



TENDER NOTICE

Pakistan Bureau of Statistics, 1-B, S.M.C.H. Society, Karachi-74400 invites sealed bids from the firms/dealers/suppliers/Contractors etc. registered with Income Tax and Sales Tax Departments for supply of Office Stationery, Computer Stationery and Store Items for the financial year **2020-2021**.

2. Bidding documents, containing detailed terms and conditions etc. are available at General Section, Pakistan Bureau of Statistics, 1-B, S.M.C.H. Society, Karachi-74400 free of cost. Bidding documents can also be downloaded from (<http://www.pbs.gov.pk>).

3. The bids prepared in accordance with the instructions in the bidding documents must reach the office of undersigned, Pakistan Bureau of Statistics, 1-B, S.M.C.H. Society, Karachi-74400 on or before **28th October, 2020 at 11.30 A.M.** Bids will be opened the same day **at 12.00 P.M.** in the presence of firms/dealers/suppliers/Contractors etc. This advertisement is also available on PPRA website at www.ppra.org.pk.

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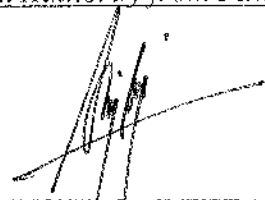
Terms and Conditions

1. Tender should accompany a pay order/bank draft as earnest money amounting to 2% of the total bid value of all the quoted items in favour of D.D.O, PBS, Karachi. **The earnest money is to be calculated on the basis of total amount of bid in respect of all items. (against which rates are being quoted).** The quantity of tentative and will depend upon the amount of release and actual demand during the financial year.
2. The earnest money of unsuccessful bidders will be released/refunded after completion of tender process. Earnest money will be transferred into security deposit for successful bidders and will remain in possession of this office until 30-06-2021. Bids without call deposit will be treated as invalid/cancelled forthright.
3. The interested parties/firms should have a regular place of business and landline telephone number as well as a valid email address. Further, all firms are required to furnish filled in bids on the provided prescribed format only.
4. An Affidavit to the effect that the firm have never indulged in any litigation and has never been blacklisted by any ministry/division/department/organization of the government must be attached with the bids.
5. The firm/suppliers should be well established and registered under sale tax ordinance having NTN number, ATFL etc. and vendor number with AGPR, Karachi.
6. Quoted rates against this tender for all item of office/computer stationery and miscellaneous store items should be inclusive of GST and all taxes and shall remain valid throughout the financial year ending on 30-06-2021. Payment will be made after the receipt of supplies and after completion all codal formalities as per Government rules and regulations.
7. Payment will be made after deduction of tax as prescribed the Government from time to time and on production of sale tax invoice by supplier at the time of supply of goods.
8. Order for supply of office/computer stationery miscellaneous items shall be placed as per requirements from time to time.
9. 1st, 2nd and 3rd lowest evaluated bidders will be bound to provide samples of each bids items within three days. The lowest evaluated bid shall be accepted according to PPRA rules.
10. Only one option for the item will be accepted in case of multiple options, the lowest one according to the specification will be considered.
11. The items will have to be delivered at Pakistan Bureau of Statistics situated at I-B, S.M.C.H. Society, Karachi free of cost. The lowest bidder will ensure the supply of the items for the whole financial year upto 30th June 2021 as per approved rates.
12. The competent authority will also have the right to cancel the contract partially and entirely during the financial year, the security amount will be forfeited and the firm will be blacklisted if items provided by the vendor are found substandard in quality or short in quantity and also if not supplied timely.

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13. Sealed Tenders complete in all respects should reach in the office of the undersigned at Pakistan Bureau of Statistics situated at I-B, S.M.C.H.S Society, Karachi upto **28th October, 2020 at 11.30 A.M.** which will be opened on same day at **12.00 P.M.** in the presence of the bidders/firms/representatives.
14. Cutting/Overwriting on specification rates of any items of the list will not be accepted.
15. The successful bidders will be bound to deliver the items within five days after receipt of confirmed supply order otherwise late delivery charges will be deducted from the payment as per following rate.
 - a) 2% deduction for late delivery upto 10 days
 - b) 4% deduction for late delivery upto 15 days.
 - c) If delivery of any item is not made within fifteen days, the supply order may be cancelled, bid money forfeited and the firm will be blacklisted.
16. PBS can asked to provide any document as and when required to clarify any query and reserves the right to accept any or cancel/reject all tenders in accordance with PPRA rules.
17. Rates should be quoted inclusive of all applicable taxes If any items or part thereof are exempted from levy of any tax, the bidder shall provide exemption certificate along with complete documents to this effect, otherwise tax will be deducted.
18. For the lowest evaluated bidder, the sample of each item is essentially required and the bidder is bound to produce sample as per the procedure laid down in term and condition, otherwise the next lowest evaluated bidder will be asked to provide sample and the contract will be awarded to the next bidder.
19. If any bidder found in fraudulent, collusive, corrupt or designed to established artificial prices and misrepresentation of facts during execution of contract or procumbent process, the authority shall be entitled to terminate the contract/recover the amount of any loss/blacklist the firm.

Note:- Tender is floated with the approval of Competent Authority from PBS, (HQ) Islamabad.


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