

**Ref: 20010632**  
**Dated: 10-03-2020**

## 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: 16 -03-2020** PIA will not be responsible for any postal delay.

S	Qty	Unit	Description	U Rate	GST	Delivery	Brand
01	02	EA	PAPER CUTTER				
02	03	EA	RING FOLDER				
03	10	EA	FILE COVER				
04	10	EA	HIGHLIGHTER DOLLAR OR EQUIVALENT				
05	01	EA	TABLE PLANNER				
06	02	EA	SCISSOR				
07	01	EA	GUM LIQUID				
08	05	EA	GEL PEN				
09	100	EA	BALL PEN BLUE SIGNATURE BLU OR EQUIVALENT				
10	10	EA	BOARD MARKER PERMANENT DOLLAR OR EQUIVALENT				
11	10	EA	BOARD MARKER ERASABLE DOLLAR OR EQUIVALENT				

### 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.

**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.

Yours truly,  
 For Pakistan International Airline

**DGM Purchases Commercial**

Tender Signature \_\_\_\_\_  
 Cell No \_\_\_\_\_  
 GST NO \_\_\_\_\_  
 Seal \_\_\_\_\_

Name \_\_\_\_\_  
 E mail \_\_\_\_\_  
 NTN NO \_\_\_\_\_  
 Address \_\_\_\_\_