

GOVERNMENT OF PAKISTAN  
DIRECTORATE OF TRAINING AND RESEARCH,(CUSTOMS)  
CDA.BLOCK-III, G-6, ISLAMABAD

F.No.3(94)/Admn-TR/2015-16/2104

16 September, 2015

## Invitation For Bids (IFB)

Supply of Stationary/Other items  
at  
Directorate of Training and Research (Customs) Islamabad

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1. Directorate of Training & Research (Customs) CDA Block III, G-6, Islamabad, Government of Pakistan, invites sealed bids under National Competitive Bidding (NCB) through Single Stage – One Envelop bidding procedure under Rule 36(a) of the Federal Public Procurement Rules 2004 from the bidders for **Supply of Stationary/Other items** at its premises during the financial year 2015-16.

2. Detail of Stationary/Other items are mentioned in the Standard Bidding Documents which are available at [www.fbr.gov.pk/tenders](http://www.fbr.gov.pk/tenders) or may be obtained by emailing to [dotcustomsisb30006030@gmail.com](mailto:dotcustomsisb30006030@gmail.com).

3. Bids must be delivered at the address given below at or before **10.30 A.M** on **19<sup>th</sup> October, 2015 (Monday)** and shall be opened at **11:00 A.M** on the same date and at the same address, in the presence of the bidder or their authorized representatives, who choose to attend.

4. The bidders are required to furnish Security deposit Rs.10,000 in the shape of Pay Order (PO), Demand Draft (DD) or Call Deposit Receipt (CDR) in the name of the Drawing and Disbursing Officer, Directorate of Training & Research (Customs), Islamabad in an envelope along with the bid. Late bids will be treated as non-responsive.



5. The bidders should be registered with Income Tax and Sales Tax Departments, having their own office & phone/fax number as a mandatory requirement.

6. The Bidders are requested to give their best and final price in local currency, inclusive all duties & taxes, transportation, labour charges etc, where ever required, as per the Specifications mentioned in the Standard Bidding Documents. No negotiations on the prices are allowed. The bid must be valid up to **30-6-2016**.

7. The Competent Authority has the right to reject any or all bids by assigning reason under Rule 33 of PPRA Rules 2004.

  
**(MOHAMMAD ARSHAD)**  
ASSISTANT DIRECTOR (Admn)

Copy:-

- ✓ 1) The Member (FATE), Federal Board of Revenue, Islamabad, for uploading on the FBR-Website <http://www.fbr.gov.pk>.
- 2) The Deputy Director, Public Procurement Regulatory Authority, First Floor, FBC, Building, G-5/2, Islamabad, for uploading on website with ref to your letter No.9-1/10-10/M&I/2014.

  
**(MOHAMMAD ARSHAD)**  
ASSISTANT DIRECTOR (Admn)



**GOVERNMENT OF PAKISTAN**  
**DIRECTORATE OF TRAINING AND RESEARCH, (CUSTOMS)**  
**CDA.BLOCK-III, G-6, ISLAMABAD**

F.No.3(94)/Admn-TR/2015-16

September, 2015.

**TENDER NOTICE FOR SUPPLY OF STATIONERY / OTHER ITEMS**

Sealed tenders are invited by Directorate of Training & Research (Customs) CDA Block III, G-6, Islamabad from Income Tax and Sales Tax Registered Dealers//Distributors/Suppliers/Manufacturers for supply of following items as per detail.

S.No	ITEMS	SPECIFICATIONS/ REQUIREMENTS
i.	Stationery Items	As per attached list
ii.	Other Items	As per attached list

**TERMS AND CONDITIONS:**

1.	The tender shall be awarded on the basis of competitive bidding process, Specified in Public Procurement Rules, 2004, and as per the samples provided by the Tender Committee.
2.	The bidders should be registered with Income Tax and Sales Tax Departments, having their own office & phone/fax number (if found contrary the tender will be rejected).
3.	The bidders should not be black-listed by any authority in the past.
4.	The bidders are required to furnish Security deposit of Rs. 10,000/- in the shape of pay order or demand draft from a scheduled bank in favour of the Drawing and Disbursing Officer, Directorate of Training & Research, Customs), Islamabad. This Security Deposit shall be refunded to the unsuccessful tender participants. The Security Deposit shall be returned to the successful bidder on completion of the tender contract.
5.	The price shall be offered in local currency and shall include all duties and taxes and the expenses incurred on supplies including transportation, installation, labor etc, where ever required
6.	The tender bid must mention the type of warrantee and after sale services, if any.
7.	Sealed tender bids on prescribed tender document must be delivered to the address given below before 19 <sup>th</sup> October, 2015 at 10.30 A.M and shall be opened at 11.00 A.M on the same day in the presence of the participants of the tender or their authorized representatives who desire to attend.
8.	The Tender/Purchase Committee of the Directorate of Training & Research, Customs), Islamabad may reject or accept any offer or ask for any amendment in the specifications / offer or reduce or enhance the quantity of items meant for purchase, or purchases may be made in piecemeal, without assigning any reason.
9.	Bidders shall quote their final prices both in figures and in words on free delivery basis, any cutting/ overwriting and correction in the



