

GOVERNMENT OF PAKISTAN
PAKISTAN AERONAUTICAL COMPLEX BOARD
KAMRA

INVITATION TO TENDER AND GENERAL INSTRUCTIONS TO TENDERER
(FOR)

Tender No. PACB/1611/SO (Log) /PC-18
Commercial Wing
Pakistan Aeronautical Complex Board Kamra
Distt Attock
Tel: - 051-909902619
Dated: - , 2024

M/S

Dear Sir,

1. I invite you to tender for the supply of store as per details given in the attached **Schedule to Tender** (Form PACB – 02A)

2. **CONDITION GOVERNING CONTRACTS.** The “Contract” made as a result of this Tender Inquiry shall mean the agreement entered in to between the parties that is the “Purchaser” and the “Seller” on PACB Contract Form PACB – 03 in accordance with the law of contract Act,1872, General Conditions contained in PACB – 10 and other special conditions that may be added to given contract for the supply of PAC stores specified therein.

3. **DELIVERY OF TENDER.**

Commercial Offer. It should indicate prices quoted in figures as well as in words, confirmation to terms & conditions as per tender inquiry and clearly marked on face of the envelope **“Commercial Offer with prices”** tender number and date of opening.

4. **FORM PACB - 02A & PACB - 02B:** Form **PACB - 02A & PACB - 02B** duly filled-in are to be returned with the offer duly signed by the authorized signatory person.

5. **RETURN OF TENDER INQUIRY:** In case you are **NOT** quoting, the Tender Inquiry should be returned stating the reason for **NOT QUOTING.** In case of failure to response consecutively for three occasions, PAC Board will be constrained in the interest of economy to consider the exclusion of your firm from the future distribution list of Tender Inquiry.

6. **DATE & TIME FOR RECEIPT OF TENDER:** Your tender must reach this office by the date and time specified in the **Schedule to Tender** (PACB – 02A attached). The Directorate will not accept any excuse of delay occurring in post. Tender received after the appointed time will, **NOT** be entertained. The appointment time will, however fall on next working day in case of closed/forced holiday, telegraph/Fax/Telex bids will be rejected unless specifically asked for.
7. **DELIVERY PERIOD:** Stores are required within minimum possible delivery period, in the shortest time frame (**not more than 30 days**). Offers with minimum delivery period are likely to be preferred. However delivery period is to be factual as no extension will be subsequently granted except under extreme unavoidable circumstances beyond control of SELLER or under Force Majeure for which intimation with full justification/evidences is to be dispatched well in advance for consideration.
8. **RIGHTS RESERVED:** PAC Board may reject all bids or proposals at any time prior to the acceptance of a bid or proposals. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.
9. **UN-CALLED OFFER:** Un-called offers/quotation will be rejected.
10. **ADDITION AND DELETION OF STORE:** The purchaser has the right to increase or decrease the quantity of any item and cancellation of the contract partially or fully without any financial repercussion on either side without assigning any reason within 30 days of signing the contract. Such information will be passed on to the 'SELLER' through the fastest means e.g. telephone, telegram or fax etc.
11. **VALIDITY OF OFFER:** The quoted rates must be valid till **30 June, 2025**.
12. **TECHNICAL LITERATURE, SPECIFICATION AND INTERCHANGEABILITY:** Offers are to be submitted in duplicate supported by brochure and technical literature in original. Offers must conform to tender specification. Any deviation in specification must be highlighted in the quotation. A certificate of complete interchangeability must be endorsed on the quotation for all substitute or in lieu item, otherwise the same are likely to be rejected. A copy of relevant page of publication must be attached to prove correctness of offered /interchangeable / in lieu item.
13. **DEVIATION FROM SPECIFICATION:** Stores received at consignee, if found not conforming to the contract specification will be rejected and replacement in accordance with contractual specification against rejected stores would be provided to consignee as per delivery schedule laid down in the contract. In case stores are rejected after delivery schedule of the contract, replacements are to be provided at the earliest or by the date advised by Directorate of Procurement PAC Board. Rejected store will be returned after receipt of its replacement.
14. **PACKING:** Stores must be dispatched in standard trade packing unless otherwise specified to protect them against any damage. Any loss/damage caused due to poor packing will be recovered from the Supplier.
15. **RESTRICTION OF EXPORT / IMPORT LICENSE:** Offer subject to restriction of Import/Export License will not be entertained.

