



OFFICE OF THE ACCOUNTANT GENERAL
AZAD JAMMU AND KASHMIR
MUZAFFARABAD



No. 71 /AG-Admin-II/2020

January 14, 2020.

To

M/S Muslim Stationers,
Bank Road,
Muzaffarabad AJK.

Sub: SUPPLY ORDER

Please refer to your bid dated December 12, 2019 for Supply of office stationery to this office. It is informed that the competent authority has accepted your rates being the lowest and better quality and Sample / Specification offered for the supply of office stationery items.

You are therefore, directed to supply the office stationery within 2 Weeks (i.e. Jan 28, 2020) as per following details / conditions at the Main Accountant General Office Admin Block Complex, Sathra Hills, Muzaffarabad AJK.

S.#	Item Name	Required Quality	Item Description / Specification	No of Units / QTY.	Rates	Amounts
1	Paper Ream	AA	A4, 80 grams 500 pages/ream, imported	170 No.	895	152,150
2	Paper Ream	AA	Legal, 80 grams 500 pages/ream, imported	250 No.	1,027	256,750
3	Paper Ream	HP	A4, 70 grams 500 pages/ream, imported	170 No.	723	122,910
4	Paper Ream	HP	Legal, 70 grams 500 pages/ream, imported	170 No.	847	143,990
5	Drafting Pad/Noting	Alfa	Medium A4	30 No.	59	1,770
6	Drafting Pad/Noting	Alfa	Medium A5	50 No.	47	2,350
7	Ball Pen	Piano	0.8 mm, Red Colour, Rubber Grip	80 Doz	147	11,760
8	Ball Pen	Piano	0.8 mm, Blue Colour, Rubber Grip	150 Doz	147	22,050
9	Ball Pen	Piano	0.8 mm, Black Colour, Rubber Grip	100 Doz	147	14,700
10	Permanent Marker	Dollar	5 mm, Blue and Black Colour	40 Doz	447	17,880
11	Highlighter	Dollar	Every Colours, 1-4.5mm	20 Doz	585	11,700
12	Marker (Small)	Piano	Blue and Black Colour, 2mm, Permanent	25 Doz	92	2,300
13	Sharpener (Steel)	Dux	Any Colour	10 Doz	117	1,170
14	Rubber	Pelikan	Pelikan, AL30	10 Doz	198	1,980
15	File Boards Fine quality	Fine Quality	Complete with catton lace and 2-3" Plastic strap with Plastic Board	5 Doz	365	1,825
16	Poker Medium Size	Any	Steel, Stainless Steel, Sharp Needle	5 Doz	379	1,895
17	Stapler Machine	Opal	Medium (Standard)	5 Doz	3,470	17,350
18	Stapler Pin (24/6)	Dollar	No. 24/6	80 Pkt.	39	3,120

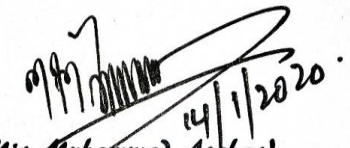
S.#	Item Name	Required Quality	Item Description / Specification	No of Units / QTY.	Rates	Amounts
19	Tag	Any	7 inch, Cotton Best Quality, Steel, each packet contained 10 Bunches and each Bunch Contained 60 No's Tags	30 Pkt.	470	14,100
20	Red Ink	Dollar	Red Colour, 60ml	24 Bottles	33	792
21	Black Ink	Dollar	Black Colour, 60ml	24 Bottles	33	792
22	Stapler Machine	Dux	Big Size	10 No.s	3,175	31,750
23	File Folder/File Board (D-Ring File)	Any	3 Ring binder (legal size), 1-1/2" D-rings, Hold up to 270 pages, Spine label pocket for labelling, Black outside/ Snow White inside, Made with archival safe polypropylene	5 Doz	3,995	19,975
TOTAL AMOUNT					Rs 855,059	

(Rupees Eight Hundred Fifty-Five Thousand and Fifty-Nine Only)

- i) **"Doz" means 1 dozen**
ii) **"Pkt." means 1 Packet.**

Conditions:

- The Office Stationery must be supplied according to the samples / specifications approved by the purchase committee.
- Supply of Office Stationery must not be below the approved specimen in quality and quantity. Otherwise, items below the approved quality / quantity will be returned back at the cost of supplier.
- All taxes (National & Local) shall be deducted/ charged from the bills of the supplier under rules.
- The Supply of Office Stationery must be delivered during the office timing along with delivery challan.
- The rates of approved items shall be valid up to June 30, 2020.
- In case of failure to supply the items within the period of contract, call deposit shall be forfeited.
- Transportation charges of the office stationery shall be borne by the supplier.
- Warranty Period of the Items supplied (if any) must be mentioned on the bill and also the original warranty card issued by the company must be provided.
- The supplier shall have to complete supply within given time of issue of this work Order. In case supply/work is not carried out within stipulated period, a penalty of 2% per day of the amount of pending items of supply order with a maximum 10% of the cost of pending items shall be imposed and amount will be deducted from the bills of


(Mir Muhammad Asghar)
Accounts Officer (Admin-II)
Ph No.05822-920901
Fax No.05822-920635



OFFICE OF THE ACCOUNTANT GENERAL
AZAD JAMMU AND KASHMIR
MUZAFFARABAD



No. 72 /AG-Admin-II/2020

January 14, 2020.

To

M/S Muslim Stationers,
Bank Road,
Muzaffarabad AJK.

Sub: SUPPLY ORDER

Please refer to your bid dated December 16, 2019 for Printing and supply of Registers, Pads and Forms to this office. It is informed that the competent authority has accepted your rates being the lowest and better in quality and Sample / Specification offered for the supply of Printing items.


You are therefore, directed to Print and supply Registers, Pads and Forms within 4 Weeks as per following details / conditions at the Main Accountant General Office Admin Block Complex, Sathra Hills, Muzaffarabad AJK.

S.#	ITEM NAME	NO. OF PAGES	PAPER QUALITY	ITEM DESCRIPTION / SPECIFICATION	QUANTITY	RATES	AMOUNTS
Printing Of Files Cover							
1	File Cover	1 File Cover	Imported BUX 400 gram	Legal Size Cover, Printed with Monogram (AG Office and AJK Govt.)	800 No's	24.87	19,896
2	File Cover	1 File Cover	Imported BUX 400 gram	A4 Size Cover, Printed with Monogram (AG Office and AJK Govt.)	100 No's	19.8	1,980
Printing of Forms							
3	TA Gazetted	1 Double Side	70 Gram	A3 paper size,	400 No's	1.76	704
4	TA Non-Gazetted	1 Double Side	70 Gram	Legal size paper,	600 No's	1.14	684
5	Contingent Bill Form	1 Double Side	70 Gram	Legal size paper,	1000 No's	1.14	1,140
6	ACR B-17 & 18 (Colour paper)	1 Set	70 Gram	A4 size paper,	150 No's	17.9	2,685
7	ACR Gazetted B-16	1 Double Side	70 Gram		500 No's	1.14	570
8	ACR Non-Gazetted	1 Double Side	70 Gram	Legal size paper,	300 No's	1.14	342
9	Data Form for Pension Roll	1 Single Side	70 Gram	A4 size paper	500 No's	1.14	570
10	Post Audit Change Form	1 Single Side	70 Gram	A4 size paper,	1000 No's	1.14	1,140
11	Batch Form (Blue Colour)	1 Single Side	70 Gram	A4 size paper,	1000 No's	1.54	1,540
12	HBA NOC From	1 Single Side	70 Gram	Legal size paper,	1000 No's	1.14	1,140
13	Personal Data PA-30 Form	1 Double Side	70 Gram	Legal size paper,	500 No's	1.14	570
14	HBA deduction verification form	1 Single Side	70 Gram	Legal size paper,	500 No's	1.14	570
15	L.P.C Forms	1 Single Side	70 Gram	Legal size paper,	500 No's	1.14	570
Printing of Pads							
16	Daily Cheque Issue Statement Of AJK Govt. Pad	100 Pages Single Side	70 Gram	Executive Size Page, Best quality Binding	100 No's	169.00	16,900
TOTAL AMOUNT							Rs 51,001

(Rupees Fifty-One Thousand and One Only)

Conditions:

- 1 The printing and supply of registers, pads and forms along with best quality binding must be supplied according to the samples / specifications approved by the purchase committee.
- 2 The printed items must be delivered during the office timings along with delivery challan.
- 3 Printing and supply of registers, pads and forms must not below the approved specimin in quality. In case of below the approved quality will be returned back at the cost of supplier.
- 4 All taxes (National & Local) shall be deducted/ charged from the bills of the supplier under rules.
- 5 The rate of approved items will be valid up to June 30, 2020.
- 6 In case of failure to supply the items within the period of contract, call deposit will be forfeited.
- 7 Transportation charges of the printing and supply of registers, pads and forms will be borne by the supplier.
- 8 The logo of AJK Govt. and the name and logo of department (as per enclosed specimin) must be printed on each and every page of all the register, pads and forms.
- 9 The supplier shall have to complete supply within given time of issue of this work Order. In case supply/work is not carried out within stipulated period, a penalty of 2% per day of the amount of pending items of supply order with a maximum 10% of the cost of pending items shall be imposed and amount will be deducted from the bills of supplier.