	tender form will not be accepted and will make the bid invalid.
10.	Bidders are required to give complete description, catalogue of equipments along with their offers.
11.	The tender bid must be valid till 30-06-2016.
12.	The interested bidders can obtain the samples of the items from the office of the Superintendent (Admn) of the Directorate before the date mentioned above on any working day during office hours.
13.	The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any 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.
14.	The results of bid evaluation in the form of a report giving grounds for acceptance or rejection of bids shall be announced at least ten days prior to the award of procurement contract. A copy of the result shall be placed on the notice board of the Directorate of Training & Research, (Customs), Islamabad

(MOHAMMAD ARSHAD)  
ASSISTANT DIRECTOR(Admn)  
Fax:9207709

Copy:-

- 01) The Member (FATE), Federal Board of Revenue, Islamabad, for uploading on the FBR-Website <http://www.fbr.gov.pk>.
- 02) The Deputy Director, Public Procurement Regulatory Authority, First Floor, FBC, Building, G-5/2, Islamabad, for uploading on website.

(MOHAMMAD ARSHAD)  
ASSISTANT DIRECTOR(Admn)  
Fax:9207709





GOVERNMENT OF PAKISTAN  
DIRECTORATE OF TRAINING AND RESEARCH (CUSTOMS)  
(CDA BLOCK -III, MASJID ROAD, G-6  
ISL AMABAD.



**Tender document (Other items) 2015-2016.**

Sr.No.	Name items	Rate	Qty.
1.	Air freshener (300 ML)		Per piece
2.	Broom big size(1000 gms)		Per KG
3.	Bucket plastic (20 liters with cover)		Per piece
4.	Soap Capri small		Per piece
5.	Soap lux large		Per pkt
6.	CLI phone Battery 9-volt(P.T)		Per piece
7.	Cell small(AAA Toshiba or equivalent)		Per piece
8.	Cell medium(AA Toshiba or equivalent)		Per piece
9.	Dettol bottle 150ml (or equivalent)		Per piece
10.	Dettol for washroom big size( 1liters)		Per piece
11.	Duster cotton ( 20x30 white)		Per piece
12.	Duster falalain( 20x30 Yellow)		Per piece
13.	Electric kettle Good Quality(Annex or equivalent)		Per piece
14.	Finis oil 60ml		Per piece
15.	Spray Pump Plastic(Fine)		Per piece
16.	Glint spray (Kiwi 500 ml)		Per piece
17.	Foot mat jute(3x2)		Per piece
18.	Waste paper basket(Plain)		Per piece
19.	Phenyl tin good quality(Finis or equivalent)		Per piece
20.	Puchara good quality Big size		Per piece
21.	Soap case plastic		Per piece
22.	Soap Lux or equivalent		Per piece
23.	Tissue paper Perfumed (Large) (Roze petal or equivalent)		Per Pkt
24.	Tissue paper (pop-up)		Per Pkt
25.	Toilet brush nylon		Per piece
26.	Toilet roll good quality (Roze petal or equivalent)		Per piece
27.	Towel Medium size (27x54)		Per piece
28.	Wiper deluxe steel handle		Per piece
29.	Acid Bottle (Sweep original)		Per piece
30.	Dust Bin(Plain big)		Per piece
31.	Water Jug France		Per piece
32.	Glass Fancy (Imported)		Per Dozen
33.	Leather Hand bag		Per piece
34.	Tea cup along with saucer set		Per Dozen
35.	Tea cup mat		Per piece
36.	Tea spoon(Steel)		Per piece
37.	Table spoon(Steel)		Per piece



38.	Tea Tray steel large		Per piece
39.	Tea Tray Plastic Large		Per piece
40.	Tea Tray Plastic medium		Per piece
41.	Tea Set for officers		Per set
42.	Rice Plates Large good quality		Per piece
43.	Rice Plates Medium good quality		Per piece
44.	Tea Plates Small good quality		Per piece
45.	Bowl good quality		Per piece
46.	Spoon Large(Steel)		Per piece
47.	Vim powder 500g (Bottle)		Per Pkt
48.	Surf power (95 gms)		Per Pkt
49.	Scraper (Plastic)		Per piece
50.	Ewer / Lota Plastic(Fine)		Per piece
51.	Elfy		Per piece
52.	Hand Wash (500 ml)		Per piece
53.	Bath room Freshener (Roomi tikky or equivalent)		Per piece
54.	Insect killer spray (Morteen 400 ml) ( or equivalent)		Per piece
55.	Wall Clocks(Champion) ( or equivalent)		Per piece
56.	Door bell(Sogo) ( or equivalent)		Per piece
57.	Auto Rubber stamp(per line)		Per piece
58.	Name plate (Crystal)		Per piece
59.	Samad Bond Large		Per piece
60.	Water Cooler Medium (14 Liter )		Per piece
61.	Harpic ( or equivalent) for Cleaner		Per piece
62.	Wireless Bell		Per piece
63.	File try		Per piece
64.	Lock best quality		Per piece
65.	Battery Cell for computer		Per piece
66.	DOOR CLOUSER		Per piece



