

**GOVERNMENT OF PAKISTAN  
Pakistan Meteorological Department  
Headquarters Office,  
Sector H-8/2, Islamabad-PAKISTAN**



**(Bidding Documents)**  
No. I&P/STATIONARY/CONS/18-19

*for*

**Supply of Paper Reams**

*November- 2018*

**DIRECTOR GENERAL:  
PAKISTAN METEOROLOGICAL DEPARTMENT, ISLAMABAD  
Islamic Republic of PAKISTAN**

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# **Tender Notice**

**GOVERNMENT OF PAKISTAN**  
**PAKISTAN METEOROLOGICAL DEPARTMENT**  
*(Headquarters Office)*  
Post Box No. 1214, Sector H-8/2  
**ISLAMABAD**

**Tender Notice**

Sealed Tenders are invited on **F.O.R basis** from reputed Suppliers / Authorized Dealers registered with Income and Sales Tax Department for supply of the following items:

S. No.	Item	Closing Date & Time	Bid Opening Date & Time
1.	Paper Reams	17-12-2018 at 11:00PST	17-12-2018 at 11:30PST

**Terms & Conditions:**

1. Bid Security (2% of the Offer) in shape of Bank Draft / Pay Order in favor of D.G. Met. Services, Islamabad should be submitted with the Bid.
2. Incomplete or late received offer will not be considered.
3. The authority has right to cancel the bid(s) without any reason.
4. Detail specifications can be obtained from websites: [www.ppra.org.pk](http://www.ppra.org.pk) or [www.pmd.gov.pk](http://www.pmd.gov.pk)

**Ikram-Ud-Din**  
Director PMD  
Ph. No. 051-9250598, Fax: 051-9250368

## **Section 1**

### **Detailed Description**

**Paper Reams**

<b>Sr #</b>	<b>Description</b>	<b>Quantity</b>	
1.	Paper Ream A4 (80gm)	500 Nos.	Sample Required
2.	Paper Ream Legal Size (80gm)	50 Nos.	Sample Required

**Terms & Conditions:**

1. Earnest money/ Bid Security of quoted value @ 2% in the shape of Bank Draft/Pay order in favour of D.G Met. Services must be submitted with the offer.
2. Bidders must submit copies of their registration of Sales Tax and Income Tax.
3. Bidders should not be disqualified from any organization/department in last five years; legal documents can be asked by the purchaser if required.
4. All bidders are advised to comply strictly with the document specifications/ terms & conditions and no deviation shall be allowed.
5. Bids not meeting bid evaluation criteria shall not be accepted.
6. The last date for the submission of tender is 17th December 2018, at 1100 Hours PST and will be opened on the same day at 1130 hours PST in the presence of bidders or their representatives.
7. Proposals should be submitted on **F.O.R. ISLAMABAD Basis along with SAMPLES.**
8. Goods as per specifications would be received within 30 days, after the issuance of supply order and the supplier will be responsible for replacement of item, if found defective during inspection/warranty period.
9. The quantity of the items can be increased/ decreased.
10. Taxes will be deducted as per Government rules.
11. The payment against supply of items will be made through crossed cheque(s) by the Department to the supplier after satisfactory supply of goods and technical report submitted by the Technical Committee.
12. **Any BID found in deviation / violation / without Earnest Money would liable to be rejected.**
13. Bidding documents can be obtained free of cost from the websites [www.pmd.gov.pk](http://www.pmd.gov.pk) or [www.ppra.org.pk](http://www.ppra.org.pk).

***Ikram-Ud-Din***

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