



MODEL CUSTOMS COLLECTORATE
CUSTOM HOUSE, LMQ ROAD, MULTAN
Phone # 061-9200377/Fax # 061-9200924

C.No.1(5) 32-GL/2016/ 1657

Dated: 06⁰⁴ .03.2016

TENDER NOTICE FOR PURCHASE OF STATIONARY ITEMS

Sealed tenders (single stage including technical and financial bid) on market rate basis (Non schedule items) are hereby invited on **26.04.2016** from firm/manufacturer duly registered with sales tax department under the relevant category/financial limit, who have renowned of their firms/manufacturer for the financial year i.e 2015-2016 for the under mentioned work which will be opened on the same date at 03.00 P.M in the presence of firms/manufacturer or their authorized representatives who care to attend. The tenders can be purchased from the office of the undersigned, on payment of requisite tender cost (non refundable) as mentioned below from the date of advertisement (on the PPRA & FBR websites) up to **25.04.2016** during office hours 09.00 AM to 05.00 P.M. No tender will be sold /received by post /telegraphically or on the date of opening of tenders. Each tender must be accompanied with a call deposit of below mentioned amount from any scheduled Bank of Pakistan in the favor of Collector of Customs Model Customs Collectorate, Customs House, Multan without which the tender will not be entertained. The tenders will be sold only on production of original call deposit of the requisite amount.

TERMS & CONDITIONS / INSTRUCTIONS TO BIDDERS (ITB)

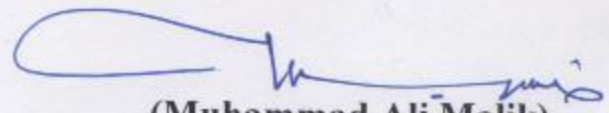
Bidding is open to all firms and persons meeting the following requirements and all the requisites be annexed with the bid form:-

1. Tender documents shall be sold to the proprietor of the firms or his authorized representative or attorney holder only. No tender shall be sold on the date of opening of tender and no tender shall be sold by post/telegraphically or otherwise.
2. The tender bid must be accompanied by call deposit/pay order of Rs.20,000/- (refundable in case of rejection and non refundable in case of acceptance) in favour of Collector of Customs, Model Customs Collectorate, Custom House, Multan duly issued by any schedule bank of Pakistan.
3. The bidder is also required to furnish certificate of experience regarding relevant supplies to other departments.
4. Tenders will be opened on scheduled date and time in the office of the Chairman, Purchase Committee, MCC, Multan in the presence of those who care to attend. Provision of samples regarding all the tendered items is mandatory. Bidders are requested to give their best final prices as no negotiations are expected.
5. Tender bids which are incomplete in respect of supplier complete business profile, address, active - Income tax /NTN, sales tax registration , tax profile, professional tax clearance certificate 2015-2016 and attested copy of CNIC, not sealed , signed & stamped, late or submitted by other than specified mode will not be considered at all.
6. The firms/bidders shall remain responsible for his bid as per PPRA Rules 2004. Conditional, optional, incomplete bid or non-fulfilling the requirements shall be considered as non responsive tender bid.
7. The competent authority reserves the right to accept or reject any or all the tenders as PPRA Rules 2004.
8. The bidder should also provide an Undertaking on Rs.100/- stamp paper that the supplier/bidder is not blacklisted & defaulter of any of the Government/Semi-Government/Autonomous Body.

9. The quantity and specifications of stationary items may be seen in the office of the undersigned on any working day during office hours before the closing date of the tender.
10. If the firms/manufacturer disfigure/disrupt the tenders, his earnest, money will be forfeited in favor of the Government besides punitive action as per rules.
11. The bidder is also required to furnish period of warranty & items replacement (if found faulted / damaged) and after sale services of all the tendered items of stationary, which would attain official/legal conformity after the acceptance of successful bid.
12. All the leviable taxes would be deducted as per applicable Federal Government Rules & Regulations.
13. The successful bidder shall supply all its deliveries of the tendered items within the scheduled time period.

S.No.	Name of Work	Estimate Cost	Earnest Money	Cost Tender Document	Period of Completion
01	Purchase of Stationary items i.e. office Paper Rims, Calculators , Staplers, Envelops, Tag, Drafting pads and etc., for Model Customs Collectorate, Multan	400,000/-	Rs.20,000/-	250/-	07 Days

14. Bidders may obtain further information if any, form the office of the undersigned on any working day during office hours.
15. The tender notice has been separately advertised on the PPRA & FBR websites.


(Muhammad Ali Malik)
Deputy Collector (HQ)
061-9200377