

# TENDER NOTICE

Sealed Tenders are invited from Sales Tax Registered well established firms having their Offices in Islamabad for supply of Stationery & Computer Stationery items for the whole financial year 2007-08. Detail of items and approximate quantities to purchase are given as under:

S No	Item	Approx. Qty. to purchase
1	<b><u>STATIONERY ITEM</u></b> Off Set Paper A-4 Size 80 gms imported (Ream of 500 sheets) Box Pack (Lucky Boss/ Paper Line or any equiv. brand)	1700 Reams
2	<b><u>COMPUTER STATIONERY ITEMS</u></b> Diskettes 3.5" H.D. Verbatim Brand (Each Diskette in Plastic Cover ) Pkt. of 10 diskettes	200 Pkts
3	Toner HP Laser Jet 5/6-L (06-f)	15
4	Toner HP Laser Jet 1100 (92-A)	30
5	Toner HP Laser Jet 1200 (15-A)	28
6	Toner HP Laser Jet 1300 (13-A)	35
7	Toner HP Laser Jet 1320 (49-A)	70
8	Toner HP Laser Jet 2015 (53-A)	20
9	Toner HP Laser Jet 3015/1020 (12-A)	03
10	Toner HP Laser Jet 4000N (27-A)	02
11	Toner HP Laser Jet 8150N (82-X)	01
12	Toner HP Laser Jet 4250 (42X)	05
13	Toner for HP Laser Jet 3550 (Colour printer) Q2670A, Q2671A, Q2672A, Q2673A	01 Set
14	Toner HP Laser Jet 2600 (Colour printer) Q6000A, Q6001A, Q6002A, Q6003A,	01 Set
15	Toner HP Laser Jet 3600 (Colour printer) Q6470A, Q6471A, Q6472A, Q6473A,	02 Sets

## **Terms & Conditions**

1. Quoted rates shall remain valid for the period upto 30<sup>th</sup> June, 2008.
2. Supplies should be strictly according to the required specifications.
3. Bidders of toners should furnish the H.P. Authorized Dealership certificate.
4. 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.
5. Supplier will ensure shelf life of toners for one year from date of purchase.
6. Tender should be submitted alongwith earnest money of 3% value of bid in shape of pay order in favour of the Director General JACC, otherwise quotation would not be considered (Cheques will not be acceptable).
7. Earnest Money of bidders for toners will be retained upto 30-06-2008.
8. Bidders can be asked to furnish the bill of entry if required
9. Last date for submission of bids is 15 working days after publication of tender in the press upto 1100 hrs and the bids will be opened on same day at (1130 hrs) in presence of the bidders.
10. The above mentioned quantities can be increased or decreased subject to requirement basis.
11. Competent authority reserves the right to accept or reject any or all quotations without assigning any reason.

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**(Hassan Zeb Khan)**

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