

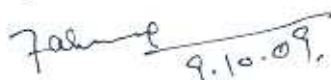
GOVERNMENT OF PAKISTAN
TRADE DEVELOPMENT AUTHORITY OF PAKISTAN

TENDER NOTICE
(FOR SUPPLY OF OFFICE EQUIPMENTS, FURNITURE, FIXTURE ETC)

Sealed tenders / quotations are invited from the firms registered with the Income Tax & Tax Department for supply of following office Furniture/Fixture & Machinery equipments.

S/No.	Item	Qty required	Type of Quality
1.	Office Table with side rack	01	Executive Class
2.	Officer Chair	01	Executive Class
3.	Visiting Chairs	04	Executive Class
4.	Five Seater Sofa set	01	Executive Class
5.	Officer Table with side rack	06	Standard
6.	Officer Chair	06	Standard
7.	Visiting Chairs	4x6=30	Standard
8.	Five Seater Sofa set	07	Standard
9.	Carpet (as pr sample)	As per measurement	
10.	Computer Desktop P-4	07	As per specification
11.	Laptops	08	As per specification
12.	Printers	07	As per specification
13.	Fax Machines	07	As per specification
14.	Steno Set	07	

2. The tenders from interested firms, complete in all respects should be supported with following documents / information:-
 - i. Name of the firm / company with location of Head Office, Branch Offices; its status, address, telephone number (s), fax number (s)
 - ii. Experience of similar work over last five years with list of major clients.
 - iii. List of key personnel including names and addresses of partners, directors and managers.
 - iv. Details of operational staff and their qualifications and experience including the total strength of each operational wing / department.
 - v. Registration / pre-qualification with other departments / organizations alongwith documentary proof.
 - vi. Affidavit to the effect that the firm is not blacklisted and is not in litigation with any organization / department, private or public.
 - vii. Any other relevant information, which the firm intends to submit.
3. The tender documents will be issued up to 26th October during office hours against a written request attaching therewith all required documents. The tenders will be received back up to 2:30 pm on 26th October, 2009, which is last date and the same will be opened at 3:00 pm in the office of the undersigned on the same day in the presence of bidders or their authorized agents who intend to be present.
4. The Earnest money equivalent to 2% of the estimated cost shall be furnished with the tenders in the shape of call deposit / pay order from the scheduled bank in favour of Accounts Officer (EMDF) TDAP, Karachi.
5. Tender form along with specifications for different equipments etc can be received from the office of the undersigned on payment of the cost of tender fee (Rs. 1000/- Rupees One Thousand Non-refundable) in shape of cheque etc in favour of Accounts Officer (EMDF), TDAP, Karachi.
6. The tenders should be submitted on two (2) sealed envelopes basis regarding technical / specification proposal and financial proposal, separately. Technical / Specification proposals will be opened on closing date & time as mentioned above. After examination of the technical / specification proposals financial bids of technically qualified firms / companies will be opened within one month of opening of the technical / specification proposals, before representatives of qualified firms / companies.
7. No tender will be valid without earnest money equal to 2% total bid amount.
8. Trade Development Authority of Pakistan reserves the right to withdraw this tender / bid at any time. Trade Development Authority of Pakistan also reserves the right to reject any or all tenders / bids at any time.
9. Please don't hesitate to contact the undersigned for any query.


(FAREED AHMED YOUSFANI)
Director (Admn)
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