

## TENDER NOTICE FOR RENOVATION OF CONFERENCE ROOM

Sealed bids are invited from the firms / vendors registered with Income tax and Sales tax departments (GST) for renovation of **Conference Room** in the office of IPO-Pakistan, Trade Marks Registry Karachi as per following scope of work and terms and conditions:

### Scope of Work

1. Provision of Furniture (Conference Room Table and Chairs)
2. Installation of Multimedia Complete Set
3. Installation of Blinds
4. Flooring

Sr #	Items	Description	Quantity	Rate
01	Conference Table	Provide and install in position 24' x 8' x 34" height. Table top consisting of Wooden Texture Laminated MDF sheet ¾" and MDF Marble Texture sheet ¾" in center. For internal framing of base, ¾" thick Laminated MDF Structure & Top with PVC lipping on edges (as shown),Including all hardware.	192	
02	Sofa	Provide and install of 7 seater sofa Consisting of solignum treated Solid Wooden Structure with Springs and belts. For Seats foaming use of Molty Foam and ball fiber with approved fabric.	07	
03	Wooden Flooring	MDF laminated imported planks 7.5mm & 2mm foam.	1000	
04	Chairs	Highly functional, smart, and work-friendly! Lowback. chair is specifically manufactured to provide a high-functional High-quality foam, a lumbar support system, and several chair adjustment options.	30	
05	Blackout Blind	Redi Shade No Tools Original Blackout Pleated Paper Shade Black, 36 in x 72 in, 6 Pack.	595	
06	Multi Media Complete Set	<b>Panasonic PT-VW360 WXGA 4000 LUMENS or Equivalent</b> <b>Brightness:</b> 4000 lumens or higher <b>Panel Size:</b> 15.0 mm or higher <b>Display Method:</b> Transparent LCD panel (x 3, R/G/B) <b>Pixels:</b> 1,024,000 (1280 x 800) pixels or higher <b>Light Source Life (Nor/Super Eco):</b> 5000/7000 or higher <b>Lamp Watt:</b> 240W <b>Lens:</b> Manual zoom (1.6x) Manual focus, F 1.60–1.90, f 15.31–24.64 mm <b>Installation:</b> Ceiling/floor, front/rear <b>Input &amp; Output:</b> HDMI 1/2 IN; HDMI 19-pin x 2 (compatible with HDCP, Deep Color), audio signal: linear PCM (sampling frequencies: 48 kHz, 44.1	01	

		kHz, 32 kHz) COMPUTER 1 IN; D-sub-HD 15-pin (female) x 1 (RGB, YPBPR, YCBCR, Y/C) COMPUTER 2 IN/1 OUT; D-sub-HD 15-pin (female) x 1 (RGB, YPBPR, YCBCR), (input/output selectable using on-screen menu) VIDEO IN; Pin jack x 1 (Composite VIDEO) AUDIO IN 1; M3 Stereo Mini Jack x 1 (L-R x 1) LAN; RJ-45 x 1 (for network connection, compatible with PLink™ [Class 1], 10BASE-T/100BASE-TX) USB A; USB-Type A (for Memory Viewer / Wireless Module [Optional: ET-WML100]) x 1 Monitor out: 1 Audio out (3.5mm): 1 Built-in Speaker: 4.0 cm (1 9/16") round shape x 1, output power: 10 W (monaural) USB Type A (Power): 1 (5V/1.5A) <b>Power Supply Voltage:</b> 100-240V+/- 10%, 50/60Hz AC <b>Language:</b> English, <b>Lamp/Light Source:</b> Yes <b>Carry Bag:</b> Yes		
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### **Terms and Conditions**

1. The bidders should be registered with sales tax and income tax departments. Copy of NTN/STRN should be enclosed with the quotation.
2. Price / Rates quoted shall be inclusive of all applicable taxes / duties, labour, transportation etc. The IPO-Pakistan shall not pay any additional cost from the quoted rates.
3. Security deposit / Earnest money @ 5% of total bid amount in the shape of pay order/ demand draft in favour of Director General IPO-Pakistan will have to be deposited alongwith bid.
4. Before submitting bid, the bidder should visit the office (IPO-Pakistan, Trade Marks Registry) and take necessary information/ measurement of the area where blinds to be installed.
5. The firm should not be black listed from any department/ Institution.
6. Bids received after deadline or not accompanied with bids security will not be entertained.
7. Sealed bids should reach the undersigned at the address given below during the working hours on or before 22-01-2025 at 11:00 a.m. The same shall be opened in the presence of bidders or their authorized representatives at 11:30 am.
8. The IPO Pakistan reserves the right to accept or reject all the bids subject to PPRA Rules.

**Registrar of Trade Marks, Trade Marks Registry**  
**IP-House: Plot # CD-3 behind KDA Civic Centre, Gulshan-e-Iqbal, Karachi**  
**Tel: +92-21-99230538, Fax: +92-21-99231001**  
**Email: [tmr@ipo.gov.pk](mailto:tmr@ipo.gov.pk)**