

Standard Bidding Document

Annual Tender for procurement of Stationery, Tonners, Electronic
Communication items and Misc. Usable items FY 2026-27
(Goods)

National

Single Stage-One Envelope



September 21, 2026

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REQUEST FOR BIDS

PROCUREMENT OF GOODS

1. The **NH&C Division (Heritage)** has reserved Funds for the procurement planned for FY **2026-27**. The **NH&C Division (Heritage)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "**Annual Tender for procurement of Stationery, Tonners, Electronic Communication items and Misc. Usable items FY 2026-27**" with the reference of "**P99232**".
2. The **NH&C Division (Heritage)** invites sealed Bids from eligible Bidders for procurement of goods described in the bidding documents on **EPADS v2.0**.
3. **Single Stage-One Envelope** will be used by adopting **Least Cost Based Selection (LCBS)** Technique for the subject procurement, in line with the Public Procurement Rules, 2004 and any Regulations, Regulatory Guides, Procurement Guidelines or Instructions issued by the Authority from time to time.
4. All Bids must be accompanied by a Bid Security amounting described in Bid Security Section in Bidding Document in the form of **Pay Order, Bank Guarantee** or all bids must be accompanied by bid securing declaration in the format specified in the Bidding documents
5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at **<https://epads.gov.pk/opportunities/federal/procurements/99232>** for all the interested bidders registered on **EPADS v2.0**. Bidders are required to get themselves registered on **EPADS v2.0** to participate in Bidding process.
6. The e-bids, prepared in accordance with the instructions in the e-Bidding Documents, must be submitted through **EPADS v2.0** on or before **Tuesday, October 6, 2026 12:00 PM**. E-bids will be opened using **EPADS v2.0** on the same day at **Tuesday, October 6, 2026 01:00 PM**. Manual submission of Bids shall not be entertained. Those vendors who have not yet registered on

the new version of **EPADS v2.0**, may register themselves on <https://vendors.epads.gov.pk/>. A tutorial to explain the registration process is available at <https://www.youtube.com/watch?v=MNW6T38v7tc>

In terms of Rule 48 of Public Procurement Rules, 2004 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on the procuring agency's website and on Authority's website at (www.ppra.org.pk).

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Instructions to Bidders

A. Introduction

1.Scope of Bids

1.1 The Procuring Agency (PA), as indicated in the **Bids Data Sheet (BDS)** invites Bids **through EPADS v2.0** for the provision of Goods for as specified in the BDS and **in Section V - Evaluation Criteria, Specifications & Schedule of Requirements**. The name, identification, and number of items/deliverables are provided in the **BDS**. The successful Bidders will be expected to provide the goods within the specified period and timeline(s) as stated in the **BDS**.

2. Source of Funds

2.1 Source of funds is referred in Clause-1 of Invitation for Bids.

3. Eligible Bidders

3.1 A Bidder may be natural person, company or firm or public or semi-public agency of Pakistan or any foreign country, or any combination of them with a formal existing agreement (on Judicial Papers) in the form of a joint venture, consortium, or association. In the case of a joint venture, consortium, or association, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The joint venture, consortium, or association shall nominate a Lead Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of the contract.

3.2 Verifiable copy of the agreement that forms a joint venture, consortium or association shall be required to be submitted as part of the Bid.

3.3 The appointment of Lead Member in the joint venture, consortium, or association shall be confirmed by submission of a valid Power of Attorney to the Procuring Agency.

3.4 Any bid submitted by the joint venture, consortium or association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated (or post qualified if required) with respect to its contribution only, and the responsibilities of each party shall not be substantially altered without prior written approval of the Procuring Agency and in line with

any instructions issued by the Authority.

(The limit on the number of members of JV or Consortium or Association may be prescribed in BDS, in accordance with the guidelines issued by the PPRA).

3.5 The invitation for Bids is open to all prospective suppliers, manufacturers, or authorized agents / dealers subject to any provisions of incorporation or licensing by the respective national incorporating agency or statutory body established for that particular trade or business. Procuring agencies shall specify the registration/licensing requirements for the foreign bidders keeping in view the requirement of that business.

3.6 A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest with one or more parties in this Bidding process, if they:

1. are associated or have been associated in the past, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications and other documents to be used for the procurement of the Goods to be purchased under this Invitation for Bids.
2. have controlling shareholders in common; or
3. receive or have received any direct or indirect subsidy from any of them; or
4. have the same legal representative for purposes of this Bid; or
5. have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bids of another Bidder, or influence the decisions of the Procuring Agency regarding this Bidding process; or
6. Submit more than one Bid in this Bidding process.

3.7 A Bidder may be ineligible if –

1. he is declared bankrupt or, in the case of company or firm, insolvent;
2. payments in favor of the Bidder is suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting (in accordance with the national laws) in the total or partial loss of the right to administer and dispose of its property;

3. the Bidder is convicted, by a final judgment, of any offence involving professional conduct;

4. the Bidder is blacklisted locally or by international organizations and hence debarred due to involvement in corrupt and fraudulent practices, or performance failure or due to breach of Bid securing declaration.

3.8 As and when required, bidders shall provide to the Procuring Agency evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively.

3.9 Bidders shall submit Bids relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract amounting to more than ten (10) percent of the Bid price is envisaged.

4. Eligible Goods and Related Services

4.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, and all expenditures made under the contract will be limited to such goods and services. For purpose of this Bid, ineligible countries are the countries declared ineligible by the Federal Government.

5. One Bid per Bidder

5.1 A bidder shall submit only one Bid, in the same bidding process, either individually as a Bidder or as a member in a joint venture or any similar arrangement.

5.2 The Bidder shall not engage a subcontractor for any portion of the contract if the value of such subcontracting exceeds thirty percent (30%) of the total contract amount.

6. Cost of Bidding

6.1 Any cost incurred by the bidder relating to the preparation and submission of its Bid shall be borne by the bidder, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

B. Bidding Documents

7. Contents of Bidding Document

7.1 The Goods required, Bidding procedures, and terms and conditions of the contract are prescribed in the Bidding Documents. In addition to the Invitation for Bids, the Bidding documents which should be read in conjunction with any addenda issued in accordance with **ITB 9.1** include:

Section I -Invitation to Bids

Section II Instructions to Bidders (ITB)

Section III Bid Data Sheet (BDS)

Section IV Evaluation Criteria, Specifications, Schedule of Requirements

Section V Bid Forms

Section VI General Conditions of Contract (GCC)

Section VII Special Conditions of Contract (SCC)

Section VIII Contract Forms

7.2 The Bidder is expected to examine all instructions, forms, terms and specifications in the Bidding documents. Failure to furnish all the information required in the Bidding documents through **EPADS v2.0** will be at the Bidder's risk and may result in the rejection of his Bids.

8. Clarification of Bidding documents

8.1 A prospective Bidder requiring any clarification of the Bidding documents may notify the Procuring Agency through **EPADS v2.0**.

8.2 The Procuring Agency will within three (3) working days after receiving the request for clarification, respond to any request for clarification through **EPADS v2.0** provided that such request is received not later than three (03) days prior to the deadline for the submission of Bids as prescribed in **ITB 22**

8.3 Copies of the Procuring Agency's response will be forwarded to all identified Prospective Bidders through **EPADS v2.0**, including a description of the inquiry, but without identifying its source.

8.4 Should the Procuring Agency deem it necessary to amend the Bidding document as a result of a clarification, it shall do so following the procedure under **ITB 9**.

8.5 If indicated **in the BDS**, the Bidder's designated representative is invited at the Bidder's cost to attend a pre-Bid meeting at the place, date and time mentioned **in the BDS**. During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding document.

8.6 Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be uploaded on **EPADS v2.0**. Any modification to the Bidding documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to **ITB 9**. Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a Bidder.

9. Amendment of Bidding documents

9.1 Before the deadline for submission of Bids, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder or Pre-Bid meeting may modify the Bidding documents by issuing addenda through **EPADS v2.0**.

9.2 The Procuring Agency shall promptly publish the addendum through **EPADS v2.0**.

9.3 Any addendum issued including the notice of any extension of the deadline shall also be communicated through EPADS v2.0 to all the bidders who have already submitted their bids. Such bidders shall have the right to withdraw their already submitted bid and re-submit the revised bid prior to the original or extended bid submission deadline.

9.4 To give prospective Bidders reasonable time in which to take an addendum/corrigendum into account in preparing their Bids, the Procuring Agency may, at its discretion, extend the deadline for the submission of Bids through **EPADS v2.0**:

Provided that the Procuring Agency shall extend the deadline for submission of Bids, if such an addendum is issued within last three (03) days of the Bids submission deadline.

C. Preparation of Bids

10. Language of Bid

10.1 The Bid prepared by the bidder, as well as all correspondence and documents relating to the Bids exchanged by the Bidder and the Procuring Agency shall be written in the English language unless otherwise specified in the BDS. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in the English language unless otherwise specified in the **BDS**, in which case, for purposes of interpretation of the Bidder, the translation shall govern.

11. Documents and samples Constituting the Bid

11.1 The Bid prepared by the Bidder shall constitute the documents required in the **BDS**.

Details of sample(s) where applicable and requested in the BDS.

1. Documentary evidence established in accordance with ITB that the Bidder is eligible and/or qualified for the subject bidding process;
2. Documentary evidence establish that the Bidder has been authorized by the manufacturer to deliver the goods into Pakistan, where required and where the supplier is not the manufacturer of those goods;
3. Documentary evidence establish that the goods and related services to be supplied by the Bidder are eligible goods and services, and conform to the Bidding Documents;
4. Bid security or Bid Securing Declaration furnished in accordance with **ITB 18**.

12. Documents Establishing Eligibility of the Goods and Conformity to Bidding documents

12.1 To establish the conformity of the bidder to the Bidding document, the Bidder shall furnish as part of its Bids the documentary evidence that Goods provided conform to the technical specifications and standards.

13. Documents Establishing Eligibility and Qualification of the Bidder

13.1 The Bidder shall furnish, as part of its Bid, all those documents establishing the Bidder's eligibility to participate in the Bidding process and/or its qualification to perform the contract if its Bid is accepted.

14. Form of Bids

14.1 The Bidder shall fill the Form of Bid furnished in the Bidding documents. The Bids Form must be completed without any alterations to its format and no substitute shall be accepted.

15. Bids Prices

15.1 The Bids Prices quoted by the Bidder in the Form of Bid and in the Price Schedules shall conform to the requirements specified below or exclusively mentioned hereafter in the Bidding documents.

15.2 All items in the Schedule of Requirement must be listed and priced separately in the Price Schedule(s). If a Price Schedule shows items listed but not priced and neither explicitly denied, their prices shall be construed to be included in the prices of other items.

15.3 Items not listed in the Price Schedule shall be assumed not to be included in the Bid, and provided that the Bid is still substantially responsive in their absence or due to their nominal nature, the corresponding average price of the respective item(s) of the remaining substantially responsive Bidder(s) shall be construed to be the price of those missing item(s).

15.4 The Bid price to be quoted in the Form of Bid in accordance with **ITB 14.1** shall be the total price of the Bid.

15.5 The Bidder shall indicate on the appropriate Price Schedule, the unit prices (where applicable) and total Bid price of the Goods it proposes to provide under the contract.

15.6 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account. A Bid submitted with an adjustable price will be treated as non-responsive and shall be rejected.

16. Bids Currencies

16.1 Prices shall be quoted in Pakistani Rupees unless otherwise specified in the BDS in accordance with Rule 30 (2) of the Public Procurement Rules, 2004.

17. Bids Validity Period

17.1 Bids shall remain valid for the period specified in the **BDS** after the Bid submission deadline prescribed by the Procuring Agency. A Bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive. The period of Bid validity will be determined from the complementary Bid securing instrument, i.e. the expiry period of Bid Security or Bids Securing Declaration as the case may be.

17.2 The procuring agency shall ordinarily be under an obligation to process and evaluate the bid and to issue letter of award within the stipulated bid validity period.

17.3 Under exceptional circumstances, prior to the expiration of the initial Bid validity period, the Procuring Agency may request the Bidders' consent to an extension of the period of validity of their Bids only once through **EPADS v2.0**, for the period not more than the period of initial bid validity. The Bid Security provided under **ITB 18** shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security or causing to be executed its Bid Securing Declaration. A Bidder agreeing to the request will not be required nor permitted to modify its Bid, but will be required to extend the validity of its Bid Security or Bid Securing Declaration for the period of the extension.

18. Bid Security or Bid Securing Declaration

18.1 The Bidder shall furnish as part of its Bid, a Bid Security in accordance with Rule 25 of the Public Procurement Rules, 2004.

18.2 The original Bid Security shall be enclosed within the sealed envelope and to be submitted physically before closing time for submission of bids. Whereas, scanned copy of bid security shall be uploaded electronically through EPADS v2.0 before closing hours for submission of bids.

18.3 The Bidder who failed to submit the original Bids security before the submission deadline shall be disqualified straightaway.

18.4 The Bid Security or Bid Securing Declaration is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to **ITB 18.7**.

18.5 The Bid Security shall be denominated in the local currency, and it shall be a Bank Draft in the name of the Procuring Agency and valid for twenty-eight (28) days beyond the end of the validity of the Bid. This shall also apply if the period

for Bids/Bid Validity is extended. In either case, the form must include the complete name of the Bidder.

18.6 The Bid Security shall be payable promptly upon written demand by the Procuring Agency in case any of the conditions listed in **ITB 18** are invoked.

18.7 Unsuccessful Bidders' Bid Security will be discharged or returned as promptly as possible, however in no case later than thirty (30) days after the expiration of the period of Bids Validity prescribed by the Procuring Agency pursuant to **ITB 17**. The Procuring Agency shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, after whichever of the following that occurs earliest:

- a. the expiry of the Bid Security;
- b. the entry into force of a procurement contract and the provision of a Performance Guarantee, for the performance of the contract if such a guarantee, is required by the Bid documents;
- c. the rejection by the Procuring Agency of all Bids;
- d. the withdrawal of the Bids prior to the deadline for the submission of Bids, unless the Bids documents stipulate that no such withdrawal is permitted.

18.8 The successful Bidder's Bids Security will be discharged upon the Bidder signing the contract, or furnishing the Performance Guarantee.

