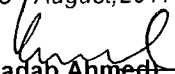


TENDER NOTICE

F.No 7/1/2017-18 (G&P). Sealed tenders are invited from the Islamabad / Rawalpindi based firms having proper shops and telephone facility ,duly registered with sales tax authorities alongwith vendor numbers for supply of office stationery,papers,toners of Photostat machines, toner, for computer printers, electric typewriter ribbons, miscellaneous items etc, for official use as well for repair/maintenance of computer/printers/Fax Machines / Air Conditioner /Photocopiers, Office Vehicle, Furniture/Fixture and other repair work in the Ministry of Interior during Financial Year 2017-18, Tender can also be downloaded from the websites of Ministry of Interior www.interior.gov.pk and Public Procurement Regulatory Authority www.ppra.gov.pk .


- i. Interested parties can obtain list/tender documents from the office of undersigned within (15) fifteen days of publication of Tender on Payment of Rs.500 Only.
- ii. Samples of Stationery items & papers must be attached duly stamped with endorsed signatures in respect of each item. Samples of non-accepted/disapproved bidders will be returned.
- iii. Toners, Typewrite Ribbons will be procured from sole Distributors / Authorized Dealers only.
- iv. Security worth Rs.50,000/- (Rupees Fifty Thousand Only) for Supply of Stationery / Miscellaneous items / Rs.30,000/-(Rupees Thirty Thousand Only) for toner items" and Rs. 20,000/- (Rupees Twenty thousand Only) for Computer Equipment items" is required to be deposited in favour of Drawing & Disbursing Officer / Section Officer (Cash & Accounts), Ministry of Interior. Security deposits will be released/refunded within a fortnight to unsuccessful bidders and in case of successful bidders after 30th June, 2018.
- v. The rates will remain valid up to **30th June 2018**.rates may be quoted for original / genuine brands. Refilled sub-standard items, papers etc will not be acceptable and defaulters/suppliers of such items will be proceeded under the law, including blacklisting item and such items will be purchased from the open market at the cost and risk of the supplier.
- vi. Security worth to Rs.15000/-for repair/maintenance of computer/printers/Fax Machines / Air Conditioner /Photocopiers, Office Vehicle, Furniture/Fixture and other items is also required to be deposited in favour of Drawing & Disbursing Officer / Section Officer (Cash & Accounts), Ministry of Interior. Security deposits will be released/refunded within a fortnight to unsuccessful bidders and in case of successful bidders after **30th June, 2018**.
- vii. Firms will be bound to supply/deliver the goods on the approved rates throughout the year and even on short Notices at their own transport in "R" Block Pak.Secretariat, Islamabad.
- viii. The Tender Documents must accompany the following certificates:
 - Firms registration Certificates.
 - National Tax Number.
 - Sales Tax Registration Certificate.
 - Vendor Number.
 - Bank Account No.
- ix. An owner of more than one companies can send bid of his only one company.
- x. Only typed quotation will be accepted. Use of white fluid or over writing will not be accepted.
- xi. The Suppliers are requested to furnish an affidavit on stamp paper valuing Rs.10/- that the firm is not blacklisted and has no dispute with any Government Organization(s).
- xii. The Competent Authority reserves the right to accept or reject any tender by whole or partially with assigning proper justifications/deficiency (if any).
- xiii. The competent Authority also reserves the right to cancel the contract entirely during the currency of year if items are found sub-standard or short in quantity and also not supplied timely. The security amount will be fortified and the firm will be blacklisted.
- xiv. Sealed Tenders Complete in all respect may reach the **SECTION OFFICER (G&P), Ministry of Interior ,Room # 604,"R" Block Pak.Secretariat,Islamabad on or before the stimulated time i.e. 15th August 2017 (Up to 1030 hours).Tenders/ bids will be opened on the same day i.e. 15th August,2017 at 1130 hours in the Office of Joint Secretary (Admn).**




(Shadab Ahmed)
Section Officer (G&P)
Ministry of Interior
Islamabad

For uploading on MOI web site

S.A (K.T) 15/7/2017


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