

F. No. 1(39/7)-2015-SEZ
Prime Minister's Office
BOARD OF INVESTMENT
(IM SEZ)

TENDER NOTICE

Sealed tenders are invited from the reputed firms having registration with the Sales Tax and Income Tax Department for supply and installation of the following items. Detailed specifications are available in tender documents: -

Sr. No.	Description	Bid Security
1.	Office/Computer Stationery items	Rs.30,000.00
2.	Miscellaneous Items	Rs.20,000.00

Sr. No.	Description	Qty
<u>IT Equipment</u>		
1.	Desktop PC	01
2.	Laptops	06
3.	Printers (B&W)	06
4.	Printers (Color)	01
5.	Photocopier (B&W)	01
6.	LED TV 50"	01
7.	Scanners	01

<u>Furniture & Fixture</u>		
1.	Executive Chair	03
2.	Chair for Officers	04
3.	Coat Hangers	06
4.	Center Table	01
5.	Visitor's Chairs	10
6.	3-seater sofa	01

2. The list of items to be procured is available in the detailed Tender Document and can be obtained from this office during office hours on any working day or can be downloaded from the Board of Investment i.e., www.invest.gov.pk and PPRA www.ppra.org.pk websites. Tender bids should reach the undersigned latest by **6th February 2024** before **1400hrs** which would be opened on the same day at **1430 hrs**. Bid Security @ **5%** of the total bid value should necessarily be attached with the bid separately for IT Equipment and Furniture & Fixture. Whereas for Office/Computer Stationery items and Miscellaneous Items the amount of Bid Security is mentioned above.

3. Interested vendors are requested to submit their rates/tenders, which should be valid till **30-06-2024**. Other terms and conditions are as under: -

- i. Income tax and other government taxes will be deducted at source as per rules.
- ii. GST and Vendor number should be clearly written on the tender documents. The tenders without GST and Vendor number will not be entertained.
- iii. Tender documents for each category may be obtained from the undersigned's office during office hours (09:00 AM to 04:00 PM).
- iv. No tender will be accepted without Bid Security of the quoted bid in the form of bank draft or pay order in favor of **Admin & Accounts Officer, IM-SEZ, Islamabad**. Cheques will not be accepted in any case. The bids without Bid Security will be rejected at the spot.
- v. The firms who quote the lowest rates will have no right to take back the Bid Security or to reduce the same or to withdraw from the tender. Rates should be quoted in Pak Rupees. Price should not be linked with dollar or any other currency.
- vi. The tenders will be evaluated in the light of PPRA Rules 2004 and the instructions issued from PPRA from time to time.
- vii. Tenders will be opened by the Procurement Committee in the presence of the bidders or representatives of the firms who may like to attend at the given time and place.
- viii. The tenders received after the deadline date and time will not be entertained in any case.
- ix. The procurement will be made from time to time as per requirement.
- x. The competent authority reserves the right to accept or reject the whole tender or a portion of the tender as per PPRA Rules 2004.
- xi. Blacklisted firms are not eligible to participate in the bidding process.

MS. SAHAR GULZAR
Admin & Accounts Officer
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