

RESTD

TENDER NOTICE

GOVERNMENT OF PAKISTAN
MINISTRY OF NARCOTICS CONTROL
REGIONAL DIRECTORATE ANTI NARCOTICS FORCE
PUNJAB

Provision of Stationery Items

Description

This organization requires sealed tenders from interested/ Capable G.S.T holder firms/ organizations/ vendors for provision of Stationery Items for the financial year **2024/2025**. List of items can be obtained for Rs. 100.00

Terms & Conditions

1. Bids may be submitted on the address in a **SEALED CONFIDENTIAL COVER** latest by **5 Jul 2024 at 1130 hours**. The bids will be opened on the same date at 1200 hours.
2. A bid bond, in the shape of a Bank Draft / Pay Order in the name of Regional Directorate Anti Narcotics Force Punjab amounting to Rs. 5000/- (Rupees five thousand only) should be submitted alongwith the tender.
3. All the proposals and prices shall remain **valid upto 30 June 2025 for the financial year 2024/2025** from the closing date of the submission of the proposal / tender.
4. All currency in the proposal shall be quoted in Pakistan Rupees (PKR).
5. The bidder is hereby informed that the Government shall deduct tax at the rate prescribed under the tax laws of Pakistan from all payments for services rendered by any vendor who signs a contract with the Government.
6. The quoted price should include all the Government taxes.
7. Bidder should clearly indicate the duration of delivery of items/ equipment after the award of contract.
8. Proposals shall be delivered by hand or courier so as to reach the address given below before closing date and time. **PROPOSAL RECEIVED BY FAX OR EMAIL SHALL NOT BE ACCEPTED.**
9. The successful bidder will supply the items completely along with all its accessories.

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10. Regional Directorate Anti Narcotics Force Punjab reserves the right not to accept the lowest or any tender increase/ decrease the quantity / items or to annul the tender with out assigning any reason there of or attracting any penalty.

11. Bidders are bound to provide samples of all items.

12. Regional Director Anti Narcotics Force Punjab will announce the results of bid evaluation in the form of a report giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract.

Contact Details

Deputy Director (Resource Management)

Regional Directorate Anti Narcotics Force Punjab.

VIP Flight Complex Road near Ayyub Stadium Lahore Cantt.

Phone: 042-99221086, 042-99221095 (Exchange)

Fax: 042-99221094

Website: rdpunjab.anf.gov.pk

Email: rdanfpunjab2016@gmail.com

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LIST OF STY ITEMS FOR TENDER - FY 2024/2025
REQ BY RD ANF PUNJAB

Ser	Items	A/U	Rate per item
1.	Ball Point Blue, Black, Red Crystal / Picasso	Pkts	
2.	Binders Clips 1"	Pkt	
3.	Binders Clips 1x ¼	Pkt	
4.	Binders Clips 1 x ½,	Pkt	
5.	Binders Clips 2"	Pkt	
6.	Box File (Local)	Nos	
7.	Box File (Imported)	Nos	
8.	Calculator Large Size (14 Digits)	Nos	
9.	Calculator Medium Size (12 Digits)	Nos	
10.	Carbon Paper KCR	Pkts	
11.	Colour Papers (Different Colours)	Pkt	
12.	CD (Rewritable)	Nos	
13.	CDs (Normal)	Nos	
14.	Dak Folders	Nos	
15.	DO Paper 100 gms small	Ream	
16.	DO Paper 100 gms Large	Ream	
17.	DO Paper Double A (80 gms) Large	Ream	
18.	DO Paper Double A (80 gms) Small	Ream	
19.	Dust Bin	Nos	
20.	Engagement Diaries	Nos	
21.	Envelops DO White 12 x 15	Nos	
22.	Envelops DO White 4 x 9	Nos	
23.	Envelops DO White 5 x 11	Nos	
24.	Envelops Khaki 9 x 4	Nos	
25.	Envelops Khaki 12 x 15	Nos	
26.	Envelops Khaki 5 x 11	Nos	
27.	Envelops Khaki A-4	Nos	
28.	Envelops khaki Cloth 12 x 15	Nos	
29.	Envelops khaki Cloth A-4	Nos	
30.	Envelops White Cloth 15 x 18	Nos	
31.	Fax Role 30 Meters	Nos	
32.	File Binder	Nos	
33.	File Clips	Pkts	
34.	File Cover Normal	Nos	
35.	File Flapper (Ragsin)	Nos	
36.	File Tray (Plastic)	Nos	
37.	Foot Steel	Nos	
38.	Four Flapper	Nos	
39.	Glazed File Cover A-4	Nos	
40.	Glazed File Cover Legal	Nos	
41.	Gum (Large Bottle) 20 OZ	Btls	
42.	Gum Stick Small	Nos	
43.	Gum Stick Medium	Nos	
44.	Gum Stick Large	Nos	
45.	High Lighter	Nos	