18.9 The Bid Security may be forfeited or the Bid Securing Declaration executed:

- a. if a Bidder:
- b. withdraws its Bid during the period of Bid Validity as specified by the Procuring Agency, and referred by the Bidder on the Form of Bids except as provided for in **ITB 17.2**; or
- c. does not accept the correction of errors; or
- d. in the case of a successful Bidder, if the Bidder fails:
- e. to sign the contract; or
- f. to furnish Performance Guarantee.

19. Withdrawal, Substitution, and Modification of Bid

19.1 Before Bid submission deadline, any Bidder may withdraw, substitute, or modify its Bid after it has been submitted through EPADS v2.0. Bids requested to be withdrawn, shall be returned unopened to the Bidders through **EPADS v2.0**.

20. Format and Signing of Bid

20.1 The Bidder shall prepare and submit Bids with due diligence after carefully reading all the terms and condition **before bid submission deadline** through EPADS v2.0.

D. Submission of Bids

21. Submission of Bids through EPADS v2.0

21.1 The Technical and Financial Bids if required to submitted, shall be submitted on **EPADS v2.0**.

22. Deadline for Submission of Bids

22.1 Bids shall be received by the Procuring Agency through **EPADS v2.0** before bid submission deadline.

22.2 The Procuring Agency may, under exceptional circumstances, extend the deadline for the submission of Bids, after recording reasons in writing and in an equal opportunity manner.

In such case, all rights and obligations of the Procuring Agency and the Bidders that were previously governed by the original deadline shall thereafter be subject to the revised deadline.

E. Opening and Evaluation of Bids

23. Opening of Bids

23.1 The Bid Evaluation Committee of the Procuring Agency shall open all Bids through the EPADS v2.0, on the date and time specified in the Bid Data Sheet (BDS).

23.2 The Bid Evaluation Committee **shall generate minutes through EPADS v2.0 containing brief details of bid opening process.** The record of the Bid opening shall include, as a minimum: the name of the Bidder, the Bid price if applicable, and the presence or absence of a Bid Security or Bid Securing Declaration.

23.3 The procuring agency shall live broadcast the opening of bids on national media or on their website or digital channels, if the volume of procurement exceeds five hundred million rupees in case of goods and services and one thousand million rupees in case of works.

23.4 In case the date of opening of bid has been declared as public holiday or the procuring agency fail to open bid due to any EPADS v2.0 related issues, the submission and opening of bids shall be shifted to the next working day on the same time.

23.5 In case of Single Stage One Envelope Procedure, the Bidders names, the Bid prices, the total amount of each Bid and, the presence or absence of Bid Security, Bid Securing Declaration and such other details as the Procuring Agency may consider appropriate, will be announced by the Bid Evaluation Committee.

24. Clarification of Bids

24.1 To assist in the examination, evaluation and comparison of Bids of the Bidders, the Procuring Agency may, ask any Bidder for a clarification of its Bid including breakdown of prices.

24.2 The request for clarification and the response shall be sought through EPADS v2.0 **before three days prior to the deadline for submission of bids.** No change in the prices or substance of the Bids shall be sought, offered, or permitted.

24.3 The alteration or modification in the BIDS which in any way affect the following parameters will be considered as a change in the substance of a Bids:

1. evaluation & qualification criteria;
2. required scope of work or specifications;
3. all securities requirements;
4. tax requirements;

5. terms and conditions of Bidding documents.

6. change in the ranking of the Bidder

24.4 From the time of Bids opening to the time of Contract award if any Bidder wishes to contact the Procuring Agency on any matter related to the Bids it should do so through **EPADS v2.0**.

25. Preliminary Examination of Bids

25.1 Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid:

1. meets the eligibility criteria defined in **ITB 3**;
2. has been prepared as per the format and contents defined by the Procuring Agency in the Bidding documents;
3. is accompanied by the required securities; and
4. is substantially responsive to the requirements of the Bidding documents.

25.2 The Procuring Agency's determination of a Bid's responsiveness will be based on the contents of the Bid itself.

25.3 A substantially responsive Bid is one which conforms to all the terms, conditions, and specifications of the Bidding documents, without material deviation or reservation. A material deviation or reservation is one that: -

1. affects in any substantial way the scope, quality, or performance of the Goods;
2. limits in any substantial way, inconsistent with the Bidding documents, the Procuring Agency's rights or the Bidders obligations under the Contract; or
3. if rectified, would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.

25.3 If a Bids is not substantially responsive, it will be rejected by the Procuring Agency and may not subsequently be evaluated for complete technical responsiveness.

26. Examination of Terms and Conditions; Technical Evaluation

26.1 The Procuring Agency shall examine the Bids to confirm that all terms and conditions specified in the **GCC** and the **SCC** have been accepted by the Bidder without any material deviation or reservation.

26.2 The Procuring Agency shall evaluate the technical aspects of the Bids submitted, to confirm that all requirements specified in Schedule of Requirements and Technical Specifications of the Bidding documents have been met without material deviation or reservation.

26.3 If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the Bid is not substantially responsive in accordance with **ITB 25.2**, it shall reject the Bid.

27. Correction of Errors

27.1 Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -

1. if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;
2. if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and
3. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.
4. Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bids, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

27.2 The amount stated in the Bid will, be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors and, with the concurrence of the Bidder, shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bids Securing Declaration may be executed.

28. Conversion to Single Currency

28.1 To facilitate evaluation and comparison, the Procuring Agency will convert all Bids prices expressed in the amounts in various currencies in which the Bids prices are payable. For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate prevailing on the date of opening of financial bids specified in the bidding documents, in accordance with weighted average customer exchange rates list issued by the State Bank of Pakistan on that day.

29. Evaluation of Bids

29.1 The Bids, quotations, or proposals shall be evaluated by the respective evaluation committees as per evaluation criteria described in the Bidding Documents in accordance with Rule 29 and 30 of the Public Procurement Rules, 2004.

1. Least Cost Based Selection (LCBS)

After meeting the requirements of eligibility, qualification and substantial responsiveness, the bid in compliance with all the mandatory (technical) specifications/requirements and/or requisite quality threshold (if any), and having lowest evaluated cost (or financial proposal) shall be considered Successful Bid.

2. Quality and Cost Based Selection (QCBS)

In such combination, there shall be some specific weightage of both the technical features and financial aspects of the proposal. The financial marks shall be awarded on the basis of inverse proportion calculations. The successful bid shall be declared, on the basis of combined evaluation.

3. Quality Based Selection (QBS)

After meeting the requirements of eligibility, qualification and substantial responsiveness the bid in compliance with all the mandatory (technical) specifications/requirements and attaining highest marks in the Technical Evaluation considering all other qualitative and/or quantitative parameters (or point rated criteria) for technical proposal(s) such as working methodology, implementation plan, resource allocation, additional functionalities, risk management approach, knowledge transfer techniques, post implementation methodology etc. shall be treated as highest ranked bid. Later on, the financial proposal of highest ranked bidder shall be opened, however, in case of failure to proceed further with such a bidder, the procuring agency may resort to second

highest bidder and so on.

29.2 In case of tie of bids, the bidders shall be provided an opportunity to offer their best and final monetary offer through EPADS v2.0. However, in no case the rates shall be higher than the original financial bids.

30. Domestic Preference

30.1 The procuring agency shall evaluate and compare bids, allow for preference to domestic bidders, while competing with the international bidders in accordance with the policies of Federal Government.

The percentage of preference, to be accorded shall be clearly mentioned in the bidding documents under the bid evaluation criteria.

31. Determination of Successful Bid

31.1 Selection technique will be adopted for determining the Successful Bid in accordance with the criteria referred in the BDS or prescribed in the separate section titled as Evaluation Criteria.

31.2 In case where the Procuring Agency adopts the Cost Based Evaluation Technique and, the Bid with the lowest evaluated price from amongst those which are eligible, compliant and substantially responsive shall be the Successful Bid.

31.3 The Procuring Agency may adopt the Quality & Cost Based Selection Technique due to the following two reasons:

1. Where the Procuring Agency knows about the main features, usage and output of the products; however not clear about the complete features, technical specifications and functionalities of the goods to be procured and requires the bidders to submit their proposals defining those features, specifications and functionalities; or
2. Where the Procuring Agency, in addition to the mandatory requirements and mandatory technical specifications, requires parameters specified in Evaluation Criteria to be evaluated while determining the quality of the goods.

31.4 In such cases, the Procuring Agency may allocate certain weightage to these factors as a part of Evaluation Criteria, and may determine the ranking of the bidders on the basis of combined evaluation in accordance with provisions of Rule 2(1)(h) of the Public Procurement Rules, 2004.

32. Abnormally Low Financial Bids

32.1 Where the Bid price is considered to be abnormally low, the Procuring Agency shall perform price analysis either during determination of Successful Bids or as a part of the post-qualification process.

32.2 The Procuring Agency may reject an Abnormally low financial bids.

32.3 In order to identify the Abnormally Low Bids (ALB) following approaches can be considered to minimize the scope of subjectivity:

1. Comparing the Bids price with the cost estimate;
2. Comparing the Bids price with the Bids offered by other Bidders submitting substantially responsive Bids; and
3. Comparing the Bids price with prices paid in similar contracts in the recent past either government- or development partner-funded.

32.4 The Procuring Agency will determine to its satisfaction whether the Bidder that is selected as having submitted the successful bid is qualified to perform the contract satisfactorily.

32.5 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information as the Procuring Agency deems necessary and appropriate. Factors not included in these Bidding documents shall not be used in the evaluation of the Bidders' qualifications.

32.6 Procuring Agency may seek "Certificate for Independent Price Determination" from the Bidder and the results of reference checks may be used in determining an award of contract.

Explanation: The Certificate shall be furnished by the Bidder. The Bidder shall certify that the price is determined keeping in view of all the essential aspects such as raw material, its processing, value addition, optimization of resources due to economy of scale, transportation, insurance and margin of profit etc.

32.7 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's Bids, in which event the Procuring Agency will proceed to the next ranked Bidder to make a similar determination of that Bidder's capabilities to

perform satisfactorily.

F. Award of Contract

33. Criteria of Award

33.1 The Procuring Agency will award the Contract to the Bidder whose Bids has been determined to be substantially responsive to the Bidding documents and who has been declared as Most Advantageous Bidder.

34. Negotiations

34.1 The procuring agency shall not engage in negotiations with respect to scope and price with the bidder except when the procuring agency conducts a procurement using direct **or negotiated** contracting or a request for proposals with evaluation based on quality alone.

34.2 The procuring agency may negotiate with the most advantageous bid with a view to streamline the work or task execution, at the time of contract finalization on methodology, work plan, staffing, finalizing payment arrangements, delivery arrangements, minor amendments to the special conditions of the contract.

35. Procuring Agency Right to reject all bids

35.1 The Procuring Agency reserves the right to reject all bids or proposals at any time prior to the issuance of the Letter of Award, without incurring any liability, in accordance with Rule 33 of the Public Procurement Rules, 2004.

36. Procuring Agency's Right to Vary Quantities at the Time of Award

36.1 The Procuring Agency reserves the right at the time of contract award to increase or decrease the **quantity of** Goods originally specified in these Bidding documents provided this does not exceed **by** 15%, without any change in unit price or other terms and conditions of the Bids and Bidding documents.

37. Notification of Award

37.1 Prior to the award of contract, the procuring agency shall announce and publish the result of bid evaluation on **EPADS v2.0** in accordance with Rule 35

of the Public Procurement Rules, 2004.

37.2 The Bidder whose Bids has been accepted will be notified of the award by the Procuring Agency prior to expiration of the Bids/Bid Validity period. The Letter of Award will state the sum that the Procuring Agency will pay the successful Bidder in consideration for the delivery of Goods as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price).

37.3 The Letter of award will constitute the formation of the Contract, subject to the Bidder furnishing the Performance Guarantee and signing of the contract.

38. Signing of Contract

38.1 Promptly after issuance of Letter of award, Procuring Agency shall send the successful Bidder the draft Contract, incorporating all terms and conditions as agreed by the parties to the contract.

38.2 Immediately after the Redressal of grievance by the GRC (if any), mandatory standstill period in accordance with Rule 35 of the Public Procurement Rules, 2004 and **after fulfillment of all condition's precedent** of the Contract Form, the successful Bidder and the Procuring Agency shall sign the Contract.

39. Corrupt & Fraudulent Practices

39.1 Procuring Agencies (including beneficiaries of Government funded projects and procurement) as well as Bidders/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts, and will avoid to engage in any corrupt and fraudulent practices.

F. Grievance Redressal & Complaint Review Mechanism

40. Constitution of Grievance Redressal

40.1 The Grievance Redressal Committee shall address the grievance, if any submitted by any party, including the bidder, in accordance with Rule 48 of the Public Procurement Rules, 2004 to be read with Redressal of Grievances Regulations, 2021.

