BIDDING DOCUMENT
REQUEST FOR PROPOSAL (RFP)

RFP No: PRFTL/Stationery/ 01/2019-20

Procurement of
Stationery

(Single Stage – Two Envelop)
Framework Contract

Grant No. PC21018-Agriculture

Agricultural Chemist
Provincial Reference Fertilizer Testing Laboratory,
Raiwind

October-2019
The Office of the Agricultural Chemist, Provincial Reference Fertilizer Testing Laboratory, Raiwind, has received budget from Government of Punjab towards the cost of “Stationery” under Grant No. PC21018 Agriculture. It is intended that part of the proceeds of this budget (subject to actual release by Government) will be applied to eligible payments under the Framework Contract for supply of following items:

<table>
<thead>
<tr>
<th>Sr. #</th>
<th>Item</th>
<th>Quantity</th>
<th>Bid Security (PKR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Office Stationery-1</td>
<td>41 Items</td>
<td>4500.00 (5.00% of Rs. 90000.00)</td>
</tr>
<tr>
<td>2.</td>
<td>Office Stationery-2</td>
<td>31 Items</td>
<td>3000.00 (5.00% of Rs. 60000.00)</td>
</tr>
</tbody>
</table>

2. Agricultural Chemist, Provincial Reference Fertilizer Testing Laboratory, Raiwind, invites sealed bids for the supply of above mentioned items from Original Manufacturers, Distributors, General Order suppliers having valid license, sole distributors or authorized dealers / supplier from principal manufacturer.

3. Bidding shall be conducted through Open Competitive Bidding (Single Stage-Two Envelope) procedures specified in the Punjab Procurement Rules PPRA 2014 (amended Jan 2016), and is open to all eligible bidders as defined in the bidding document.

4. Interested eligible bidders may obtain bidding documents during office hours from Agricultural Chemist, Provincial Reference Fertilizer Testing Laboratory, Raiwind after payment of Rs. 500/- each.

5. The provisions in the Instructions to Bidders and in the General Conditions of Contract are the provisions of the Bidding Documents.

6. Sealed Bids must be delivered to the above office on or before 11:00 am on 15-11-2019. Technical Proposals must be accompanied by a Bid Security as mentioned above against each item in the form of CDR, Pay Order, Demand Draft duly issued from a Scheduled Bank of Pakistan.

7. Bids will be opened on Friday, 15th November, 2019 12:00 PM in the presence of bidders or their representatives at Agricultural Research, 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. Bids will be opened in the presence of bidders’ representatives, who choose to attend at Friday, 15th November, 2019 12:00 PM in the Office of Agricultural Chemist, Provincial Reference Fertilizer Testing Laboratory, Raiwind.

9. The bidders are requested to give their best and final prices (inclusive of all applicable Taxes) as no negotiations are expected.

10. Taxes will be deducted as per applicable government rules. NTN and Sales Tax registration certificate must be provided with the Technical Proposal.

11. This advertisement is also available on http://www.ppra.punjab.gov.pk and www.agripunjab.gov.pk

12. Signed Bidding documents, obtained/purchased only from Office of Agricultural Chemist, Provincial Reference Fertilizer Testing Laboratory, Raiwind will be considered for further process.

13. For obtaining any further information or clarifications, please contact the person named below:

Agricultural Chemist
Provincial Reference Fertilizer Testing Laboratory,
Near Post Graduate College for Women, Raiwind
Ph: 042-35394499
Cell: 03336531351
Email: reference_lab@yahoo.com