

Government of Pakistan
Federal Board of Revenue
Planning Monitoring & Evaluation Cell (PM&EC)

TENDER NOTICE NO. 01/2018-19

**TENDER FOR PROCUREMENT OF OFFICE STATIONERY/OTHERS-GENERAL,
ITEMS, TONERS, COMPUTER HARDWARE, I.T EQUIPMENT AND PLANT &
MACHINERY FOR GOVT OF PAKISTAN, PLANNING MONITORING &
EVALUATION CELL (PM&EC) FBR HQ., CONSTITUTION AVENUE,
ISLAMABAD.**

Sealed bids are invited from registered firms having proper shops/stores and telephone/fax facilities at Rawalpindi/Islamabad. The bidder needs to give proper specification, size, manufacturer's name, made of (material) of all item mentioned below for selection by the Purchase committee of this office.

1. DETAIL

Rates (excluding G.S.T/ any other Tax) are required for the following items:-

S.No.	Name of Item/Description	Unit Rates (Excluding Tax/G.S.T)
01	Office Stationery	Detail List Attached.
02	Others-General	Detail List Attached.
03	Toner for Hp Laser Printer	
a	05-A	
b	12-A	
c	17-A	
d	204-A Colour	
e	2600DN Colour Printer Toners set	
f	26-A	
g	30-A	
h	35-A	
i	53-A	
j	85-A	
04	Toner for Fax Machine	
a	FX-3 Cannon	
05	Computer Hardware	
a	Desktop Computer (Branded) Desktop Intel Core i3/Core i5/Core i7 3 rd Generation, 4GB RAM Hard Disk 500 GB/01TB, Ethernet port 10/1000, Display 17" LED, Key Board Mouse	
b	Laptops Computer (Branded) Processor Core i5/Core i7, 4GB RAM, Hard Disk 500 GB/1TB Display 15.6", DVD Writer, Laptop Carrying Case	
c	Laser Printer (Branded) Plain Paper Laser Printer 30 p.p.m. or above with	

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	duplexer	
d	Scanner (Branded) Scanner Legal size light duty	
06	I.T Equipment	
a	Hard Drive 500 GB/01 TB (Passport size Portable USB Drive)	
b	Optical Mouse (USB PORT)	
c	USB (08 GB)	
07	Plant & Machinery	
a	Camera (Digital) Branded	
b	Paper Shredder Branded	
c	Water Dispenser	
d	Laser Distance Meter Branded	
e	Photocopier Machine (small size 30-60 page/minute)	

2. CONTRACT

The contract means agreement between the bidder and procuring agency i.e. the Planning Monitoring & Evaluation Cell (PM&EC) FBR, Islamabad (the purchaser on behalf of the President of Pakistan) and the seller (bidder).

3. RECEIPT AND OPENING OF TENDER

Sealed tenders complete in all respect duly typed should reach to the Second Secretary (Projects Finance) Room No. 706 7th Floor FBR HQ. Islamabad on or before 11:00AM **February 28, 2019** which will be opened on the same day before the Purchase Committee at 11:30 am in presence of the bidder or their representatives.

4. RATES


Bidder should quote rates in Pak Rupees, excluding G.ST/Tax. The rates offered will remain valid upto 30.06.2019 and no request for increase of price will be considered on whatsoever grounds.

5. EARNEST MONEY

Bid should accompany a call deposit of 5% of the quoted amount in favor of the DDO, Planning Monitoring & Evaluation Cell (PM&EC) FBR, Islamabad. Planning Monitoring & Evaluation Cell (PM&EC) FBR, will keep this amount till successful completion of tender process. In case of unsuccessful tenders, call deposit will be released/returned within a fortnight and in case of successful bidders after 30.06.2019.

6. DISQUALIFICATION

Bids can be rejected in term of rule 33 of PPRA rules 2004, in case of any deviation from instructions laid down in tender document i.e.


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- i) Tender submitted without or with less earnest money
- ii) Bids received after specified date and time
- iii) Bids received without certificate of sales tax registration number, NTN number.
- iv) The seller is black listed by any Government Department.
- v) Planning Monitoring & Evaluation Cell (PM&EC) / competent authority FBR, reserves the right to accept or reject any or all bids as per PPRA Rules.

