

GOVERNMENT COLLEGE UNIVERSITY FAISALABAD



TENDER DOCUMENT No. 559/19/2018

SUPPLY OF STATIONERY FOR CONTROLLER OF EXAMINATIONS, GCUF.

Purchase Price: Rs. 500/-

Sealed Tenders are invited from the well reputed firms / suppliers, who are registered with Sales Tax and Income Tax Department as active tax payers for Purchase of Stationery for Controller of Examinations, GCUF.

GENERAL TERMS & CONDITIONS

1. Tender Opening Date & Procedure:

The procurement shall be completed in accordance with Punjab Procurement Rules 2014, on Single Stage - Single Envelope Bidding Procedure. Bids in complete conformity with Tender Documents will be dropped in Tender Box placed at Procurement Department of the GCUF, not later than **10:00 Hrs on 18.09. 2018** which shall be opened on same day at **10:30 Hours**.

Note: Tender Number must be mentioned on envelope.

2. Tender Fee, Bid Security and Performance Security:

The Bid must be accompanied by Tender Fee of Rs:500/- in shape of Call Deposit Receipt (CDR) in original and Bid Security of 2% of Estimated Price of Rs.323,150/- (refundable) in shape of Call Deposit Receipt (CDR) in original. CDRs must be in favor of Treasurer, Government College University, Faisalabad. The rates / bids should be inclusive of all applicable Govt. Taxes.

3. Validity of Offers.

- i. Offers shall be valid for 180 days from the date of submission of bids.
- ii. Withdrawal / modification of the original offer within the validity period shall entitle the University to forfeit Bid Security.
- iii. Sales Tax Number and NTN Number must be mentioned on the letter head and bidding documents.

4. Failures and Terminations:

No offer of a supplier / firm will be considered if:-

- a) Bid received without Bid Security / Call Deposit or less CDR than the required.
- b) Bids received not in accordance with specifications of Tender Documents.
- c) Bid received later than the date and time fixed for tender.
- d) Tender is incomplete in any respect or is unsigned.
- e) Offer is ambiguous and the offer is conditional.
- f) Offer from a firm which is black listed at any level.
- g) Any erasing / cutting / overwriting etc.
- h) The supplier fails to deliver the consignment within specified delivery period strictly in accordance with the terms and conditions as laid down in the Purchase Order.
- i) Situation warranted, then University is authorized to forfeit the bid Security and the firm may also be black listed.

5. Other special conditions

- I. The decision of the Vice Chancellor of Government College University, Faisalabad, would be final & binding on both the parties.
- II. 10% performance security under the rules shall be deducted from the final bill of the successful bidder as per PPRA Rules 2014. (If applicable)
- III. All Government Taxes will be deducted according to applicable rules.
- IV. The University may reject all bids/proposals at any time prior to the acceptance of a bid or proposal as per PPRA Punjab rule 35, however upon bidder request the ground of rejection will be communicated to the concerned but no justification will be given as per PPRA rule 35 (2).

Muhammad Mazhar Waseem

Incharge Officer, Procurement & Inventory Control

Allama Iqbal Road Faisalabad, Phone: 041-9201468 & 9201030

ISSUED TO:

M/S-----

TENDER DOCUMENT No. 559/19/2018
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SUPPLY OF STATIONERY FOR CONTROLLER OF EXAMINATIONS, GCUE.

Sr #	Name Item	A/U	Qty	Unit Price (Rs.)	Total Price (Rs.)
1.	Signo Gel Blue, black	Pkt.	36		
2.	Led Pencil	Pkt	48		
3.	Whitener japan	No	48		
4.	Permanent marker	No	24		
5.	Pin removers	No	24		
6.	Double puncher Heary Duty	No	12		
7.	Stampler pins Heary Duty	Box	50		
8.	Plane register (ruled paper)	No	24		
9.	Dak register (L)	No	48		
10.	Doori plastic	Bundle	24		
11.	Gum sticks	No	48		
12.	Stapler large	No	24		
13.	Stapler large pins	Box	300		
14.	Cutter	No	24		
15.	Ball point blue	Pkt	24		
16.	Ball point black	Pkt	12		
17.	Pointer black, blue	Pkt each	12		
18.	Paper weight	No	06		
19.	Punch machine large	No	12		
20.	Box files	No	400		
21.	Steel scale	No	12		
22.	Dust been	No	12		
23.	Scotch tape 2inch	No	30		
24.	Binding tape	No	06		
25.	Binding cover	No	50		
26.	USSB 64GB (San Disk)	No	04		
27.	Envelope 11" x 13"	No	1000		
28.	Envelope 15" x 13"	No	1000		
29.	Eraser	Pkt	06		
30.	Plastic File Tray (color, red, blue)	No	12		
31.	Heary Duty Stapler	No	06		
32.	Ink blue, red, blue	Bottle	04		
33.	Envelope 4"x11" white	No	5000		
34.	Envelope 4" x 11"	No	5000		
35.	Shapners Dux	No	24		
36.	Water dumper	No	12		
37.	Stamp pad	No	12		
38.	Stamp pad ink	No	06		
39.	Color flags	Pkt	24		
Total Amount Rs.					

Note: Rate should also be quoted on Firm's letter head pad.

Details of Call Deposit Receipt (CDR)

Signature_____

No_____ **Amount**_____

Name of Bidder_____

Bank_____ **Branch**_____ **City**_____

CNIC No _____

Name of the Firm & Address _____ **Ph No** _____

N.T.N _____ **Sales Tax No.** _____

Issued By:

Muhammad Mazhar Waseem
Incharge Officer, Procurement & Inventory Control
Allama Iqbal Road Faisalabad, Phone: 041-9201468 & 9201030