

TENDER NOTICE

Sealed Bids are invited from well reputed firms/suppliers **FOR SUPPLY OF COMPUTER PAPER 70 GM, ZAP BRAND QTY= (A-4 SIZE 2050+LEGAL SIZE 355 TOTAL= 2405 REAMS) & 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 **04.12.2017 at 10:00 a.m.** which will be opened on the same date at **10:30 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

Abdul Wajid, Assistant Director-III (P&S)

Contact No.9019293

INTERNATIONAL ISLAMIC UNIVERSITY
(Purchase & Store Department)

Price of Tender Document

Rs. 500/-

No. 4/1/2017 -P&S-

Dated _____

M/s _____

SUBJECT: TENDER DOCUMENTS FOR SUPPLY OF COMPUTER PAPER 70 GM, ZAP BRAND/STATIONARY ITEMS

Dear M/s,

You are invited to submit tender for supply of **COMPUTER PAPER 70 GM, ZAP BRAND QTY= (A-4 SIZE 2050+ LEGAL SIZE 355=TOTAL 2405 REAMS) & STATIONARY ITEMS** in accordance with specifications as per **Annexed I & II.**

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 **04.12.2017 up to 10:00 hours**. The tenders will be opened on the same day **at 10:30 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 04 .12 .2017** & should be sent in the name of Assistant 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.

Abdul Wajid
Assistant Director-III (P&S)
Phone # 9019293

ANNEXED

ANNEXED-I

Sr. #	Description	Qty.	Unit Price with GST	Total amount with GST
1	i) COMPUTER PAPER A-4 SIZE 70 GM, ZAP BRAND	2050 (Reams)		
	ii) COMPUTER PAPER LEGAL SIZE 70 GM, ZAP BRAND	355 (Reams)		

ANNEXED-II

Sr. #	Description	Qty.	Unit Price with GST
1.	Paper Tape (Abro) 1 Inch	180 Nos	
2.	Ring Files (Nokyo) A-4 (0.74)	60 Nos	
3.	Ball Points blue (Dollar Clipper)	200 Pkts	
4.	Dispatch Resister (600 Pages) (Tayyaba Accounts)	30 Nos	
5.	Correction Pen (Rabbit)	50 Nos	
6.	Gel Pen (M&G Crystal 0.7)	10 Pkts	
7.	Stapler Pins (Dollar ST 024/6)	10 Boxes	
8.	Heavy Duty Stapler	01 No	
9.	Ball Point (Blue, Red) Dollar Clipper	05+05 Pkts	
10.	Paper Tape 1" (Olympia)	12 Nos	
11.	Scotch Tape 1" (Olympia)	12 Nos	
12.	Board Marker (Dollar) (Black, Red, Blue and Green)	36 Boxes	
13.	Lead Pencils (Goldfish)	06 Pkts	
14.	Staplers (KW-trio Pollex)	12 Nos	
15.	Tissue Roll (Rose Patel)	30 Roll	
16.	Tissue Paper Boxes (Luxury Pop-up)	40 Boxes	
17.	Envelope Brown (Letter size, Medium size, Large size)	600 Nos each	
18.	Ink for Board Markers (Dollar) (Blue, Black)	10 Bottles each	
19.	Stapler Pins (Dollar)	10 Pkts	
20.	Correction Pens (Rabbit)	12 Nos	
21.	Highlighter (Dollar) (Red, Green, Yellow, Pink)	12 each	
22.	Binding Tape 2"	12 Nos	
23.	Duster Cloths (Yellow Stuff)	40 Nos	
24.	Board Dusters	20 Nos	
25.	Thumb Pins	06 Pkts	
26.	Stamp Pad + Stamp Ink (Crystal)	03 + 03 each	
27.	Pin Opener (KW-trio 508B)	06 Nos	
28.	File Board (Shaheen)	24 Nos	
29.	Water Glass (Toyo Nasic)	02 Dozen	
30.	Lemon Max (500 gm)	04 Pkts	
31.	Soap (Lux 115gm)	12 Nos	
32.	Phenyl (Finis) 2.5 Litters	06 Bottles	
33.	File Boxes (Alfalah 992)	12 Nos	
34.	Tags (Medium)	12 Bundles	
35.	Double Punch Model P-817 SD	02 Nos	