7. EVALUATION

All bids received on the specified date will be opened in presence of the Purchase Committee constituted for the purpose by the competent authority and the bidders or their authorized representatives. Criteria of evaluation will be bidder's experience, reputation, compliance to specification and rate demanded.

8. SUPPLY


Supply must be made within one week of supply order at the Planning Monitoring & Evaluation Cell (PM&EC) FBR, Islamabad. All defective/substandard items will be replaced immediately at suppliers risk and cost. The Planning Monitoring & Evaluation Cell (PM&EC) FBR, will bear no loss during transportation, nor the charges of carriage/transportation will be pay to bidders for supply of goods.

9. PAYMENT

Payment will be made in full after satisfactory delivery of the items against invoices. Income tax at source will be deducted as per rule/order on date.

10. GENERAL INFORMATION

- i) Company name and address, Phone number, Fax Number.
- ii) General Sales Tax Certificate (bidder must be active tax payer).
- iii) NTN Certificate (bidder must be active tax payer).
- iv) Vendor Number (issued by AGPR, Islamabad)
- v) For any clarification or further information if necessary, the bidders may contact undersigned on phone No.051-9213751 during the office hours/working days.


 Second Secretary
 Projects Finance, FBR
 Room No. 706 7th Floor
 FBR HQ. Islamabad.
 Phone No. 051-9213751

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A03901 - OFFICE STATIONERY

S.#	ITEM DESCRIPTION	Unit Rates (Excluding Tax/G.S.T)
01	DDO Hand Book	
02	General Financial Rules of the Federal Government (G.F.R Volume I, II)	
03	Ball Point Picaso (Blue)	
04	Uniball Ball Point (blue/black)	
05	Pointer (blue/black)	
06	Highlighter (yellow/green/red)	
07	Marker (black/blue)	
08	Binder clip	
09	Clutch Pencil	
10	Envelopes (Letter, A4 Size)	
11	Foot Scale Steel	
12	File Cover (with FBR Logo)	
13	File Flapper (with FBR Logo)	
14	Gum Stick	
15	Ink (Black & Blue)	
16	Lead Pencil (with rubber)	
17	Marker Uniball	
18	Marker White Board	
19	Note Sheet Pad	
20	Offset Paper coloured	
21	Paper (ream)	
22	Peon Book	
23	Paper clips	
24	Pen Holders	
25	Punch Machine Double Hole	
26	Paper Punch (single hole Large Size)	
27	Paper cutter	
28	Rubber	
29	Register	
30	Sharpener Machine	


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S.#	ITEM DESCRIPTION	Unit Rates (Excluding Tax/G.S.T)
31	Stamp pad (Blue/Black)	
32	Scissor	
33	Stapler remover	
34	Stapler pin	
35	Stapler Machine	
36	Tag cotton	
37	White fluid Pen	


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A03970-OTHERS-GENERAL ITEMS

S.#	ITEM DESCRIPTION	Unit Rates (Excluding Tax/G.S.T)
01	Air Freshener	
02	Electric Kettle	
03	A/C Grill Perfume	
04	Calculator	
05	Cell (wallclock, AC Remote)	
06	Carrying Bag Document/Laptop	
07	Compass	
08	Wernier caliper	
09	Duster cloth	
10	Scotch taps (small/large)	
11	Getsan Foam	
12	Mortein Fly killer	
13	Max Liquid Dish Wash	
14	Lux Soap	
15	Scotch bright	
16	Milk and Sugar pot set	
17	Soap Liquid	
18	Tissue Box	
19	Table set leather	
20	Magnifier	
21	Furniture Polish	
22	Polish Car	
23	Megular's Interior car cleaner	
24	PC Shine	
25	Portrait of Quid-e-Azam	
26	Air Tight Jar for sugar & dry milk	
27	Rice spoon	
28	Tea spoon steel	
29	Tea set	
30	Tea cup	
31	Water Jug (glass made)	
32	Water glass	
33	Thermos	
34	Towel	
35	Waste paper basket	


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