

## TENDER NOTICE

Sealed Bids are invited from well reputed firms/suppliers for supply of **Different Stationary Items** for store section (Female) & FET, (Male) International Islamic University, Islamabad.

2- Tender documents can be downloaded from [www.ppra.org.pk](http://www.ppra.org.pk) and [www.iiu.edu.pk](http://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 **13-02-2017 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**

Price of Tender Document

Rs. 500/-

No. 4/1/2016 -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 13.02.2017 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 **13-02-2017** & 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



Sr. #	Name of Item	Qty.	Unit Rate with GST	Total Amount with GST
1	Dasta Sheets Narrow Lines (Fine Quality)	120 Bundles		
2	Paper Ream (A-4) 70 gram Imported HP or Equivalent	60 Reams		
3	Paper Ream (Legal Size) 70 gram Imported HP or Equivalent	10 Reams		
4	Board Marker Blue-50 Black-50 (Dollar)	100 Pkt.		
5	Ball Point (Dollar Clipper) Blue-50 Red-20	70 Pkt.		
6	Scotch Tape 1" (Olympia)	48 Nos.		
7	Stapler Pin 24/6 (Dollar)	10 Boxes 12 (Each)		
8	Ring File Plastic (Al-Farooq)	100 Nos.		
9	Paper Clip 36mm-3 Flower	10 Pkt. 12 (Each)		
10	Thumb Pin	05 Pkt. 12 (Each)		
11	Duster Cloth (Fine Quality)	72 Nos.		
12	Air Freshener (Cobra) 300 MI.	24 Nos.		
13	Highlighter (Dollar) Yellow	36 Nos.		