16. APPLICATION OF OFFICIAL SECRET ACT: All matters connected with this inquiry and subsequent actions arising thereafter fall within the scope of the Pakistan Official Secret Act 1923 which forbid providing contractual information to unauthorized / unconcerned person/organization. You are therefore, requested to ensure complete secrecy regarding documents and stores concerned with the inquiry to limit the number of employees having access to this information.

17. EXAMINATION OF SPECIFICATION / SAMPLES. When sealed pattern of stores are mentioned in the "Schedule to Tender" these may be seen at the place stated in the schedule and should be examined by you, or competent person on your behalf before the submission of tender.

18. PRICES The prices quoted must be per unit of issue / accounting unit as shown in the "Schedule to Tender" inclusive of sales tax/excise duty and surcharges. The breakdown of taxes/excise duty is to indicate separately. The prices must be stated for each item separately both in figures and words in Pak currency. Over writing / erasing in prices will be rejected.

19. COUNTRY OF MANUFACTURE Country /place of manufacture of stores is to be provided along with offer.

20. DISQUALIFICATION: Offers are liable to be rejected if: -

- (a) There is deviation from any instruction.
- (b) Offers are found conditional or incomplete in any respect.
- (c) Treasury Challan of **Rs 200.00** and draft of Earnest Money as per "Special Instructions" form DP-2 are not provided.
- (d) Manufacturer relevant brochure is not attached (in case of equipment or major assemblies of equipment)
- (e) Form **PACB – 02A** and **PACB – 02B** and **Questionnaire duly** filled in and signed by the Tenderer are not received with the offer.
- (f) Offer received later than appointed time and date.
- (g) Tender specification if not confirmed in the offer. In case of equipment/ major assemblies manufacturer's brochures shows specification different from those given in tender.
- (h) Offer subject to restriction of Export License will not be entertained.
- (j) Over writing / erasing in prices will be rejected.
- (k) Change in prices by the Seller after opening of tender will not be entertained and will be considered against sanctity of tender unless asked by Commercial Wing PAC Board.
- (l) Quotations are received for those Tender Inquiries / store for which firm is not registered / indexed with DGDP.
- (m) Prices are inclusive of sales taxes and surcharges, but break down in not shown separately.

21. **PAYMENT:** 100 % payment will be released on issuance OF CRV after inspection of stores and on presentation of necessary documents to the CMA (ISO's) / CMA (DP).

22. **ADDITIONAL INFORMATION: -**

Following information / certification must be provided along with offer:-

- (a) Photocopies of valid registration and indexation with PAC Board Kamra or DGDP applicable to stores / equipment offered.
- (b) A copy of DGDP letter showing financial capacity of firm.
- (c) Financial load of contracts on the firm with PAC Board Kamra and from DGDP, DGP (Army), DP (Navy) and DP (Air) not yet materialized. Contract may not be awarded if cumulated value of supply order is beyond financial capacity of firm.
- (d) Firm is to quote their General Index Number (GIN) and name of dealing bank in their quotation.
- (e) Certified that stores offered are factory new and from latest production.
- (f) Prices quoted are not more than local market prices and also not more than those are being charged from other buyers.

23. **BANK GUARANTEE:** Bank Guarantee up to 10% may be imposed on the award of contract under the provision of **PACB – 10** (General Condition Governing Contracts).

24. **INSPECTION / ACCEPTANCE OF STORES:-**

- (a) Stores will be accepted at firm's premises/consignee by the inspector / Inspection officer of the PAC Board.
- (b) Warranty / Guarantee as per format for period of one year will be applicable for stores commencing from the receipt of store installation at consignee.

25. **CHECKING OF STORES:** Store will be opened / checked at consignee in the presence of representative of firm if he arrives within 15 days after initiation of letter.

26. **TENDER OPENING:** Only authorized person of firm will be allowed to attend tender opening.

