

GOVERNMENT OF PAKISTAN
MINISTRY OF COMMERCE

TENDER NOTICE

No.1(1)120010-11 Admn.IV. Sealed tenders are invited from sales Tax registered and well established, firms having offices in Islamabad/Rawalpindi for supply of Stationery, toners for Photostat Machines/ Computer Printers and Miscellaneous articles at item rate basis for financial year 2010-11.

- i. On request, detail of items can be obtained from the General Section within 15 days of its publication. List of items can also be downloaded from following websites:-
 - a) Ministry of Commerce www.commerce.gov.pk
 - b) Public Procurement Regulatory Authority www.ppra.org.pk
- ii. Tender must be accompanied by a call deposit of Rs.1,00,000/- in shape of bank draft/pay order in favour of D.D.0 of Ministry of Commerce, as earnest money, without which the offer will be rejected. 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 till 30.6.2011
- iii. Toners will be procured from Sole Distributors/Authorized Dealers only. Tender of those firms will not be accepted against which legal proceeding are under process.
- iv. Samples of items mentioned in Tender List must be attached. Rates without samples will not be entertained.
- v. The rates will remain valid up to 30th June, 2011.
- vi. Rates may be quoted for original/genuine brands.
- vii. Firms will be bound to supply / deliver the goods even on a Short Notice at their own transport upto "A"Block, Pak. Secretariat.
- viii. The Tender must accompany the firm's Registration Certificate, National Tax Number, Sales Tax Registration Certificate, Bank / vendor number and Sole Distributor/Authorized Dealer Certificate, in case of Serial No. (iii) Above.
- ix. The firms must produce an affidavit on Rs. 10/- stamp paper that Firm has not been black listed by any Government Organization(s)/nor they are in litigation process with any Govt /Semi Govt Organization.
- x. Ministry of Commerce has the right to cancel the contract partially or entirely during the currency of year if items are found sub-standard or short in quantity and also not supplied timely. The security amount will be forfeited and the firm will be black listed. The decision of Secretary Commerce in this regard will be final.
- xi. Sealed Tenders duly completed must reach the Deputy Secretary (Admn-1), Ministry of Commerce, Room No. 507, "A" Block, Pak Secretariat, Islamabad on or before **05-08-10** up to 3.00 PM. Tenders will be opened on the same date at 3.30 PM *in* the presence of bidders or their authorized representatives who wish to do so.
- xii. Tender of those firms will not be considered against which complaints in Ministry of Commerce are received and legal procedure/notices are in process.
- xiii. 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.

Maj (R) Muhammad Rashid
Section Officer (Admn.IV)
Tel.9205745

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UPDATED TENDER LIST OF STATIONERY AND MISC. ARTICLES DURING THE YEAR 2010-11

<u>S.NO</u>	<u>NAME OF ITEM</u>	<u>RATE</u>	<u>UNITS</u>	<u>G.S.T</u>	<u>RATE WITH GST</u>	<u>REMARKS</u>
1.	AIR FRESHENER 300 ML ADMIRAL OR EQUIVALENT		EACH			SAMPLE
2.	AIR FRESHNER 300ML PARADISE (LAVENDER, ROSE, JASMINE OR EQUIVALENT		EACH			SAMPLE
3.	UNIBALL UB#177 OR EQUIVALENT		EACH			
4.	UNIBALL EYE UB.150 OR		EACH			
5.	UNIBALL EYE UB.157 OR		EACH			
6.	UNI COMPO OR EQUIVALENT		EACH			
7.	PILOT 0-7-1 OR EQUIVALENT		EACH			
8.	UNIBAL SIGNO OR EQUIVALENT		EACH			
9.	PIANO CRYSTAL OR EQUIVALENT		EACH			
10.	BALL PEN CLIPPER.DOLLAR OR EQUIVALENT		EACH			
11.	PICASSO OR EQUIVALENT		EACH			
12.	DOLLAR MEMO M OR EQUIVALENT		EACH			
13.	WHITE FLUID BLANCO OR EQUIVALENT WITH THINER(SET)		EACH SET			
14.	WHITE FLUID UHU OR EQUIVALENT WITH THINER(SET)		EACH SET			
15.	COMPUTER FLOPY MAXELL OR EQUIVALENT MF2.HD 1.44MB HARD PACK		PACKET			
16.	COMPUTER FLOPY SONY OR EQUIVALENT MF2RD 1.44MB HARD PACK		PACKET			
17.	C.D RECORABLE MAXELL 700MB OR EQUIVALENT		PACKET			
18.	C.D RECORDABLE SONY 700 MB OR EQUIVALENT		PACKET			
19.	DUPPLICATING INK NOKIA OR EQUIVALENT		EACH			
20.	DUSTER WHITE SUPERIOR LARGE		EACH			SAMPLE
21.	DUSTER YELLOW SUPERIOR LARGE SIZE		EACH			SAMPLE
22.	ERRAZER PELIKAN SP30 OR EQUIVALENT		EACH			
23.	ERRAZER DG.50 .		EACH			
24.	FAX TONER PANASONIC FAT-88 ORIGINAL OR EQUIVALENT		EACH			
25.	FAX REPLACEMENT FILM KXFA.134 ORIGINAL		PACKET			