14/1/2020
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Accounts Officer (Admin-II)
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OFFICE OF THE ACCOUNTANT GENERAL
AZAD JAMMU AND KASHMIR
MUZAFFARABAD



No. 73 /AG-Admin-II/2020

January 14, 2020.

To

M/S Balaj & Co., General Order Suppliers,
Nalouchi By Pass Road Gojra,
Muzaffarabad AJK.

Sub: SUPPLY ORDER

Please refer to your bid dated December 16, 2019 for Printing and supply of Registers, Pads and Forms to this office. It is informed that the competent authority has accepted your rates being the lowest and better in quality and Sample / Specification offered for the supply of Printing items.


You are therefore, directed to Print and supply Registers, Pads and Forms within 4 Weeks as per following details / conditions at the Main Accountant General Office Admin Block Complex, Sathra Hills, Muzaffarabad AJK.

S.#	ITEM NAME	NO. OF PAGES	PAPER QUALITY	ITEM DESCRIPTION / SPECIFICATION	QUANTITY	RATES	AMOUNTS	
Printing of Pads								
1	Salary / Pension Stoppage Forms [book binding (Multi colour)]	100 Pages Single Side, 4 paper set,	55 Gram	A4 size paper, Best quality Binding	100 No's	128.10	12,810	
2	Bank Account Correction Forms [book binding (Multi colour)]	100 Pages Single Side, 4 paper set,	55 Gram	A4 size paper, Best quality Binding	100 No's	128.10	12,810	
3	Cheque Issue Register (Multi colour)	100 Pages Single Side, 4 paper set,	55 Gram	Legal size paper, Best quality Binding	100 No's	152.50	15,250	
4	Forest Sheet (Normal) Pad	150 Pages Single Side	70 Gram	Legal size paper, Best quality Binding	200 No's	225.70	45,140	
5	Forest Sheet (Deposit/Development) Pad	200 Pages Single Side	70 Gram	Legal size paper, Best quality Binding	200 No's	250.10	50,020	
Printing of Registers								
6	Work book (Register)	100 Pages	70 Gram Imported Paper with Best Quality Binding, Printing and cloth pasted in the every corner of the Register. Used Karachi Hard cardboard (3mm and 5mm) according to the size of Register.	Legal size paper,	50 No's	231.80	11,590	
7	TA (Register)	100 Pages		9.5" x 14" paper size,	150 No's	237.90	35,685	
8	POL (Register)	100 Pages		Legal size paper,	150 No's	237.90	35,685	
9	Pay Audit Register (Gazetted)	100 Pages		14" x 19" paper size,	200 No's	494.10	98,820	
10	Pay Audit Register (non Gazetted)	100 Pages		A3 paper size	400 No's	448.96	179,584	
11	Contingent Register	100 Pages		A3 paper size	200 No's	448.96	89,792	
12	Received Register	100 Pages		Legal size paper,	200 No's	225.70	45,140	
13	Dispatch Register	100 Pages		Legal size paper,	200 No's	225.70	45,140	
14	Pension Register	150 Pages		Legal size paper,	150 No's	292.80	43,920	
15	Credit Register	100 Pages		Legal size paper,	150 No's	237.90	35,685	
16	Stamp Register	100 Pages		Legal size paper,	50 No's	231.80	11,590	
17	Changes Diary Register	100 Pages		A4 size paper	100 No's	183.00	18,300	
18	HBA Register	200 Pages		Legal size paper,	100 No's	262.30	26,230	
19	Maintenance Log Book Register	100 Pages		Legal size paper,	50 No's	231.80	11,590	
20	Stock Register	300 Pages		10.5" x 16" paper size	50 No's	341.60	17,080	
TOTAL AMOUNT						Rs 841,861		