27. **WITHDRAWAL OF OFFER:** If the firm withdraws its offer within validity period the Competent Authority may place such firm under Embargo for a period, which may extend up to one year.

28. **TREASURY CHALLAN:** Offer must be accompanied by Challan Form No.F-32A of Rs, 200/- obtained from State Bank of Pakistan / Govt treasury under **“Major Head C02501-20 Main Head 12 Sub Head A Misc Code Head 1/845/30 ”** CMA (ISO's) Rawalpindi on behalf of “Dir procurement PAC Board Kamra“. Only one offer can be made for same item on one challan. Multiple offer / rates, if quoted will be rejected.

Yours sincerely

(AMAR JALIL)
Squadron Leader
SO (Log)
PAC Board Kamra
Tele: 051-909902619

Enclosure: -

SCHEDULE OF TENDER
Form (PACB – 02A)
Form (PACB – 02B)
QUESTIONNAIRE
SPECIAL INSTRUCTION FORM (DP-2)

SPECIAL INSTRUCTION FORM (DP-2)

(1) EARNEST MONEY (E M) “FOR ” CONTRACTS

Firms are required to deposit 2% Earnest Money of the total quoted value subject to maximum ceiling of **Rs 0.150** Million in respect of items/stores valuing Rs 3.000 Million or above alongwith the quotation in the form of Bank Draft / Pay order in favour of SO LOG PAC Board Kamra. Quotation not accompanied with E M will be rejected at the time of opening of the tender.

(2) RETURN OF EARNEST MONEY

- (i) Earnest Money will be returned to the firms except three lowest quotees on preparation of CST.
- (ii) Earnest Money to unsuccessful bidder out of three lowest quotees will be returned on finalization of contract.
- (iii) Earnest Money of the firm with whom contract is concluded will be returned on submission of Bank Guarantee, if stipulated in the contract.

(3) SALES TAX

Following documents must be attached with the quotation:-

- (i) A copy of registration of certificate issued by sales tax department duly authenticated.
- (ii) For all taxable goods, the bidders will have to mention sale tax in their offer which will clearly be mentioned in the contract if any item is quoted as non taxable by the supplier than the bidder should attach necessary proof/ document with the quotation to confirm that item in question is non-taxable.
- (iii) Quotation is liable to be rejected if above mention documents are not attached with the quotation.

(4) FOR RELEASE OF PAYMENT: - The supplier would be required to furnish document to Director Bgt & Account. However, such documents are not required along with tender/quotation:-

- (i) Proof of registration with sales tax department,(copy of registration certificate).
- (ii) Sales tax invoice showing description/quantity / value of the goods and correct amount of sales tax livable thereon.
- (iii) Photocopy of sale tax return cum payment challan duly verified/attested.
- (iv) If a supplier claims that he is neither and importer nor manufacturer and not authorized to issue tax invoices, he is required to produce the sales tax invoice and attested copy of return cum challan issued by the concerned registered importers/ manufacturers from whom such supplier had procured the goods.
- (v) For release of payment against “FOR” Imported contracts the supplier is to ensure:-
 - (a) Evidence of imports i-e Bill of Entry to CMA (ISO / DP)
 - (b) Proof of payment of duty and taxes.

SCHEDULE OF TENDER

TENDER INQUIRY TENDER NO	PACB/1611/SO (Log)/PC-18
TENDER CLOSING TIME & DATE	1030 Hrs on 10 June, 2024
TENDER OPENING TIME & DATE	1100 Hrs on 10 June, 2024

SCHEDULE OF STORE.

CENTRAL PROCUREMENT OF STATIONERY ITEMS L/ITEMS = 187

Notes.

1. Quotation may please be submitted on '**FOR**' Kamra basis only.
2. Offers with early date of delivery of stores may be preferred.
3. Acceptance at consignee and would be subject to inspection by user/ quality staff and their clearance.
4. Packing of spares should be adequately done with sufficient absolute resistance material, so as to avoid from any damage during transportation.
5. Serial number (S No.) of our listings should not be changed.
6. Stores must be of latest production series and latest model.
7. Commissioning / installation/ testing and training if required will be free of cost at consignee site by OEM.
9. Firms are required to deposit "Earnest Money" @ 2% of total value **Rs 0.150 Mill** whichever is less in favor of SO (Log) to Chairman PAC Board Kamra Distt Attock. Technical Quotation from firms received without Earnest Money will not be accepted.
10. Past performance of the firms may be considered.
11. The quoted rates must be valid till **30 June, 2025**.
12. Technical and Commercial quotes should be submitted as per the following formats.

