

TENDER NOTICE

Motor Transport Wing, Punjab, Lahore, invites sealed tenders under the Punjab Procurement Rules 2014 (Amended 2016) from well-reputed and financially sound firms having previous experience as well as registered with Income Tax and Sales Tax Departments for the purchase of stationery for MT, Punjab, Lahore, for the financial year 2016-17:-

Sr. No.	Articles	Sr. No.	Articles
1.	UniBallSigno	29.	Toner Hp 400
2.	Attendace Reg.	30.	Tonner Hp 2015
3.	Ball pen	31.	Toner toshiba 352
4.	Corban paper	32.	Toner toshiba 166
5.	Carban paper small	33.	Toner luxmark
6.	Big Marker	34.	Tonner canan
7.	Dairy Dispatch reg:	35.	Toner Xerex
8.	Envelop Small	36.	Tonner Minolta
9.	Envelop Large	37.	Tonner 1102
10.	Envelop A4	38.	Tonner 250
11.	File Card A4 pocket	39.	Toner Toshiba 3508-A
12.	Foot Role	40.	Register Small
13.	Led Pencil	41.	Register Larg
14.	Gum Stick	42.	Fuled set
15.	Gum Bottle	43.	Pad ink
16.	Paper Pin	44.	Note Book
17.	Paper Cutter	45.	Tag Small
18.	Paper AA legal	46.	Tag Larg
19.	Double A A4	47.	Rubber
20.	Local Legal Paper	48.	Sharpner
21.	Paper Clip	49.	Ink Doller
22.	Punch	50.	Pointer Doller
23.	Stemp Pad	51.	Paper Rim A3
24.	Pin Cusion	52.	Steppler Pin 24/6
25.	File Flaper	53.	Steppler Mach 24/6
26.	Toner Hp 1100	54.	High letter Doller
27.	Toner Hp 1020	55.	Stention paper
28.	Toner 257	56.	Table Flage

2. Tender be addressed to SSP/MT Wing, Punjab, Lahore, be reached by **27.12.2016 at 1100 hrs.** Bidding documents regarding the purchase of stationery can be obtained by written request on the firm's letter head pad from the office of SSP/MT on any working day immediately after publication during office hours upto **26.12.2016.** Tender documents fee @ Rs.500/- (non-refundable) will be charged. The offers shall be accepted only with original bidding, documents, photocopies would not be accepted.

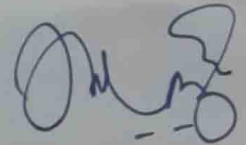
3. TERMS & CONDITIONS:

1 Each bid shall comprise a single sealed package containing two separate envelopes as under:-
 i. **TECHNICAL PROPOSAL** (Details of specifications, make etc on the firm's letter head pad along-with bidding documents, earnest money for respective item).
 ii. **FINANCIAL PROPOSAL** (Rate of respective item including all taxes/charges whatsoever, as per following from on the firm's letter head pad):-

SR.#	DESCRIPTION	UNIT PRICE RS.	INCOME TAX	SALES TAX	OTHER DUTIES CHARGES ETC	TOTAL UNIT PRICE RS.

The envelopes should be marked in bold letters as "TECHNICAL PROPOSAL" and "FINANCIAL PROPOSAL" respectively with name of items.

2	Technical proposal will be opened on 27.12.2016 at 1130 hours , while financial proposals shall remain (in sealed form) in the custody of the Purchase Committee and would be opened after receipt of the technical report/evaluation, in the presence of the bidders. The technically qualified lowest financial bid would be accepted. In case of rejection of technical proposal of the bidder, the financial bid will be returned un-opened to the respective bidder.
3	The bidders shall submit earnest money @ 3% with their technical proposal of the estimated total value of tender in the shape of pay Orders/Bank Drafts of any scheduled Bank in favour of the SSP/MT Punjab. In case of non-acceptance of tender the earnest money will be refunded after finalization of the tender.
4	In case of acceptance of tenders, the bidders shall deposit a security @ 5% of the total value of stores in the form of deposit at call in the name of the Senior Superintendent of Police, Motor Transport, Punjab, Lahore. Supply order will be placed accordingly. Security shall be refunded on successful completion of the contract.
5	The stores shall be received in SSP/MT Office. No other destination shall be acceptable. Stores found not according to the requirement of the Department will be rejected at the cost of supplier and may also result in forfeiture of Security and black-listing the firm. In case of delay in supply, Late delivery Charges will be levied as per rules.
6	Rates quoted would be considered only if the same are inclusive of all Taxes/duties/charges and inclusive of packing/freight till delivery at SSP/MT Office, 236-ferozepur Road Lahore and shall be valid up to 30.06.2017 .
7	Quantities of the stores mentioned in the list may be increased / decreased as per availability of funds.
8	<p>i) The SSP MT may reject all bids or proposals at any time prior to the acceptance of a bid or proposal.</p> <p>ii) The SSP/MT shall upon request communicate to any bidder, the grounds for its rejection of bid, but shall not be required to justify those grounds.</p>

 05/12/16

(MUHAMMAD AZHAR AKRAM) PSP,
 Senior Superintendent of Police,
 Motor Transport, Punjab, Lahore.
 Ph: 042-99230593 Fax: 042-99230849