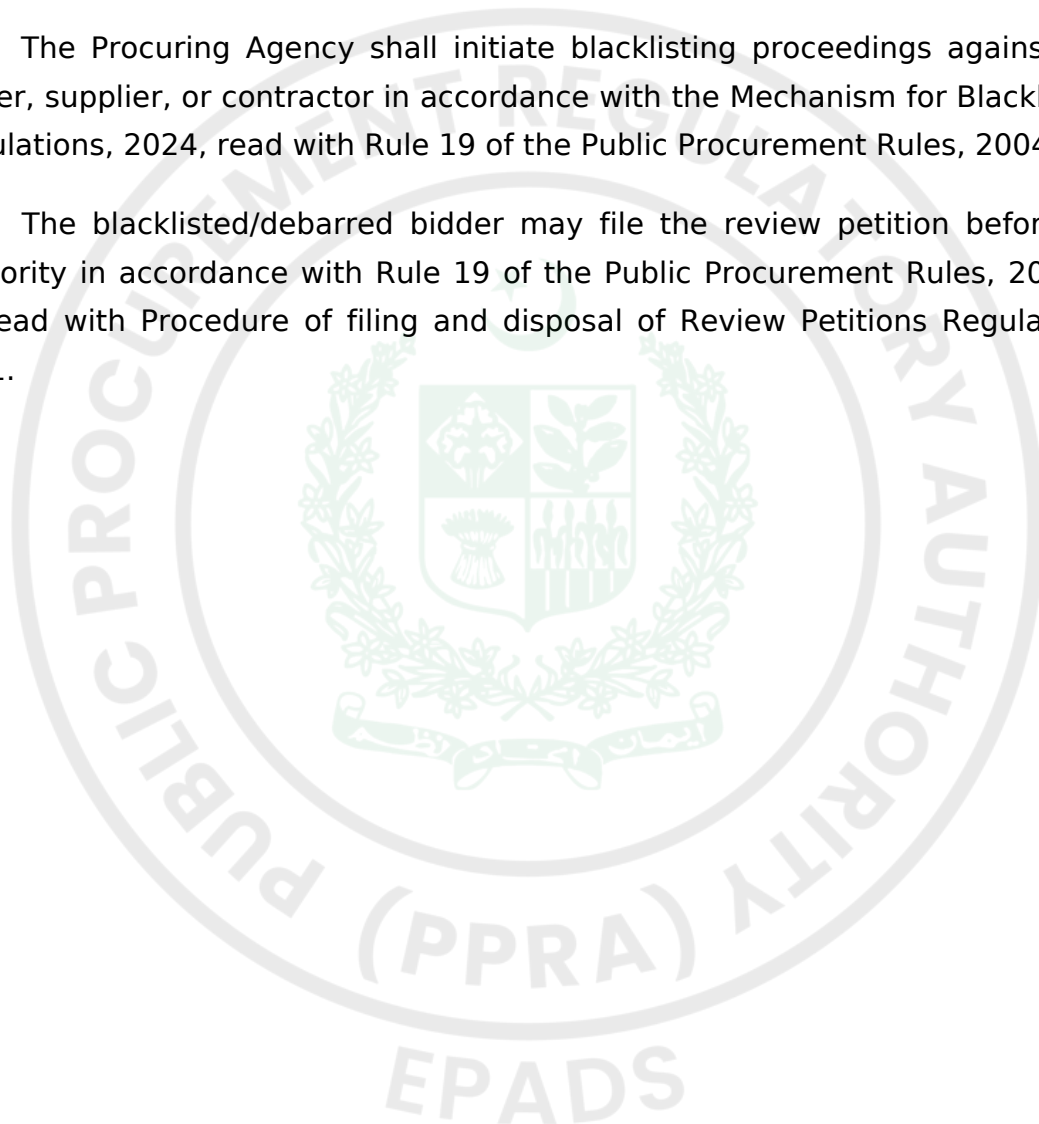
40.2 In case if any party or the bidder is not satisfied with the decision of the GRC or if it fails to decide within ten days, the bidder or the party may file an appeal before the Appellate Committee of the Authority in accordance with Rule 48 of the Public Procurement Rules, 2004 to be read with Redressal of Grievances Regulations, 2021.

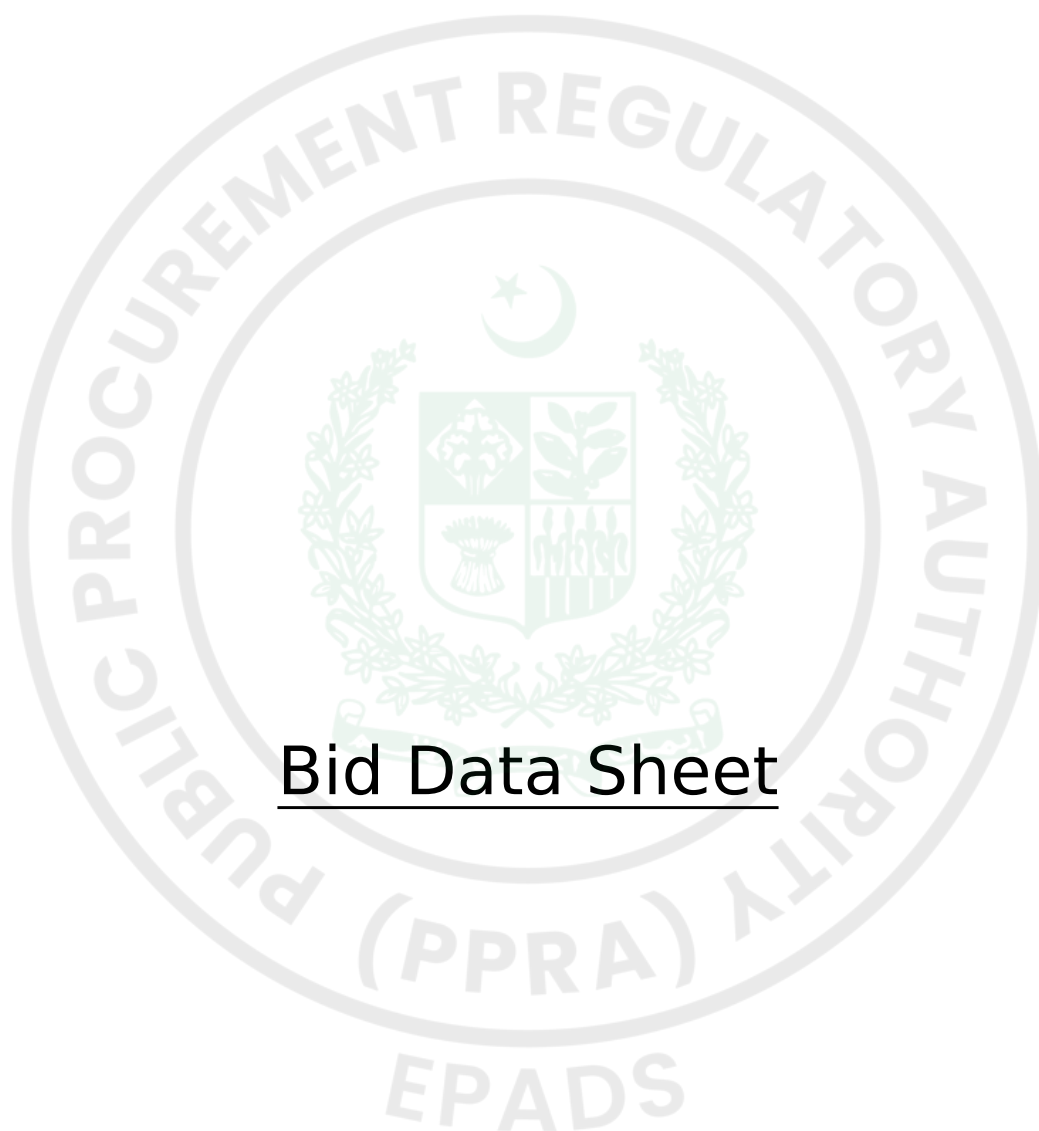
G. Mechanism of Blacklisting

41. Mechanism of Blacklisting

41.1 The Procuring Agency shall initiate blacklisting proceedings against any bidder, supplier, or contractor in accordance with the Mechanism for Blacklisting Regulations, 2024, read with Rule 19 of the Public Procurement Rules, 2004.

41.2 The blacklisted/debarred bidder may file the review petition before the Authority in accordance with Rule 19 of the Public Procurement Rules, 2004 to be read with Procedure of filing and disposal of Review Petitions Regulations, 2021.





Bid Data Sheet

Bids Data Sheet (BDS)

The following specific data for the procurement of Goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

BDS Clause Number

ITB Number

Amendments of, and Supplements to, Clauses in the Instruction to Bidders

A. Introduction

BDS Clause Number 1

ITB Number 1.1

Name of Procuring Agency: **NH&C Division (Heritage)**

The subject of procurement is: **Annual Tender for procurement of Stationery, Tonners, Electronic Communication items and Misc. Usable items FY 2026-27**

Expected commencement date: **Wednesday, October 21, 2026**

BDS Clause Number 2

ITB Number 2.1

Financial year for the operations of the Procuring Agency: **2026-27**

Name and identification number of the Contract: **P99232**

BDS Clause Number 3

ITB Clause Number 3.1

JV/Consortium or Association Allowed: **No**

Number of JV/Consortium Members: **Nil**

see section of eligibility criteria.

B. Bidding Documents

BDS Clause Number 4

ITB Number 8.1

The Bidders may seek clarifications through **EPADS v2.0** : Clarification Date:
Wednesday, September 30, 2026

C. Preparation of Bids

BDS Clause Number 5

ITB Number 10.1

The Language of all correspondences and documents related to the Bids shall be in: **English**

List of documents required along with the bid: No

BDS Clause Number 6

ITB Number 11.1

Items/Lots and threre related documents:

See section items and Lots

BDS Clause Number 7

ITB Number 12.1

Items / Lots Specifications:

see section of items specifications.

BDS Clause Number 8

ITB Number 15.6

The price shall be **Fixed**.

BDS Clause Number 9

ITB Number 16.1

Currency of the Bids shall be : **PKR**

BDS Clause Number 10

ITB Number 17.1

The Bids/Bid Validity period shall be: **190 Days**

BDS Clause Number 11

ITB Number 18.1

The amount of Bid Security shall be as defined in Bid Security Section for items and lots given in **BDS 6**

The Bid Security shall be in the form of: **Pay Order, Bank Guarantee**

D. Submission of Bids

BDS Clause Number 12

ITB Number 20.1

Bid shall be submitted online on EPADS v2.0 whereas hard copy of the bid security should be submitted to the following;

4th floor, Kohsar Block, Pak Secretariat, Islamabad before bid submission deadline.

Bids that are not submitted on EPADS v2.0 shall be disqualified.

The deadline for Bids submission is: **Tuesday, October 6, 2026 12:00 PM**

E. Opening and Evaluation of Bids

BDS Clause Number 13

ITB Number 23.1

The Bids opening shall take place on **EPADS v2.0**.

Day : **Tuesday**

Date: **Tuesday, October 6, 2026**

Time : **01:00 PM**

BDS Clause Number 14

ITB Number 31.1

Selection technique adopted will be: **Least Cost Based Selection (LCBS)**
see Evaluation Criteria

F. Review of Procurement Decisions

BDS Clause Number 15

ITB Number 41.1

Grievance against this procurement shall be submitted online on EPADS v2.0.

Arbitrator shall be appointed by mutual consent of the both parties.

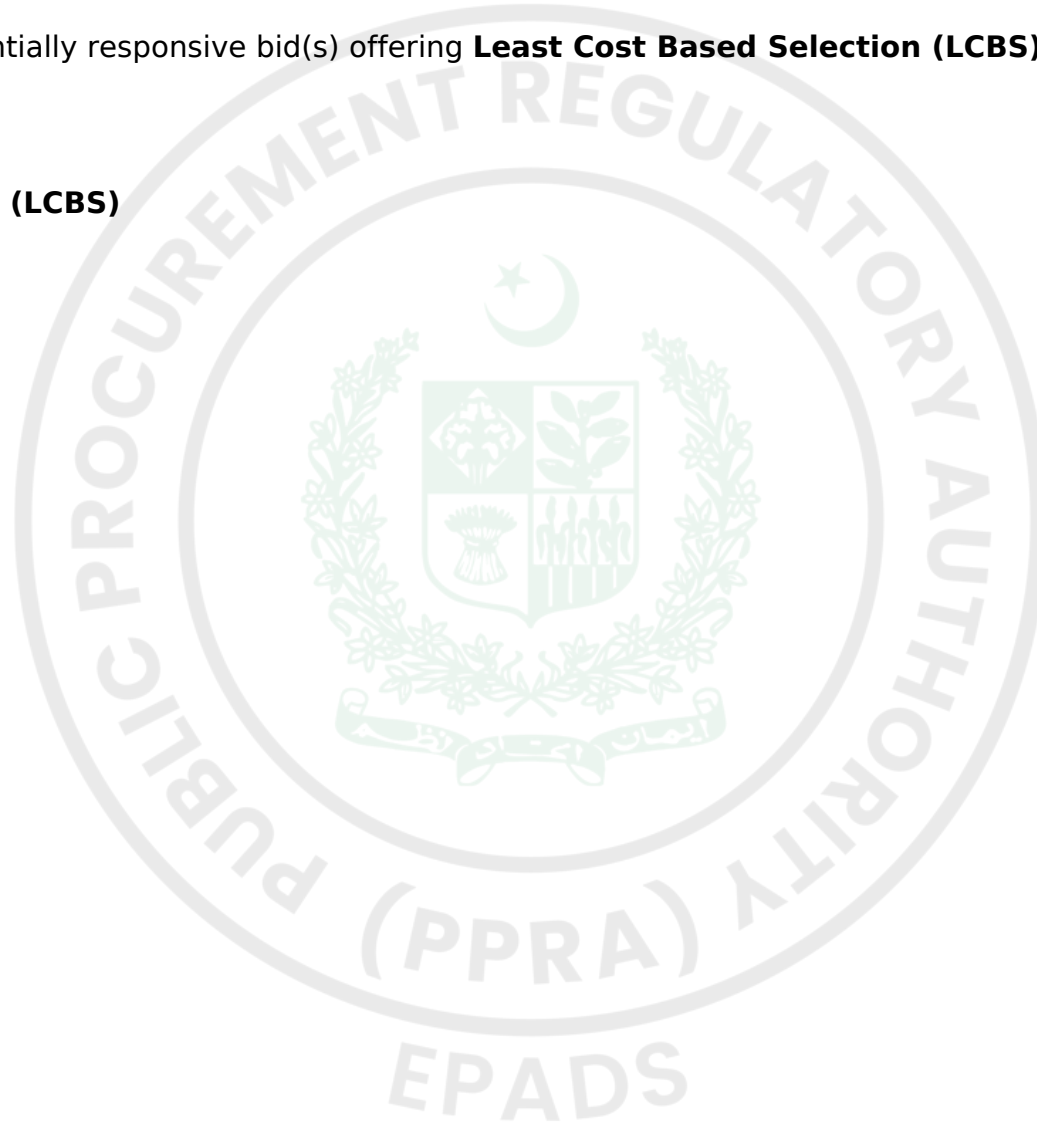
Eligibility Criteria

Bidder's Type	Required Registration
Individual / Individual Consultant	NADRA CITIZENSHIP (CNIC/NICOP)
Sole Proprietorship	FBR (NTN)
Company (Private Limited)	FBR (GSTN)
Company (Public Limited)	

Evaluation Criteria

Eligible bidder(s) with substantially responsive bid(s) offering **Least Cost Based Selection (LCBS)** shall be consider for the award of contract(s).