26.	FAX REPLACEMENT FILM KXFA-136A ORIGINAL		PACKET			
27.	FAX REPLACEMENT FILM KXFA57E ORIGINAL		EACH			
28.	FAX FILM KXFA 83E ORIGINAL		EACH			
29.	FAX ROLL 50 METER B APPLE OR EQUIVALENT		EACH			
30.	FAX ROLL 50 METER MITSUFAX OR EQUIVALENT		EACH			
31.	FAX ROLL 50 METER PANASONIC OR EQUIVALENT		EACH			
32.	FAX ROLL 30 METER PROMAS OR EQUIVALENT		EACH			
33.	FAX ROLL 30 METER APPLE OR EQUIVALENT		EACH			
34.	FAX ROLL 30 METER MITSUFAX OR EQUIVALENT		EACH			
35.	FAX ROLL 30 METER PANOSONIC OR EQUIVALENT		EACH			
36.	FILE COVER A/4 SIZE SUPERIOR		EACH			
37.	FILE FLAPPER CLOTH LINE		EACH			
38.	FILE BOARD A/4		EACH			
39.	GUM BOTTLE DOLLAR 5 OZS OR EQUIVALENT		EACH			SAMPLE
40.	GUM STICK DOLLAR MEDIUM OR EQUIVALENT		EACH			SAMPLE
41.	GUM STICK AMOS MEDIUM OR EQUIVALENT		EACH			SAMPLE
42.	HIGHLIGHTER DOLLAR OR EQUIVALENT		EACH			
43.	HIGHLIGHTER PELIKAN OR EQUIVALENT		EACH			
44.	HIGHLIGHTER MERCURY OR EQUIVALENT		EACH			
45.	INK PELIKAN 4001 ORIGINAL OR EQUIVALENT		EACH			
46.	INK PARKER ORIGINAL OR EQUIVALENT		EACH			
47.	INK DOLLAR OR EQUIVALENT		EACH			
48.	INKJET HP.51625A ORIGINAL (NOT REFILLED)		EACH			4 UTHORIZED DEALER ONLY
49.	INKJET HP 51626A ORIGINAL (NOT REFILLED)		EACH			AUTHORIZED DEALER ONLY
50.	INKJET HP51629A ORIGINAL (NOT REFILLED)		EACH			4 UTHORIZED DEALER ONLY
51.	1NJET HP51649A ORIGINAL (NOT REFILLED)		EACH			AUTHORIZED DEALER ONLY
52.	INKJET HP.45A ORIGINAL (NOT REFILLED)		EACH			AUTHORIZED DEALER ONLY
53.	INKJET C 1823D ORIGINAL (NOT REFILLED)		EACH			AUTHORIZED DEALER ONLY

