

GOVERNMENT OF PAKISTAN
DIRECTORATE OF
INTELLIGENCE AND INVESTIGATION-FBR
REGIONAL OFFICE
RAWALPINDI

TENDER NOTICE

The Directorate, Intelligence & Investigation-FBR, Regional Office, Rawalpindi invites sealed tenders from well reputed firms/ suppliers based at Rawalpindi/ Islamabad having valid Sales Tax Registration, NTN and Vender number issued by the AGPR for supply of Stationery Items detailed as per Annex-I .

TERMS AND CONDITIOINS:

- (1) The bids are to be submitted to the undersigned in sealed/ confidential cover at the address mentioned above latest by **08.05.2014** at 1100 hours and the same will be opened at 1130 hours on the same day by the Purchase Committee in the presence of bidders or their authorized representatives who wish to be present.
- (2) The quoted rates must be inclusive of all applicable duties/ taxes.
- (3) Earnest money/ bid security deposit not exceeding five percent of the bid price (refundable) in shape of call deposit in favour of the Director, Intelligence and Investigation-FBR, Regional Office, Rawalpindi should be enclosed with the bid. Any bid which is not accompanied by this earnest money/bid security at the time of opening of bid shall be outrightly rejected.
- (4) The quantity of items to be purchased can be increased or decreased.
- (5) All items will have to be supplied strictly as per specifications mentioned above.
- (6) The validity period of the bid/ rates will be applicable upto 30.06.2014 from the date of opening thereof.
- (7) All items will have to be supplied strictly as per specifications mentioned in the list and within 10 days of the issuance of purchase order.
- (8) Attested copies of Sales Tax Registration and NTN must be attached with the bid.
- (9) Sample of the materials/ items must be accompanied with the bid.
- (10) Procuring agency may reject all bids or proposals at any time prior to the acceptance of bid or proposal. The procuring agency shall upto request communicate to supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
- (11) Payment will be made after receipt of all the items and approved by the purchase committee constituted for the purpose.
- (12) No bid shall be entertained after given cut of date and time.



(Dr. Nasir Khan)
Deputy Director (HQs)
Ph: 051-9106210

DETAILS OF STATIONERY ITEMS

S.No.	Description	Quantity
1	Off Set Paper (Legal size)	25
2	Off Set Paper (A4 size)	150
3	Tape Scotch 2" inch (10 Yard lous)	20
4	Envelop SE-5	1500
5	Envelop SE-6	1500
6	Envelop with cloth A4 Size	50
7	Gum Stick UHU (Medium)	24
8	Gum Bottle (small)	24
9	White Fluid Pen	12
10	Toner HP-2055	10
11	Toner HP-1320	2
12	Toner HP-2015	2
13	Toner Canon iR-2230	3
14	Toner HP-1200	2
15	Toner HP-3015	4
16	Toner HP-1102	6
17	Toner Fax Machine Canon 220	1
18	Punch Double Whole	6
19	Marker Tempo Black/Blue	24
20	Paper clip	40
21	Stapler Pin (Dollar)	60
22	Stapler Machine opal hd 45	24
23	Punch Singal Whole F/Q	36
24	Draft Pad (small)	60
25	Lead Pencil (Gold Fish)	120
26	Ball Point Piano (0.8 mm)	200
27	UNI-Ball Point Signofine	100
28	Register Ruled No.12	36
29	Stamp pad	6
30	Ink Dollar (Black/Blue)	12
31	Paper cutter	12
32	File Cover Plastic	300
33	Computer Mouse	6
34	Box file 929	12
35	Calclater 12 Digits Casio MJ-120	6
36	Post it pad 3x4" (3M)	20
37	Post it pad 3x2" (3M)	20
38	USB (4GB)	10
39	USB (8GB)	8
40	Scissor 6" Plastic handal (Imported)	12
41	File Board	60
42	Nokyo (Ring File Blue) No 074	24
43	Table set	5
44	Table Top file Help	2