

**GOVERNMENT OF PAKISTAN**  
**DIRECTORATE OF TRAINING AND RESEARCH,(CUSTOMS)**  
**CDA.BLOCK-III,NEAR CIVIC CENTER,MASID TOAD G-6,**  
**ISLAMABAD**

F.No.3 (94)/Admn-TR/2019-20

Dated: 05<sup>th</sup> March, 2020

**TENDER NOTICE FOR SUPPLY OF STATIONERY / OTHER ITEMS**

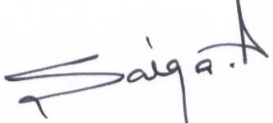
Sealed tenders are invited by Directorate of Training & Research (Customs) CDA Block III, G-6, Islamabad from Income Tax and Sales Tax Registered Dealers//Distributors/Suppliers/Manufacturers for the supplies/services as under:-

S.No	ITEMS	SPECIFICATIONS/ REQUIREMENTS
i.	Stationery Items	As per list
ii.	Other Items	As per list

**TERMS AND CONDITIONS:**

1.	The tender shall be awarded on the basis of competitive bidding process, Specified in Public Procurement Rules, 2004, and as per the samples provided by the Tender Committee.
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 rejected).
3.	The bidders should not be black-listed by any authority in the past.
4.	The bidders are required to furnish Security deposit of equivalent to 5% of the bid price in the shape of pay order or demand draft from a scheduled bank in favour of the Drawing and Disbursing Officer, Directorate of Training & Research, Customs), 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.
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 bid 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 <b>24<sup>th</sup> March, 2020</b> and shall be opened at <b>11:00 AM</b> on the same day in the presence of the participants of the tender or their authorized representatives who desire to attend.
8.	The Tender/Purchase Committee of the Directorate of Training & Research, Customs), Islamabad may reject or accept any offer or ask for any amendment in the specifications / offer or reduce or enhance the quantity of items meant for purchase, or purchases may be made in piecemeal.
9.	Bidders shall quote 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, catalogue of equipments along with their offers.
11.	The tender bid must be valid till <b>30-06-2020</b> .
12.	The interested bidders can obtain the samples of the items from the office of the Superintendent (Admn) of the Directorate before the date mentioned above on any working day during office hours.

13.	The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
14.	The results of bid evaluation in the form of a report giving grounds for acceptance or rejection of bids shall be announced at least ten days prior to the award of procurement contract. A copy of the result shall be placed on the notice board of the Directorate of Training & Research, (Customs), Islamabad.
15.	Sample for stationary& other items can receive from Directorate of Training & Research, (Customs) CDA.Block-III, G-6, Islamabad.
16.	<b>Items other than Sample will not be acceptable.</b>

  
(SAIQA ABBAS)  
Deputy Director

