

TENDER NOTICE NO.03/2009-DCW

Publish Date : 10/1/2009 2:36:00 PM Source : Domestic Commerce Wing

Domestic Commerce Wing of the Ministry of Commerce invites sealed bids/tenders from Sales Tax registered and well established firms having offices in Islamabad/Rawalpindi for supply of following Office Plant & machinery on prescribed Proforma-“A”:-:-

Lot. No.	Name of Article	Quantity required.
1.	Photocopier Machine	01
2.	Fax Machine (Panasonic or equivalent)	01
3.	Air Conditioners (Split Units) 1.5 tonne	05

Details / specifications for all required items may be obtained (free of cost) from the undersigned during office hours or will be available on PPRA's website (www.ppra.org.pk / Ministry of Commerce's website www.commerce.gov.pk) The bidders should fulfill the following conditions:

1. Firms having NTN and GST numbers are eligible for bidding. The Tender must accompany the firm's Registration Certificate, National Tax Number, Sales Tax Registration Certificate, Bank/vendor number.
2. Each bidding firm will provide an undertaking that it has not been black listed by any Government Organization(s)/nor they are in litigation process with any Govt/Semi Govt. Organization.
3. Submission of any false statement/documents including concealing of any information shall disqualify the bidder
4. Rates quoted must include all taxes and ancillary charges etc.
5. Bids should be valid for a minimum period of 90 days.
6. Rates may be quoted for original/genuine brands. If genuine items are not supplied the award of the firm will be cancelled and their earnest money will be forfeited.
7. The firm will provide guarantee period of three years for providing parts and service free of cost.
8. Ministry of Commerce can change quantity in any or all lots on need basis without prior intimation.
9. Firms will be bound to supply/deliver the goods even on a Short Notice at their own transport upto any location in Islamabad.
10. A firm can bid for one or more lots simultaneously but it will have to submit earnest money accordingly.
11. Earnest money @ 5% of total quoted amount must be attached with the bid in the form of a Pay Order / Bank Draft drawn in favor of D.D.O. of Domestic Commerce Wing, Ministry of Commerce. The earnest money of unsuccessful bidders will be refunded on finalization of the tender and in the case of successful bidder (s) it will be retained as per rules as guarantee money for specified period.
12. "Quotation for Supply of Office Plant & Machinery for Domestic Commerce Wing" should be clearly written on the envelope containing the bid.
13. Sealed Tenders duly completed must reach the Domestic Commerce Specialist, House # 263, Street No. 54, F-11/4 Islamabad on or before 19-10-2009 up to 11 AM. Tenders will be opened on the same date at 11:30 AM in the presence of bidders or their authorized representatives who wish to do so.
14. Ministry of Commerce reserves the right to accept or reject any or all tenders prior to the acceptance of the bid. Ministry of Commerce will communicate, upon written request, to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection but shall not justify those grounds.

(Zahid Ali)
Domestic Commerce Specialist
Domestic Commerce Wing
Ministry of Commerce
House # 263, Street No. 54,
F-11/4, Islamabad.