Document Feeder (ADF) Scanner	0.3 Million	RFQ	April 2021	April 2021	May 2021	
88.	Tender for Hiring Outsourced Service Provider for HBFC	2.0 Million	Open Competitive Bidding	March 2021	June 2021	June 2022	
89.	Printing and Supply of Mera Pakistan Mera Ghar	0.3 Million	RFQ	April 2021	April 2021	May 2021	
90.	Tender for Supply, Transportation & Fixing of Furniture Items for HBFC Branches, Nationwide	5.8 Million	Open Competitive Bidding	March 2021	June 2021	September 2021	
91.	Tender for Renovation of HBFC Branches and Supply of Appliances South Region	24.1 Million	Open Competitive Bidding	June 2021	July 2021	October 2021	
92.	Tender for Renovation of HBFC Branches and Supply of Appliances Central Region		Open Competitive Bidding	March 2021	June 2021	September 2021	
93.	Tender for Renovation of HBFC Branches and Supply of Appliances North Region		Open Competitive Bidding	March 2021	June 2021	September 2021	
94.	Actuarial Valuation Report for the year ended Dec 31,2020	0.3 Million	RFQ	March 2021	June 2021	August 2021	
95.	Window Branding at HBFC Branches	0.3 Million	RFQ	March 2021	April 2021	April 2021	
96.	Cost of Funds for HBFC	0.5 Million	RFQ	April 2021	May 2021	June 2021	
97.	Supply and Installation of 02 Ton Floor Standing ACs	0.3 Million	RFQ	June 2021	July 2021	August 2021	

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98.	Supply of Shields, USBs, Banners and Standees	0.3 Million	RFQ	June 2021	June 2021	July 2021	
99.	Tender for Hiring of Online Real Estate / Property Portal Services for HBFC Digital Marketing	4.9 Million	Open Competitive Bidding	June 2021	July 2021	July 2022	
100.	Procurement of 01 KVA UPS for Central Region	0.3 Million	RFQ	July 2021	July 2021	Aug 2021	
101.	Designing & Composing Annual Report - 2020	0.3 Million	RFQ	June 2021	July 2021	July 2021	
101.	Expression of Interest For Enlistment of Chartered Accountant Firms	0.5 Million	Open Competitive Bidding	June 2021	July 2021	July 2022	
102.	Procurement of 01 KVA UPS for North Region Branches	0.3 Million	RFQ	July 2021	July 2021	Aug 2021	
103.	Procurement of Offset Printing Paper	0.5 Million	RFQ	Aug 2021	Aug 2021	Aug 2021	
104.	Supply/Installation of Air-conditioners	0.5 Million	RFQ	Aug 2021	Aug 2021	Aug 2021	
105.	Procurement of 02 Units of Desktop PCs	0.5 Million	RFQ	Aug 2021	Aug 2021	Aug 2021	
106.	Supply & Installation of Glass Work in Shikarpur Branch	0.5 Million	RFQ	Aug 2021	Aug 2021	Aug 2021	
107.	Supply & Installation of Furniture Items in Shikarpur Branch	0.5 Million	RFQ	Aug 2021	Aug 2021	Aug 2021	
108.	Supply & Installation of CCTV, Telephone, & Networking Systems in Shikarpur Branch	0.5 Million	RFQ	Aug 2021	Aug 2021	Aug 2021	
109.	Supply & Installation of AC Units & Other Electrical Work in Shikarpur Branch	0.5 Million	RFQ	Aug 2021	Aug 2021	Aug 2021	



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110.	Supply & Installation of Electrical Work in Shikarpur Branch	0.5 Million	RFQ	Aug 2021	Aug 2021	Aug 2021	
111.	Supply & Installation of Civil Works & Cabinets in Shikarpur Branch	0.5 Million	RFQ	Aug 2021	Aug 2021	Aug 2021	
112.	Procurement of 17 Units of UPS for Branch Offices South Region	0.5 Million	RFQ	Sep 2021	Sep 2021	Oct 2021	
113.	EOI Document for Enlistment of Chartered Accountant Firms	-	Open Competitive Bidding	Aug 2021	Sep 2021	Sep 2022	
114.	Procurement of 40 Units of Visitor's Chairs	0.5 Million	RFQ	Sep 2021	Sep 2021	Oct 2021	
115.	Procurement of 05 Units of 20" LED Monitors	0.5 Million	RFQ	Sep 2021	Sep 2021	Oct 2021	
116.	Procurement of Online Video Conferencing Solution	0.5 Million	RFQ	Sep 2021	Sep 2021	Oct 2021	
117.	Procurement of 20 Units of High Back Office Chairs	0.5 Million	RFQ	Oct 2021	Oct 2021	Nov 2021	

- The Annual Procurement may be prepared on the assumption that total allocated budget will be released.

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- \*\* Procurement method means Open Competitive Bidding/Petty Purchases/Quotations/Direct contracting/Open Competitive Bidding.