



GOVERNMENT OF PAKISTAN
DIRECTORATE I&I-IR,MULTAN



Intelligence & Investigation

(Inland Revenue)

BIDDING DOCUMENTS

2020-2021

**PROCUREMENT OF OFFICE STATIONERY,
COMPUTER STATIONERY, UNIFORM & DRINKING WATER**

SHORT TENDER NOTICE

**Supply of Office Stationery, Computer Stationery Office Drinking Water &
Uniform for Class-IV, for Directorate I&I-IR, Multan**



Intelligence & Investigation
(Inland Revenue)

Government of Pakistan
Directorate of
Intelligence & Investigation (Inland Revenue) Multan

SHORT TENDER NOTICE

Sealed Proposals are invited from firms/ persons for below mentioned items on MOST URGENT BASIS. Tender documents containing terms and conditions and technical requirements may be obtained from the office of the undersigned (during office hours) or may be downloaded from www.ppra.org.pk or www.fbr.gov.pk. Last date for submission of Proposals is 19.11.2020 on or before 03:00 pm. Proposals shall be opened on same day at 03:30 pm in the presence of bidders or their representatives.

Sr. #	Items
1.	Office Stationery
2.	Computer Stationery
3.	Uniform
4.	Drinking Water

No.1

i)Office Stationery

Sr.No.	Stationery Items	Unit	Price
1.	WHITE PAPER Imported (AA) or equivalent A-4, 500 Sheets	Ream	
2.	WHITE PAPER Imported (AA) or equivalent Legal Size, 500 Sheets	Ream	
3.	LEAD PENCIL with eraser GOLD FISH 5000 or equivalent	Pkt	
4.	STAPLER PIN Dollar 24/6 or equivalent	Pkt	
5.	FLUID PEN UNI or equivalent	Pcs	
6.	FILE TAGS 8" White Fine quality	Bundle	
7.	PASTE CHIT/FLAGE Fine quality	Pkt	
8.	SHARPENER KUM or equivalent	Pcs	
9.	ERASER AL-30, Germany or equivalent	Pcs	
10.	Ball Point BLU Signature or equivalent	Pcs	
11.	STAPLER MACHINE HD 30 or equivalent	Pcs	
12.	HIGH LIGHTER Pelican LARGE or equivalent (Multi Color)	Pcs	
13.	MARKER No. 70, Dollar or equivalent	Pcs	
14.	STAMP PAD Colop or equivalent	Pcs	
15.	REGISTER imported 80 gm Pages 200 Fine quality	Pcs	
16.	REGISTER imported 80 gm Pages 150 Fine quality	Pcs	
17.	REGISTER 0 Imported 80 gm Pages 100 Fine quality	Pcs	
18.	PAPER CUTTER SDI LARGE or equivalent	Pcs	
19.	SCALE STEEL Fine quality	Pcs	
20.	ENVELOPS File Size 15x18" Cloth Fine quality	Pkt	
21.	Squash TAPE Size 2" Deer Brnad or equivalent	Pcs	
22.	DRAFTING PAD, A4 Size, 80 gm Imp. 100 Sheets Title Single Color	Pad	
23.	DRAFTING PAD, Copy Size, 80 gm Imp. 100 Sheets Title Single Color	Pad	
24.	DRAFTING PAD, Legal Size, 80 gm Imp. 100 Sheets Title Single Color	Pad	
25.	ORDER SHEET Legal Size 100 Sheets Fine quality	Pad	
26.	FLAPPER (DIRECTORATE I&I-IR,MULTAN, MULTAN PRINTED) Fine quality	Pcs	
27.	DAK FOLDER LEATHER (DIRECTORATE I&I-IR,MULTAN Multan Printed) Fine quality	Pcs	

No.2**Computer Stationery**

Sr.No.	Items	Unit	Price
1	FLASH(16GB) HP or equivalent	Pcs	
2	LASER OPTIC MOUSE Branded Dell or equivalent	Pcs	
3	KEY BOARD Brnded Dell or equivalent	Pcs	
4	DATA CABLE USB FOR PRINTER USE 3 mtr	Pcs	
5	POWER CABLE Branded 2ft	Pcs	
6	DVD WR 7GB Sony or equivalent	Pcs	
7	CD-R Sony or equivalent	Pkt	
8	HP Cartridge 12A or equivalent (China/Original)	Pcs	

No.3**Uniform**

- Sample of each type of item shall be provided by the tender participants at the time of bid opening.
- In case sample may not according to our requirement Committee has right to reject the bid.
- Payment schedule shall be decided by the Committee.

Sr.No.	Personal Clothing	Price
1	White & Black Shilwar & Qameez(Khaki)	
2	Khairi Chappal (Black)	
3	Socks(Black)	
4	Shoulder Pips(Black)	
5	Black belt with buckle	
6	Beret Cap(Black)	
7	Name Plate Black	
8	Chest Black I&I-IR Insignia	
9	I&I-IR insignia on left arm	

No. 4**Contract for Supply of Drinking Water**

Specification of Water			Job. / Quantity
<ul style="list-style-type: none"> • Purchase Committee will make a visit on Water Plant and examine/check the hygienic condition and quality of water. • Periodic/Random sample testing from top laboratories of Pakistan will be carried out time to time. • PCSI certificate is mandatory.ISO certificate shall be an advantage. • Existing customers list must be shared. • Logistics setup must be shared in writing. General Specifications are as under:-			1 – Year
Lot #	Mineral Content	Values(mgl)	
1	Magnesium	4-15	
2	Sodium	7-30	
3	Sulphate	12-5	
4	Calcium	40-70	
5	Potassium	0.02-5	
6	Chloride	77-150	
Total Minerals:		160-350	
	pH	6.5-8.5	

Terms & Conditions and Evaluation:

1. Bidder (s) who does not qualify cannot challenge the findings of the evaluation or ask for reasons of disqualification.
2. Successful Bidder shall represent and warrant that they can provide product/services.
3. EARNEST MONEY:
4. The Bidder shall furnish as part of his bid, a Call Deposit/Pay Order @ 5% of their bid in favor of "Director, Directorate I&I-IR, Multan". Any bid not accompanied by Earnest Money shall be rejected without any right of appeal.
5. Income Tax / Withholding Tax will be deducted in accordance with the law. Kindly note that the Sales Tax (if applicable) shall also be deducted in accordance with the law.
6. All Proposals should include:
 - i. Company's profile, list of such projects handled, list of clients with telephone numbers and addresses;
 - ii. Copies of Income Tax and Sales Tax registration certificates;
 - iii. Affidavit (on legal paper) to the effect that the firm has never been black- listed by any agency of government/semi government/autonomous or business concern; and
7. The procuring agency reserves the rights to accept or reject any or all bids/proposal in accordance with Rule 33 of PPRA Rules, 2004.
8. The bidders should be registered with Sales Tax/Income Tax Department and shows on the list of (ATL). Copy of NTN/STRN/CNIC Certificates should be enclosed with the quotation. The rate of every item should be separately quoted including Income Tax/ Sales Tax as per law.
9. Incomplete quotations shall not be considered in any case.
10. The offered rates shall be valid upto 30.06.2021.
11. For further inquiry, please contact undersigned during office hours (i.e. from 09:00 am to 05pm).

(Khalid Mahmood Sheikh)
Member/Secretary
Departmental Purchase Committee
Directorate I&I-IR, Multan