**GOVERNMENT OF PAKISTAN  
DIRECTORATE OF TRAINING AND RESEARCH (CUSTOMS)  
(CDA BLOCK -III, MASJID ROAD, G-6  
ISL AMABAD**

**Tender document (Stationery items) 2015-2016.**

Sr. No.	Name items	RATE	UNIT.
1.	Lead pencil with rubber ( GF-6000)		Per Pkt( 1 Dozen)
2.	Lead pencil 2 HB (GF-5000)		Per Pkt(1Dozen)
3.	Lead pencil stealer (Steadler or equivalent )		Per Pkt(1Dozen)
4.	Marker tempo (blue / black) (Syed) ( or equivalent)		Per Pkt(10 No)
5.	Note sheet pad Legal (50 sheet Imported)		Per paid
6.	Post it pads (Yellow slip)		Per Paid
7.	Paper Cutter		Per piece
8.	Stapler pin remover (KW-5080 or equivalent)		Per Pkt
9.	Paper pin (50 gms)		Per Pkt
10.	Paper weight marble		Per piece
11.	Pencil jar plastic PMP#980		Per piece
12.	Log book #4		Per piece
13.	Movement register #4		Per piece
14.	Pin cushion (Steel)		Per piece
15.	Punch machine Double hole		Per piece
16.	Punch single hole		Per piece
17.	Punch machine heavy duty (Single Hole)		Per piece
18.	Red paper seal		Per Pkt
19.	Pencil Eraser		Per piece
20.	Rubber band		Per Pkt
21.	Scotch tape		Per piece
22.	Sharpener steel body 8 No.		Per piece
23.	Stamp pad ink (blue / black)		Per piece
24.	Stamp pad plastic		Per piece
25.	Stapler machine (Original HD 50 Max) ( or equivalent)		Per piece
26.	Staple pin 24/6 (Dollar or equivalent)		Per Pkt
27.	Shock tap (medium)		Per piece
28.	Single Hole punch		Per piece
29.	Table set Rexene kaligon No.8 ( or equivalent)		Per piece
30.	Telephone Index Rexene		Per piece
31.	White Board 3x4 (Local)		Per piece
32.	White Fluid pen (UMI or equivalent)		Per piece
33.	Notice board 3x3 (Fine)		Per piece
34.	Notice board pins (Color Deli)		Per piece
35.	Stapler machine Heavy Duty(KW-50LBN)		Per piece
36.	Stapler machine small size		Per piece
37.	Stapler Pin (23x17 washin or equivalent)		Per piece
38.	Register Rulled # 20 (Lucky or equivalent)		Per piece
39.	Register Rulled # 10 (Lucky or equivalent)		Per piece
40.	Register Rulled # 05 (Lucky or equivalent)		Per piece
41.	Register Rulled # 04 (Lucky or equivalent)		Per piece
42.	Register Rulled #12 (Lucky or equivalent)		Per piece
43.	Uniball eye micro (150/157)		Per Pkt(1Dozen)
44.	Uni ball signo(or equivalent) (UM-120)		Per Pkt(1Dozen)
45.	Ball point Picasso(or equivalent)( Grip 0.8)		Per Pkt(10 No)
46.	Ball point piano point( or equivalent) (0.8)		Per Pkt(10 No)
47.	Ball point Piano (or equivalent)		Per Pkt(10 No)
48.	Sharpener machine KW No. 307 A		Per piece
49.	Ink Bottle Medium, (blue/black) ( Dollar 60 ML) ( or equivalent)		Per piece
50.	Dak Pad Rexene (Cosmo) ( or equivalent)		Per Pad
51.	Draft pad (Lucky 102 A-4 size) ( or equivalent)		Per Pad
52.	Draft pad (Lucky 104 Small) ( or equivalent)		Per piece



