

## **TENDER NOTICE**

Sealed Bids are invited from well reputed quality firms/suppliers **registered with GST Department and must be on active tax payer list (ATL)** for supply of **Computer Paper Reams (Legal & A-4)** to International Islamic University, Islamabad:

2. Tender documents can be downloaded from **www.ppra.org.pk** and **www.iiu.edu.pk**. Tender fee of Rs.500/- (Non-refundable) will be deposited along-with bid/tender in the shape of Call Deposit/Bank Draft in favour of IIUI.
3. Tenders valid for a period of 03 months on F.O.R. basis along-with earnest money @ 2% of the total value of tender (refundable) in the shape of Call Deposit/Bank Draft in the name of International Islamic University, Islamabad, must reach the undersigned on or before **23-09-2021 at 11:00 a.m.** which will be opened on the same date at **11:30 a.m.** in the presence of the bidders/their representatives who may like to attend the opening ceremony. The GST Registration No. issued by the Sales Tax Department must be mentioned in the bid, otherwise, tender shall not be considered. Price quoted must be inclusive of General Sales Tax. Tenders without required earnest money or for lesser amount will be rejected as nonresponsive.
4. The University reserves the right to accept or reject any/all bid(s)/tender(s) in terms of Section-33 of Public Procurement Rules, 2004.

**Hafiz Amar Raza, Assistant Director (P&S), Phone # 9019259**

**INTERNATIONAL ISLAMIC UNIVERSITY ISLAMABAD**  
**(Purchase & Stores Section)**

No.IIU-P&S(CPR)/2021-22-

Dated: \_\_\_\_\_

M/s \_\_\_\_\_

\_\_\_\_\_

SUBJECT: **TENDER DOCUMENTS FOR SUPPLY OF Computer Paper Reams**

Dear M/s,

You are invited to submit tender for supply of Computer Paper Reams in accordance with the following specifications:

NAME OF ITEM	SPECIFICATION	QUANTITY
Computer Paper Reams	70 GSM, Imported, IK Brand OR Equivalent	A-4 size = 4000 Reams Legal = 500 Reams

**Note:-** Quantity may be increased/decreased keeping in view funds' position.

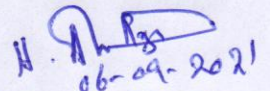
2. Sealed tenders valid for a period of 3 months along-with Earnest Money @ 2% of the total value of tender in the shape of Call Deposit/Bank Draft in the name of "International Islamic University, Islamabad" must reach the undersigned on or before **23-09-2021** at 11.00 a.m. The tenders will be opened on the same day at 11:30 a.m. in the presence of the bidders/their representatives who may like to attend the opening.
3. Tenders received after the due date and time will not be entertained.
4. Amendments/alteration/cutting and overwriting etc. in the tender must be signed in full by the person who has signed the tender. Changes or revisions in rates after the opening of tender will not be allowed.
5. Tenders must be in a sealed cover and on the envelope, it must be written in bold letter **"TENDER FOR SUPPLY OF COMPUTER PAPER REAMS"** to be opened on **23-09-2021** & should be sent in the name of Hafiz Amar Raza, Assistant Director (P&S), International Islamic University, Administration Block, New Campus, Sector H-10, Islamabad.
6. ***Rates quoted must be inclusive of General Sales Tax and the total cost of the items. Tender without required earnest money or for lesser amount will be treated as nonresponsive.***

7. The General Sales Tax Registration No. issued by the Sales Tax Department must be quoted in the bid **and the firm must be active tax payer on ATL of FBR otherwise, tender shall not be considered.**

8. The firms will have to provide the samples for assessment of quality on demand.

9. The successful bidder shall have to supply the required items on F.O.R. basis strictly within the stipulated period mentioned in the Supply Order otherwise full Earnest Money will be forfeited.

10. The University reserves the right to accept or reject any/all bid(s)/tender(s) in terms of Section-33 of Public Procurement Rules, 2004.

  
06-09-2021

**(Hafiz Amar Raza)**  
Assistant Director (P&S)  
Phone # 051-9019259