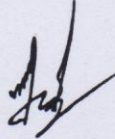


TENDER NOTICE

Sealed Bids are **invited from** well reputed firms/suppliers for **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 alongwith 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 **17-01-2017 at 10:30 a.m.** which will be opened on the same date at **11:00 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.901926

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

Dated _____

M/s _____

_____SUBJECT: TENDER DOCUMENTS FOR SUPPLY OF STATIONARY ITEMS

Dear M/s,

You are invited to submit tender for supply of **STATIONARY ITEMS** accordance with specifications as per **Annexed**

2. Sealed tenders valid for a period of 3 months alongwith 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 17.01.2017 upto 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.

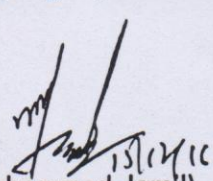
5. Tenders must be in a sealed envelope, it must be written in bold letter "**STATIONARY ITEMS**" to be opened on **17.01-2017 &** should be sent in the name of Addl. Director (P&S), International Islamic University, Islamabad

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.

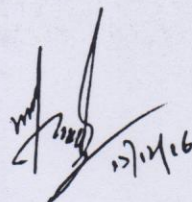
7. Bid (s) without required earnest money or for lesser amount will be rejected as non responsive.

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

#	Name of Item	Qty.	Unit Rate with GST	Total Amount with GST
1.	Roll Dasta Sheets (Narrow Lines) Fine Quality	40 Bundles		
2.	Ball Pen (Dollar Clipper) Blue-40, Black-20, Red-10	70 Pkt.		
3.	Board Marker (Dollar) Blue-10, Black-120, Red-10	140 Pkt.		
4.	File Box (Al-Falah-992)	24 Nos.		
5.	Draft Pad Small (Al-Farooq)	20 Nos.		
6.	Duster Board (Fine Quality)	60 Nos.		
7.	Envelop Khaki Century Paper 80 Gram (9X4)	1000 Nos.		
8.	Envelop Khaki (Century Paper 80 Gram A-4 Size)	1000 Nos.		
9.	Envelop Khaki (Century Paper 80 Gram Legal Size)	1000 Nos.		
10.	Scotch Tape 1" (Olympia)	48 Nos.		
11.	Gum Stick (Small) UHU	36 Nos.		
12.	High Lighter (Dollar) Yellow-30, Pink-30	60 Nos.		
13.	Led Pencil (Gold Fish)	30 Pkt.		
14.	Paper Rim A-4 Size 70 Gram Hp Brand or Equivalent	140 Ream		
15.	Paper Tape 1" (Olympia)	48 Nos.		
16.	Single Punch (Fine Quality)	24 Nos.		
17.	Stamp Pad (Crystal)	24 Nos.		
18.	Stapler Machine (Mapped)	24 Nos.		
19.	Stapler Pin 24/6 (Dollar)	60 pkt.		
20.	Air Freshener (Cobra) 300 ML	48 Nos.		
21.	Dust Bin Small (Fine Quality)	20 Nos.		
22.	Lock 40mm (Tri Circle)	10 Nos.		
23.	Lock 50mm (Tri Circle)	10 Nos.		
24.	Motrin Spray	20 Nos.		
25.	Thermos Large Size (Fine Quality)	01		
26.	Dusting Cloth (Fine Quality)	300 Nos.		
27.	Tissue Box Luxury (Rose Petal)	120 Box		
28.	Water Glass (Toyo)	48 Nos.		
29.	Glint (Fine Quality)	48 Nos.		

 12/11/16