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**Tender Notice for the
Purchase of Stationary & Cleaning Items**

A public Sector Organization invites sealed Tender from reputable firms, stockiest, wholesale dealers, manufacturers and proprietors having GST No. & their own offices with telephone numbers, on F.O.R Narowal basis under mentioned items: -

Sr.#	Tender No.	Description	Qty	Last date for purchase of Tender	Date & Time Submission	Date & Time of Opening
1.	DCN-32(24/25)32)	Stationary & Cleaning Items (complete detail will be given in tender documents)	Assorted	19-06-2025	20-06-2025 1200 Hrs	20-06-2025 1230 Hrs

02. The terms & conditions / detailed specification can be obtained after providing documentary evidence to the fact as stated above (Para No. 1) along with the written request addressed to the Admin Officer DCN Narowal on payment of Rs. 1000/- in each case (Non-Refundable) through deposit at Call / Pay Order / cheque in favor of Accounts Officer DCN Narowal, P.O Box No. 14.

03. The bidder has to deposit @ 2% Earnest Money of the quoted value as in the form of a deposit at call / pay order / cheque in favor of Account Officer DCN P.O Box No.14 Narowal. This amount will be refunded upon completion of satisfactory supplies / guarantee period (if any) in case S. O. is awarded. For unsuccessful bidders the earnest money will be released once the case is finalized. Tender not accompanied by earnest money, will be rejected. **The validity of rates must be 90 days.**

04. The Tender will be opened as per schedule mentioned above, in presence of bidders who wish to attend. While submitting quotation, envelope should be super scribed the Tender Notice No. with due date for identification.

05. The supplier is requested to bring I.D. card when collection of Tender Documents.

06. The procuring agency may reject all bids or proposal at any time prior to acceptance of bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal the ground for items rejection of all bids or proposal, but is not required to justify those grounds.

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(Ashfaq Ahmad)

Admin Officer, DCN

P.O Box No.14 inside DHQ Narowal

Ph. 0542-920160-61 Fax No. 0542-920165