


TENDER NOTICE NO. 01/2020-21

Regional Tax Office, (RTO), Rawalpindi invites Sealed Bids from the original manufacturers / authorized dealers / distributors / suppliers /stockists/ contractors / service providers registered with Income Tax and Sales Tax Departments (GST) and having their registered offices/show rooms in Rawalpindi/Islamabad for the following supplies/services.

Sr. No.	Description	Details
1.	Stationery / Computer Stationery	Tender documents / List of items with specifications can be obtained from office of the undersigned at any time during the office hours. i.e. 09.00 a.m. to 05:00 p.m. before the closing date i.e <u>06.08.2020</u>
2.	Cost of other store items	
3.	Security Guard Services	
4.	<u>Electrical Repair Services</u> a) Electric cable work main line upto distribution board b) Data Cable works up to floor boxes. c) HAVC cable work point to point. d) Telephone & Intercom cable work upto floor box e) Electricity short cuts or any other risk factor electrical complications. f) LT & ELT main panel g) Any other task assigned by the Administration. h) A.C. Service i) Generator Service	
5.	Transport Repair Services	
6.	Repair of Furniture & Fixtures	
7.	Janitorial Services	

- The bidders should be registered with Sales Tax / Income Tax Department. Copy of NTN / STRN should be enclosed with the quotation.
- Prices / Rates quoted shall be inclusive of all applicable taxes / duties.
- Security Deposit/Earnest money of Rs.25,000/- in the form of Bank Draft/CDR will have to be provided along with the bid in favour of DDO, RTO, Rawalpindi.
- The Tender Purchase Committee, RTO, Rawalpindi may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The Purchase Committee 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. (Rule 33 of PPRA Rules 2004).
- The Purchase Committee shall announce the results / bids evaluation in the form of a report at least fifteen days prior to the award of procurement contract.
- The Contract / Tender rates shall be valid for Financial Year 2020-21.
- Government policy to maintain social distancing, wearing of masks and following respiratory hygiene against Corona (Covid-19) may be observed to participate in bid opening meeting.
- Sealed tenders complete in all respect should reach office of the undersigned by **06.08.2020** upto 11:30 a.m. Tenders will be opened on the same date/day at 12.00 p.m. in the Conference Hall, RTO, Rawalpindi in the presence of available tenderers.
- Incomplete bids/offers will not be considered in any case.


(Sajid Ali Khan)
Chief Accounts Officer
Member/Secretary Purchase Committee
Phone:051-9270425