Format for Technical Quote

S.No	Ind S. No	Description	Quoted Brand	Unit of Issue	Qty	Quoted / Not Quoted

Format for Commercial Quote

S.No	Ind S. No	Description	Quoted Brand	Unit of Issue	Qty	Unit Price (Exclusive of GST)

PAKISTAN AERONAUTICAL COMPLEX, BOARD KAMRA

**SCHEDULE OF TENDER FOR CENTRAL PROCUREMENT OF
STATIONERY ITEMS**

1. Tender Inquiry No. **PACB/1611/SO (Log)/PC-18.**
2. Closing time and Date of Tender at **1030 Hrs on 10 June, 2024.**
3. Opening Time and Date of Tender at **1100 Hrs on 10 June, 2024.**

**LIST OF STATIONERY ITEMS FOR FY 2024-25
CASE NO PACB/1611/SO (Log)/PC-18**

Ind S. No	Description	U/I	Total Qty Req
1	Ball Pen Normal Piano (Blue, Black, Red)	Ea	42615
2	Ball Pen Piano (Jelflo Blue Gel Red)	Pkt	60
3	Ball Pen Uni Ball Blue ,Black (Eye Micro)	Ea	2572
4	Ball Pen Uni Ball Signo (blue, black, Red)	Ea	1624
5	Carbon Paper A4 (Pkt of 100 Sheet)	Pkt	255
6	Cartridge Bizhub 423 Konica Minolta Original	Ea	1
7	Cartridge Epson Ribbon SO 15632 LX-310	Ea	5
8	Cartridge Printer HP L/J Pro MFP M227sdn	Ea	3
9	Catridge No 82 HP designe jet 510 (set of 4)	Set	1
10	Clear Folder A4 40 Pockets	Ea	93
11	Colour Flags	Set	409
12	Copy printer master Roll (CPMT17)	Roll	17
13	Correction Pen China	Ea	1480
14	COSMO Ring Folder LEO China	Ea	695
15	Developer for Bizhub 550i (TN 628) Original	Ea	1
16	Developer for Bizhub 951 Original	Pkt	1
17	Developer Minolta Di-620 Original	Pkt	1

18	Developer Photostat Machine Konica Minolta 367 Original	Btl	1
19	Diary Small 150 Pages	Ea	340
20	Drawing Pin China 100 Pcs	Pkt	464
21	Drawing Roll White 50' x 39" (90 GMS)	Roll	7
22	Drawing Sheet White	Ea	291
23	Envelope DO (White 11" x5 ") SE-6	Ea	6499
24	Envelope DO (White 9" x 4 ") SE-5	Ea	11049
25	Envelope DO (White A 4) (Pkt of 100)	Pkt	161
26	Envelope White SE 5 (landscape)	Ea	600
27	Envelopes Cloth (SE-8) File Size	Ea	21670
28	Envelopes Khaki (SE-8) File Size	Ea	31338
29	Envelopes SE-5 Cloth (9" x 4")	Ea	3970
30	Envelopes SE-5 Khaki (9" x 4")	Ea	65134
31	Envelopes SE-6 Cloth (11" x 5")	Ea	4500
32	Envelopes SE-6 Khaki (11" x5")	Ea	35375
33	Epson Printing Ribbon LQ 350 Full Mark	Ea	47
34	Epson Printing Ribbon LQ-2180 Full Mark	Ea	22
35	Epson Printing Ribbon LQ-2190 Full Mark	Ea	105
36	Epson Printing Ribbon LQ-300 Full Mark	Ea	50
37	Epson Printing Ribbon LQ-300-II Full Mark	Ea	6
38	File Binder with Board	Ea	735
39	File Covers (Confd) Normal 14x9.5 Mono Factory wise	Ea	5800
40	File Covers (Confd) Special 14x9.5 Mono Factory wise (Double Pasting)	Ea	14833
41	File Covers (Restd) Normal 14x9.5 Mono Factory wise	Ea	1325
42	File Covers (Restd) Special 14x9.5 Mono Factory wise (Double Pasting)	Ea	28902
43	File Covers (Secret) Normal 14x9.5 Mono Factory wise	Ea	1675
44	File Covers (Secret) Special 14x9.5 Mono Factory wise (Double Pasting)	Ea	4618
45	File Flapper Binde Rexine	Ea	427

