

Ref: 20010249  
 Dated: 25-02-2020

## M/S:

Kindly send your sealed Envelope on "Single Stage Single Envelope basis, quotation must be drop in the tender box marked "**Commercial Purchases**" placed in the main entrance of SCM Building, Karachi for the following item(s) latest by at 10:30 hrs. Which will be opened at 11:00 hrs. Envelope containing tender, must mention **PIA Ref No.** and **Date of Opening. DT: 02 -03-2020** PIA will not be responsible for any postal delay.

S	Qty	Unit	Description	U Rate	GST	Delivery	Brand
01	04	EA	USB 32 GB KINGSTON OR EQUIVALENT				
02	01	EA	PAPER PUNCH MACHINE WITH BEST QUALITY				
03	20	EA	BALL PEN RED				
04	20	EA	BALL PEN BLUE				
05	20	EA	BALL PEN BLACK				
06	02	EA	BLANCO FLUID WHITE				
07	02	EA	BLANCO FLUID WHITE				
08	04	EA	HP LASER JET TONER CARTRIDGE HP – 85A QTY 02 EACH HP – 49A QTY 02 EACH				
09	04	BOX	PAPER PINS				
10	02	EA	THUMB PIN				
11	02	EA	STAPLER PIN REMOVER				
12	05	EA	STAPLER PIN				
13	02	EA	COMMON PIN				
14	05	EA	HIGHLIGHTER				
15	02	EA	STAPLER PIN				
16	01	EA	STAPLER LARGE WITH BEST QUALITY				
17	01	EA	STAPLER PIN REMOVER				

### Tender Terms & Conditions: →

#### A. All participants are required to affirm that:

- They have quoted the rates *inclusive of all GOVT Taxes*; but; *GST Separately*.
- Required / tendered quantity may increase or decrease by **15%**.
- SCM Department (PIA) will not be held responsible for any postal delay.
- **Validity of Quote:** Quote must be valid for **120 Days** countable from date of opening of Technical Bid.
- **Note:** Participant must be an Authorized distributor, Manufacturer, dealer & General order supplier.
- **Registration of Firm:** Participated must be registered with FBR (active Tax Payer in GST) as *Manufacturer, Authorized distributor, dealer & general order supplier*.
- **Delivery:** Delivery must be made as per Schedule given in Purchase Order.
  - **Rejection:** Item found below PIA standard shall be rejected / returned at the cost to the vendor.
  - Rates on Bids must be TYPED on Computer OR Typewriter.
  - Hand written Bids like written by Pen, Pencil, Marker, Pointer etc will not be accepted and Bid will Be REJECTED On Spot.
- **Guarantee / Warranty:** Guarantee & Warrantee must be provided. (if Applicable)
- **Payment Terms:** Payment terms **NTD** (Net Thirty Days). Advance Payment shall not be made for Commercial items. Hence payment term will be NTD after submission of invoices.
- **Deduction of Tax:** Income Tax will be deducted at source.
- **Bid Cancellation:** PIA reserve the right to split the order and accept or reject any tender without assigning any reason
- **Tender Process Rs: 500/- will be applicable in shape of Pay Order Not Refundable**

#### B. Declaration by Bidder: We/ I hereby affirm that all terms and conditions of the said tender are read and understood and we / I expressly confirm and agreed that our bid is in consonant to the terms and conditions of the tenders.

**DGM Purchases Commercial**

Tender Signature \_\_\_\_\_

Name \_\_\_\_\_

Cell No \_\_\_\_\_

E mail \_\_\_\_\_

GST NO \_\_\_\_\_

NTN NO \_\_\_\_\_

Seal \_\_\_\_\_

Address \_\_\_\_\_