

# Invitation for Bids

National Competitive Bidding

Ref: Dir (FB)-23/90

Dated: 31th May, 2022

**Agricultural Marketing Development Fund** has earmarked budget towards the cost of "STATIONERY ITEMS". It is intended that part of the proceeds of this budget will be applied to eligible payments for supply of following item:

## Lot No. 1 Stationery Items

Sr. No.	Item	Quantity	Estimated Cost	Bid Security (%)	Bid Security (PKR)
1	Paper Ream A4 size	100.00 (Qty)	450000.00	5.00	22500.00
2	Paper Ream Legal Size	10.00 (Qty)			
3	Note Pad/Draft Pad	50.00 (Qty)			
4	Stapler Pins	100.00 (Qty) Packet			
5	Ball Points	700.00 (Qty)			
6	Envelop 9 x 4	4000.00 (Qty)			
7	Envelop 11 x 4	2000.00 (Qty)			
8	Bold Marker	12.00 (Qty)			
9	Highlighter	48.00 (Qty)			
10	White Floud	30.00 (Qty)			
11	File laces (Small)	50.00 (Qty) Gucchi			

12	Signo Gel Pen	200.00 (Qty)
13	Flapper Pati	1000.00 (Qty)
14	Note Sheet A-4	10.00 (Qty)
15	Gum Stick	30.00 (Qty)
16	Stapler Machine Small	20.00 (Qty)
17	Paper Clipper	30.00 (Qty)
18	Short Hand Book	30.00 (Qty)
19	Envelop Legal	300.00 (Qty)

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Sr. No.	Item	Quantity	Estimated Cost	Bid Security (%)	Bid Security (PKR)
20	Dak Pad Legal	5.00 (Qty)			
21	ACR Form Non Gazatted	50.00 (Qty)			
22	ACR Form Gazatted	50.00 (Qty)			
23	Table Pen Set Marble	2.00 (Qty)			
24	Paper Punch Machine Single	12.00 (Qty)			
25	Engagement Board	6.00 (Qty)			
26	Paper Cutter	12.00 (Qty)			
27	Scissor	12.00 (Qty)			
28	USB-64 GB	12.00 (Qty)			
29	Cleaning Fluid	4.00 (Qty)			
30	Stamp pad	12.00 (Qty)			
31	Duster	70.00 (Qty)			
32	Register for dairy dispatch	10.00 (Qty)			
33	Stapler Pin Remover	10.00 (Qty)			
34	Attendance Register	2.00 (Qty)			
35	Peon Book	6.00 (Qty)			

1. **Agricultural Marketing Development Fund**, invites sealed bids for the supply of above mentioned item from Authorized Distributors / General Order Suppliers.
2. Bidding shall be conducted through Open Competitive Bidding **Single Stage- One Envelop** procedure as specified in the Punjab Procurement Rules-2014 (as amended to date) and is open to all eligible bidders as defined in the bidding document.
3. Interested eligible bidders may obtain bidding documents **IMMEDIATELY** from **o/o Director Agricultural Marketing Development Fund, Agriculture House, 21-Davis Road, Lahore, Distt. Lahore** during office hours after payment of PKR 500.00/ -.
4. Sealed Bids must be delivered to the above office **on or before Tuesday, 14th June, 2022 11:00 AM. Proposals** must be accompanied by a **Bid Security as mentioned above** in the form of **Demand Draft or Pay Order / Banker's cheque or Call at Deposit** duly issued from a Scheduled Bank of Pakistan.
5. **Bids will be opened on Tuesday, 14th June, 2022 11:30 AM in the presence of bidders or their representatives at o/o Director Agricultural Marketing Development Fund, Agriculture House, 21-Davis Road, Lahore, Distt. Lahore** If bid closing/opening date falls on local/national holiday, the date of bid closing/opening shall be the next working day on the same time and venue.
6. The bidders are required to give their **best and final prices** (inclusive of all applicable Taxes) as no negotiations are expected.
7. Bids not complying with the requirements shall be rejected being non- responsive. Alternate proposals and / or conditional bids shall be considered non-responsive.
8. Taxes will be deducted as per applicable government rules. NTN and Sales Tax registration certificates must be provided with the Bid.
9. Bids which are incomplete, not sealed, not signed and / or not stamped, late or submitted by other than specified mode will be rejected.
10. The contract shall be awarded to the lowest evaluated bidder **For Lot as a Whole**.
11. This advertisement and bidding documents are also available on <http://www.agripunjab.gov.pk> and <https://www.ppra.punjab.gov.pk>
12. For obtaining any further information or clarifications, please contact the person named below:

Agricultural Marketing Development Fund,  
o/o Director Agricultural Marketing Development Fund, Agriculture House, 21- Davis Road,  
Lahore, Distt. Lahore  
Ph: 92 42 9920 0701,  
Email: [director.mcpfb@gmail.com](mailto:director.mcpfb@gmail.com)