Least Cost Based Selection (LCBS)



Items/Lots

Items Without Lots :

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer / Dealer Authorization	Warranty
Attendance Register	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
ACR Papers (Yellow, 100 Sheets) 80 Gram as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
ACR Papers (Pink, 100 Sheets) 80 Gram as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--
Ball Point Piano Point 0.88mm or Equivalent as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Ball Point Uni-ball Signo Gel Ink Roller Ball 0.7 mm as per sample	Office product equipment and stationery consumable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--
Board Marker Temporary mercury or equivalent	Office product equipment and stationery consumable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Binding Plastic Sheet, A-4 size 100 sheets as per sample	Office product equipment and stationery consumable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--
Binding Tape 3" as per sample	Office product equipment and stationery consumable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Foam Double Tape 2 inch as per sample	Office product equipment and stationery consumable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Board Marker Permanent mercury or equivalent	Office product equipment and stationery consumable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Box Liver File A4 Size Imported as per sample	Office product equipment and stationery consumable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Box Liver File Legal Imported as per sample	Office product equipment and stationery consumable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Correction Pen pelican or equivalent as per sample	Office product equipment and stationery consumable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Cut Marker as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Correction Tape as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Card Holder Display for Desk, Clear Acrylic Cards Organizer 3 Tier 3 Slots as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Dak Book No.8 as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Dak Pad (Superior quality) Green with embossed naming of Division and Government logo as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Double Punch Machine (Heavy Duty punch100 pages) as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Drafting Pad A4 (60 pages)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Drafting Pad Small (50 pages)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Engagement Stand A4 Size	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Envelopes SE-8 White (File Size)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Envelops A-4 White	Stationery and PPE	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Envelope A-4 Brown	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Envelops SE.5 Brown	Office product equipment and stationery consumable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Envelops SE.5 White	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Envelops SE.6 Brown	Stationery and PPE	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Envelops SE.6 White	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Envelops SE.8 Brown (File Size)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Eraser (Rubber)	Office product equipment and stationery consumable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
File Board with Flapper (fine quality)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
File Opening Register	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Glue Stick 40 Grams UHU or equivalent (as per sample)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Highlighter (Superior quality) as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Lead Pencil dear or equivalent	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Log Book (No 8)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Office Desk Organizer 8pcs Set (as per sample)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Officer Leather Pad with Ring Diary as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Office File Cover as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Leather Clip Board A4 as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Note Sheet Pad 50 Sheets (Imported Quality)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Paper Clip Apex 30 MM	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--
Binder Clip 32 MM	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Paper Cutter (Stainless Steel) Best Quality as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Paper Pins 28GMS China	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Pointer Pen as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--
Posted Pad Large	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Posted Pad Medium	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Posted Pad Small	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Memo Paper 4 pads /75x18 cm 4 neon colors as per sample	Stationery and PPE	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Metal Mash Letter Tray 3 steps	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Metal Binder Clip	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Metal Mash Stationery Desk Organizer 4 compartment	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Punch Machine Single Hole as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Packing Tape Large Size	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Register liner Imported Quality (250 pages)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Red Paper Seal (1000 seal)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Slide Bar File A4 plastic as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Scale (Steel)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Scissors (Plastic head Superior Stainless Steel) As per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Scotch tap Large 1x72	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Sharpener (steel) Dux or equivalent	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Sharpener Machine Fine quality	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Shorthand Note Book Large	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Stapler Machine (staple 20 pages)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Stapler Machine heavy duty (staple 200 pages)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Stapler Pins 24/6	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Stapler Pins Heavy duty 23/17	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Stapler Pins Heavy duty 23/24	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Stapler Pins Heavy duty 23/10	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Stapler Pin Clipper	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Scotch Tape Dispenser	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Schneider One Hybrid C 05 as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Summary Paper A-4 Size 80 Grams 500 Sheets Imported as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	5000 PKR	--	--	--
Summary Paper Legal Size 90 Grams 500 Sheets Imported	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Si-Pen S5 Rollerball Pen Needle Tip as per sample	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--
Stamp Pad	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Stamp Pad Ink Refill	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Table Diary Riffle	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Table Calendar Executive Quality	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Telephone Index (55 pages)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Tag Superior Quality	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Thumb Pin Steel	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Unibal Eye Original	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--
Visiting Card album (20 pages)	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
White board 3x2	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
White board 5x3	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Zip File Folder Legal with Clip 150 sheets with dual hanging strip.	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
My Clear Bag - Double Pocket Button Bag (Pack Of 12 - Multi Color) Size : 35.3cm X 26.2cm	Stationery	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Toner Photocopier Cannon IR 4525i (original/ genuine)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Tonner Photo Copier RICOH MP201 SPF (original/ genuine)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Toner for photocopier Konica Minolta Bizhub 450i (original/ genuine)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Toner for printer Pantum M6609NW (Original/ Genuine)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Toner for printer Canon LBP-226W (Compatible)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Toner Printer HP 1020 (Compatible)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Toner Printer HP 1102 (-do-)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Toner Printer HP-1022-N (-do-)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Tonner Printer Multifunctional 17A (Compatible)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Tonner Printer Multifunctional 79A (Compatible)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Tonner Printer Multifunctional MF235 (Compatible)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Toner Printer MFP-130FN/130FNW (Compatible)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Toner Printer HP M404 DN (Compatible)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Toner Printer HP M402 DNE (Compatible)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Tonner Printer HP137 FNW (Compatible)	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Color Tonner LaserJet Pro 400 color MFP M475dn	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Color Tonner HP Ink Tank 310	Printer or facsimile toner	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Flash Drive 64 GB OTG 3.0	Pen or flash drive	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Flash Drive 64 GB 3.0	Pen or flash drive	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Flash Drive 32 GB 3.0	Pen or flash drive	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Flash Drive 32 GB OTG 3.0	Pen or flash drive	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Flash Drive 8 GB 3.0	Pen or flash drive	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	5000 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Wireless USB Adapter Ax1300 as per sample	Pen or flash drive	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Wireless USB Adapter Ax1800 as per sample	Pen or flash drive	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Branded Wireless Key Board Plus Mouse as per sample	Keyboards	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
USB Optical Wire Key Board	Keyboards	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
USB Optical Mouse Wire	Keyboard and mouse kit	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
TP Link wifi Adaptor 300mbps as per sample	Wireless fidelity base stations Wifi	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
TP-Link Wifi Router as per sample	Wireless fidelity base stations Wifi	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Network Switch 8 Port	Network switches	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Network Switch 5 Port	Network switches	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Branded Computer Power Cable	Computer power supply	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Branded VGA Cable	Signal cable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Branded HDMI Cable	Signal cable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
1 TB External Hard Drive	Portable hard disk storage device	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Tripod Stand as per sample	Camera tripods	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Extension USB Cable (U Green) 10 Meters	Universal serial bus USB extension cable	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Wireless Headphone / Mic	Headphones	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
One TB USB	Hard disk drives	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
A4 Tech 940HA FHD 1080P Camera as per sample	Video conference cameras	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Acid as per sample	Toilet cleaners	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Acrylic Glass Sheild as per sample	Acrylic sheets	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Artificial Plants with Pot 4 feet as per sample	Artificial plants	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Heavy Duty Steering Wheel Lock - Anti-Theft Locks Vehicle Security Device Keyless Car Lock 5 Password Coded Lock as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Airwick Dispenser as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Airwick Refiller as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Febreeze Air Mist Spary 185ml as per sample	Arctic mist nectarines	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Antiseptic Liquid Solution (1 Liter) as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Air Freshener Crown Perfumes Sultan Imported as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	5000 PKR	--	--	--
Ashtray (Glass)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Back care cushion Master or equivalent as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
MoltyOrtho Cool Memory Coccyx Cushion as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Lumbar Support Cushion as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Long Handle Broom And Dustpan Set	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Molty Foam Jai Namaz as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Bathroom Brush superior quality	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Broom Hard (500 gram) as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Broom Soft (500 gram) as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Bucket Plastic (20 liter)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Calculator Large Size 14 digit	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Multi Surface Cleaner as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Dust Bin (10 liter) Stainless Steel	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Dust Bin Garbage Roll (20 liter Dust Bin)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Dust Bin with foot handle Stainless Steel (10 liter) as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Duster floor	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Duster Best Quality 24"x24"	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Deuron 1.7 L Electric Kettle DN-522 as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Electrical Tape	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Flash Commode Cleaning Brush	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Facemask box	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Freshmatic Refiller as per sample as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Souvenirs as per sample	Souvenirs	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	5000 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Lemon Max Dishwashing Paste (400 gram) as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Large garbage dustbin 240 Litter with padal and wheels as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
LED Tube Rod (04 feet) 40 watt as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Laptop Bag Imported Quality as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Long Handle Cleaning Brush	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Liquid Hand Wash (500 ml) as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Pachara as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Mop with Steel Handle as per sample	Miscellaneous assembly machines	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Floor Cleaning Mopping Set 25L Bucket Complete Mop Mop Heads Wet Floor Sign Commercial Professional Cleaner Tools as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Multani Blue Pottery Tea Set 24 Piece as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Multani Dry Fruit Set 6 piece as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Multani Dinner Set 43 piece as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
3 tier blue pottery multani cake stand	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Multani blue pottery biscuits dish	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
National Flag (making of flag with golden & embroidery with steel chrome stand with 6 feet height)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Government of Pakistan flag (making of flag with silver embroidery with steel chrome stand with 6 feet height)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Insert Killer Spray 750 ML as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Phenyl Tin 3 ltr.	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Surf (01-kg) as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Steel Planter Golden 18 inch	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Steel Planter Golden 24 inch	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
HiClean Hand Foam Sanitizer 600 ml as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Tissue Hygiene Rose Patel (White) as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Tissue Paper Luxury Rose Patel as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Tissue Paper Napkin as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Table Cloth Green Color per Meter Executive Quality	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Toilet cleaner Harpic or equivalent 750 ml as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Toilet Roll Rose Patel As per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Vim Powder (450 gram)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	5000 PKR	--	--	--
Wiper (Superior Quality large size)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Extension lead Camelon 07 ports as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Toilet Soap Large (110g) (Lux or equivalent as per sample)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Glass Cleaner Wiper	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Glass cleaner spray (Glint or equivalent)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pack	1/pack	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Remote Cell Sony or Equivalent	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/dozen	1/dozen	500 PKR	--	--	--
Wall Clock Cell Sony or Equivalent	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/dozen	1/dozen	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Forks Stainless Steel as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/dozen	1/dozen	5000 PKR	--	--	--
Quarter plate (Ceramic) (as per sample)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/dozen	1/dozen	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Deep Plate (ceramic) as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/dozen	1/dozen	500 PKR	--	--	--
Rice plate (Ceramic) (as per sample)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/dozen	1/dozen	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Service Tray Sets (Large, Medium, Small)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/set	1/set	500 PKR	--	--	--
Serving Bowl Set large, Medium, Small (ceramic) with spoons	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/set	1/set	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Scotch Brite Scourer with Sponge Large as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/set	1/set	500 PKR	--	--	--
Knife stainless steel as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/dozen	1/dozen	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Table spoon Stainless Steel as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/dozen	1/dozen	500 PKR	--	--	--
Tea spoon Stainless Steel as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/dozen	1/dozen	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Tea Set 24 piece as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/set	1/set	500 PKR	--	--	--
Viper (Small) for Washroom	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Water Glass (Fine Quality)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Water Jug (Fine Quality)	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Electric Door Bell As per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Energy Saver 12 watt as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Wiper for cleaning Car/glass/Windows double sided as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Heritage Wall Clock 18 inch as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Dry Floor Cleaning Mob 18 inch as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Dashboard Shiner as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Microfiber Towel 2 Pieces / Double side Microfiber Cleaning cloth for Car as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Vehicle Perfume Gel as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Ceiling Panel Light 2x2 40 watt White Osaka as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Ceiling Panel Light 2x2 40 watt Warm Osaka as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Handbag for shields and books as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Commercial Drill Tool Box 117 piece	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Pure Natural Drinking Water of 19 Ltr. Bottle	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 19/Ltr	19/Ltr	50000 PKR	--	--	--
Bike helmet superior quality as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security	Sample Quantity	Manufacturer/ Dealer Authorization	Warranty
Rain Coat as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--
Water proof shoulder bag leather as per sample	Miscellaneous	Address: 4th floor, Kohsar Block, Pak Secretariat, Islamabad Schedule: 27 Days Quantity: 1/pcs	1/pcs	500 PKR	--	--	--

Related Services of Goods:

No



Items/Lot Specification

Items Without Lots :

Item: Attendance Register

UNSPSC: Stationery

Specifications / Requirementss:

Attendance Register

Item: ACR Papers (Yellow, 100 Sheets) 80 Gram as per sample

UNSPSC: Stationery

Specifications / Requirementss:

ACR Papers (Yellow, 100 Sheets) 80 Gram as per sample

Item: ACR Papers (Pink, 100 Sheets) 80 Gram as per sample

UNSPSC: Stationery

Specifications / Requirementss:

ACR Papers (Pink, 100 Sheets) 80 Gram as per sample

Item: Ball Point Piano Point 0.88mm or Equivalent as per sample

UNSPSC: Stationery

Specifications / Requirementsss:

Ball Point Piano Point 0.88mm or Equivalent as per sample

Item: Ball Point Uni-ball Signo Gel Ink Roller Ball 0.7 mm as per sample

UNSPSC: Office product equipment and stationery consumable

Specifications / Requirementsss:

Ball Point Uni-ball Signo Gel Ink Roller Ball 0.7 mm as per sample

Item: Board Marker Temporary mercury or equivalent

UNSPSC: Office product equipment and stationery consumable

Specifications / Requirementsss:

Board Marker Temporary mercury or equivalent

Item: Binding Plastic Sheet, A-4 size 100 sheets as per sample

UNSPSC: Office product equipment and stationery consumable

Specifications / Requirementsss:

Binding Plastic Sheet, A-4 size 100 sheets as per sample

Item: Binding Tape 3" as per sample

UNSPSC: Office product equipment and stationery consumable

Specifications / Requirementsss:

Binding Tape 3" as per sample

Item: Foam Double Tape 2 inch as per sample

UNSPSC: Office product equipment and stationery consumable

Specifications / Requirementsss:

Foam Double Tape 2 inch as per sample

Item: Board Marker Permanent mercury or equivalent

UNSPSC: Office product equipment and stationery consumable

Specifications / Requirementsss:

Board Marker Permanent mercury or equivalent

Item: Box Liver File A4 Size Imported as per sample

UNSPSC: Office product equipment and stationery consumable

Specifications / Requirementsss:

