



GOVERNMENT OF PAKISTAN
OFFICE OF THE ACCOUNTANT GENERAL PAKISTAN REVENUES
SECTOR G-8/4, ISLAMABAD

No. Admn-II /Procurement-Stationery /2024-25/

Dated: 06th August, 2024

TENDER NOTICE

Sealed tenders are invited under Rule-36(a) of Public Procurement Rules, 2004 for supply of Stationery Items for the financial year **2024-2025** as per tender documents.

2. Interested firms/dealers having GST/NTN number may quote the prices of items they want to supply in a sealed cover duly inscribed as under:-

“TENDER OF GENERAL STATIONERY AND OTHER COMPUTER STATIONERY (TONERS) ITEMS FOR OFFICE OF THE AGPR ISLAMABAD”

3. Tender documents containing list of items required as well as terms and conditions of supply can be collected from the **Accounts Officer (Admn-II)** on any working day during the office hours. Cost of Tender document is Rs.500/- non-Refundable.

4. Interested firms/dealers must provide following information/documents with their bids:

- Experience of supplying similar goods.
- Previous registration with any Govt. organization.
- Business/Office address, telephone and fax numbers.
- Attested copy of Certificate of Income Tax & Sales Tax registration.
- Certificate or undertaking/affidavit of not being blacklisted.
- List of clients where services have been rendered in last financial year.

5. The sealed bids along with earnest money which is **3%** of the total contract price should be submitted on or before 22nd **August 2024 (Thursday)** at **10:30 a.m.** to the undersigned.

6. Bidders will work out **3%** of the contract price considering the items they are interested in supplying. Tenders will be opened in the presence of bidders / representatives who choose to attend on the same day at **11:00 a.m.**

7. Suppliers may quote for one or all the items listed in the tender documents. Prices of items must be mentioned in given format. Contract (s) would be awarded item-wise to the lowest bidder(s).

(Mukhtar Ud Din)

Accounts Officer Admin-II
Office of the AGPR, Islamabad
Phone No.9260325