46	File Folder Plastic (PVC)	Ea	743
47	Folder (White) Factory Monogram	Ea	7031
48	Gum Bottle 142 gm	Btl	1346
49	Gum Stick 21gm	Ea	2241
50	High Lighter (Set of 4)	Set	1023
51	Ink copy printer 6123 cp	Btl	10
52	Ink Copy Printer DD3344 (CP10) Original	Ea	18
53	Ink Copy Printer DD3344 (CP17) Original	Ea	18
54	Ink Drawing	Btl	27
55	Ink Pot 60 ml (Black , Blue , Red)	Ea	67
56	Ink Stamp Pad Blue, Black,Red (Small)	Btl	783
57	Laces 18" (Black & White)	Pair	2625
58	Mail Folder Rexine Fine Quality	Ea	376
59	Mark Sheneder OHP222	Ea	194
60	Marker 70/90 (All Coloures) Permanent	Ea	3381
61	Marker Paint (Snowman) All colors	Ea	7
62	Marker Small (All Colours)	Ea	1644
63	Marker White Board (All Colours)	Ea	2656
64	Note Pad (2x2) Post-it	Pad	230
65	Note Pad (2x3) Post-it	Pad	1142
66	Note Pad (3x3) Post-It	Pad	995
67	Note Pad (4x3) Post-It	Pad	521
68	Paper Clip 36 mm (Pkt of 100 Pcs)	Pkt	1595
69	Paper Colour A-4 (Yellow, Pink, Green, Orange, Red, Purple, Blue) 100 Sheets	Pkt	492
70	Paper Computer 11x9 1000 Sheets PI	Box	885
71	Paper Computer 11x9 500 Sheets Set PII	Box	677
72	Paper Computer 11x9 500 Sheets Set PIII	Box	129
73	Paper Computer 11x9 500 Sheets Set PIV	Box	65

74	Paper Computer Large 72 Column PII 500 Sheets Set	Box	63
75	Paper Computer Large 72 Column PIII 500 Sheets Set	Box	37
76	Paper Computer Large 72 Column PIV 500 Sheets Set	Box	14
77	Paper Computer Large PI (A3) 1000 sheets	Box	63
78	Paper Computer P-I (1348) 1000 Sheet	Box	8
79	Paper Computer P-II (1348) 500 Set	Box	678
80	Paper Computer P-II 80 Column 500 Set	Box	30
81	Paper Computer P-III (1348) 500 Set	Box	88
82	Paper Computer P-IV (1348) 500 Set	Box	70
83	Paper Computer P IV (F-530) 300 Set	Box	43
84	Paper Cutter Steel	Ea	229
85	Paper Duplicating A4 68 gm 400 Sheets	Ream	1022
86	Paper Fastener Set of 50 Ea	Pkt	1606
87	Paper HP Plotter 42"	Roll	2
88	Paper Laser F/S 80gm 500 Sheet Imported	Ream	263
89	Paper Laser A4 80gm 500 Sheet Imported	Ream	7641
90	Paper Photostat A4 70gm 500 Sheets Imported	Ream	9956
91	Paper Photostat Legal 70gm 500 Sheets HP	Ream	10
92	Paper Pin Aero China (50gm)	Pkt	406
93	Paper Platter Roll 100 Yard X 36" Dia 3	Roll	2
94	Pencil HB 5000 Gold Fish	Doz	1538
95	Pilot V10 Grip 0.7 (Blue, Red, Green & Black)	Ea	148
96	Polythene Normal 0.10 mm	Mtr	790
97	Printing Roll (Thermol Printer)	Roll	2
98	Printronix Ribbon (P7000)	Ea	8
99	Protection Sheet (Pkt of 100 Sht)	Pkt	60
100	Punch Machine Double Hole Heavy Duty	Ea	2
101	Punch Machine Double Hole Medium	Ea	501
102	Register # 24 (175 Leaves)	Ea	791

