



**GOVERNMENT OF PAKISTAN
MODEL CUSTOMS COLLECTORATE,
PLOT NO.24, MAUVE AREA, G-9/1,
ISLAMABAD.**

Subject:- **TENDER FOR PURCHASE OF STATIONERY 2019-20.**

In terms of instructions contained in PPRA Rules 2004, the Model Customs Collectorate, Islamabad hereby submits its bidding notice for publishing on PPRA website, whereby this Collectorate intends to Purchase Stationery Items for the Financial Year 2019-20 detailed as under:-

S.No.	Name of Stationery Items
1.	Photo State Paper Ream A4 Size (Double A 80 gms)
2.	Photo State Paper Ream Legal Size (Double A 80 gms)
3.	Fax Rolls (25 meter Panasonic)
4.	Ball Points Piano Clipper or Equivalent
5.	Uni-Ball Pen Eye or Equivalent(Fine Quality)
6.	Pencil, Sharpener & Rubber (Superior Quality)
7.	Toner's HP Laser Jet Printer P-1005, 1020, 1102, 1320, 2035 & 2055 (China)
8.	Toner Photo State Machine Panasonic DP-MB-545
9.	Toner Photo State Machine Toshiba T-1650D
10.	Toner Fax Machine Samsung 105 SF-650 (Genuine)
11.	Note Sheet Pad (200 Page with MCC Logo)
12.	Paper Clips
13.	Dispatch Register (Printed 400 page 68 Grams Local paper)
14.	Diary Register(Printed 400 page 68 Grams Local paper)
15.	Stapler Pins.
16.	Gum Stick (22 G) Sensa Large
17.	Fluid (Pen) Dux 7ml
18.	Envelope (Khaki Centery/Craft Size 10x8" printed with Customs Logo)
19.	Envelope White (A4 size)
20.	Highlighter (Yellow Color)
21.	Adhesive Yellow Flag
22.	Peon Book (200 Pages)
23.	File Tag
24.	Permanent Marker Black/Blue (Dollar)
25.	File Binders

Note:- Samples of all items mentioned above are required in tender opening competition.

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- Only GST/NTN registered firms can submit their bids as per the following conditions:-
 - Bids should reach the undersigned by **22-08-2019** at **1230 hours** or 15 days after the publishing of this advertisement on PPRA website, whichever is later.
 - Bids should be attached with pay order in the name of "Deputy Collector (HQ), MCC Islamabad" equivalent to Rs. **50,000/-** as call deposit.
 - Bids shall be opened at **0200** hours the same day (**22-08-2019**) in the presence of competitors or their bidder if they choose to be present.
 - Successful bidder will have to provide the Stationery items during the financial year 2019-20 within 15 days after the issuance of purchase orders failing which the amount of call deposit shall be forfeited and order shall stand cancelled.
 - Quoted rates should be inclusive of applicable Govt. duties and taxes.
 - Further details about the purchase can be obtained from General Branch of the Collectorate during office hours.
 - All rules and conditions contained in PPRA rules, 2004 shall apply


(MARYAM KHALID)
DEPUTY COLLECTOR (HQ)
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