



No.3(1)Gen/BOI/2019-20

PRIME MINISTER'S OFFICE

BOARD OF INVESTMENT

Ataturk Avenue, G-5/1, Islamabad

TENDER NOTICE

Sealed tenders are invited from the reputed firms having registration with the Sales Tax and Income Tax Department for supply/provision of items /services to Prime Minister's Office, Board of Investment, Islamabad for the FY 2019-2020. The tender bids should reach the undersigned latest by **08.07.2019** which would be opened on the same day at **1400 hrs**. Detail of CDR for each category is given as under:

S.#	Tender Description	Call Deposit
1.	Office / Computer Stationery items	Rs.30,000.00
2.	Miscellaneous Items	Rs.20,000.00
3.	Courier Service	Rs.20,000.00
4.	Hiring of sound, interpreter systems and public address systems for conference / seminars / workshop / symposia during 2019-20	Rs.20,000.00
5.	Procurement of Giveaway items etc., for conferences/seminars/workshop/symposia during 2019-20.	Rs.10,000.00
6.	Pre-Qualification of firms for repair / Maintenance of:- i. Machinery & Equipment. ii. I.T Equipment. iii. Computer Hardware / Software iv. Furniture & Fixture v. Automobile workshop	Rs.5,000.00

2. Interested vendors are requested to submit their rates/tenders, which should be valid till **30-06-2020** on the following terms and conditions:-
- I. Income tax and other government taxes will be deducted at source as per rules.
 - II. GST and Vendor number should be clearly written on the tender documents. The tenders without GST and Vendor number will not be entertained.
 - III. Tender documents for each category may be obtained from undersigned's office during the office hours **(09:00 AM to 05:00 PM)**.
 - IV. No tender will be accepted without call deposit of the quoted bid in the form of bank draft or pay order in favour of Assistant Director (Gen), BOI, Islamabad and the call deposit of successful bidders will be kept with this office up to **30th June, 2020**. Cheques will not be accepted in any case. The bids without call deposit will be rejected at the spot.
 - V. The rates quoted by firms will remain valid till **30th June, 2020**. The firms who quote the lowest rates will have no right to take back the call deposit or to reduce the same or to withdraw from the tender. Rates should be quoted in Pak Rupees. Price should not be linked with dollar or any other currency.
 - VI. Tenders will be opened by the Purchase Committee in the presence of the bidders or representatives of the firms who may like to attend on given time and place.
 - VII. The tenders received after the deadline date and time will not be entertained in any case.
 - VIII. The tenders will be evaluated in the light of PPRA Rules 2004 and the instructions issued from PPRA from time to time.
 - IX. The procurement will be made from time to time as per requirement.
 - X. The competent authority reserves the right to accept or reject the whole tender or a portion of tender as per PPRA Rules 2004.
 - XI. Submission of non-black listing affidavit by the firm on judicial / stamp paper.
 - XII. Black listed firms are not eligible to participate in bidding process.

(Saiful Islam)

Assistant Director (Gen), Tel #: 9220893