

**COMPETITION COMMISSION OF PAKISTAN
GOVERNMENT OF PAKISTAN**

Tender Notice

Competition Commission of Pakistan invites sealed tenders from well reputed firms, registered with Tax Department having valid NTN and GST numbers, for supply of office stationery/ non stationery items (as per attached list) for a period of one year commencing from the date of agreement.

Terms & Conditions

- Tender should accompany an Earnest Money equal to 2% of the bid (refundable) through any mode of payment, Pay Order, Draft etc. in favor of Competition Commission of Pakistan, Islamabad.
- Earnest Money of unsuccessful bidders will be returned/refunded after opening of tenders. However, earnest money of successful firm(s) will be kept upto completion of agreement period”.
- Bids are required to be submitted item-wise clearly indicating rates (in Rupees) against each items. Type/ mark of the item(s) should also be mentioned.
- Rates without GST will not be considered.
- Payment of the bills will be subject to the deduction of all mandatory government taxes/ levies.
- Submission of false statement/documents as well as concealing of any information is liable to disqualify the respective firm(s).
- No cutting/overwriting in the offered prices shall be acceptable.
- The successful firm(s) shall not re submit the revised rates and shall be responsible for supply of items as per approved prices failing which Security Deposit will be forfeited.
- The Competent Authority reserves the right to reject all or any of the tenders.
- All bids should reach the undersigned up to 16 December, 2013 at 11.00 a.m which will be opened on the same date at 03.00 p.m in presence of bidders or their authorized representatives.

Director (Admn)

7th floor, 55 B-ISE Towers, Blue Area
Jinnah Avenue, Islamabad.
Phone # 051 9100260-3

LIST OF ESTIMATED STATIONERY/ NON STATIONER ITEMS TO BE PURCHASED FOR A PERIOD OF ONE YEAR.

S. No,	ITEMS	ESTIMATED QUANTITY REQUIRED DURING A PERIOD OF ONE YEAR
1.	Air Freshener Imported	350
2.	Ball Pen (Crystal)	900
3.	Binder Clip 19 mm (Small)/ Pkt.	50
4.	Binder Clip 32 mm (Medium)/ Pkt.	50
5.	Binder Clip 51 mm large pkt	50
6.	Box files, Imported	300
7.	Broom Stick	35
8.	Brush for Toilet (Superior)	50
9.	Calculator (best quality)	24
10.	Card Holder	12
11.	Cell (Power) C 1.5 v.	150
12.	Cell, (Power) D 1.5 v.	150
13.	Chit Pad 3"x3"	200
14.	Chit Pad 3"x4"	200
15.	Correction fluid with thinner/set	200
16.	Correction Fluid Pen	24
17.	Cutter with blade	24
18.	Diary Register 6	20
19.	Dispatch Register 6	24
20.	Double Hole Punch	20
21.	Draft pad Large (Local)	100
22.	Draft pad Small (Local)	100
23.	Drafting Pad Imported A-4 Size	100
24.	Drafting pad Imported Small	100
25.	Dust Bin Medium	40
26.	Duster (Best Quality)	1200

27.	Envelop Imported Large size	800
28.	Envelop Khaki 9x4	6000
29.	Envelop Khaki, File Size, 80 gram	1000
30.	Envelop White Imported A-4 Size	4000
31.	Envelop White 9x4 Imported	3000
32.	Envelope Khaki (A-4 Size)	600
33.	Eraser best quality	100
34.	Extension Lead	36
35.	File Boards	3500
36.	File Cover L type (Plastic)	240
37.	File Covers (Printed as per Sample)	4000
38.	File Plastic (Top Transparent A-4)	600
39.	File Tag (Normal)/ Bundle	600
40.	Finile Liquid 2.75 liter /bottle	80
41.	Flag Different Colors (small pkt)	300
42.	Folder D Ring	150
43.	Foot scale Steel 12"	48
44.	Glass Cleaning GLINT/Bottle	12
45.	Glue Stick 21 gram	200
46.	Highlighter (Different Colors)/	250
47.	HP or equivalent Pencil / pkt	48
48.	Ink Bottle (Best Quality)	10
49.	Insect Killer/Bottle	24
50.	Lead Pencil with Eraser (Best Quality)	500
51.	Liquid Sop (500 ml/bottle)	500
52.	Marker Erasable	36
53.	Marker Permanent	36
54.	Mob Dry	36
55.	Movement Register	24
56.	Note Sheet Pad Local A-4 Size	100

57.	Paper Clip 30mm/pkt	250
58.	Paper Imported Legal 80 gm/ream	200
59.	Paper Imported A-4 Size -80 gm/ream	900
60.	Paper Tape 1" Tape (white)	36
61.	Pen Holder/ Jar	24
62.	Pencil Tray	12
63.	Presentation Folder (Best Quality)	200
64.	Puchara Refil	100
65.	Puchara With handle	20
66.	Ruled Register (Imported)	48
67.	Scissor 6"	24
68.	Scotch Tape 1"	100
69.	Scotch Tape 1" (Large)	12
70.	Separator set	300
71.	Sharpener (Fine Quality)	100
72.	Single Hole Punch	36
73.	Stamp Pad (Blue)	24
74.	Staple Remover	24
75.	Stapling Machine Best Quality	48
76.	Stapling Pins 24/6 pkt	150
77.	Surf small pkt	500
78.	Sweep for Toilet/ bottle	100
79.	Table Planer	10
80.	Telephone Index No.6	12
81.	Tissue Hi-jean pkt	100
82.	Tissue Paper (Best Quality Box)	500
83.	Tissue Role	1500
84.	Uni Ball (Eye Fine)	500
85.	Uni Ball Vision Elite	240
86.	Vim 450 gram pkt	120

87.	Wipers	24
88.	Wireless Bell (Best Quality)	12