

**Government of Pakistan**  
**Ministry of Information, Broadcasting & National Heritage, Islamabad**

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**TENDER NOTICE**

Sealed Tenders (with specification) are invited from reputed GST Registered/ Income Tax Payer having at least five years experience in the relevant fields, for supply of Photo Copier during the Financial Year 2013-14 for Ministry of Information, Broadcasting & National Heritage, Islamabad. Detail of specifications can be obtained from Room No. 4150, M/o IB&NH, 4<sup>th</sup> floor, Cabinet Block, Islamabad on payment of Rs. 500/- in shape of pay order/Bank Draft in favour of DDO, M/o Information, Broadcasting & National Heritage, Islamabad (non-refundable), during office hours.

**Terms & Conditions:-**

- Tender bids must reach the office of the undersigned on or before 15<sup>th</sup> May, 2014 till 3:00 p.m. which will be opened on same day at 03:30 p.m. Bidders or their representatives may attend the opening if, so desire.
- Bid received after the above mentioned date and time will not be accepted.
- Each tender must be accompanied with a deposit of earnest money @ 2% of the bid value from any scheduled bank at Islamabad/Rawalpindi, in favour of the DDO, M/o Information, Broadcasting & National Heritage, Islamabad, in shape of Bank Draft or Pay order Cheques will not be accepted. Tender without earnest money will not be entertained.
- Earnest money of the successful bidder shall be retained up to the expiry of the warranty period. However, earnest money of non successful bidders shall be returned on finalization of the bidding process.
- The Tender must be accompanied with copy of NTN Certificate. Sales Tax Registration.
- GST / Income Tax will be deducted from the bill(s) at the prevailing rates under the rules.
- Every Bidder is required to submit a copy of Authorized Dealership Certificate for supply of the Photocopier.
- The successful Bidder shall furnish a performance guarantee of 5% of contract amount.
- The bidders are bound to give warranty of their Machine for two years.
- The Firm Black Listed by PPRA or any other Government Agency is not eligible.
- Ministry reserves the right to accept or reject the tender(s) as per PP Rules 2004.

**Section Officer (GA)**

Room No. 4150, 4<sup>th</sup> Floor, Cabinet Block, Islamabad  
Ph: 9201089