

TENDER NOTICE
PROVISION OF OFFICE STATIONERY

QUAID-E-AZAM THERMAL POWER (PRIVATE) LIMITED

Quaid-e-Azam Thermal Power (Private) Limited (“QATPL”) invites sealed bids from eligible bidders for procurement of office stationery at its head office in Lahore as detailed below;

Lot No.	Items Name	Specifications	Unit of Measurement	Qty	Estimated Unit Price	Total Amount
1	Binding Tape (2 Inch)	As per approved Sample	Pcs	50	255	12,750
2	Ball Pen (Blue)	As per approved Sample	Box	30	225	6,750
3	Ball pen (Black)	As per approved Sample	Box	10	225	2,250
4	Led Pencils	As per approved Sample	Box	16	240	3,840
5	Gell pen (Blue)	As per approved Sample	Pcs	200	112.5	22,500
6	Gell pen (Black)	As per approved Sample	Pcs	200	112.5	22,500
7	Management File (T.T File)	As per approved Sample	Pcs	200	90	18,000
8	Box File (3 Inch)	As per approved Sample	Pcs	200	525	105,000
9	Box File (2 Inch)	As per approved Sample	Pcs	100	525	52,500
10	Plastic Button Folder	As per approved Sample	Pcs	200	90	18,000
11	Envelop A4 size	As per approved Sample	Pcs	1000	7.5	7,500
12	Envelop 9x4 size	As per approved Sample	Pcs	1000	4.5	4,500
13	Color Flags	As per approved Sample	Pkt	50	165	8,250
14	Stamp Pad (Blue)	As per approved Sample	Pcs	10	135	1,350
15	Stamp Pad (Black)	As per approved Sample	Pcs	10	135	1,350
16	Heavy Duty Puncher	As per approved Sample	Pcs	2	27000	54,000
17	Writing Pad A5 Size	As per approved Sample	Pcs	200	165	33,000
18	Writing Pad A4 Size	As per approved Sample	Pcs	100	240	24,000
19	Logbook	As per approved Sample	Pcs	20	270	5,400
20	Paper Ream 80 grm	As per approved Sample	Ream	400	2625	1,050,000
21	Stapler	As per approved Sample	Pcs	20	900	18,000
22	Stapler Pins 24/6	As per approved Sample	Box	5	1800	9,000
Estimated Price						1,480,440

- Sealed bids are invited from eligible bidders registered with the income tax and sales tax departments / relevant authorities and who are authorized distributor/dealer/reseller of the items mentioned above. Interested bidders may download the Bidding Documents for review, available on the websites of Public Procurement Regulatory Authority (PPRA) i.e. <http://www.ppra.punjab.gov.pk> and QATPL i.e. <https://www.qathermal.com>
- Bidding Documents can be purchased upon payment of a non-refundable fee of **Rs. 500/-** from the address given below during office hours, immediately after the publication of this advertisement.
- **Single Stage Two Envelope** procurement procedure as per Punjab Procurement Rules, 2014 (“PPRA Rules”) will be followed for procurement of above-mentioned office stationery. The Bidders will be required to give a Financial Proposal for all above-mentioned items and Successful Bidder shall be Selected for lot wise items on Least Cost Method. Omission, Overwriting or Error of any item quoted in the Bid (Technical and Financial Proposal) will lead to disqualification of the bidder.
- **Bid Validity** period will be 180 days after opening of Bids.
- All bids must be accompanied by:
 - (i) A Bid Security of PKR 29,610/- which is within 5% of the estimated price in the shape of CDR / Bank Guarantee in favor of QATPL.
 - (ii) Active NTN & GST Certificate of FBR or other relevant authorities such as PRA, etc.
 - (iii) A certificate/undertaking on stamp paper of relevant value that the Bidder or its firm/company is not blacklisted by any Government or Semi-Government Department/entities e.g. PPRA, FBR, PRA, etc.
 - (iv) Other documentary requirements mentioned in the Bidding Documents/TORs.
- Bids must be delivered at the address given below on or **before 03-10-2023 till 03:00 PM**. Bids will be opened on the same date at **03:30 PM** in the presence of bidders’ representatives who choose to attend at the address given below. Late or Open bids will be rejected and returned unopened to bidders.

Manager Administration

QUAID-E-AZAM THERMAL POWER (PVT) LIMITED	
First Floor, 7-C-1, Gulberg III, Lahore.	Phone Number: +92 42 35750936-8