



GOVERNMENT OF PAKISTAN
MODEL CUSTOMS COLLECTORATE OF APPRAISEMENT-WEST
CUSTOM HOUSE KARACHI



2nd Floor, Custom House, Eduljee Dinshaw Road, Karachi ☎021-99214166 Fax # 021-99214172

NO. SI/Misc/169/2019/Admn(AW)

Dated:- /0.5.2019

INVITATION FOR BIDS FOR SUPPLY OF STATIONERY

Sealed quotations are invited for supply of Stationery items of MCC Appraisement (West), Custom House, Karachi from financially sound and reputable firms registered with the Income Tax & Sales Tax departments:

Sr.#	Description	Quantity
1	Paper A4 size 80gm	50 Boxes
2	Paper Legal size 80gm	10 Boxes
3	Paper Green Legal size	500 Packets
4	Signature Blu Ball Pen (Blue)	40 Packets
5	Signature Blu Ball Pen (Black)	10 Packets
6	Jam paper clips Small size	36 Packets
7	Jam paper clip Medium size	60 Packets
8	Jam paper clip Large size	36 Packets
9	Stapler	02 Dozen
10	Stapler Pin 24/6	04 Boxes
11	File Tag Large size	05 Packets
12	Tags Small size	10 Packets
13	Pencil	06 Dozen
14	USB (08GB)	02 Dozen
15	Scale Steel	02 Dozen
16	Highlighter (Yellow, Green, Red)	06 Dozen
17	Eraser	02 Packets
18	Correction Fluid Pen	03 Packets
19	Paper Cutter Knife	01 Dozen
20	Yellow Clip 76mm x 76mm	10 Packets
21	Yellow Clip 76mm x 51mm	20 Packets
22	Stamp Pad (Blue & Black)	01 Dozen
23	Stamp Pad Ink (Blue & Black)	01 Dozen
24	Paper Fin	10 Packets
25	Calculator 12 Digits	10 Nos.
26	Gum Stick	05 Packets
27	Marker (Blue)	01 Packet
28	Marker (Black)	01 Packet
29	Register 400 Pages	60 Nos.
30	Register 1000 Pages	10 Nos.
31	Stock Register	06 Nos.
32	Log Book	40 Nos.
33	Envelops 4x9 size	4000 Nos.
34	Envelops 5x11 size	2000 Nos.
35	Envelops A4 size	1000 Nos.

36	Envelops File size	500 Nos.
37	Stick Notes (Color Flag)	06 Dozen
38	Hole Punch Single	03 Dozen
39	Hole Punch Double	12 Nos.
40	Uni-ball Signo Pen (Black)	24 Packets
41	Uni-ball Signo Pen (Blue)	24 Packets
42	Dux Gel Pen (Blue)	24 Packets
43	Box File (Link No.556)	04 Dozen
44	Ring Binder	04 Dozen
45	Note Pad (Alba)	06 Dozen
46	Pin Opener	02 Dozen
47	Immediate Flag	3000 Nos.
48	White Tape 4"	12 Nos.
49	Yellow Tape 4"	12 Nos.
50	Clip Binder 15mm	12 Packets
51	Clip Binder 19mm	12 Packets
52	Clip Binder 25mm	12 Packets
53	Clip Binder 32mm	12 Packets
54	Clip Binder 41mm	12 Packets
55	Clip Binder 51mm	06 Packets
56	Memo Paper (4 pads / 75x18mm)	24 Packets

2. The Tender documents may be obtained from the office of the undersigned upon formal request on the suppliers letter head at a cost of Rs.1000/- (non-refundable). Bids may be deposited till 11:00 a.m. of the 20th day of Publication of this invitation. The bids are required to be accompanied with Pay Order (Returnable) @2% of the total bid amount as earnest money in favor of Collector of Customs, Appraisement (West), Custom House, Karachi.

Terms and Conditions.

- i) Tender to be submitted on tender form which can be obtained from MCC Appraisement West, Custom House, Karachi on payment of Rs.1000/- (Non-refundable) per set during office hours.
- ii) Sealed bids must be dropped in the Tender Box placed at 2nd Floor, MCC Appraisement West, Custom House Karachi on 27-05-2019 upto 11:00 a.m.
- iii) The bids will be opened on the same day at 11:30 a.m in presence of bidders who like to witness the opening of the Tenders.
- iv) All taxes levied by government will be deducted at source as per rules before final payments.
- iv) The supply of all items shall be required according to the supply order.
- v) The price should be valid for next one year.
- vi) The department reserves the right to cancel the bid or part thereof for any reason however the bidder may ascertain reasons for condition or non acceptance of his bid in writing.
- vii) Payments shall be made on satisfactory delivery of items. The partial delivery and partial payment is allowed.



(Amanat Khan)

Deputy Collector-HQ