

GOVERNMENT OF PAKISTAN
FEDERAL BOARD OF REVENUE
FATE WING
ISLAMABAD

Invitation For Bids (IFB)

1. Federal Board of Revenue, Islamabad intends to purchase giveaways (miscellaneous items with printed FBR logo) for upcoming publicity events and activities. FBR management invites sealed bids under National Competitive Bidding (NCB) through Single Stage – One Envelope bidding procedure under Rule 36(a) of the Federal Public Procurement Rules 2004 from the suppliers having vast experience in sale of such items.
2. Details and specifications of items are mentioned in the Standard Bidding Documents which are available at www.fbr.gov.pk/tenders and may be obtained by emailing to Secretary (PR) through email at secretary.pr.fbr@fbr.gov.pk free of cost.
3. Bids must be delivered at the office of Secretary (PR), Room No 157, 1st Floor, FBR House, Constitution Avenue, Islamabad at or before **10.00 A.M** on 26th **May, 2016 (Thursday)** and shall be opened at **11:00 A.M** on the same date and at the same address, in the presence of the bidders or their authorized representatives, who choose to attend.
4. The bidders are required to furnish refundable security deposit equal to 5% of bid price in the shape of Pay Order (PO), Demand Draft (DD) or Call Deposit Receipt (CDR) in the name of the **Drawing and Disbursing Officer, FBR (HQ), 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 of all duties & taxes, transportation, labour charges etc, wherever required,

along with sample, as per the Specifications mentioned in the Standard Bidding Documents. The bid must be valid up to **30-6-2016**.

7. The Competent Authority has the right to reject any or all bids without assigning any reason at any time prior to the acceptance of a bid or proposals under Rule 33 of PPRA Rules 2004.

(Hamid Raza Khan)
Secretary (PR)
Ph: 051-9208407

TENDER NOTICE FOR SUPPLY OF GIVEAWAYS (MISCELLANEOUS ITEMS)

Sealed tenders are invited by Federal Board of Revenue (FATE Wing), Constitution Avenue, G-5, Islamabad from Income Tax and Sales Tax Registered Dealers/ Distributors/ Suppliers/ Manufacturers for supply of following items as per detail against each.

S.No	ITEMS	SPECIFICATIONS/ REQUIREMENTS
i.	Giveaway (Miscellaneous 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.
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 cancelled).
3.	The bidders should not be black-listed by any authority in the past.
4.	The bidders are required to furnish Security deposit equal to 5% of bid price in the shape of pay order or demand draft from a scheduled bank in favour of the Drawing and Disbursing Officer, FBR, 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 after 03 months.
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 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 26th May, 2016 at 10.00 A.M in the office of Secretary (PR), FBR (HQ), Islamabad and shall be opened at 11.00 A.M on the same day in the presence of the tender opening and evaluation committee and participants of the tender or their authorized representatives who desire to attend.
8.	The tender opening and evaluating committee of the FBR (HQ) may reject or accept any offer or reduce or enhance the quantity of items meant for purchase without assigning any reason.
9.	Bidders shall mention 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 along with their offers.
11.	Tender should be signed by owner/authorized person.
12.	Tenders sent through email or fax are not acceptable.
13.	All items should have warranty of 03 months.
14.	Rejected/defected items are to be replaced within 03 days at free of cost during warranty period otherwise the same will be purchased at the risk and cost of the supplier.
15.	The interested bidders must submit the sample of the items along with bidding documents to the office of Secretary (PR).
16.	The tender bid must be valid till 30-06-2016 . This may extended if needed.
17.	The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal.
18.	Delivery is required within 20 days of signing of contract or issue of supply order.
19.	Late delivery charges @ 5% per week will be charged for delay in supply.
20.	Force mature will apply.
21.	Risk purchase in case of failure to supply or breach of contract, purchases will be made at the risk and cost of the supplier in default.
22.	Tender should be addressed to Secretary (PR). Tender number and date of opening of tender must be mentioned on the envelope.

**LIST OF SPECIFIED ITEMS REQUIRED FOR UPCOMING PUBLICITY CAMPAIGNS
OF FBR**

LAST DATE FOR SUBMISSION OF QUOTATION: 25th MAY, 2016

- Note: (i) Quotations should be submitted in the given format
(ii) 17% GST may be mentioned separately
(iii) Samples of each item may please be enclosed along with the quotations

Sr. #	Description	Quantity	Rate	Amount
1	USB: Size: 8 GB Colour: White Casing: Plastic With printed event logo of FBR	1000		
2	T-Shirt: Fine quality round neck white T-shirt, FBR Logo will be printed on front of T-shirt (3x3")	1000		
3	Key Chain: Silver Color stainless steel key chain with standard packing. FBR logo printed on the front side of the key chain	1000		
4	Ball Point: Single color pen type ballpoint packed in a card box with printed Event Logo.	1000		
5	Paper weight: Acrylic/Glass with printed logo of FBR and quotation regarding payment of tax	1000		
6	Note Pad: Consist of A6 (105 x 148mm) size 200 pages with printed FBR logo.	1000		
7	Multi Purpose pen holder: Made up of Wooden/Acrylic/metal with printed FBR logo	1000		
8	Mugs: Drink ware type plastic MUG in box and rotating plastic lid with drink hole along with straw with printed FBR logo	1000		
9	Collar/Lapel pins (for men & women): Made up of metal with printed FBR logo & approved design	500+500		
10	Slim & stylish Wallet (for men & women) : Rexine leather of good quality with printed FBR logo	500+500		
11	Slim Office Bags: Rexine leather of good quality with printed FBR logo	1000		
12	Plastic File Bags: Semi transparent, multiple pockets file bag with printed FBR logo	1000		

13	Shields: Made up of Metal/Acrylic with wooden frame & stand with approved content and printed FBR logo	1000		
14	Table Flags: Set of two Flag: National Flag & FBR Flag Flag size: 4" x 6" Material: 100% Polyester Base: Steel & Wood	1000		
15	Scarf/Muffler: Fabric: Silk/Satin Silk/Pashmina Colour: Black/Printed With printed FBR logo	1000		
Grand-Total				