Box Liver File A4 Size Imported as per sample

Item: Box Liver File Legal Imported as per sample

UNSPSC: Office product equipment and stationery consumable

Specifications / Requirementss:

Box Liver File Legal Imported as per sample

Item: Correction Pen pelican or equivalent as per sample

UNSPSC: Office product equipment and stationery consumable

Specifications / Requirementss:

Correction Pen pelican or equivalent as per sample

Item: Cut Marker as per sample

UNSPSC: Stationery

Specifications / Requirementss:

Cut Marker as per sample

Item: Correction Tape as per sample

UNSPSC: Stationery

Specifications / Requirementssss:

Correction Tape as per sample

Item: Card Holder Display for Desk, Clear Acrylic Cards Organizer 3 Tier 3 Slots as per sample

UNSPSC: Stationery

Specifications / Requirementssss:

Card Holder Display for Desk, Clear Acrylic Cards Organizer 3 Tier 3 Slots as per sample

Item: Dak Book No.8 as per sample

UNSPSC: Stationery

Specifications / Requirementssss:

Dak Book No.8 as per sample

Item: Dak Pad (Superior quality) Green with embossed naming of Division and Government logo as per sample

UNSPSC: Stationery

Specifications / Requirementssss:

Dak Pad (Superior quality) Green with embossed naming of Division and Government logo as per sample

Item: Double Punch Machine (Heavy Duty punch100 pages) as per sample

UNSPSC: Stationery

Specifications / Requirementsss:

Double Punch Machine (Heavy Duty punch100 pages) as per sample

Item: Drafting Pad A4 (60 pages)

UNSPSC: Stationery

Specifications / Requirementsss:

Drafting Pad A4 (60 pages)

Item: Drafting Pad Small (50 pages)

UNSPSC: Stationery

Specifications / Requirementsss:

Drafting Pad Small (50 pages)

Item: Engagement Stand A4 Size

UNSPSC: Stationery

Specifications / Requirementsss:

Engagement Stand A4 Size

Item: Envelopes SE-8 White (File Size)

UNSPSC: Stationery

Specifications / Requirementss:

Envelopes SE-8 White (File Size)

Item: Envelops A-4 White

UNSPSC: Stationery and PPE

Specifications / Requirementss:

Envelops A-4 White

Item: Envelope A-4 Brown

UNSPSC: Stationery

Specifications / Requirementss:

Envelope A-4 Brown

Item: Envelops SE.5 Brown

UNSPSC: Office product equipment and stationery consumable

Specifications / Requirementss:

Envelops SE.5 Brown

Item: Envelops SE.5 White

UNSPSC: Stationery

Specifications / Requirementss:

Envelops SE.5 White

Item: Envelops SE.6 Brown

UNSPSC: Stationery and PPE

Specifications / Requirementss:

Envelops SE.6 Brown

Item: Envelops SE.6 White

UNSPSC: Stationery

Specifications / Requirementss:

Envelops SE.6 White

Item: Envelops SE.8 Brown (File Size)

UNSPSC: Stationery

Specifications / Requirementss:

Envelops SE.8 Brown (File Size)

Item: Eraser (Rubber)

UNSPSC: Office product equipment and stationery consumable

Specifications / Requirementss:

Eraser (Rubber)

Item: File Board with Flapper (fine quality)

UNSPSC: Stationery

Specifications / Requirementss:

File Board with Flapper (fine quality)

Item: File Opening Register

UNSPSC: Stationery

Specifications / Requirementss:

File Opening Register

Item: Glue Stick 40 Grams UHU or equivalent (as per sample)

UNSPSC: Stationery

Specifications / Requirementssss:

Glue Stick 40 Grams UHU or equivalent (as per sample)

Item: Highlighter (Superior quality) as per sample

UNSPSC: Stationery

Specifications / Requirementssss:

Highlighter (Superior quality) as per sample

Item: Lead Pencil dear or equivalent

UNSPSC: Stationery

Specifications / Requirementssss:

Lead Pencil dear or equivalent

Item: Log Book (No 8)

UNSPSC: Stationery

Specifications / Requirementssss:

Log Book (No 8)

Item: Office Desk Organizer 8pcs Set (as per sample)

UNSPSC: Stationery

Specifications / Requirementsss:

Office Desk Organizer 8pcs Set (as per sample)

Item: Officer Leather Pad with Ring Diary as per sample

UNSPSC: Stationery

Specifications / Requirementsss:

Officer Leather Pad with Ring Diary as per sample

Item: Office File Cover as per sample

UNSPSC: Stationery

Specifications / Requirementsss:

Office File Cover as per sample

Item: Leather Clip Board A4 as per sample

UNSPSC: Stationery

Specifications / Requirementsss:

Leather Clip Board A4 as per sample

Item: Note Sheet Pad 50 Sheets (Imported Quality)

UNSPSC: Stationery

Specifications / Requirementss:

Note Sheet Pad 50 Sheets (Imported Quality)

Item: Paper Clip Apex 30 MM

UNSPSC: Stationery

Specifications / Requirementss:

Paper Clip Apex 30 MM

Item: Binder Clip 32 MM

UNSPSC: Stationery

Specifications / Requirementss:

Binder Clip 32 MM

Item: Paper Cutter (Stainless Steel) Best Quality as per sample

UNSPSC: Stationery

Specifications / Requirementss:

Paper Cutter (Stainless Steel) Best Quality as per sample

Item: Paper Pins 28GMS China

UNSPSC: Stationery

Specifications / Requirementss:

Paper Pins 28GMS China

Item: Pointer Pen as per sample

UNSPSC: Stationery

Specifications / Requirementss:

Pointer Pen as per sample

Item: Posted Pad Large

UNSPSC: Stationery

Specifications / Requirementss:

Posted Pad Large

Item: Posted Pad Medium

UNSPSC: Stationery

Specifications / Requirementss:

Posted Pad Medium

Item: Posted Pad Small

UNSPSC: Stationery

Specifications / Requirementss:

Posted Pad Small

Item: Memo Paper 4 pads /75x18 cm 4 neon colors as per sample

UNSPSC: Stationery and PPE

Specifications / Requirementss:

Memo Paper 4 pads /75x18 cm 4 neon colors as per sample

Item: Metal Mash Letter Tray 3 steps

UNSPSC: Stationery

Specifications / Requirementss:

Metal Mash Letter Tray 3 steps

Item: Metal Binder Clip

UNSPSC: Stationery

Specifications / Requirementssss:

Metal Binder Clip

Item: Metal Mash Stationery Desk Organizer 4 compartment

UNSPSC: Stationery

Specifications / Requirementssss:

Metal Mash Stationery Desk Organizer 4 compartment

Item: Punch Machine Single Hole as per sample

UNSPSC: Stationery

Specifications / Requirementssss:

Punch Machine Single Hole as per sample

Item: Packing Tape Large Size

UNSPSC: Stationery

Specifications / Requirementssss:

Packing Tape Large Size

Item: Register liner Imported Quality (250 pages)

UNSPSC: Stationery

Specifications / Requirementsss:

Register liner Imported Quality (250 pages)

Item: Red Paper Seal (1000 seal)

UNSPSC: Stationery

Specifications / Requirementsss:

Red Paper Seal (1000 seal)

Item: Slide Bar File A4 plastic as per sample

UNSPSC: Stationery

Specifications / Requirementsss:

Slide Bar File A4 plastic as per sample

Item: Scale (Steel)

UNSPSC: Stationery

Specifications / Requirementsss:

Scale (Steel)

Item: Scissors (Plastic head Superior Stainless Steel) As per sample

UNSPSC: Stationery

Specifications / Requirementss:

Scissors (Plastic head Superior Stainless Steel) As per sample

Item: Scotch tap Large 1x72

UNSPSC: Stationery

Specifications / Requirementss:

Scotch tap Large 1x72

Item: Sharpener (steel) Dux or equivalent

UNSPSC: Stationery

Specifications / Requirementss:

Sharpener (steel) Dux or equivalent

Item: Sharpener Machine Fine quality

UNSPSC: Stationery

Specifications / Requirementss:

Sharpener Machine Fine quality

Item: Shorthand Note Book Large

UNSPSC: Stationery

Specifications / Requirementsss:

Shorthand Note Book Large

Item: Stapler Machine (staple 20 pages)

UNSPSC: Stationery

Specifications / Requirementsss:

Stapler Machine (staple 20 pages)

Item: Stapler Machine heavy duty (staple 200 pages)

UNSPSC: Stationery

Specifications / Requirementsss:

Stapler Machine heavy duty (staple 200 pages)

Item: Stapler Pins 24/6

UNSPSC: Stationery

Specifications / Requirementsss:

Item: Stapler Pins Heavy duty 23/17

UNSPSC: Stationery

Specifications / Requirementss:

Stapler Pins Heavy duty 23/17

Item: Stapler Pins Heavy duty 23/24

UNSPSC: Stationery

Specifications / Requirementss:

Stapler Pins Heavy duty 23/24

Item: Stapler Pins Heavy duty 23/10

UNSPSC: Stationery

Specifications / Requirementss:

Stapler Pins Heavy duty 23/10

Item: Stapler Pin Clipper

UNSPSC: Stationery

Specifications / Requirementss:

Stapler Pin Clipper

Item: Scotch Tape Dispenser

UNSPSC: Stationery

Specifications / Requirementss:

Scotch Tape Dispenser

Item: Schneider One Hybrid C 05 as per sample

UNSPSC: Stationery

Specifications / Requirementss:

Schneider One Hybrid C 05 as per sample

Item: Summary Paper A-4 Size 80 Grams 500 Sheets Imported as per sample

UNSPSC: Stationery

Specifications / Requirementss:

Summary Paper A-4 Size 90 Grams 500 Sheets pack Imported as per sample

Item: Summary Paper Legal Size 90 Grams 500 Sheets Imported

UNSPSC: Stationery

Specifications / Requirementsss:

Summary Paper Legal Size 90 Grams 500 Sheets Imported

Item: Si-Pen S5 Rollerball Pen Needle Tip as per sample

UNSPSC: Stationery

Specifications / Requirementsss:

Si-Pen S5 Rollerball Pen Needle Tip as per sample

Item: Stamp Pad

UNSPSC: Stationery

Specifications / Requirementsss:

Stamp Pad

Item: Stamp Pad Ink Refill

UNSPSC: Stationery

Specifications / Requirementsss:

Stamp Pad Ink Refill

Item: Table Diary Riffle

UNSPSC: Stationery

Specifications / Requirementsss:

Table Diary Riffle

Item: Table Calendar Executive Quality

UNSPSC: Stationery

Specifications / Requirementsss:

Table Calendar Executive Quality

Item: Telephone Index (55 pages)

UNSPSC: Stationery

Specifications / Requirementsss:

Telephone Index (55 pages)

Item: Tag Superior Quality

UNSPSC: Stationery

Specifications / Requirementsss:

Tag Superior Quality

Item: Thumb Pin Steel

UNSPSC: Stationery

Specifications / Requirementss:

Thumb Pin Steel

Item: Unibal Eye Original

UNSPSC: Stationery

Specifications / Requirementss:

Unibal Eye Original

Item: Visiting Card album (20 pages)

UNSPSC: Stationery

Specifications / Requirementss:

Visiting Card album (20 pages)

Item: White board 3x2

UNSPSC: Stationery

Specifications / Requirementss:

White board 3x2

Item: White board 5x3

UNSPSC: Stationery

Specifications / Requirementss:

White board 5x3

Item: Zip File Folder Legal with Clip 150 sheets with dual hanging strip.

UNSPSC: Stationery

Specifications / Requirementss:

Zip File Folder Legal with Clip 150 sheets with dual hanging strip.

Item: My Clear Bag - Double Pocket Button Bag (Pack Of 12 - Multi Color) Size : 35.3cm X 26.2cm

UNSPSC: Stationery

Specifications / Requirementss:

My Clear Bag - Double Pocket Button Bag (Pack Of 12 - Multi Color) Size : 35.3cm X 26.2cm

Item: Toner Photocopier Cannon IR 4525i (original/ genuine)

UNSPSC: Printer or facsimile toner

Specifications / Requirementss:

Toner Photocopier Cannon IR 4525i (original/ genuine)

Item: Tonner Photo Copier RICOH MP201 SPF (original/ genuine)

UNSPSC: Printer or facsimile toner

Specifications / Requirementss:

Tonner Photo Copier RICOH MP201 SPF (original/ genuine)

Item: Toner for photocopier Konica Minolta Bizhub 450i (original/ genuine)

UNSPSC: Printer or facsimile toner

Specifications / Requirementss:

Toner for photocopier Konica Minolta Bizhub 450i (original/ genuine)

Item: Toner for printer Pantum M6609NW (Original/ Genuine)

UNSPSC: Printer or facsimile toner

Specifications / Requirementss:

Toner for printer Pantum M6609NW (Original/ Genuine)

Item: Toner for printer Canon LBP-226W (Compatible)

UNSPSC: Printer or facsimile toner

Specifications / Requirementsss:

Toner for printer Canon LBP-226W (Compatible)

Item: Toner Printer HP 1020 (Compatible)

UNSPSC: Printer or facsimile toner

Specifications / Requirementsss:

Toner Printer HP 1020 (Compatible)

Item: Toner Printer HP 1102 (-do-)

UNSPSC: Printer or facsimile toner

Specifications / Requirementsss:

Toner Printer HP 1102 (-do-)

Item: Toner Printer HP-1022-N (-do-)

UNSPSC: Printer or facsimile toner

Specifications / Requirementsss:

Toner Printer HP-1022-N (-do-)

Item: Toner Printer Multifunctional 17A (Compatible)

UNSPSC: Printer or facsimile toner

Specifications / Requirementsss:

Tonner Printer Multifunctional 17A (Compatible)

Item: Toner Printer Multifunctional 79A (Compatible)

UNSPSC: Printer or facsimile toner

Specifications / Requirementsss:

Tonner Printer Multifunctional 79A (Compatible)

Item: Toner Printer Multifunctional MF235 (Compatible)

UNSPSC: Printer or facsimile toner

Specifications / Requirementsss:

Tonner Printer Multifunctional MF235 (Compatible)

Item: Toner Printer MFP-130FN/130FNW (Compatible)

UNSPSC: Printer or facsimile toner

Specifications / Requirementsss:

Toner Printer MFP-130FN/130FNW (Compatible)

Item: Toner Printer HP M404 DN (Compatible)

