

## Azad Jammu &amp; Kashmir Public Service Commission

No./PSC/ 53 B -15 /2021

"Muzaffarabad"

Dated: 24.05.2021

To,

Unique Business Solutions,  
B.101 opposite Supreme Court,  
Muzaffarabad AJK.Subject: Supply Order for Purchase of Photocopier

Kindly refer to the tender notice published on the website of AJK PPRA, AJK PSC and National News Papers on 12-02-2021. The bid rates offered by your firm are hereby accepted by the appropriate authority on the recommendations of Purchase Committee. Therefore, you are hereby requested to supply Photocopier to AJK PSC within the specified period/terms and conditions mentioned below:-

S.#	Name of Item	Model	Rate/unit including all taxes	Quantity	Total amount including all taxes
1	Photocopier	Sharp Latest Digital Heavy Duty Photocopier (MFP) Model MX-464N	4,78,000/-	01	4,78,000/-

Rupees: (Four Lacs, Seventy Eight Thousands only)

Terms & Conditions:-

- Supply must be completed within 15 days from the date of issuance of this order.
- Supplier will be bound to get their supply inspected through inspection committee of AJK PSC, Muzaffarabad.
- If Photocopier is not according to the specification and satisfaction of end user, it will be rejected and the firm will be responsible to replace it according to the specification within 7 days from the date of rejection.
- Only complete supply will be accepted.
- 10% of total contract value as penalty (late delivery charges) to be imposed on the supplying firm if the delivery is delayed for 10 days after the stipulated period of time as mentioned in the bidding document.
- Duplicate invoice bill on proper printed pad to be submitted in the name of Director AJK PSC, Muzaffarabad.
- CNIC/NTN and Sales Tax Registration Number should be mentioned in the bill.
- Minimum warranty of supplied items is required from your firm as mentioned in bidding document.
- In case you fail to do so, the bid security already deposited will be forfeited.
- The AJK PPRA rules alongwith terms & conditions mentioned in the bidding documents shall also be applicable.

Regards,

(Farzana Rasool)  
Director

Copy to.

- Private Secretary to Secretary AJK Public Service Commission Muzaffarabad.
- Personal Assistant to the Director (Admin) AJK Public Service Commission Muzaffarabad.
- Deputy Director AJK PPRA.
- Office Copy.

Director

24/5/2021



To,

M/S Digital Machine World,  
Suit#2, Second Floor Allay Plaza,  
A.K Fazi-e-Haq Road Blue Area,  
Islamabad.

**Subject: Supply Order for Purchase of OMR Machine**

Kindly refer to the tender notice published on the website of AJK PPRA, AJK PSC and National News Papers on 12-02-2021. The bid rates offered by your firm are hereby accepted by the appropriate authority on the recommendations of Purchase Committee. Therefore, you are hereby requested to supply OMR Machine to AJK PSC within the specified period/terms and conditions mentioned below:-

S.#	Name of Item	Model	Rate/unit including all taxes	Quantity	Total amount including all taxes
1	OMR Machine	Sekonic SR- 6500	33,91,949	01	33,91,949

Rupees: (Thirty Three Lacs Ninety One Thousands Nine Hundred and Forty Nine only)

**Terms & Conditions:-**

- xi. Supply must be completed within 15 days from the date of issuance of this order.
- xii. Supplier will be bound to get their supply inspected through inspection committee of AJK PSC, Muzaffarabad.
- xiii. If machine is not according to the specification and satisfaction of end user, it will be rejected and the firm will be responsible to replace it according to the specification within 7 days from the date of rejection.
- xiv. Only complete supply will be accepted.
- xv. 10% of total contract value as penalty (late delivery charges) to be imposed on the supplying firm if the delivery is delayed for 10 days after the stipulated period of time as mentioned in the bidding document.
- xvi. Duplicate invoice bill on proper printed pad to be submitted in the name of Director AJK PSC, Muzaffarabad.
- xvii. CNIC/NTN and Sales Tax Registration Number should be mentioned in the bill.
- xviii. Minimum warranty of supplied items is required from your firm as mentioned in bidding document.
- xix. In case you fail to do so, the bid security already deposited will be forfeited.
- xx. The PPRA rules alongwith terms & conditions mentioned in the bidding documents shall also be applicable.

Regards,

(Farzana Rasool)  
Director

Copy to.

1. Private Secretary to Secretary AJK Public Service Commission Muzaffarabad.
- ✓ 2. Deputy Director AJK PPRA.
3. Office Copy.

Director