

TENDER NOTICE

Sealed Bids are invited from well reputed firms/suppliers for supply of **700 Paper Reams, A-4 Size (70gms), 300 Paper Reams Legal Size (70gms) and Different Stationary Items** for 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 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 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 **19-09-2016 at 10:30 a.m.** which will be opened on the same date at **11:30 a.m.** in presence of the bidders/their representatives who may like to attend the opening ceremony. **The firm should be registered with the Sale Tax and Income Tax Department and must be on active tax payer/ATL**, otherwise, tender shall not be considered. Price quoted must clearly show whether it is inclusive or exclusive of General Sales Tax. Tenders without required earnest money or for lesser amount will be rejected as non responsive. For any query contact **N.9019293**

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

Muhammad Jamil, Addl. Director (P&S)

Contact No.9019261

No. 4/1/2015 -P&S-

Dated _____

M/s _____

SUBJECT: **TENDER DOCUMENTS FOR SUPPLY OF 700 Paper Reams, A-4 Size (70gms), 300 Paper Reams Legal Size (70gms) and Different Stationary Items**

Dear M/s,

You are invited to submit tender for supply of **700 Paper Reams, A-4 Size (70gms), 300 Paper Reams Legal Size (70gms) and Different Stationary Items** accordance with specifications as per Annexed

2. Sealed tenders valid for a period of 3 months along with Earnest Money @ 2% of the total value of tender in shape of Call Deposit/Security Receipt in the name of "International Islamic University, Islamabad" **must reach the undersigned on or before 19.09.2016 up to 10:30 hours**. 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 fully by the person who has signed the tender. Changes or revisions in rates after the opening of tender will not be allowed.

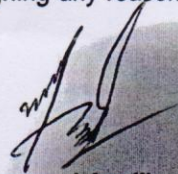
5. Tenders must be in a sealed envelope, it must be written in bold letter "**700 Paper Reams ,A-4 Size (70gms), 300 Paper Reams Legal Size (70gms) and Different Stationary Items**" to be opened on **19-09-2016** & should be sent in the name of Addl. Director (P&S), International Islamic University, Islamabad

6. The General Sales Tax Registration No. issued by the Sales Tax Department must be quoted in the bid, otherwise, tender shall not be considered.

7. Bid (s) without required earnest money or for lesser amount will be rejected as non responsive.

8. 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 Earnest Money will be forfeited.

9. The University reserves the rights to accept or reject any/all tenders without assigning any reason thereof.


(Muhammad Jamil)
Addl. Director (P&S)
Phone # 9019261

ANNEXED

Sr. #	Name of Item	Qty.	Unit Rate with GST	Total Amount with GST
1.	PAPER A-4 SIZE (70 GMS) HP BRAND OR EQUANT	700 REMAS,		
2.	PAPER LEGAL SIZE (70 GMS) HP BRANS OR EQUANT	300 REAMS,		
3.	BALL POINTS PIANO (BLUE) 0.8 mm	500 Pkts		
4.	BOARD NMARKERS (BLUE, BLACK,) DOLLAR	100 Pkts		
5.	ENVELOP (SMALL SIZE) KHAKI CENTURY PAPER 80 GMS	5000 No's		