

Office of the
Chief Commissioner Inland Revenue
Regional tax Office
Quetta

Dated: 10.12.2013

Tender Notice for Purchase of Office Stationery
No. 1/2013-14/CCIR/RTO/QTA

Terms and Conditions:

1. Sealed tenders are invited from reputed firms for provision of office stationery items for Regional Tax Office, Spinny Road, Quetta.
2. The firms should be registered with Income Tax and Sales Tax Department and shall also mention their NTN and GST numbers on the bidding document along with documentary evidence thereof. Taxes with de deducted as per prevailing government Rules and Notifications. The firms should quote their taxes including all government taxes/General Sales Tax.
3. The firms should enclose 5% of the price quoted by it as "Earnest Money" in the form of Bank draft in favor of the Chief Commissioner, Regional Tax Office, Quetta. The same will be returned in case of non-acceptance of the tender/bid. The bid will be valid for 30 days period.
4. The last date of receipt of tender document is 30th December, 2013 upto 4:00 pm. The tenders shall be opened on 31st December, 2013 in the presence of bidders, who wish to attend.
5. The successful bidder will provide a Bank Guarantee equal to 5% of the total cost of the bid.
6. All the items shall be provided in satisfactory condition within thirty days (30) days of the approval of the tender/issuance of supply order.
7. The payment will be made after receipt of all items in satisfactory condition subject to approval of expenditure bill by the A.G.P.R (Sub office) , Quetta;
8. In case of non-fulfillment of conditions mentioned at Sr. 2 & 3 above, bid/tender will be treated as invalid and will not be considered at all;
9. The purchase " Committee/Competent Authority" reserve right to increase or decrease the quantity of items or reject all bids at any time prior to the acceptance of bids and shall upon request communicate to any supplier who submitted a bid, the grounds for its rejection of all bids , but is not required to justify those grounds. Tenders in un-sealed covers will not be entertained;
10. The specification / quantity and other relevant information / tender document may be obtained by the interested bidders from Regional Tax Office, Spiny Road, Quetta during office hours (9:00 A.M. to 04:00 P.M.) during week days.


(Additional Commissioner IR (HQs)
Regional Tax Office
Quetta

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