

INVITATION TO BID

Planning Monitoring & Evaluation Cell (PM&EC), FBR, Islamabad invites sealed bids from the *authorized distributors / suppliers* registered with Income Tax and Sales Tax Departments for supply of *LAPTOP/Computer Stationery/Toners/ for official use*.

2. Bidding documents, containing detailed terms and conditions, etc. are available *at PM&EC Room No. 706, FBR House, Constitution Avenue Sector G-5, Islamabad*. Bidding documents can also be downloaded from www.fbr.gov.pk free of cost.

3. The bids, prepared in accordance with the instructions in the bidding documents, must reach at office of the Second Secretary (Projects Finance), Room No. 706, FBR House, Constitution Avenue Sector G-5, Islamabad. on or before 11:00 AM April 08, 2020. Bids will be opened on the same day at 11:30AM. This advertisement is also available on PPRA website at www.ppra.org.pk.

Muhammad Atif

Second Secretary (Projects Finance)
Room No. 706, FBR House, Constitution Avenue,
Islamabad Phone 051-9213751

TENDER DOCUMENT
TENDER NOTICE NO. 01/2019-20

TENDER FOR PROCUREMENT
COMPUTER STATIONERY/TONER, COMPUTER HARDWARE
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) and price (excluding tax) of all item mentioned in list (attached) for selection by the purchase committee of this office.

1. 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).

2. RECEIPT AND OPENING OF TENDER

Sealed tenders complete in all respect duly typed should reach to the Second Secretary (Projects Finance) Room No. 716 7th Floor FBR HQ. Islamabad on or before 11:00AM **April 08, 2020** which will be opened on the same day before the Purchase Committee at 11:30 am in presence of the bidder or their representatives.

3. RATES

Bidder should quote rates in Pak Rupees, excluding G.ST/Tax. The rates offered will remain valid upto 30.06.2020 and no request for increase of price will be considered on whatsoever grounds.

4. 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 30.06.2020.

5. 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.

- 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.

6. 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.

7. 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.

8. 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.

9. 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.


(Muhammad Atif)

Accounts Officer (PM&EC), FBR

Phone # 051-9213751

Computer Stationery

S.#	Item Description
Toner for Hp Laser Printer (Original hp made)	
1	05-A
2	12-A
3	17-A
4	204-A Colour
5	2600DN Colour Printer Toners set
6	26-A
7	30-A
8	35-A
9	53-A
10	85-A
Toner for Fax Machine (Original Cannon)	
11	FX-3 Cannon
Toner/Drum for Photostte Machine	
12	Gestetner MP3055 (including any other part required at the time of change of toner/drum)


MUHAMMAD ATIF
Second Secretary (P.F)
Federal Board of Revenue
Islamabad

