

No.4/1/2023/DP-1(General)
Government of Pakistan
Ministry of Defence Production
Rawalpindi the 6th June, 2024

OFFICE MEMORANDUM

Subject:- **ADVERTISEMENT TENDER 2024-25**

The undersigned is directed to forward herewith a Tender Notice for the **General Store, Office Stationery, Computer related Stationery, IT Related Items, Toners / Cartridges for printers/Machines** for placement on PPRA, website as per Govt's policy.



(Muhammad Awais Qarni)
Section Officer
Government of Pakistan
Tele: 9270941

Public Procurement Regulatory Authority (PPRA)
1st floor, FBC Building near State Bank
Sector G-5/2, Islamabad

Copy to:-

System Analyst for uploading on MoDP's website.

GOVERNMENT OF PAKISTAN
MINISTRY OF DEFENCE PRODUCTION
PAK, SECRETARIAT-II RAWALPINDI
Tender Notice 2024-25

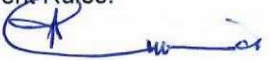
Sealed bids, from Sales Tax Registered firms/Suppliers, borne on active tax payer list are invited for supply of the following items:-

<u>S.No.</u>	<u>Name of Items</u>
(a)	General Store
(b)	Office Stationery
(c)	Computer Related Stationery
(d)	IT Related Items
(e)	Toners/Cartridges for Printers and Machines.

2. The list (s) of items can be collected from DP-1 (Store) .

TERMS & CONDITIONS

- a The rates quoted in bids will remain valid throughout the financial year **2024-25** and no change therein will be allowed on any ground during the financial year.
- b Bids, having the brands of items duly authenticated by the firms, shall be sent in sealed envelopes addressed to **Muhammad Awais Qarni**, Section Officer (DP-1) Ministry of Defence Production, Pak, Sectt No.II Rawalpindi.
- c Bids should reach Ministry of Defence Production **on or before 2nd July, 2024 at 1100 hrs** and will be opened in MoDP at **1130 hrs** on the same day in the presence of bidders or their authorized representative. Due to any reason if office remains closed on the opening date of bids, these will be opened on the next working day at the same time and place.
- d The firms /suppliers can submit bids for one or more items. Firms/Suppliers will be required to submit Demand Draft (Refundable) of **Rs.250,000/- as security** in the name of DDO, Ministry of Defence Production.
- e Bidders shall provide their complete address, name of the owner/representative, and their phone numbers etc.
- f Bids which do not indicate the General Sales Tax Number, brands and received without the Demand Draft or after due date and time, will not be considered. The bidders will have to provide attested copies of valid GST Registration number/NTN.
- g Income Tax/other taxes shall be applied as per prevailing Government rates.
- h All prices must be quoted inclusive of all Govt Taxes.
- i The items /equipment's will be supplied by the firms as and when demanded by the Ministry throughout the **FY 2024-25**.
- j The firm which after acceptance of bid failed to supply the requisite items or provide inferior quality of items will be liable to be proceeded against as per rules and the contract will be cancelled.
- k **Sample of the items, where applicable, should be presented with the tender.**
- l The successful bidder(s), before execution of formal contract, shall provide samples of each and every material to be supplied and will ensure supply of same quality throughout the period of contract.
- m The Ministry of Defence Production reserves the right to reject all bids or proposals at any time prior to acceptance of a bid or proposal as per Public Procurement Rules.


(Muhammad Awais Qarni)
Section Officer
Government of Pakistan)
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