

Ministry of Foreign Affairs
Islamabad

No.GS (I)/Store/1/2022-23(Annual Tender)

Dated: 13th July 2022

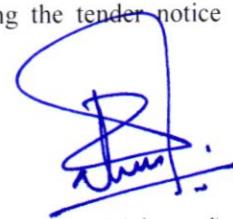
OFFICE MEMORANDUM

Subject: TENDER FOR SUPPLY OF STATIONERY ITEMS, TONERS (ORIGINAL & CHINA), ELECTRIC ITEMS, MISCELLANEOUS / CLEANING ITEMS, COMPUTER ACCESSORIES / IT ITEMS, CIVIL WORK ITEMS, FURNITURE & FIXTURE, AIR CONDITIONER SPARE PARTS, GARDEN TOOLS & PLANTS, CANVAS BAG & ACCESSORIES.

The Ministry of Foreign Affairs, Islamabad intends to float a tender for supply of **Stationery items, Toners for printers, fax machines & photocopiers (Original & China), Electric items, Miscellaneous / Cleaning items, Computer accessories / IT items, Civil Work items, Furniture & Fixture, Air conditioner spare parts, Garden Tools & Plants, Canvas Bags & Accessories** to meet the requirement of the Ministry during financial year 2022-23. As per Rule-12 of Public Procurement Regulatory Authority Rules 2004 revised vide Cabinet Division's S.R.O 442(I)/2020 dated 15th May 2020, we are required to float tender notice on PPRA's website (www.ppra.org.pk).

2. The PPRA is requested to make necessary arrangements for publishing the tender notice on authority's website latest by 15th July 2022 Positively.

Encl: Tender Notice.



(Salman Mahmood)
Assistant Director (GS-I)

Mr. Rizwan Mehmood, Deputy Director (IT), PPRA Islamabad
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Tender Notice

The Ministry of Foreign Affairs invites sealed bids from the well reputed suppliers / firms registered with income tax and sales tax departments and are on active tax payers list having registered office / sub office at Islamabad / Rawalpindi for supply of following items on unit price basis for financial year 2022-23:-

Sr. No.	Description
i)	Stationary Items
ii)	Toners (Original)
iii)	Toners (China)
iv)	Electric Items
v)	Miscellaneous / Cleaning Items
vi)	Computer / IT items and Accessories
vii)	Civil Work Items
viii)	Furniture & Fixture Items
ix)	Air Conditioner Spare Parts
x)	Garden Tools & Plants
xi)	Canvas Bags & Accessories

2. List of items required can be obtained by submitting an application along with a copy of NTN / GST Registration Certificate along with a pay order of **Rs.5,000/-** (Rupees Five Thousand only) (Non-Refundable) **for each list separately** in favor of Ministry of Foreign Affairs, Islamabad within fifteen (15) days of publishing of this advertisement from following address :

Director GS
Room no. 220, Ministry of Foreign Affairs, Islamabad
Ph: 051-9206970 / 0318-5839822

Assistant Director GS -I
Ground Floor Room no. 33, Ministry of Foreign Affairs, Islamabad
Ph: 051-9206970 / 0348-8999511

3. Interested firms meeting the terms and conditions may send their technical bids and financial proposals (**in two separate sealed envelopes**) clearly mentioning the category on top right corner of the envelope. The sealed tender will be received in the Ministry of Foreign Affairs, Islamabad on or before 1st August 2022 by 10:00 am. Proposals will be opened on 1st August 2022 at 11:00am. Technical proposals shall be opened on the same day at 11:30am in the Banquet Hall of Agha Shahi block of the Ministry in the presence of bidders. Financial proposals of technically qualified firms will be opened later on (*tentatively within one week of opening of technical bids*).

4. The Ministry of Foreign Affairs reserves the right to accept or reject all bids in accordance with Clause No.33 of PPRA Rules.

Assistant Director (GS-I)
Ministry of Foreign Affairs, Islamabad.
Ph: 051-9206970
Dated: 13-07-2022