(Rupees Eight Hundred Forty-One Thousand Eight Hundred and Sixty-One Only)

Conditions:

- 1 The printing and supply of registers, pads and forms along with best quality binding must be supplied according to the samples / specifications approved by the purchase committee.
- 2 The printed items must be delivered during the office timings along with delivery challan.
- 3 Printing and supply of registers, pads and forms must not below the approved specimin in quality. In case of below the approved quality will be returned back at the cost of supplier.
- 4 All taxes (National & Local) shall be deducted/ charged from the bills of the supplier under rules.
- 5 The rate of approved items will be valid up to June 30, 2020.
- 6 In case of failure to supply the items within the period of contract, call deposit will be forfeited.
- 7 Transportation charges of the printing and supply of registers, pads and forms will be borne by the supplier.
- 8 The logo of AJK Govt. and the name and logo of department (as per enclosed specimin) must be printed on each and every page of all the register, pads and forms.
- 9 The supplier shall have to complete supply within given time of issue of this work Order. In case supply/work is not carried out within stipulated period, a penalty of 2% per day of the amount of pending items of supply order with a maximum 10% of the cost of pending items shall be imposed and amount will be deducted from the bills of supplier.


14/1/2020
(Mir Muhammad Asghar)
Accounts Officer (Admin-II)
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OFFICE OF THE ACCOUNTANT GENERAL
AZAD JAMMU AND KASHMIR
MUZAFFARABAD



No. 74 /AG-Admin-II/2020

January 14, 2020.

To

M/S Muslim Stationers,
Bank Road,
Muzaffarabad AJK.

Sub: **SUPPLY ORDER**

Please refer to your bid dated December 19, 2019 for Supply of Computer stationery to this office. It is informed that the competent authority has accepted your rates being the lowest and better quality offered for the supply of Computer Stationery items.


You are therefore, directed to supply the Computer stationery within 3 Weeks as per following details / conditions at the Main Accountant General Office, Admin Block Complex, Sathra Hills, Muzaffarabad AJK.

S.#	Item Name	Item Description / Specification	No of Units / QTY.	Rate	Amounts
1	Computer Paper Part-I	Part-I (15x11") 63 GMS 2000 Sheets per Box	36 Box	2,519	90,684
2	Ribbon Line Matrix Printer	Printronix P7220 90 Million Characters Reorder pin 179499-001	192 No's	4,047	777,024
3	Ribbon Line Matrix Printer	Printronix P7220 90 Million Characters Reorder pin 255049-103	144 No's	7,987	1,150,128
4	Data Cartridge Tape	Data Cartridge Tape C7975A 3TB RW ULTRIUM 5(LTO)	264 No's	4,767	1,258,488
TOTAL AMOUNT					Rs 3,276,324

(Rupees Three Million Two Hundred Seventy-Six Thousand Three Hundred and Twenty-Four Only)

Conditions:

- 1 The Computer Stationery must be supplied according to the samples / specifications approved by the purchase committee.
- 2 The Supply of Computer Stationery must be delivered during the office timings along with delivery challan.
- 3 Supply of Computer Stationery must be of approved Standard and Quality. In case of below Standard and Quality, the same shall be returned back at the cost of supplier.
- 4 Ribbons Line Matrix Printer must be in original packing.
- 5 In case of items found below standard / specification and quality, the firm shall be Blacklisted.
- 6 All taxes (National & Local) will be deducted / charged from the bill of the supplier under the rules.
- 7 The rate of approved items will be valid up to 30-6-2020.
- 8 In case of failure to supply the items within the period of contract, call deposit will be forfeited.
- 9 Transportation charges of the supply of Computer Stationery will be borne by the supplier.
- 10 The supplier shall have to complete supply within given time of issue of this work Order. In case supply/work is not carried out within stipulated period, a penalty of 2% per day of the amount of pending items of supply order with a maximum 10% of the cost of pending items shall be imposed and amount will be deducted from the bills of supplier.
- 11 Warranty Period of the Items supplied (if any) must be mentioned on the bill and also the original warranty card issued by the company must be provided.


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OFFICE OF THE ACCOUNTANT GENERAL
AZAD JAMMU AND KASHMIR
MUZAFFARABAD



No. 75 /AG-Admin-II/2020

January 14, 2020.

To

M/S Shuja Sons,
11 I&T Center, G-6/1, Aabpara,
Islamabad.