103	Register # 10 (120 Leaves)	Ea	2001
104	Register # 16 (160 Leaves)	Ea	1953
105	Rubber Hard	Ea	307
106	Rubber Soft Normal	Ea	3038
107	Scale Plastic China	Ea	983
108	Scissor Large 9"	Ea	241
109	Separator Plastic File (Set of 10)	Set	367
110	Sharpener Steel	Ea	1981
111	Sheet Khaki best quality	Sht	4075
112	Stamp Pad Large	Pad	490
113	Stamp Pad Small (Blue ,Black,Red)	Pad	775
114	Staple Machine	Ea	598
115	Staple Machine Large	Ea	3
116	Stapler Pin 23/10	Pkt	60
117	Stapler Pin 23/13	Pkt	150
118	Stapler Pin 23/15	Pkt	30
119	Stapler Pin 23/17	Pkt	30
120	Stapler Pin 24 / 6	Pkt	6216
121	Stapler Pin Remover	Ea	416
122	Tape Adhesive/Cloth	RL	82
123	Tape Khaki 2" X 30 Yard Scotch	RL	163
124	Tape Masking 1"X14	RL	540
125	Tape Masking 2" X14	RL	225
126	Tape Transparent 1" X40	RL	1387
127	Tape Transparent 2" X40	RL	1855
128	Toner (TN414) Photostate machine	Ea	4
129	Toner 12A Laser Jet 1010 / 1020 / 3020/1005	Ea	90
130	Toner 2220/2205 Photostate Machine	Ea	2
131	Toner bizhub 423 Original	Ea	2

132	Toner Bizhub 951Original	Ea	3
133	Toner for Bizhub 450i Original	Ea	3
134	Toner for Bizhub 550i (TN 628) Original	Ea	2
135	Toner for Copier Ricoh MP5002 (MP4500A)	Ea	4
136	Toner for hp laser jet 2015D, 2015, 3015 (53A)	Ea	137
137	Toner for HP Laser Jet HP 1566 (CE 278A)	Ea	14
138	Toner for hp laser jet P1005(35A)	Ea	33
139	Toner for HP Laser Jet P3015 (55A)	Ea	4
140	Toner for hp laser jet pro400 80A	Ea	132
141	Toner for Printer Pro M28A (44A)	Ea	28
142	Toner HP L/Jet (18A)	Ea	1
143	Toner HP L/Jet (CF410A) Set of 04	Set	5
144	Toner HP L/Jet 1200 (80X)	Ea	3
145	Toner HP L/Jet CF107A	Ea	3
146	Toner HP Laser Jet 1300 (13 A)	Ea	15
147	Toner Hp Laser Jet (107A)	Ea	36
148	Toner HP Laser Jet (19A)	Ea	23
149	Toner Hp Laser Jet (203A)	Ea	2
150	Toner Hp Laser Jet (48A)	Ea	35
151	Toner HP laser Jet (76A)	Ea	61
152	Toner Hp Laser Jet 1200 (15A)	Ea	24
153	Toner HP Laser Jet 1320 49A	Ea	138
154	Toner HP Laser Jet 2055/2035 (05A)	Ea	159
155	Toner HP laser Jet 59A	Ea	13
156	Toner Hp Laser Jet CP 1025 CE 310A Black and Colour	Set	1
157	Toner HP Laser Jet M1522 MFP (36A)	Ea	20
158	Toner HP Laser Jet M506 (87A)	Ea	4
159	Toner Hp Laser Jet Plotter 500 Plus	Set	2
160	Toner Hp Laser Jet Pro 200 Colour 131A	Ea	2

