

F.No 1(4) GA /2021
GOVERNMENT OF PAKISTAN
MINISTRY OF KASHMIR AFFAIRS AND GILGIT-BALTISTAN
“R” Block, 1st Floor, Pak Secretariat
Islamabad

Tender Notice

Sealed Tenders are invited from well-reputed firms/contractors for **supply / purchase of Stationery, Printing Work (Fairs & Exhibition Black Day, Kashmir Solidarity day and any other special task), Computer Stationery, Misc/others Items and Furniture & Fixtures, items e.t.c during the Financial Year 2021-22**, according to the following terms and conditions. The tender documents containing detailed information and list of items are available in the office of Section Officer (GA) which can be collected during the office timing any working day.

TERMS & CONDITIONS

- a) The bidder should be well established and registered for GST in Islamabad/Rawalpindi.
- b) The firm must be registered with Federal Board of Revenue (FBR), Government of Pakistan, and AGPR, Islamabad, having Bank Account Number, National tax Number, Vendor Number.
- c) The owner of Firm / Individual must be Active Tax Payer and listed in the Federal Board of Revenue (FBR) Active Tax Payer List (Income Tax) 2018-19 & 2019-20 & 2020-21.
- d) The firm will be bound to supply all items according to the rates given in the tender during the financial year 2021-22 without raising the rates.
- e) If the items are found sub-standard or less in quantity or if not provided in time, within three days the competent authority reserves the right to cancel the contract partially or wholly during the financial year. The firm must have at least five year experience in relevant field.
- f) Bidders are required to attach at least four work orders having of minimum worth Rupees one Million each showing relevancy of similar work done in respect of Printing Work.
- g) The bidders should also provide a certificate (Affidavit) that their firms are not black listed by any of the Departments/Ministries and that no litigation is pending in any Court of Law against them.
- h) Interested bidders may send their rates including GST to the undersigned on or before **12th, July, 2021 at 3:00 pm** which will be opened on the same day **at 3:30 pm** in Conference Room of the Ministry, in presence of representative of bidders who may wish to attend the proceedings.
- i) If the amount of GST is not mentioned in the bid it will be presumed that the rates quoted are inclusive of GST.
- j) The bidder will be required to submit with their tender a call deposit/pay order equal to Rs. 100,000/- for Stationery , Computer Stationery, Other / Misc & Furniture Fixtures and Rs. 500,000/- for Printing Work (refundable) in the name of DDO, KA&GB Division, Islamabad as a security deposit failing which tender will not be accepted.
- k) The Firm will be bound to bear transportation charges for delivery of tender items.
- l) The Ministry reserves the right to accept or reject any tender by whole or partially, as per PPRA Rules.

-sd/-
(Shabbir Khan Baloch)
Section Officer (GA)
051-9203761