Sub: SUPPLY ORDER

Please refer to your bid dated December 19, 2019 for Supply of Computer stationery to this office. It is informed that the competent authority has accepted your rates being the lowest and better quality offered for the supply of Computer Stationery items.

You are therefore, directed to supply the Computer stationery within 3 Weeks as per following details / conditions at the Main Accountant General Office, Admin Block Complex, Sathra Hills, Muzaffarabad AJK.

S.#	Item Name	Item Description / Specification	No of Units / QTY.	Rate	Amounts
1	Computer Paper Part-III	Part-III (15x11") 55 GMS 1000 Sets per Box	720 Box	5,656.95	4,073,004
TOTAL AMOUNT					Rs 4,073,004

(Rupees Four Million Seventy-Three Thousand and Four Only)

Conditions:

- 1 The Computer Stationery must be supplied according to the samples / specifications approved by the purchase committee.
- 2 The Supply of Computer Stationery must be delivered during the office timings along with delivery challan.
- 3 Supply of Computer Stationery must be of approved Standard and Quality. In case of below Standard and Quality, the same shall be returned back at the cost of supplier.
- 4 In case of items found below standard / specification and quality, the firm shall be Blacklisted.
- 5 All taxes (National & Local) will be deducted / charged from the bill of the supplier under the rules.
- 6 The rate of approved items will be valid up to 30-6-2020.
- 7 In case of failure to supply the items within the period of contract, call deposit will be forfeited.
- 8 Transportation charges of the supply of Computer Stationery will be borne by the supplier.
- 9 The supplier shall have to complete supply within given time of issue of this work Order. In case supply/work is not carried out within stipulated period, a penalty of 2% per day of the amount of pending items of supply order with a maximum 10% of the cost of pending items shall be imposed and amount will be deducted from the bills of supplier.
- 10 Warranty Period of the Items supplied (if any) must be mentioned on the bill and also the original warranty card issued by the company must be provided.


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OFFICE OF THE ACCOUNTANT GENERAL
AZAD JAMMU AND KASHMIR
MUZAFFARABAD



No. 76 /AG-Admin-II/2020

January 14, 2020.

To

M/S IOTA Solutions Pvt. Ltd.,
First Floor, Khumryal Center, I&T Center,
G-8/4, Islamabad.

Sub: SUPPLY ORDER

Please refer to your bid dated December 19, 2019 for Supply of Computer stationery to this office. It is informed that the competent authority has accepted your rates being the lowest and better quality offered for the supply of Computer Stationery items.

You are therefore, directed to supply the Computer stationery within 3 Weeks as per following details / conditions at the Main Accountant General Office, Admin Block Complex, Sathra Hills, Muzaffarabad AJK.

S.#	Item Name	Item Description / Specification	No of Units / QTY.	Rate	Amounts
1	Ribbon Line Matrix Printer	Printronix P8215 90 Million Characters Reorder pin 256109-104	36 No's	16,166	581,976
2	Ribbon Tally Genicom	Ribbon Tally Genicom 6303 recorder part No.086039	12 No's	5,144	61,728
TOTAL AMOUNT					Rs 643,704

(Rupees Six Hundred Forty-Three Thousand Seven Hundred and Four Only)

Conditions:

- 1 The Computer Stationery must be supplied according to the samples / specifications approved by the purchase committee.
- 2 The Supply of Computer Stationery must be delivered during the office timings along with delivery challan.
- 3 Supply of Computer Stationery must be of approved Standard and Quality. In case of below Standard and Quality, the same shall be returned back at the cost of supplier.
- 4 Ribbons Line Matrix Printer must be in original packing.
- 5 In case of items found below standard / specification and quality, the firm shall be Blacklisted.
- 6 All taxes (National & Local) will be deducted / charged from the bill of the supplier under the rules.
- 7 The rate of approved items will be valid up to 30-6-2020.
- 8 In case of failure to supply the items within the period of contract, call deposit will be forfeited.
- 9 Transportation charges of the supply of Computer Stationery will be borne by the supplier.
- 10 The supplier shall have to complete supply within given time of issue of this work Order. In case supply/work is not carried out within stipulated period, a penalty of 2% per day of the amount of pending items of supply order with a maximum 10% of the cost of pending items shall be imposed and amount will be deducted from the bills of supplier.
- 11 Warranty Period of the Items supplied (if any) must be mentioned on the bill and also the original warranty card issued by the company must be provided.


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