UNSPSC: Printer or facsimile toner

Specifications / Requirementsss:

Toner Printer HP M404 DN (Compatible)

Item: Toner Printer HP M402 DNE (Compatible)

UNSPSC: Printer or facsimile toner

Specifications / Requirementsss:

Toner Printer HP M402 DNE (Compatible)

Item: Tonner Printer HP137 FNW (Compatible)

UNSPSC: Printer or facsimile toner

Specifications / Requirementsss:

Tonner Printer HP137 FNW (Compatible)

Item: Color Tonner LaserJet Pro 400 color MFP M475dn

UNSPSC: Printer or facsimile toner

Specifications / Requirementsss:

Color Tonner LaserJet Pro 400 color MFP M475dn

Item: Color Tonner HP Ink Tank 310

UNSPSC: Printer or facsimile toner

Specifications / Requirementss:

Color Tonner HP Ink Tank 310

Item: Flash Drive 64 GB OTG 3.0

UNSPSC: Pen or flash drive

Specifications / Requirementss:

Flash Drive 64 GB OTG 3.0

Item: Flash Drive 64 GB 3.0

UNSPSC: Pen or flash drive

Specifications / Requirementss:

Flash Drive 64 GB 3.0

Item: Flash Drive 32 GB 3.0

UNSPSC: Pen or flash drive

Specifications / Requirementss:

Flash Drive 32 GB 3.0

Item: Flash Drive 32 GB OTG 3.0

UNSPSC: Pen or flash drive

Specifications / Requirementss:

Flash Drive 32 GB OTG 3.0

Item: Flash Drive 8 GB 3.0

UNSPSC: Pen or flash drive

Specifications / Requirementss:

Flash Drive 8 GB 3.0

Item: Wireless USB Adapter Ax1300 as per sample

UNSPSC: Pen or flash drive

Specifications / Requirementss:

Wireless USB Adapter Ax1300 as per sample

Item: Wireless USB Adapter Ax1800 as per sample

UNSPSC: Pen or flash drive

Specifications / Requirementsss:

Wireless USB Adapter Ax1800 as per sample

Item: Branded Wireless Key Board Plus Mouse as per sample

UNSPSC: Keyboards

Specifications / Requirementsss:

Branded Wireless Key Board Plus Mouse as per sample

Item: USB Optical Wire Key Board

UNSPSC: Keyboards

Specifications / Requirementsss:

USB Optical Wire Key Board

Item: USB Optical Mouse Wire

UNSPSC: Keyboard and mouse kit

Specifications / Requirementsss:

USB Optical Mouse Wire

Item: TP Link wifi Adaptor 300mbps as per sample

UNSPSC: Wireless fidelity base stations Wifi

Specifications / Requirementsss:

TP Link wifi Adaptor 300mbps as per sample

Item: TP-Link Wifi Router as per sample

UNSPSC: Wireless fidelity base stations Wifi

Specifications / Requirementsss:

TP-Link Wifi Router as per sample

Item: Network Switch 8 Port

UNSPSC: Network switches

Specifications / Requirementsss:

Network Switch 8 Port

Item: Network Switch 5 Port

UNSPSC: Network switches

Specifications / Requirementsss:

Network Switch 5 Port

Item: Branded Computer Power Cable

UNSPSC: Computer power supply

Specifications / Requirementss:

Branded Computer Power Cable

Item: Branded VGA Cable

UNSPSC: Signal cable

Specifications / Requirementss:

Branded VGA Cable

Item: Branded HDMI Cable

UNSPSC: Signal cable

Specifications / Requirementss:

Branded HDMI Cable

Item: 1 TB External Hard Drive

UNSPSC: Portable hard disk storage device

Specifications / Requirementss:

1 TB External Hard Drive

Item: Tripod Stand as per sample

UNSPSC: Camera tripods

Specifications / Requirementss:

Tripod Stand as per sample

Item: Extension USB Cable (U Green) 10 Meters

UNSPSC: Universal serial bus USB extension cable

Specifications / Requirementss:

Extension USB Cable (U Green) 10 Meters

Item: Wireless Headphone / Mic

UNSPSC: Headphones

Specifications / Requirementss:

Wireless Headphone / Mic

Item: One TB USB

UNSPSC: Hard disk drives

Specifications / Requirementss:

One TB USB

Item: A4 Tech 940HA FHD 1080P Camera as per sample

UNSPSC: Video conference cameras

Specifications / Requirementss:

A4 Tech 940HA FHD 1080P Camera as per sample

Item: Acid as per sample

UNSPSC: Toilet cleaners

Specifications / Requirementss:

Acid as per sample

Item: Acrylic Glass Sheild as per sample

UNSPSC: Acrylic sheets

Specifications / Requirementss:

Acrylic Glass Sheild as per sample

Item: Artificial Plants with Pot 4 feet as per sample

UNSPSC: Artificial plants

Specifications / Requirementsss:

Artificial Plants with Pot 4 feet as per sample

Item: Heavy Duty Steering Wheel Lock - Anti-Theft Locks Vehicle Security Device Keyless Car Lock 5 Password Coded Lock as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Heavy Duty Steering Wheel Lock - Anti-Theft Locks Vehicle Security Device Keyless Car Lock 5 Password Coded Lock as per sample

Item: Airwick Dispenser as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Airwick Dispenser as per sample

Item: Airwick Refiller as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Airwick Refiller as per sample

Item: Febreeze Air Mist Spary 185ml as per sample

UNSPSC: Arctic mist nectarines

Specifications / Requirementsss:

Febreeze Air Mist Spary 185ml as per sample

Item: Antiseptic Liquid Solution (1 Liter) as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Antiseptic Liquid Solution (1 Liter) as per sample

Item: Air Freshener Crown Perfumes Sultan Imported as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Air Freshener Crown Perfumes Sultan Imported as per sample

Item: Ashtray (Glass)

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Ashtray (Glass)

Item: Back care cushion Master or equivalent as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Back care cushion Master or equivalent as per sample

Item: MoltyOrtho Cool Memory Coccyx Cushion as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

MoltyOrtho Cool Memory Coccyx Cushion as per sample

Item: Lumbar Support Cushion as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Lumbar Support Cushion as per sample

Item: Long Handle Broom And Dustpan Set

UNSPSC: Miscellaneous

Specifications / Requirementss:

Item: Molty Foam Jai Namaz as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Molty Foam Jai Namaz as per sample

Item: Bathroom Brush superior quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Bathroom Brush superior quality

Item: Broom Hard (500 gram) as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Broom Hard (500 gram) as per sample

Item: Broom Soft (500 gram) as per sample

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Broom Soft (500 gram) as per sample

Item: Bucket Plastic (20 liter)

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Bucket Plastic (20 liter)

Item: Calculator Large Size 14 digit

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Calculator Large Size 14 digit

Item: Multi Surface Cleaner as per sample

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Multi Surface Cleaner as per sample

Item: Dust Bin (10 liter) Stainless Steel

UNSPSC: Miscellaneous

Specifications / Requirementss:

Dust Bin (10 liter) Stainless Steel

Item: Dust Bin Garbage Roll (20 liter Dust Bin)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Dust Bin Garbage Roll (20 liter Dust Bin)

Item: Dust Bin with foot handle Stainless Steel (10 liter) as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Dust Bin with foot handle Stainless Steel (10 liter) as per sample

Item: Duster floor

UNSPSC: Miscellaneous

Specifications / Requirementss:

Duster floor

Item: Duster Best Quality 24"x24"

UNSPSC: Miscellaneous

Specifications / Requirementss:

Duster Best Quality 24"x24"

Item: Deuron 1.7 L Electric Kettle DN-522 as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Deuron 1.7 L Electric Kettle DN-522 as per sample

Item: Electrical Tape

UNSPSC: Miscellaneous

Specifications / Requirementss:

Electrical Tape

Item: Flash Commode Cleaning Brush

UNSPSC: Miscellaneous

Specifications / Requirementss:

Flash Commode Cleaning Brush

Item: Facemask box

UNSPSC: Miscellaneous

Specifications / Requirementss:

Facemask box

Item: Freshmatic Refiller as per sample as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Freshmatic Refiller as per sample as per sample

Item: Souvenirs as per sample

UNSPSC: Souvenirs

Specifications / Requirementss:

Souvenirs as per sample

Item: Lemon Max Dishwashing Paste (400 gram) as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Lemon Max Dishwashing Paste (400 gram) as per sample

Item: Large garbage dustbin 240 Litter with padal and wheels as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Lemon Max Dishwashing Paste (400 gram) as per sample

Item: LED Tube Rod (04 feet) 40 watt as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

LED Tube Rod (04 feet) 40 watt as per sample

Item: Laptop Bag Imported Quality as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Laptop Bag Imported Quality as per sample

Item: Long Handle Cleaning Brush

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Long Handle Cleaning Brush

Item: Liquid Hand Wash (500 ml) as per sample

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Liquid Hand Wash (500 ml) as per sample

Item: Pachara as per sample

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Pachara as per sample

Item: Mop with Steel Handle as per sample

UNSPSC: Miscellaneous assembly machines

Specifications / Requirementssss:

Mop with Steel Handle as per sample

Item: Floor Cleaning Mopping Set 25L Bucket | Complete Mop | Mop Heads | Wet Floor Sign | Commercial | Professional Cleaner Tools as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Floor Cleaning Mopping Set 25L Bucket | Complete Mop | Mop Heads | Wet Floor Sign | Commercial | Professional Cleaner Tools as per sample

Item: Multani Blue Pottery Tea Set 24 Piece as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Multani Blue Pottery Tea Set 24 Piece as per sample

Item: Multani Dry Fruit Set 6 piece as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Multani Dry Fruit Set 6 piece as per sample

Item: Multani Dinner Set 43 piece as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Multani Dinner Set 43 piece as per sample

Item: 3 tier blue pottery multani cake stand

UNSPSC: Miscellaneous

Specifications / Requirementsss:

3 tier blue pottery multani cake stand

Item: Multani blue pottery biscuits dish

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Multani blue pottery biscuits dish

Item: National Flag (making of flag with golden & embroidery with steel chrome stand with 6 feet height)

UNSPSC: Miscellaneous

Specifications / Requirementsss:

National Flag (making of flag with golden & embroidery with steel chrome stand with 6 feet height)

Item: Government of Pakistan flag (making of flag with silver embroidery with steel chrome stand with 6 feet height)

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Government of Pakistan flag (making of flag with silver embroidery with steel chrome stand with 6 feet height)

Item: Insert Killer Spray 750 ML as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Insert Killer Spray 750 ML as per sample

Item: Phenyl Tin 3 ltr.

UNSPSC: Miscellaneous

Specifications / Requirementss:

Phenyl Tin 3 ltr.

Item: Surf (01-kg) as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Surf (01-kg) as per sample

Item: Steel Planter Golden 18 inch

UNSPSC: Miscellaneous

Specifications / Requirementss:

Steel Planter Golden 18 inch

Item: Steel Planter Golden 24 inch

UNSPSC: Miscellaneous

Specifications / Requirementss:

Steel Planter Golden 24 inch

Item: HiClean Hand Foam Sanitizer 600 ml as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

HiClean Hand Foam Sanitizer 600 ml as per sample

Item: Tissue Hygiene Rose Patel (White) as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Tissue Hygiene Rose Patel (White) as per sample

Item: Tissue Paper Luxury Rose Patel as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Tissue Paper Luxury Rose Patel as per sample

Item: Tissue Paper Napkin as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Tissue Paper Napkin as per sample

Item: Table Cloth Green Color per Meter Executive Quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Table Cloth Green Color per Meter Executive Quality

Item: Toilet cleaner Harpic or equivalent 750 ml as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Toilet cleaner Harpic or equivalent 750 ml as per sample

Item: Toilet Roll Rose Patel As per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Toilet Roll Rose Patel As per sample

Item: Vim Powder (450 gram)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Vim Powder (450 gram)

Item: Wiper (Superior Quality large size)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Wiper (Superior Quality large size)

Item: Extension lead Camelon 07 ports as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Extension lead Camelon 07 ports as per sample

Item: Toilet Soap Large (110g) (Lux or equivalent as per sample)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Toilet Soap Large (110g) (Lux or equivalent as per sample)

Item: Glass Cleaner Wiper

UNSPSC: Miscellaneous

Specifications / Requirementss:

Glass Cleaner Wiper

Item: Glass cleaner spray (Glint or equivalent)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Glass cleaner spray (Glint or equivalent)

Item: Remote Cell Sony or Equivalent

UNSPSC: Miscellaneous

Specifications / Requirementss:

Remote Cell Sony or Equivalent

Item: Wall Clock Cell Sony or Equivalent

UNSPSC: Miscellaneous

Specifications / Requirementss:

Wall Clock Cell Sony or Equivalent

Item: Forks Stainless Steel as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Forks Stainless Steel as per sample

Item: Quarter plate (Ceramic) (as per sample)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Quarter plate (Ceramic) (as per sample)

Item: Deep Plate (ceramic) as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Deep Plate (ceramic) as per sample

Item: Rice plate (Ceramic) (as per sample)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Rice plate (Ceramic) (as per sample)

Item: Service Tray Sets (Large, Medium, Small)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Service Tray Sets (Large, Medium, Small)

Item: Serving Bowl Set large, Medium, Small (ceramic) with spoons

UNSPSC: Miscellaneous

Specifications / Requirementss:

Serving Bowl Set large, Medium, Small (ceramic) with spoons

Item: Scotch Brite Scourer with Sponge Large as per sample

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Scotch Brite Scourer with Sponge Large as per sample

Item: Knife stainless steel as per sample

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Knife stainless steel as per sample

Item: Table spoon Stainless Steel as per sample

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Table spoon Stainless Steel as per sample

Item: Tea spoon Stainless Steel as per sample

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Tea spoon Stainless Steel as per sample

Item: Tea Set 24 piece as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Tea Set 24 piece as per sample

Item: Viper (Small) for Washroom

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Viper (Small) for Washroom

Item: Water Glass (Fine Quality)

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Water Glass (Fine Quality)

Item: Water Jug (Fine Quality)

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Water Jug (Fine Quality)

Item: Electric Door Bell As per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Electric Door Bell As per sample

Item: Energy Saver 12 watt as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Energy Saver 12 watt as per sample

Item: Wiper for cleaning Car/glass/Windows double sided as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Wiper for cleaning Car/glass/Windows double sided as per sample