54.	MINERAL WATER NESTLE BOTTLE LARGE 1.5 LITER		EACH			
55.	MINERAL WATER NESTLE BOTTLE SMALL 0.5 LITER		EACH			
56.	NOTE SHEET A/4 80 SHEET 80GM		EACH			
57.	PAPER CLIP 26MM		PACKET			
58.	PAPER PIN 28 GMS		PACKET			
59.	PAPER ONE 70 GMS IMPORTED FOR PHOTOSTAT 500 SHEETS.		REAM			SAMPLE
60.	PAPER FOR COMPUTER PRINTERS DOUBLE A 80 GMS IMPORTED 500 SHEETS.		REAM			SAMPLE
61.	PAPER IMPORTED 800MS A/4 500 SHEET LUCKY BOSS		REAM			SAMPLE
62.	PAPER IMPORTED 80GMS A/4 500 SHEET PAPER ONE		REAM			SAMPLE
63.	PAPER IMPORTED 80GMS A/4 500 SHEET PAPER LINE		REAM			SAMPLE
64.	PENCIL LEAD GOLDFISH #5000 OR EQUIVALENT		DOZEN			
65.	PENCIL LEAD GOLDFISH WITH RUBBER #6000 OR EQUIVALENT		DOZEN			
66.	POST IT PAD 3X5 100 SHEET		EACH			
67.	PLASTIC COVER ONE SIDE TRANSPARENT		DOZEN			
68.	PLASTIC COVER TWO SIDE OPEN		DOZEN			
69.	SCOTCH TAPE 1X72		EACH			
70.	MASKING TAPE 2"		EACH			
71.	SHARPNER STEEL CHINA		EACH			
72.	SHARPNER PLASTIC DUX OR EQUIVALENT		EACH			
73.	STAPLER MACHINE DELI NO.0325 OR EQUIVALENT		EACH			
74.	STAPLER MACHINE RAPID# E3 OR EQUIVALENT		EACH			
75.	STAPLER MACHINE KW5781 OR EQUIVALENT		EACH			
76.	STAPLER PIN 24/6 RAPID		PACKET			
77.	STAPLER PIN 23/20 H.D		PACKET			
78.	SOAP LUX 80G OR EQUIVALENT		EACH			
79.	SURF SMALL 125G OR EQUIVALENT		PKT			
80.	TAG SUPERIOR		HUNDER			
81.	TONER CARTRIDGE C3906F 5L ORIGINAL (NOT REFILLED)		EACH			AUTHORIZED DEALER ONLY
82.	TONER CARTRIDGE 92298A ORIGINAL		EACH			AUTHORIZED DEALER ONLY
83.	TONER CARTRIDGE 35A ORIGINAL (NOT REFILLED)		EACH			AUTHORIZED DEALER ONLY
84.	TONER CARTRIDGE C4127A ORIGINAL		EACH			AUTHORIZED DEALER ONLY
85.	TONER CARTRIDGE C.4092A ORIGINAL(NOT REFILLED)		EACH			AUTHORIZED DEALER ONLY

86.	TONER CARTRIDGE C4096A ORIGINAL		EACH			AUTHORIZED DEALER ONLY
87.	TONER CARTRIDGE C7115A ORIGINAL		EACH			AUTHORIZED DEALER ONLY
88.	TONER CARTRIDGE Q2612A ORIGINAL		EACH			AUTHORIZED DEALER ONLY
89.	TONER CARTRIDGE Q2613A ORIGINAL		EACH			AUTHORIZED DEALER ONLY
90.	TONER CARTRIDGE Q5949A ORIGINAL		EACH			AUTHORIZED DEALER ONLY
91.	TONER CARTRIDGE Q7553A ORIGINAL		EACH			AUTHORIZED DEALER ONLY
92.	TONER FOR PHOTOSTAT MACHINE KONIKA 3035-4045 ORIGINAL (NOT REFILLED)		EACH			
93.	TONER KIT FOR PHOTOSTAT MACHINE KYOCERA TK 420 ORIGINAL		EACH			
94.	TONER FOR PHOTOSTAT MACHINE LANIER 6735 ORIGINAL (NOT REFILLED)		EACH			
95.	TONER FOR PHOTOSTAT MACHINE RICOH FT.4480/90 TYPE.5010 ORIGINAL (NOT REFILLED)		EACH			
96.	TONER FOR PHOTOSTAT MACHINE PANASONIC DP-8045/8035		EACH			
97.	TONER FOR PHOTOSTAT MACHINE CANON NP.7210 ORIGINAL (NOT REFILLED)		EACH			
98.	TISSUE PAPER BOX ROSE PETAL LUXURY SIZE OR EQUIVALENT		PKT			
99.	TISSUE PAPER SMALL TULIP OR EQUIVALENT		PKT			
100.	TISSUE PAPER SMALL SUPREME OR EQUIVALENT		PKT			