



Government of Pakistan  
Inland Revenue Service  
Regional Tax Office Rawalpindi  
12-Mayo Road, Katchery Chowk, Rawalpindi



No. Tender Notice No. 01/2021-22/ 513

Dated: 23.08.2021

**TENDER NOTICE NO. 01/2021-22**

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.

| S. No. | Description                             | Details  |
|--------|---|--|
| 1.     | <b>Stationery / Computer Stationery</b> | Detail of Tender documents / List of items with specifications can be obtained from General Branch of the Regional Tax Office, Rawalpindi 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>09.09.2021</u> . |
| 2.     | <b>Cost of other store items</b>        |  |
| 3.     | <b>Security Guard Services</b>          |  |
| 4.     | <b>Transport Repair Services</b>        |  |
| 5.     | <b>Janitorial Services</b>              |  |

ii. Sealed bids under PPRA Rule 36(a) (single stage single envelope bidding procedure) will be adopted as per the following conditions.

- Sealed Bids should reach the undersigned by 09.09.2021 at **1230 hours** positively.
- Bids should be attached with pay order in the name of "D.D.O" Regional Tax Office, Rawalpindi" equivalent to Rs. 25,000/- as refundable bid security.
- Bids shall be opened at 1300 Hours on the same day (09.09.2021) in the presence of competitors or their bidders if they choose to be present.
- Successful bidders/supplier will have to provide Supplies during the financial year 2021-22 within 10 days after the issuance of purchase orders failing which the amount of call deposit shall be forfeited and order shall stand cancelled.
- Successful bidders will have to provide Services during the financial year 2021-22 according to the term and conditions as mentioned in the affidavit/contract agreement 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.
- 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.
- All Rules and conditions contained in PPRA Rules, 2004 as amended vide S.R.O No. 442 (1)/2020 dated 15<sup>th</sup> May 2020 shall apply.
- The procuring agency reserves the rights to increase or decrease the quantity of items as well as to accept or reject any or all bids/proposals in accordance with Rule-33 of PPRA Rules, 2004.

(Riaz Khan)

Additional Commissioner (HQ)  
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