



Purchase of A4 & A3 Paper Reams

National Engineering Services Pakistan (Pvt.) Limited (NESPAK) Islamabad Office invites sealed bids from the active NTN & GST registered firms for the procurement of A4 & A3 Paper Reams with the following terms and conditions:

Terms & Conditions:

- I. Quotations must remain valid up to **June 30, 2026**.
- II. Quoted rates would be subject to revision from the date of Bid Opening if Pak rupee depreciate/appreciate against the USD by more than 3%. Rates will be revised accordingly i.e. equal to exchange rate variation.
- III. The supplies must be brand new and strictly conforming with the given specifications. The offered item(s) should not be of substandard nature. If any item found defective, it must be replaced immediately without any cost.
- IV. Free delivery of items will be made by the supplier at our premises.
- V. The bidders must quote for all items showing description and specification given in Annex-B.
- VI. Quantities mentioned in "Annex-B" are tentative and are only for bid evaluation purpose, actual quantity to be purchased may vary as per requirement. Work will be awarded to the lowest bidder of aggregate given in Annex-B.
- VII. Upon submission of invoice by the supplier, payment will be released through cross cheque in the name of the supplier.
- VIII. Purchase order shall be issued according to the requirement during contract validity; successful bidder must ensure the delivery is made within 03 days.
- IX. Rates must be inclusive of all admissible taxes and delivery costs.
- X. Tax deduction will be made as per government rules.
- XI. The bidders shall specifically indicate Income Tax & General Sales Tax numbers and shall provide copies of certificates issued by the authorities.
- XII. NESPAK reserves the right to accept or reject any/all offers according to provisions of PPRA Rules 2004.
- XIII. Envelopes must be clearly marked as "**Bid - to be opened by authorized person(s) only**".
- XIV. Sealed Bids complete in all respects must be delivered at the address given below on or before **June 23, 2025** up to **1400hrs**. The bids will be opened on the same day at **1430hrs**.

Administration Procurement

NESPAK ISLAMABAD OFFICE

NESPAK HOUSE, 3rd Floor, Sector G-5/2, Islamabad

Phone: 051-9221910-13, 051-9007422

Sr.	ITEM DESCRIPTION	QTY	UNIT	Unit Rate (Incl. GST)	Amount (Incl. GST)
1.	Paper Ream A4, Double A or equivalent 70 gsm paper	850	Ream (500 sheets)		
3.	Paper Ream A4, Double A or equivalent 80 gsm paper	100	Ream (500 sheets)		
2.	Paper Ream A3, Double A or equivalent 70 gsm paper	150	Ream (500 sheets)		
4.	Paper Ream A3, Double A or equivalent 80 gsm paper	50	Ream (500 sheets)		
	GRAND TOTAL (Incl. GST)				

HABIB BANK
حبیب بینک

Branch: 17-ZI-2025-12:1		Date: 03/06/2025	
Account Title: HBL Super Market 18B		IBAN: PK17HAB80004540013100701	
Currency: <input type="checkbox"/> PKR <input type="checkbox"/> USD <input type="checkbox"/> EURO <input type="checkbox"/> GBP <input type="checkbox"/> JPY <input type="checkbox"/> Others		<input type="checkbox"/> Intercity <input type="checkbox"/> Within city <input type="checkbox"/> Same Branch	
Credit Card No.			
<input type="checkbox"/> CASH			
BANK / BRANCH		AMOUNT	
HBL Super Market 18B		15000/-	
TOTAL AMOUNT		15000/-	
Total Amount in Words: Fifteen thousand only			
Depositor's Name: Muhammad Asim		Commission (if any)	
Contact No: 0335-5626048		Transfer*** Bankers Cheque	
Depositor's CNIC No: 61101-5276675-7		Branch: ISLAMABAD-C.D.A. CIV	
(For non-HBL/Walk-in Customers. Also attach CNIC Copy)		From Account: PK17HAB80004540013100701	
Depositor's Account No:		Amount *****15,000.00	
(For HBL Customers / Account Holders)		Charges *****.00 Date	
Received By: [Signature]		Teller EU4201 Time 03-06-2025-12:1	
Depositor's Signature: [Signature]		(As per Terms & Conditions on reverse) (Not official unless validated)	