Item: Heritage Wall Clock 18 inch as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Heritage Wall Clock 18 inch as per sample

Item: Dry Floor Cleaning Mob 18 inch as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Dry Floor Cleaning Mob 18 inch as per sample

Item: Dashboard Shiner as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Dashboard Shiner as per sample

Item: Microfiber Towel 2 Pieces / Double side Microfiber Cleaning cloth for Car as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Microfiber Towel 2 Pieces / Double side Microfiber Cleaning cloth for Car as per sample

Item: Vehicle Perfume Gel as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Vehicle Perfume Gel as per sample

Item: Ceiling Panel Light 2x2 40 watt White Osaka as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Ceiling Panel Light 2x2 40 watt White Osaka as per sample

Item: Ceiling Panel Light 2x2 40 watt Warm Osaka as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Ceiling Panel Light 2x2 40 watt Warm Osaka as per sample

Item: Handbag for shields and books as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Handbag for shields and books as per sample

Item: Commercial Drill Tool Box 117 piece

UNSPSC: Miscellaneous

Specifications / Requirementss:

Commercial Drill Tool Box 117 piece

Item: Pure Natural Drinking Water of 19 Ltr. Bottle

UNSPSC: Miscellaneous

Specifications / Requirementss:

Pure Natural Drinking Water of 19 Ltr. Bottle (Must attach all relevant certificates/documents with the bids otherwise bid will be rejected)

Item: Bike helmet superior quality as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Bike helmet superior quality as per sample

Item: Rain Coat as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Rain Coat as per sample

Item: Water proof shoulder bag leather as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Water proof shoulder bag leather as per sample



Price Schedule

For Individual Items

#	Item Title	Quantity	Unit Price (PKR)	Total Price (PKR)	Delivery Location	Delivery Period / Year	Country of Origin
1							
2							

For Lots

#	Lot Title	Total Lot Price (PKR)	Country of Origin
1	[Lot 1 Title]		





General Conditions of Contract

A. General

1. Definitions

1.1 Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated

- a. "Applicable Law" means the laws and any other instruments having the force of law in the Government's Country, or in such other country as may be specified in the Special Conditions of the Contract (SC), as they may be issued and in force from time to time;
- b. "Procuring Agency" means:-
 - a. any Ministry, Division, Department or any Office of the Government;
 - b. any authority, corporation, body or organization established by or under a Law or which is owned or controlled by the Government;
- c. "The Contract" means an agreement enforceable by law;
- d. "The Contract Price" means the price payable to the Bidder under the Contract for the full and proper performance of its contractual obligations;
- e. "Ancillary Services" means those services ancillary to the provision of Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Bidder covered under the Contract;
- f. "GCC" means the General Conditions of Contract contained in this section;
- g. "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented;
- h. "Day" means calendar day unless indicated otherwise.
- i. "Effective Date" means the date on which this Contract comes into force and effect.
- j. "The Bidder" means the individual or corporate body whose Bids to provide the Goods has been accepted by the Procuring Agency;
- k. "The Project Site," where applicable, means the place or places named in Bids Data Sheet and technical Specifications;
- l. "Government" means the Government of Pakistan;
- m. "Subcontractor" means any entity to which the Bidder subcontracts any part of the Goods.
- n. "Service" means any object of procurement other than goods or works;
- o. "Party" means the Procuring Agency or the Bidder, as the case may be, and "Parties" means both of them;
- p. "Foreign Currency" means any currency other than the currency of the country of the Procuring Agency;

q. "Completion Date" means the date of completion of the contract by the Bidder as certified by the Procuring Agency;

r. "In Writing" means communicated in written form with proof of receipt;

s. "Local Currency" means the currency of Pakistan;

2. Application and Interpretation

2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

2.2 In interpreting these Conditions of Contract headings and marginal notes are used for convenience only and shall not affect their interpretations unless specifically stated; references to singular include the plural and vice versa; and masculine include the feminine. Words have their ordinary meaning under the language of the Contract unless specifically defined.

3. Applicable Law

3.1 The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.

4. Governing Language

4.1 The Contract as well as all correspondence and documents relating to the Contract exchanged between the Bidder and the Procuring Agency, shall be written in the **English language** unless otherwise stated in the **SCC**. Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

5. Notices

5.1 Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the **SCC**.

6. Delivery/Location

6.1 The Goods shall be delivered to such locations as the Procuring Agency may approve and as specified in **SCC**.

7. Authorized Representatives / Authority of Member in charge

7.1 Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Bidder may be taken or executed by the officials specified in the **SCC**.

B. Commencement, Completion, Modification, and Termination of Contract

8. Effectiveness of Contract

8.1 This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the **SCC**.

9. Commencement of Services

9.1 The Bidder shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the SCC.

10. Program

10.1 Before commencement of the Services, the Bidder shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

11. Starting Date/Expiration Date

11.1 The Bidder shall start carrying out the Services Five (05) days after the date the Contract becomes effective, or at such other date as may be specified in the SCC.

11.2 Unless terminated earlier pursuant to Clause **GCC 15** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SCC.

12. Entire Agreement

12.1 This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

13. Modification

13.1 Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any Bids for modification or variation made by the other Party.

13.2 In cases of any modifications or variations, the prior written consent of the Procuring Agency is required.

14. Force Majeure

14.1 Definition

For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Party and which makes a Party’s performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

14.2 No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

14.3 Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result

of Force Majeure.

14.4 Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Bidder shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

15. Termination

15.1 By the Procuring Agency

The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Bidder in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);

- a. If the Bidder fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;
- b. If the Bidder becomes (or, if the Bidder consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;
- c. If the Bidder fails to comply with any final decision reached as a result of arbitration proceedings;
- d. If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;
- e. If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

15.2 By the Bidder

The Bidder may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

- a. If the Procuring Agency fails to pay any money due to the Bidder pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Bidder that such payment is overdue.
- b. If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days.
- c. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration.
- d. If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Bidder's notice specifying such breach.

C. Obligations of the Bidder

16. General

16.1 Standard of Performance

1. The Bidder shall deliver the product and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Bidder shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties.

16.2 Law Applicable to Goods

The Bidder shall deliver the goods in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Bidders, comply with the Applicable Law.

17. Conflict of Interests

17.1 Bidder Not to Benefit from Commissions and Discounts.

The remuneration of the Bidder shall constitute the Bidder's sole remuneration in connection with this Contract or the Services, and the Bidder shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Bidder shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

17.2 Bidder and Affiliates Not to be Otherwise Interested in Project

The Bidder agree that, during the term of this Contract and after its termination, the Bidder and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Goods for any project resulting from or closely related to the Services.

17.3 Prohibition of Conflicting Activities

Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

- a. during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract;
- b. during the term of this Contract, neither the Bidder nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;

18. Confidentiality

18.1 Except with the prior written consent of the Procuring Agency, the Bidder and the Experts shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

19. Insurance to be Taken Out by the Bidder

19.1 The Bidder(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Subcontractors', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, loss or damage, and for the coverage, as shall be specified in the SCC; and (b) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums have been paid.

20. Bidder's Actions Requiring Procuring Agency's Prior Approval

20.1 The Bidder shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:

- (a) appointing such members of the Personnel not provided by the Bidder;
- (b) changing the Program of activities; and
- (c) any other action that may be specified in the SCC.

21. Reporting Obligations

21.1 The Bidder shall submit to the Procuring Agency the reports and documents in the numbers, and within the periods as prescribed by the Procuring Agency.

22. Liquidated Damages

22.1 If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the performance security (or guarantee) specified in SCC. Once the said maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to **GCC Clause 15**.

22.2 Correction for Over-payment

If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Bidder by adjusting the next payment certificate. The Bidder shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in SCC.

22.3 Lack of performance penalty

If the Bidder has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Bidder. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the SCC.

23. Performance Guarantee

23.1 Within Seven (07) days from the issuance of acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape of ----- at the discretion of the PA in the amount **specified in SCC**. In case the amount of Bids security is equal or greater than

23.2 The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

23.3 The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in SCC.

23.4 The Performance Guarantee will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise **specified in SCC**.

24. Fraud and Corruption

24.1 The Procuring Agency requires the Supplier to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the Bidding process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

25. Sustainable Procurement

25.1 The Bidder shall conform to the sustainable procurement contractual provisions, if and as specified in the SCC.

D. Bidder's Personnel

26. Description of Personnel

26.1 The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Bidder's Key Personnel. The Key Personnel listed by title as well as by name are hereby approved by the Procuring Agency.

27. Removal and/or Replacement of Personnel

27.1 Except as the Procuring Agency may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Bidder, it becomes necessary to replace any of the Key Personnel, the Bidder shall provide as a replacement a person of equivalent or better qualifications.

27.2 If the Procuring Agency finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Bidder shall, at the Procuring Agency's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Agency.

27.3 The Bidder shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

E. Obligations of the Procuring Agency

28. Assistance and Exemptions

28.1 The Procuring Agency shall use its best efforts to ensure that the Government shall provide the Bidder such assistance and exemptions as specified in the SCC.

29. Change in the Applicable Law

29.1 If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the related Services rendered by the Bidder, then the remuneration and reimbursable expenses otherwise payable to the Bidder under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred in the SCC.

30. Services and Facilities

30.1 The Procuring Agency shall make available to the Bidder and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described , at the times and in the manner specified in the SCC or terms of reference.

30.2 In case that such services, facilities and property shall not be made available to the Bidder, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Bidder for the performance of the Services, (ii) the manner in which the Bidder shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Bidder as a result thereof.

F. Payments to the Bidder

31. Contract Price

31.1 The price payable shall be in Pakistani Rupees unless otherwise specified in the SCC. Prices charged by the Supplier for Goods delivered under the Contract shall not vary from the prices quoted by the Supplier in its Bid.

32. Terms and Conditions of Payment

32.1 Payments will be made to the Bidder according to the payment schedule stated in the SCC and as per actual invoice submitted by the Bidder.

32.2 Unless otherwise stated in the SCC, the advance payment shall be made against the provision by the Bidder of a bank guarantee for the same amount, and shall be valid for the period stated in the SCC. Any other payment shall be made after the conditions listed in the SCC for such payment have been met, and the Bidder have submitted an invoice to the Procuring Agency specifying the amount due.

33. Currency of Payment

33.1 Any payment under this Contract shall be made in the currency(ies) specified in the SCC.

G. Quality Control

34. Identifying Defects

34.1 The principle and modalities of Inspection of the Goods by the Procuring Agency shall be as indicated in the SCC. The Procuring Agency shall check the Bidder's performance and notify him of any Defects that are found. Such checking shall not affect the Bidder's responsibilities. The Procuring Agency may instruct the Bidder to search for a Defect and to uncover and test any service that the Procuring Agency considers may have a Defect. Defect Liability Period is as defined in the SCC.

35. Correction of Defects, and

Lack of Performance Penalty

35.1 The Procuring Agency shall give notice to the Bidder of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.

35.2 Every time notice a Defect is given, the Bidder shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

35.3 If the Bidder has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the Bidder will pay this amount, and a Penalty for Lack of Performance.

36. Taxes and Duties

36.1 A Supplier shall be entirely responsible for all taxes, duties, fees, etc., incurred until delivery of the contracted Goods to the Procuring Agency.

H. Settlement of Disputes

37. Alternate Dispute Resolution

37.1 The disputes between the parties to the contract may be settled in accordance with Public Procurement Rules, 2004.

37.2 The procuring agency shall refer the matter to the Chief Justice Islamabad High Court or Managing Director PPRA or the Secretary Ministry of Law & Justice for appointment of Arbitrator.

37.3 The fee for the Arbitrator shall be specified in Pak Rupees as determined by the appointing authority which shall be borne and shared equally by the contracting parties.



Special Conditions of Contract

SECTION VIII. SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

Number of GC Clause

Amendments of, and Supplements to, Clauses in the General Conditions of Contract

Number of GC Clause 1

Definitions

The Procuring Agency is: NH&C Division (Heritage), Section Officer (G) 4th floor, Kohsar Block, Pak Secretariat, Islamabad

The Supplier is:

The title of the subject procurement is: Annual Tender for procurement of Stationery, Tonners, Electronic Communication items and Misc. Usable items FY 2026-27

Number of GC Clause 3

Applicable/Governing Law:

The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan

Number of GC Clause 4

Language:

The language of the Contract, all correspondence and communications to be given, and all other documentation to be prepared and supplied under the Contract shall be in **English**.

Number of GC Clause 5

Notices:

The addresses for the notices are:

Procuring Agency:

NH&C Division (Heritage), Section Officer (G)
4th floor, Kohsar Block, Pak Secretariat, Islamabad
+92-321-585-3053
sog.nhcd@gmail.com

Contractor/ Bidder:

[Name, address and telephone number].

The Contractor/ Bidder's Representative(s)

[Name, address, telephone number and e-mail address]

Number of GC Clause 7.1

The Authorized Representatives are:

For the Procuring Agency:

NH&C Division (Heritage), Section Officer (G)
4th floor, Kohsar Block, Pak Secretariat, Islamabad
+92-321-585-3053
sog.nhcd@gmail.com

For the Bidder:

Name:

Designation:

Address:

Number of GC Clause 8

Effectiveness of the contract

Number of GC Clause 9

Commencement of Contract:

Number of GC Clause 11.2

Expiration of Contract:

Number of GC Clause 15

Termination

In the event of termination of the contract due to any reason as already defined in the General Conditions of Contract, the Bidder shall be responsible for providing to the Authority the Goods till the time of alternate arrangements.

Number of GC Clause 17

Conflict of Interest:

The Procuring Agency reserves the right to determine on a case-by-case basis whether the Bidder should be disqualified from providing goods or services due to a conflict of a nature described in Clause GCC 17.

Number of GC Clause 22

Liquidated Damages

If the Bidder fails to provide services as required under the contract or in case of any data loss/data breach or any incident compromising the data security or other such failures related to any services, the Bidder shall pay to the Procuring Agency as Liquidated Damages at a rate of **1.00% to 5.00%** of the Contract value, in accordance with the extent of performance failure & the cost of investigating such incidents as judged by the

Authority.

Number of GC Clause 23

Performance Guarantee:

The amount of performance guarantee shall be **1.00%** of the contract price in acceptable form of **Pay Order, Bank Guarantee**

Number of GC Clause 32

Payment terms:

Payment will be made to the Bidder against the procured Goods and services according to the actual invoice or running bills submitted by the Bidder against the services provided within the time given in the conditions of the contract.

