

TENDER NOTICE

Sealed Bids are invited from well reputed firms/suppliers for supply of **Different Stationary Items** for central store 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 **14-11-2016 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 **05/11.9019293**
- 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

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

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

Dated _____

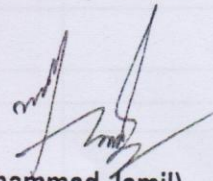
M/s _____

SUBJECT: TENDER DOCUMENTS FOR SUPPLY OF DIFFERENT STATIONARY ITEMS

Dear M/s,

You are invited to submit tender for supply of **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 14.11.2016 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 "**Different Stationary Items**" to be opened on **14-11-2016** & 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

STATIONARY ITEMS FOR FEMALE HOSTELS IIUI,

Sr.No	ITEMS	SIZE	BRAND NAME	QTY	Unit Rate with GST	Total Amount with GST
1	Box Files	Legal size	Alfalah No. 992	30		
2	Glue Stick	Medium size	UHU (21 gram)	30		
3	Blue Ball Point	-	Dollar Clipper	100		
4	Black Ball Point	-	Dollar Clipper	100		
5	Blue Pointer (0.4mm)	-	Dollar	50		
6	Black Pointer (0.4mm)	-	Dollar	50		
7	Correction Pen	0.8 ml	Rabbit	25		
8	Reams	A4	Imported HP or Equilant Brand	50 Reams		
9	Reams	Legal	Imported HP or Equilant Brand	25 Reams		
10	Double punch	8 cm	Kangaro No. 376224	12		
11	Dust Bin	Small(covered)	Fine Quality	10		
12	Brown Envelops	Legal size	Fine Quality	500		
13	Brown Envelops	A-4 size	Fine Quality	1000		
14	Brown Envelops	Small size	Fine Quality	1000		
15	Ring Files	0.74	Nokia	24		
16	Highlighter	All colors	Dollar Fluorescent	30		
17	Sticking Notes	Small size	Pronoti	12		
18	Paper Tape	"1"	Abro	24		
19	Plain Register (Urdu)	No-10	SKY Register No.10	40		
20	Dispatch Register	600 pages	Tayyaba Accounts	8		
21	Paper cutter	Medium	Deli	12		
22	Lead Pencils	-	Gold Fish	100		
23	Erasers	-	Pelikan AL30	24 Pkt.		
24	Stapler Pins	24/6	Dollar	50 Pkt.		
25	Calculator	Medium size	Citizen	8		
26	Paper Baskets	-	Fine Quality	10		
27	Dak Folder (Green color)	-	Cosmo	3		
28	File Boards	-	AL-Farooq	250		
29	Peon Books	-	Tayyaba Accounts	8		
30	Single Punch	-	-	8		
31	Rulers	Large	Stainless Steel	8		
32	Attendance Registers	-	Tayyaba Accounts	60		
33	Scissors	Medium	Eurofix no.104	8		
34	Stamp Pad	-	Crystal	8		
35	Scotch Tape	-	Olympia	50		
36	Sharpener	-	Rabbit	24		
37	Thumb Pins	-	Eony Brand	30 Pkt.		
38	Cut Boxes	Legal size	Pilon no.A3	24		
39	Laminating Pouches	Premium Quality Size. O-ID	Ibico	50		
40	Separator Marker	A4	Gori	20 Pkt.		
41	Permanent Marker	-	Dollar	2 Pkt.		
42	Drafting Pad	Medium	Al Farooq	20		

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STATIONARY ITEMS FOR FALL-2016 F.M.S (MALE) IIUI

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Sr.No	ITEMS	BRAND NAME	QUANTITY	Unit Rate with GST	Total Amount with GST
1	Air Fresher (300 ML)	Cobra	12 Nos.		
2	Ball Points (Red-100, Blue 600, Black-300)	Picasso Pro	1000 Nos.		
3	Pointer (Blue 50 Nos. Black 50 Nos.)	Dollar	50 Nos.		
4	Correction Pen	Rabbit	10 Nos.		
5	Duster Cloth	White Color	30 Nos.		
6	Duster White Board	Fine Quality	30 Nos.		
7	Envelopes Medium (6x9)	Brown Fine Quality	500 Nos.		
8	Envelopes Small (4x9)	Brown Fine Quality	1000 Nos.		
9	File Boards (Al-Farooq)	Fine Quality	50 Nos.		
10	File Tags	Fine Quality	05 Bundles.		
11	File Separator	A-4 Size	10 Nos.		
12	Gillnet (Glass Cleaner)	Fine Quality	12 Nos.		
13	Paper A-4 Size (80 Grams)	HP Brand or Equant	250 Nos.		
14	Paper Legal Size (80 Grams)	HP Brand or Equant	10 Nos.		
15	Paper Cutter	Deli 2001	06 Nos.		
16	Double Punch Machine	Fuji P-20	06 Nos.		
17	Plastic Dory	Fine Quality	06 Nos.		
18	Pin Opener	KW-Trio	10 Nos.		
19	Tissue Box	Rose Petal Luxury	50 Boxes.		
20	White Board Marker (Black Packets 50 Nos. Blue Packets 50 Nos)	Dollar	100 Packets		

