



GOVERNMENT OF PAKISTAN
OFFICE OF THE CHIEF COMMISSIONER
INLAND REVENUE, LARGE TAXPAYERS UNIT
20 Mauve Area, G-9/1, Islamabad

TENDER NOTICE NO. 01 / 2020-2021

Sealed bids are invited from GST/ Income Tax Registered and well-reputed firms having their registered office in Rawalpindi / Islamabad for providing following supplies/services to Large Taxpayers Unit, Plot No.20, Mauve Area,G-9/1,Islamabad on least cost basis through single-source envelope on following basis:-

S.No	Goods	S.No.	Services
i.	Stationery	i.	Janitorial, Staff
		ii	Electrician cum plumber
		iii	Air conditioner mechanic
ii.	Uniform & Protective Clothing	iv.	Repair of Transport
iii.	Cost of other store items	v.	Repair of Machinery & Equipment
iv.	Computer Stationery	vi.	Repair of Furniture & Fixture
v.	Other Store items	vii.	Repair of Hardware
vi.	Hardware	viii	Repair of IT Equipment
vii.	IT Equipment	ix.	Repair of Office Building
viii.	Plant & Machinery	x	Up-dation of Law Books
ix.	Furniture & Fixture		

TERMS AND CONDITIONS :-

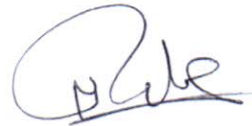
The intending bidders participating in the bidding process shall provide the following Documents:-

1. Company / Firm profile.
2. NTN and Sales Tax Registration Number having, ATL status and PEC Registration Certificate (for relevant items only).
3. Affidavit declaring that the Company is not blacklisted by any Government Department – federal or provincial.
4. Statement of standing and experience in the relevant business.
5. Any other formality / document that may be required by the department.

INSTRUCTIONS FOR BIDDERS :-

1. Tender documents of the above mentioned goods/services may be obtained from the office of the undersigned two days before the closing date, during office hours on any working day.
2. Rates should be quoted serial-wise as per tender document (s) along with GST (where applicable). Income Tax withholding will apply as per prescribed rates.
3. Sealed bids should reach in the office of the undersigned upto **15-09-2020 at 11:00 A.M.** The tenders will be opened by the Purchase Committee in the presence of bidders or their representatives at **2:30 P.M.** on the same day.
4. A firm can apply for only one or multiple items keeping in view its expertise and capacity to supply/ delivery.
5. 5% of bid money of the total amount of quotation (refundable) in the name of DDO, LTU, Islamabad in the shape of Pay Order should accompany with the quotation.

6. For S.No. i, ii & iii (services) are required on full-time basis.
7. Separate envelope for each category is required to be submitted, failing which the bid would be cancelled.
8. Agreement will be executed initially for a period of one (1) year for serial No. i, ii & iii (services) which will mutually be extendable up to two (2) years on the same terms and conditions. However, the agreement can be terminated by either party through one (1) month written notice in this regard.
9. The Purchase Committee may reject all bids or proposals at any time prior to the acceptance of a bid or proposal under Rule-33 of the Public Procurement Rules, 2004.
10. In case of shortfall in supply during the year, the bid security will be fortified in favor of Government and firm will be black-listed, along with any other primitive measures that may be taken.
11. The supplies would have to be according to specifications / samples as approved by the Purchase Committee.
12. The Purchase Committee shall announce the results of bid evaluation to the firm of a report giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract.
13. Incomplete bids / offers will not be considered in any case.



(MUHAMMAD IQBAL)
Administrative Officer/
Secretary Purchase Committee
LTU, ISLAMABAD
Phone No. 9106116

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