

# Tender Notice

## FOR SUPPLY OF STATIONERY ITEMS

Trade Development Authority of Pakistan invites quotations from reputable suppliers / firms registered with Income Tax and Sales Tax department for supply of stationery items. Suppliers / firms having at least 3 years experience are eligible for participation.

2. Applications form should be completed in all respect and supported with following documents/information.
  - i. Firm's Address including contact number, Fax number, NTN number, GST number.
  - ii. Copy of GST certificate.
  - iii. Copy of NTN certificate.
  - iv. Firm's authorized person's name, designation, signature with firms seal/stamp.
  - v. Affidavit to the effect that the firm is not black listed by any government organization.
  - vi. Warranty / Guarantee of one year on hundred rupees stamp paper indicating that the offered items are fresh having no defect and to be replaced at firm's own cost if found defective or substandard during its use.
3. Tender documents may be obtained from the office of under signed during office hours on submission of Pay Order of Rs. 1,000/- (non-refundable) in favour of "Account Officer, TDAP Karachi".
4. Sealed tenders must be accompanied with pay order of earnest money @ two percent (2%) of the total bid in favour of "Account Officer, TDAP Karachi", otherwise tender will be rejected.
5. The sealed tenders will be submitted till 11:00 am on 12-09-2014 in the office of the undersigned and will be opened on same day at 11:30 am in the presence of representatives of the participating firms.
6. Bidders are required to submit the above documents with their offer otherwise their offer will not be considered.
7. TDAP reserve the right to reject any or all applications. However reason of rejection will be communicated as per PPRA rules.

**Syed Wali Muhammad**

Assistant Director (G. Admn)  
Tel: 021-99205777



**Trade Development Authority of Pakistan**  
MINISTRY OF COMMERCE GOVERNMENT OF PAKISTAN



Block-A, 5th Floor, Finance & Trade Centre, Shahrah-e-Faisal, Karachi-75350 Fax: 021-99206486 E-mail: bakhtyar.ahmed@tdap.gov.pk