Sealed tenders are invited from well reputed Manufacturers/Distributors/Resellers registered with Sales Tax / Income Tax Department (Active Tax Payer) for supply of Stationery, Computer Stationery and misc. Store items.

1. Tender Documents having details/specifications of items can be obtained from the office of undersigned on payment of Rs. 300/- (non-refundable) during office hours after immediate publication of this tender notice.

2. Each bid contains single package consisting of two separate envelopes, containing separately the technical & financial proposal as per Rule 38(2)(a) "Single Stage Two Envelope Bidding Procedure" of the Punjab Procurement Rules-2014. The Envelops should be clearly marked as "Technical Proposal" and "Financial Proposal".

3. The tender should reach the undersigned before or on 25.10.2019 by 10:00 AM, which will be opened on the same day at 11:00 AM in the office of the undersigned in the presence of the bidders or their representatives, who may choose to be present there. Tender received after the due date and time shall not be entertained.

4. The Tender should be submitted to the undersigned only through registered post.

5. Each tender should be accompanied bid security @ 2% of total estimated price in form of Call Deposit Receipt/Bank Draft/Pay Order in the name of District & Sessions Judge, Okara. No tender will be considered without the bid security, and after due date and time.

6. The successful bidders will be bound to supply the requisite items stipulated period after the issuance of supply order and will also pay prescribed taxes under the Rules. Failure in supply stipulated period or below standard articles shall entail forfeiture of the earnest money/call deposit.

7. The Successful Bidder(s) shall be bound to provide 10% security of bill amount as performance guarantee.

8. Entire Procurement shall be governed under the prevailing PPRA Rules-2014.

9. The authority reserves the right to accept or reject all bids prior to the acceptance of bid or proposal.

District & Sessions Judge,
Okara 01-10-2019