Number of GC Clause 33

Currency of Payment:

All the payment to be released to the contractor/Bidder shall be in Pakistani Rupees.

Number of GC Clause 34

Identifying Defects:

The Authority reserves the right at any time to inspect the premises of the provider to inspect the goods and monitor the goods being provided.

Inspections & Tests Requirements

For being Brand New, bearing relevant reference numbers of the equipment (Certificate from supplier)

For Physical Fitness having No Damages (Certificate from supplier)

For the Country of Origin as quoted by the Supplier (Certificate from manufacturer)

For conformance to specifications and performance parameters, through Prior to delivery inspection (Inspection Report by Procurement Committee / Inspection Team)

For successful operation at site after complete installation, testing and commissioning of the equipment (Installation, Testing and Commissioning Report by Procurement Committee / Inspection Team)

Delivery & Documents

Copies of the Supplier's invoice showing Goods' description, quantity, unit price, and total amount;

Original and two copies of the usual transport document (for example, a negotiable bill of lading, a non-negotiable sea waybill, an inland waterway document, an air waybill, a railway consignment note, a road consignment note, or a multimodal transport document) which the buyer may require to take the goods;

Copies of the packing list identifying contents of each package;

Insurance Certificate;

Manufacturer's or Supplier's Valid Warranty Certificate;

Inspection Certificate issued by the Nominated Inspection Agency (if any), and the Supplier's Factory Inspection Report;

Certificate of Origin.

The above documents would be required even if the equipment has already been imported and is available with the supplier ex-stock

Number of GC Clause 37

Following is the guidance for Dispute Resolution

- i. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard.
- ii. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.
- iii. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language.
- iv. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the dispute liable to pay the costs of another party to the dispute.
- v. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the contract.

Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Bidder any monies due to the Bidder.

Rules of procedure for arbitration proceedings:

Any dispute between the Authority and a Bidder who is a national of the Islamic Republic of Pakistan arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator.

Place of Arbitration and Award:

The arbitration shall be conducted in English language and place of arbitration shall be at Islamabad. The award of the arbitrator shall be final and shall be binding on the parties.





Bid Securing Declaration

Form 9: Bid Securing Declaration

Date: *[insert date (as day, month and year)]*

Bid No.: **P99232**

To: **NH&C Division (Heritage), Section Officer (G) 4th floor, Kohsar Block, Pak Secretariat, Islamabad**

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

1. have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid;
2. Disagreement to arithmetical correction made to the Bid price; or
3. having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid Validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the Bidding Documents.

We understand this Bid Securing Declaration shall expire if we are not the successful

Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight (28) days after the expiration of our Bid.



Contract Form

SECTION IX: CONTRACT FORMS

THIS AGREEMENT made the ____ day of _____ 20____ between **NH&C Division (Heritage), Section Officer (G) 4th floor, Kohsar Block, Pak Secretariat, Islamabad**

(hereinafter called “the Procuring Agency”) of the one part and *[name of Bidder]* of *[city and country of Bidder]* (hereinafter called “the Bidder”) of the other part:

WHEREAS the Procuring Agency invited Bids for provision of goods, viz., **Annual Tender for procurement of Stationery, Tonners, Electronic Communication items and Misc. Usable items FY 2026-27 (P99232)** and has accepted a Bids by the Bidder for the provision of Goods in the sum of *[contract price in words and figures]* (hereinafter called “the Contract Price”).

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below:-

1. This form of Contract;
2. the Form of Bids and the Price Schedule submitted by the Bidder;
3. the Schedule of Requirements;
4. the Technical Specifications;
5. the Special Conditions of Contract;
6. the General Conditions of the Contract;
7. the Procuring Agency’s Letter of Acceptance; and

8. *[add here: any other documents]*

3. In consideration of the payments to be made by the Procuring Agency to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Procuring Agency to provide the Goods related services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Bidder in consideration of the provision of Goods and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Contract to be executed in accordance with their respective laws the day and year first above written.

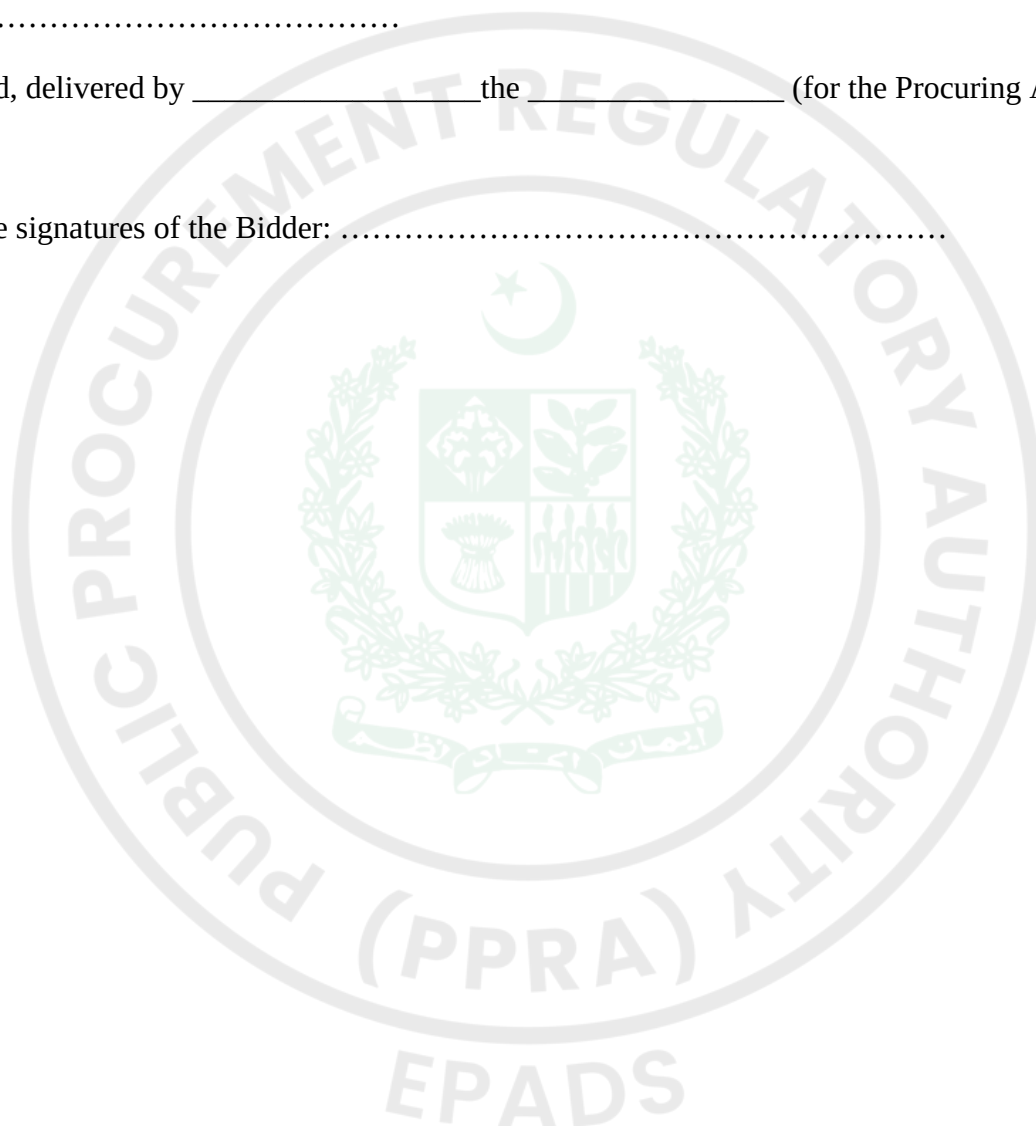
Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Procuring Agency:

.....

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Bidder:





Integrity Pact

Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS.10.00 MILLION OR MORE

Contract

Number: Contract

Value: Contract Title:

Dated:

[Name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

Without limiting the generality of the foregoing [Name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fee etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultations fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[Name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representative or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making and false declaration, not making full disclosure, misrepresenting fact or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [Name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.



Performance Guarantee Form

Performance Guarantee Form

To: **NH&C Division (Heritage), Section Officer (G) 4th floor, Kohsar Block, Pak Secretariat, Islamabad**

WHEREAS *[name of Bidder]* (hereinafter called “the Bidder”) has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* for provision of Goods(hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the Bidder shall furnish you with a Bank Guarantee by a reputable bank for the sum specified therein as security for compliance with the Bidder’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Bidders guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Bidder, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Bidder to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the: *[insert date]*

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]





Annexure

No Annexure Defined.





Procurement Forms

Contractor's Key Personnel Representative and Their Schedules

See Form Under Additional Forms and Documents: **Contractor's Key Personnel Representative and Their Schedules** (page number: 239)

Financial Resources

FBR tax returns for previous three years

See Form Under Additional Forms and Documents: **Financial Resources** (page number: 243)

Past Experience and Completed Contracts

Work orders need to be attached, no other documents

See Form Under Additional Forms and Documents: **Past Experience and Completed Contracts** (page number: 244)

Current Contracts and Their Progress

work orders need to be attached

See Form Under Additional Forms and Documents: **Current Contracts and Their Progress** (page number: 245)

Financial Capacity and Net Worth Evaluation Form

FBR tax returns

See Form Under Additional Forms and Documents: **Financial Capacity and Net Worth Evaluation Form** (page number: 246)

Average Annual Turnover

Bank statement of last three years

See Form Under Additional Forms and Documents: **Average Annual Turnover** (page number: 248)





Additional Forms and Documents

Contractor's Representative and Key Personnel Schedule

Bidders should provide the names and details of the suitably qualified Contractor's Representative and Key Personnel to perform the Contract. The data on their experience should be supplied using the Form PER-2 below for each candidate.

Contractor' Representative and Key Personnel

1.	Title of position:	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
2.	Title of position:	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
3.	Title of position:	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
4.	Title of position:	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>

	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
5.	Title of position:	
	Name of candidate	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
6.	Title of position: <i>[insert title]</i>	
	Name of candidate	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment: for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>

**Form PER-2:
Resume and Declaration
Contractor's Representative and Key Personnel**

Name of Bidder

Position [#1]: <i>[title of position from Form PER-1]</i>		
Personnel information	Name:	Date of birth:
	Address:	E-mail:
	Professional qualifications:	
	Academic qualifications:	
	Language proficiency: <i>[language and levels of speaking, reading and writing skills]</i>	
details		
	Address of Employer:	
	Telephone:	Contact (manager / personnel officer):
	Fax:	
	Job title:	Years with present Employer:

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

Project	Role	Duration of involvement	Relevant experience
<i>[main project details]</i>	<i>[role and responsibilities on the project]</i>	<i>[time in role]</i>	<i>[describe the experience relevant to this position]</i>

Declaration

I, the undersigned [insert either “Contractor’s Representative” or “Key Personnel” as applicable] , certify that to the best of my knowledge and belief, the information contained in this Form PER-2 correctly describes myself, my qualifications and my experience.

I confirm that I am available as certified in the following table and throughout the expected time schedule for this position as provided in the Bid:

Commitment	Details
Commitment to duration of contract:	[insert period (start and end dates) for which this Contractor’s Representative or Key Personnel is available to work on this contract]
Time commitment:	[insert period (start and end dates) for which this Contractor’s Representative or Key Personnel is available to work on this contract]

I understand that any misrepresentation or omission in this Form may:

- (a) be taken into consideration during Bid evaluation;
- (b) result in my disqualification from participating in the Bid;
- (c) result in my dismissal from the contract.

Name of Contractor’s Representative or Key Personnel: [insert name]

Signature: _____

Date: (day month year): _____

Countersignature of authorized representative of the Bidder:

Signature: _____

Date: (day/month/year): _____

Financial Resources

Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments, available to meet the total construction cash flow demands of the subject contract or contracts as specified in Eligibility and Qualification Criteria.

No.	Source of financing	Amount (Eq. PKR)
1		
2		
3		

Past Experience / Contracts

Contracts over <i>[insert amount]</i> during the last three years:				
Procuring Agency	Value	Year	Goods/Services Supplied	Country of Destination



Current Contract Commitments / Works in Progress

Bidders and each member to a JV should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

Current Contract Commitments					
No.	Name of Contract	Employer's Contact Address, Tel, Fax	Value of Outstanding Work [Current Eq. PKR]	Estimated Completion Date	Average Monthly Invoicing Over Last Six Months [Eq. PKR/month]
1					
2					
3					
4					
5					

Financial Situation and Performance

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: [insert full name]

Date: [insert day, month, year]

Joint Venture Member Name: [insert full name]

IFP No. and title: [insert IFP number and title]

Page [insert page number] of [insert total number] pages

1. Financial data

Type of Financial information in (currency)	Historic information for previous [insert number] years, [insert in words] (amount in currency, currency, exchange rate*, PKR equivalent)				
	Year 1	Year 2	Year 3		
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flow from Operating Activities					

* Refer ITA 14 for the exchange rate

3. Financial documents

The Applicant and in case of JV, members of JV shall provide copies of financial statements for *[number]* years pursuant Section III, Qualifications Criteria and Requirements. The financial statements shall:

- (a) reflect the financial situation of the Applicant or in case of JV member, and not an affiliated entity (such as parent company or group member).
 - (b) be independently audited or certified in accordance with local legislation.
 - (c) be complete, including all notes to the financial statements.
 - (d) correspond to accounting periods already completed and audited.
- ☐ Attached are copies of financial statements¹ for the *[number]* years required above; and complying with the requirements.

¹ If the most recent set of financial statements is for a period earlier than 12 months from the date of Application, the reason for this should be justified.

Average Annual Turnover (Annual Sales Value)

[The following table shall be filled in for the Applicant and for each member of a Joint Venture]

Applicant's Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Member Name: *[insert full name]*

IFP No. and title: *[insert IFP number and title]*

Page *[insert page number]* of *[insert total number]* pages

Annual Turnover Data			
Year	Amount Currency	Exchange rate* (If applicable)	PKR equivalent
<i>[indicate calendar year]</i>	<i>[insert amount and indicate currency]</i>		
		Average Annual Turnover **	

* Refer ITA for date and source of exchange rate.

** Total PKR equivalent for all years divided by the total number of years. See Section III, Qualification Criteria and Requirements, ITA.