53.	Dak Book		Per piece
54.	Envelopes white 8x10 ( 80 gms)		1 No Per piece
55.	Envelopes craft 10x12 (80 gms. Century paper)		1 No Per piece
56.	Envelopes craft 9x6 (80 gms. Century paper)		1 No Per piece
57.	Envelopes craft 9x4 (80 gms. Century paper) ( or equivalent)		1 No Per piece
58.	(USB) Flash drive 16 GB (Kingston equivalent) ( with 1 year warrantee)		Per piece
59.	Envelopes white 5x11 (100 gms. Century paper) ( or equivalent)		1 No Per piece
60.	(USB) Flash drive 4 GB (Kingston or equivalent) (with 1 year warrantee)		Per piece
61.	(USB) Flash drive 8 GB (Kingston or equivalent) (with 1 year warrantee)		Per piece
62.	Gum Crystal 1000 Grams		Per piece
63.	Gum stick Small 8gm (UHU, Original or equivalent)		Per piece
64.	Gum Stick Medium 21gm (UHU, Original or equivalent)		Per piece
65.	Marker Permanent # 70/90 (blue/black) (Kingston or equivalent)		Per Pkt (10 No)
66.	Marker white board		Per Pkt (10 No)
67.	Scissor 6"		Per piece
68.	White fluid with thinner (Pelican or equivalent)		Per piece
69.	Tag Cotton ( 8" Fine)		Per Bundle
70.	File tray plastic		Per piece
71.	Clip file A/4 No. 64		Per piece
72.	Paper clip 26mm		Per Pkt
73.	Dairy register No.6		Per piece
74.	Dispatch register No.6		Per piece
75.	High Liter Yellow		Per piece
76.	Register rolled #10		Per piece
77.	Scale steel Large 12" (Solid)		Per piece
78.	Toner for laser printer HP-2600 N (Genuine)		Per piece
79.	Toner for Laser Printer HP-1020) (Genuine)		Per piece
80.	Toner for Laser Printer HP-1102) (Genuine)		Per piece
81.	Toner for Printer HP-2055 (Genuine)		Per piece
82.	Toner for Printer HP-1320 (Genuine)		Per piece
83.	Toner for Printer HP-2035 (Genuine)		Per piece
84.	Toner Photo State Machine Panasonic DP- 1515(original)		Per piece
85.	Toner Photo State Machine Canon IR- 2520(original)		Per piece
86.	Toner for Printer HP-3550 (Genuine)		Per piece
87.	Toner HP-1600 for color printer		Per piece
88.	Paper double-A 80gms A/4 (Genuine)		Per Rim
89.	Paper One- 80gms A/4 ( 500 sheet )		Per Rim
90.	Paper (HP or equivalent)-80gms A/4 ( 500 sheet)		Per Rim
91.	Paper double-A, F/S ( 500 sheet)		Per Rim
92.	Paper One 80 gms A/3 ( 500 sheet)		Per Rim
93.	Paper One 80 gms F/S ( 500 sheet)		Per Rim
94.	Paper fine		Per Rim
95.	Table calendar (Wels)		Per piece
96.	Wall calendar		Per piece
97.	Calculator (Citizen or equivalent) 12 digits (CT-912)		Per piece
98.	Ring Binder		Per piece
99.	Name Plate holder for conference purpose (Crystal)		Per piece
100.	P.V.C tape (Nichiban or equivalent) 2"x72"		Per piece
101.	Peon Dak Book ( 96 Sheet)		Per piece
102.	Engagement stand plastic (A-4)		Per piece



103.	File flapper (Rexene)		Per Dozen
104.	File cover		Per piece
105.	Binding Sheet (Ibico or equivalent 250 gms)		Per piece
106.	File Separator (Universal or equivalent 1-10)		Per Dozen
107.	Green folder large (Printed as per sample)		Per piece
108.	Tape Dispenser kw-3311		Per piece
109.	Tape Dispenser Small (K.W)		Per piece
110.	File Board (file size)		Per piece
111.	File Board (A-4 size)		Per piece
112.	Folder for Certificate		Per piece
113.	Fancy paper for certificate A-4 size		Per Rim
114.	DVD Writable (Maxell or equivalent)		Per piece
115.	DVD Re-Writable (Maxell or equivalent)		Per piece
116.	Marker Tempo Small (Sayyed or equivalent)		Per Pkt(10 No.)
117.	Attendance Register		Per piece
118.	Calculator(Casio)		Per piece
119.			

62. In the accordance with the sub clause(v) of cause of b of rule 36 PPRA Rule. The procuring agency shall evaluate the Technical Proposal in a manner prescribed in advance without reference to the price and reject any proposal which does not conform to the specified requirement.

63. In the case under consideration 4 firms participated in the bidding and offered machines of their specific brand. The specifications of the machines were examined/evaluated in detail in the light of specifications specified/published in the tender on the basis of which two out of four firms were found non-responsive as they did not fulfill the required specifications. The firm named M/s. United Stationary, Islamabad fulfill the specifications as published and therefore, found the only responsive bidder in the light of relevant rules of PPRA rules.

64. Keeping in view the above stated position it is proposed that we may issue supply order for supply of stationary/others items