



UNIVERSITY OF ENGINEERING AND TECHNOLOGY, TAXILA
(PROCUREMENT CELL)

INVITATION TO BIDS (TENDER NO. 51/2022)

1. The University of Engineering & Technology, Taxila has received budget from Government of Punjab towards the cost of Printing of Answer Sheets and Stationery items for Exams Branch. It is intended that part of the proceeds of this budget will be applied to eligible payments under the contract for supply of following items:

Sr. No	Item	Qty	Bid Security 2%
1	Answer Books for End Semester Exams (70 Gram High Finish with thread binding & Numbering 24-pages with green color printing size 8.25"x11") as per sample	30000	24,000
2	Answer Books for Mid Semester Exams (70 Gram High Finish with thread binding & Numbering 20-pages with blue color printing size 8.25"x11") as per sample	30000	21,000
3	Continuous Sheet (70 Gram High Finish with thread binding & Numbering 4-pages with black color printing size 8.25"x11") as per sample	5000	1,000
4	Office Letter Head as per sample	2000	800
5	Rizo Machine Ink (CZ type S-4877)	12	624
6	Stencil Rizo Master CZ type 13/B-4, S-4876	24	2,160
7	Thick Envelops Khaki Color (24"x18") as per sample	500	250
8	Thick Envelops Khaki Color (18"x15") as per sample	500	200
9	Thick Envelops Khaki Color (11"x15") as per sample	500	200
10	Thick Envelops Khaki Color (10"x12") as per sample	500	150

2. The UET, Taxila invites sealed bids from eligible bidders, printers & publisher for the supply of above items.
3. Offers shall remain valid for 90-days from the date of opening of Financial Bid. 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.
4. Supply of items within 30-days.
5. Paper samples must be attached with the Technical Bid.
6. Answer Sheets and Envelops samples can be seen in the Procurement Cell within duty hours 09:00 am to 03:00 pm.
7. Bidding shall be conducted through Open Competitive Bidding (Single Stage-Double Envelope) procedures specified in the Punjab Procure Rules PPRA 2014 (amended 2022), and is open to all eligible bidders as defined in the bidding document
8. Interested eligible bidders may obtain bidding documents fee worth **Rs. 1000/-** in the form of CDR, Pay Order, Demand Draft, Banker's Cheque or Challan Form and to be attached with the Technical Bid and further information could be obtained from the Director Procurement, UET, Taxila.
9. The Tender / Relevant documents can also be downloaded from official website "web.uettaxila.edu.pk" of UET, Taxila or can be seen on website www.ppra.punjab.gov.pk.
10. The provisions in the Instructions to Bidders and in the General Conditions of Contract are the provisions of the Bidding Documents.
11. Sealed Bids must be delivered to the above office on or before time **10:00am on 17.10.2022 (Monday)** and must be accompanied by a Bid Security as mentioned above in the form of CDR, Pay Order, Demand Draft, or Banker's Cheque from a Scheduled Bank of Pakistan and to be attached with the Financial Bid.
12. Bids will be opened in the presence of bidders' representatives who choose to attend tender opening meeting **at 10:30 a.m. in the Conference Room, Admin Block, UET, Taxila, on the same date.**
13. The bidders are requested to give their best and final prices as no negotiations are expected.
14. Taxes will be deducted as per applicable government rules. NTN and Sales Tax registration certificate must be provided.
15. For obtaining any further information or clarifications, please contact the person named below:

Asif Ali

Director Procurement

Phone: 051-9047478, Email: asif.ali@uettaxila.edu.pk