

TENDER NOTICE

Sealed Tenders are invited from Sales Tax Registered firms having their shop/office in Islamabad for supply of Stationery & Computer Stationery items to Planning & Development Division, Jawaid Azfar Computer Centre & Upgradation of Jawaid Azfar Computer Centre Project during financial year 2011-12. Detail of items and quantities required (*Approximately*) are given as under:

S No	Item	Qty. to purchase (Approx.)
1	<u>STATIONERY ITEM</u> Off Set Paper A-4 Size 80 gms imported (Ream of 500 sheets) Packing of 05 Reams (Double A, brand)	2,000 Reams
2	<u>COMPUTER STATIONERY ITEMS</u> CDR (<i>Maxell, Sony brand in Plastic Cover</i>) Pkt. of 10 CD's	50 Pkts
3	Toner HP Laser Jet 5/6-L (06-f)	04 Nos
4	Toner HP Laser Jet 1100 (92-A)	22 Nos
5	Toner HP Laser Jet 1200 (15-A)	30 Nos
6	Toner HP Laser Jet 1300 (13-A)	30 Nos
7	Toner HP Laser Jet 1320 (49-A)	80 Nos
8	Toner HP Laser Jet 2015 (53-A)	60 Nos
9	Toner HP Laser Jet 3015/1020 (12-A)	15 Nos
10	Toner HP Laser Jet 3015d (55-A)	02 No
11	Toner HP Laser Jet M1522 (36-A)	-
12	Toner HP Laser Jet 2055d/2035 (05-A)	16 No
13	Toner HP p1005 (35-A)	04 Nos
14	Toner HP p1002 (285-A)	10 Nos
15	Toner HP Laser Jet 4000N (27-A)	-
16	Toner HP Laser Jet 4250 (42A)	10 Nos
17	Toner HP Laser Jet 1215 CB540A, CB541A, CB542A, CB543A	C Y M K 2 2 3 3
18	Toner HP Laser Jet 3525 (Colour printer) C250A, C251A C252A C253A	C Y M K 2 - - -
19	Toner HP Laser Jet 3550 (Colour printer) Q2670A, Q2671A, Q2672A, Q2673A	C Y M K 1 1 1 1
20	Toner HP Laser Jet 2600 (Colour printer) Q6000A, Q6001A, Q6002A, Q6003A	C Y M K - - - -
21	Toner HP Laser Jet 3600 (Colour printer) Q6470A, Q6471A, Q6472A, Q6473A	C Y M K 1 2 - -

Terms & Conditions

- i. Quoted rates shall remain valid for complete financial year 2011-12 upto 30th June, 2012.
- ii. Supplies should be strictly according to the required specifications.
- iii. Bidders of toners must furnish valid copy of H.P. Authorized Dealership certificate.
- iv. Only genuine/original HP Toners will be acceptable. Sub-standard supplies will be forfeited and liable to immediate cancellation of supply order and black listing of the firm.
- v. Supplier will ensure shelf life of toners for one year from date of purchase.
- vi. **Rates of colour toners may be given separately for single colour as well as for complete set.**
- vii. Tender should be submitted alongwith earnest money of 03% of total bid value in shape of Pay Order in favour of the Director General JACC, otherwise quotation would not be considered (*Cheques will not be acceptable*).
- viii. Earnest Money of successful bidders will be retained upto 30-06-2012.
- ix. Bidders can be asked to furnish bill of entry if required.
- x. Last date for submission of bids is 15 working days after publication of tender in the press upto (12:00 hrs) and the bids will be opened on same day at (12:30 hrs) in presence of the bidders or their authorized representatives at the Jawaid Azfar Computer Centre.
- xi. The above mentioned quantities are tentative and can be increased or decreased subject to requirement.
- xii. Competent authority reserves the right to accept or reject any or all quotations at any time and would provide grounds on request.

(TARIQ WASEEM)

Superintendent

Jawaid Azfar Computer Centre
Planning & Development Division

“P” Block Pak Secretariat

Islamabad Ph: 9223345

**BIDDING DOCUMENT
NUMBER: 01**

Name of Firm:			
S. No.	Detail of Item	Quantity Required (Approx.)	Rate quoted per unit including taxes
1	<u>A-4 SIZE PAPER</u> Off Set Paper A-4 Size 80 gms imported (Ream of 500 sheets) in Packing of 05 Reams (Double A, brand)	2,000 Reams	

**BIDDING DOCUMENT
NUMBER: 02**

Name of Firm:

S. No.	Detail of Items	Quantity Required (Approx.)	Rate per unit including taxes
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<u>COMPUTER STATIONERY</u>							
1	CDR (Maxell, Sony brand in Plastic Cover) Pkt. of 10 CD's	50 Pkts					
2	Toner HP Laser Jet 5/6-L (06-f)	04 Nos					
3	Toner HP Laser Jet 1100 (92-A)	22 Nos					
4	Toner HP Laser Jet 1200 (15-A)	30 Nos					
5	Toner HP Laser Jet 1300 (13-A)	30 Nos					
6	Toner HP Laser Jet 1320 (49-A)	80 Nos					
7	Toner HP Laser Jet 2015 (53-A)	60 Nos					
8	Toner HP Laser Jet 3015/1020 (12-A)	15 Nos					
9	Toner HP Laser Jet 3015d (55-A)	02 No					
10	Toner HP Laser Jet M1522 (36-A)	-					
11	Toner HP Laser Jet 2055d/2035 (05-A)	16 No					
12	Toner HP p1005 (35-A)	04 Nos					
13	Toner HP p1002 (285-A)	10 Nos					
14	Toner HP Laser Jet 4250 (42A)	10 Nos					
15	Toner HP Laser Jet 1215 CB540A, CB541A, CB542A, CB543A	C Y M K 2 2 3 3	C	Y	M	K	Complete Set
16	Toner HP Laser Jet 3525 (Colour printer) C250A, C251A C252A C253A	C Y M K 2 - - -	C	Y	M	K	Complete Set
17	Toner HP Laser Jet 3550 (Colour printer) Q2670A, Q2671A, Q2672A, Q2673A	C Y M K 1 1 1 1	C	Y	M	K	Complete Set
18	Toner HP Laser Jet 2600 (Colour printer) Q6000A, Q6001A, Q6002A, Q6003A	C Y M K - - - -	C	Y	M	K	Complete Set
19	Toner HP Laser Jet 3600 (Colour printer) Q6470A, Q6471A, Q6472A, Q6473A	C Y M K 1 2 - -	C	Y	M	K	Complete Set