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<u>Ser</u>	<u>Items</u>	<u>A/U</u>	<u>Rate per item</u>
46.	Ink Blue	Btl	
47.	Ink Remover	Nos	
48.	Khaki Sheet	Nos	
49.	Lead Pencil Gold Fish	Pkts	
50.	Marker Permanent	Nos	
51.	Noting Pad Large	Nos	
52.	Noting Pad Small	Nos	
53.	Noting Pads (Printed on DO Paper)	Nos	
54.	Office Table Set (Lether)	Set	
55.	Office Table Set (Plastic)	Set	
56.	Packing Tape 1 ½"	Role	
57.	Packing Tape 2"	Role	
58.	Paper Clips	Pkts	
59.	Paper Cutter Blade	Pkt	
60.	Paper Cutter good quality	Nos	
61.	Paper Pins	Pkts	
62.	Paper Weight	Nos	
63.	Pen	Nos	
64.	Pen Holder	Nos	
65.	Pental Set	Set	
66.	Pin Cushion	Nos	
67.	Plastic Files	Nos	
68.	Pokar	Nos	
69.	Post it Pad 2x3	Nos	
70.	Post it Pad 3x3	Nos	
71.	Post it Pad 3x5	Nos	
72.	Punch Machine (Large)	Nos	
73.	Punch Machine (Small)	Nos	
74.	Registers No 40	Nos	
75.	Registers No 60	Nos	
76.	Registers No 80	Nos	
77.	Registers No 100	Nos	
78.	Registers No 120	Nos	
79.	Registers No 150	Nos	
80.	Registers No 200	Nos	
81.	Rubber Pelikan (Soft)	Nos	
82.	Rubber Pelikan DG-50	Nos	
83.	Scissor Small	Nos	
84.	Scissor Large	Nos	
85.	Scotch Tape 1"	Nos	
86.	Scotch Tape ½ "	Nos	
87.	Separator	Nos	
88.	Sharpener	Nos	
89.	Sharpener Machine Small	Nos	
90.	Sharpener Machine Large	Nos	
91.	Stamp Pad Large	Nos	
92.	Stamp Pad Ink	Nos	
93.	Stamp Pad Small	Nos	
94.	Staple machine large	Nos	

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<u>Ser</u>	<u>Items</u>	<u>A/U</u>	<u>Rate per item</u>
95.	Staple Machine low quality	Nos	
96.	Staple Machine fine quality	Nos	
97.	Staple Pin 24/6 Dollar	Pkts	
98.	Staple Pin Large	Pkts	
99.	Sticker Sheet	Nos	
100.	Table Diaries	Nos	
101.	Table Planners	Nos	
102.	Tag Large	Bdls	
103.	Tag Small	Bdls	
104.	Talic Sheet	Mtrs	
105.	Tampo Marker Blue	Nos	
106.	Tampo Marker Black	Nos	
107.	Tape Stand	Nos	
108.	Toner Fax Machine AKD-29585(Canon)	Nos	
109.	Toner Fax Machine Panasoinc (Original)	Nos	
110.	Toner Fax Machine Panasoinc (China)	Nos	
111.	Toner HP Laser Jet 2015 (Original)	Nos	
112.	Toner HP Laser Jet 2015 (China)	Nos	
113.	Toner Photostat machine (Toshiba Studio 3508 A) (Original)	Nos	
114.	Toner Photostat machine (Toshiba Studio 3508 A) (China)	Nos	
115.	Uni Ball Eye Micro	Nos	
116.	Uni Ball Schinder Xtra	Nos	
117.	Uni Ball Signo	Nos	
118.	USB Kingston 4 GBs	Nos	
119.	USB Kingston 8 GBs	Nos	
120.	USB Kingston 16 GBs	Nos	
121.	USB Kingston 32 GBs	Nos	
122.	USB Kingston 64 GBs	Nos	
123.	White Fluid Pen	Nos	
124.	White Fluid Set	Nos	

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