

ENGINEER-IN-CHIEF'S BRANCH
TENDER NOTICE 21/2023-24
BIDS PROPOSAL FOR STATIONERY ITEMS

NAME OF FIRM			
COMPLETE ADDRESS			
Telephone & Fax No.	National Tax No (NTN)		
Vender No.	Sales Tax Registration No.		

S/No	Name of Items	Unit	Qty	Unit Price w/out GST (Rs)	Unit Price with GST (Rs)	Total Cost
1.	Ammonia Blue Line Bottle Liq SCPor equivalent	Can	01			
2.	Ammonia Blue Line Paper width 40" length 20 yards or equivalent	Roll	01			
3.	Ball Point Blue PIANO Click or equivalent	Pkt	01			
4.	Binding Tape 2 inch Diff Colour or equivalent	Nos	01			
5.	Duplicating Paper Butterfly F/S 400 sheet of 50 gms or equivalent	Ream	01			
6.	Fax Roll Small 18 mtr or equivalent	Nos	01			
7.	File Cover A-4 (As per Sample) or equivalent	Nos	01			
8.	File Cover F/S (As per Sample) or equivalent	Nos	01			
9.	File Cover Glazed A-4 (As per Sample) or equivalent	Nos	01			
10.	Paper Double A A-4 70 gms or equivalent	Ream	01			
11.	Paper Double A F/S 70 gms or equivalent	Ream	01			
12.	Stapler Pins 24/6 Washin or equivalent	Pkt	01			
13.	Stapler Pin Remover China or equivalent	Nos	01			
14.	Seprator A-4 20 Card or equivalent	Pkt	01			


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12. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal in accordance with Rule 33(1) of PPRA Rules, 2004. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids proposals, but is not required to justify those grounds.

13. The last date of submission of bid/quotation shall be **29 March 2024 at 1100 hours** at the address given below and will be opened on the same day at **1130 hours** in the presence of available bidders. Bids received after closing time will not be entertained.

For any query / information please contact
President Local Purchase Committee, Lieutenant Colonel Waqar Yahya
Tel; 9271700 Ext 213
Establishment Section
Engineer in Chief's Branch, General Headquarters, R.A Bazar, Rawalpindi



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CHECK LIST

1.	Validity of Bid is by _____	Yes	No
2.	Bank Account No. _____ Name of Bank _____ Address _____	Yes	No
3.	Copy of National Tax Number (NTN) certificate	Yes	No
4.	Copy of Sales Tax Registration certificate	Yes	No
5.	Pay Order/Bank Draft of Security deposit. Pay Order /Call Deposit Receipt/Bank Draft of Rs. _____ bearing No. _____ dated _____ of Bank _____	Yes	No
6.	Affidavit regarding firm is not black listed	Yes	No
7.	Detail of Annual turnover for the last three Years (Proof of financial stability).	Yes	No
8.	Active Tax Payer List Cert	Yes	No
9.	Copy of Professional Tax 2023-24	Yes	No
10.	Bank Statement (last two financial years)	Yes	No



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