



**UNIVERSITY OF ENGINEERING AND TECHNOLOGY, TAXILA
(PROCUREMENT CELL)**

INVITATION TO BIDS

The University of Engineering & Technology, Taxila invites tender for following from the registered Firms/Suppliers/Individual:

Tender No.	Description	Basis	Estimated Cost	Bid Security	Tender Fee Non-Refundable	Date of Submission of Proposal Documents	Date Opening of Proposal
106/2018	Purchase of Stationery Items & Toners for Central Store, UET Taxila	FOR/DDP	1,397,458/-	@ 2% of the estimated cost	Rs. 1000/-	24.09.2018 (Monday) at 10:00 am	24.09.2018 (Monday) at 10:30 am

Tender details and complete specification are available at PPRA, Punjab and UET, Taxila websites.

- Offers shall remain valid for 90-days from the date of opening. The bidders shall quote their prices inclusive of all duties / Taxes / Packing / Petrol / Transportation / Installation / Demonstration etc and all other expenses on delivery to consignee at UET Taxila premises.
- Supply of items within 45-days.
- Samples of stationery items must be provide at the time of opening of Technical bids.
- As per FBR letter No.C.No.3 (2) STRFE/LPFE/Misc/2014/121940-R dated 03.09.2015 "only registered suppliers, who are on Active Taxpayers list (ATL) of FBR, are eligible to supply goods/services to Government Department.
- The Tender / Relevant documents can also be downloaded from official website web.uettaxila.edu.pk of UET, Taxila or can be obtained from Director Procurement UET, Taxila. For further queries regarding Tender may be asked on 051-9047477 or contact to Director Procurement UET, Taxila in the university working hours. Tender notice can be seen on website "www.ppra.punjab.gov.pk
- The sealed bids complete in all respect must reach in the office of the Director Procurement UET, Taxila along with earnest money @ 2% of the estimated cost in favour of Treasurer, UET, Taxila in the shape of **CDR to be attached with financial offer**.
- Tender submitted without challan form (Tender Fee) & earnest money CDR can be rejected at the time of opening of Tender. Earnest money & challan form will be submitted against each Tender separately.
- The procuring agency "may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds".
- Tender will be opened in the Admin Block, UET, Taxila in the presence of the bidders.
- Please follow the given terms:
 - The firm / bidder shall clearly provide the proof of Professional Tax Certificate and Registration for GST / NTN on their printed letterheads.
 - Tender No., date & timing of opening should be clearly mentioned on the top of envelopes
 - Submit your offer for each Tender in separate envelopes.
 - No Tender documents will be received after the closing date / time.
 - Tender will be submitted on "**Single Stage two Envelopes**" basis.
 - In case of closed/forced holidays, Tender opening time/date will be considered as the next working day.

Muhammad Gul Aziz Awan
Director Procurement

Phone: 051-9047477, Fax: 051-9047478, Email: director.procurement@uettaxila.edu.pk