161	Toner Hp Laser Jet Pro MFP M130 (17A)	Ea	21
162	Toner HP Leser jet P-1102 (85A)	Ea	267
163	Toner HP Lfeldn400-TE 305A (CE413A), 305A (CE 412A) NT-CH305QFC, NT-CH305XQFBK	Set	2
164	Toner HP M277N (201A)	Set	2
165	Toner HP Printer M402dn (26A)	Ea	135
166	Toner HP Printer M-507 (89A)	Ea	1
167	Toner Konica Minolta TN-323 Original	Ea	11
168	Toner L/Jet Pro MFP M127 83A	Ea	48
169	Toner Laser Jet HP (P1007,P1008) 88A	Ea	7
170	Toner Laser Jet HP CC388A	Ea	3
171	Toner Laser Jet HP M26A (79A)	Ea	76
172	Toner Laser Jet HP(30A)	Ea	9
173	Toner Minolta Di620 Photostate Machine Original	Ea	1
174	Toner Nashuatach SP 3410 Original	Ea	2
175	Toner Photostate Machine Canon IR2525	Ea	4
176	Toner PPC Machine Canon IR 2022N (NPG-28)	Ea	2
177	Toner Printer (CF540A)	Ea	1
178	Toner Printer (CF541A)	Ea	1
179	Toner Printer (CF542A)	Ea	1
180	Toner Printer (CF543A)	Ea	1
181	Toner Printer 92A	Ea	3
182	Toner Ricoh SP3510SF	Ea	2
183	Toner Samsung ML-1640	Ea	1
184	Toner TN 2025 for Brother HL 2030	Ea	1
185	Toner TN 2050 for Brother HL 2045	Ea	1
186	Writing Pad (Large) White 80 sheets Speedy	Pad	1166
187	Writing Pad (Small) White 80 sheets Speedy	Pad	1655

UNDER TAKING
(Fill in and Return)

To:

**Member Commercial
Pakistan Aeronautical Complex Board
Kamra Distt. Attock**

Dear Sir,

I/We hereby offer to supply to PAC Board the stores detailed in the Schedule to Tender or such portion thereof as you may specify in the contract at the prices given in Form **PACB – 02A** and further agree that this offer will remain valid up to _____ and will not be withdrawn or altered in terms of rates quoted and the condition stated therein on or before this date. I/We shall be bound by your communication of acceptance to be dispatched within the prescribed time.

I/We understood the instructions to Tenders and condition of contract as laid down in Form **PACB – 10** titled “**General Conditions Governing Contract**” and thoroughly examine specification / drawing and / or patterns quoted in the Schedule to Tender and am/are fully aware to the nature of the stores required and my/our offer is to supply stores strictly in accordance with the requirements.

Yours faithfully

Witness’s Signature:

Name:

N.I.C No.

Address:

Date:

Signature of Tenderers :

Name:

N.I.C No.

Capacity in which Signing:

Address:

Date:

Tele:

Telex/Fax

QUESTIONNAIRE TO BE FILLED IN BY TENDERER

- | | | |
|-----|---|----------|
| 1. | Whether stores offered confirmed to the specification to this effect has been made in the quotation given in Form PACB - 02 | Yes / No |
| 2. | Whether deviation from the demanded specification is attached with Form PACB – 02A. | Yes / No |
| 3. | Whether technical quotation and commercial quotation have been submitted separately and prices have been shown on commercial quotation only. | Yes / No |
| 4. | Whether the prices are exclusive of taxes/duties if so whether taxes/duties have been shown separately. | Yes / No |
| 5. | whether Form PACB – 02A and PACB – 02B duly filled in and signed by the Tenderer have been returned in herewith. | Yes / No |
| 6. | Whether original invoice Performa from principal has been enclosed herewith. | Yes / No |
| 7. | Whether Bank Draft / Treasury Challan amounting to Rs, 200/- has been enclosed herewith. | Yes / No |
| 8. | Whether copy of valid registration and indexation of principal have been enclosed herewith. | Yes / No |
| 9. | Whether financial capability and financial load of contracts out standing against your firm and of your tender accepted by Organization under DGDP have been given. | Yes / No |
| 10. | Whether store is to be checked at consignee presence of your representative. | Yes / No |
| 11. | Earliest date by which delivery can be affected _____. | |
| 12. | In which appointment / capacity are you signing the tender documents | |

(Signature of Tenderer)

(Name in Block Letters)

(Appointment in the Firm)

Dated:- _____