



CENTRAL POLICE OFFICE
AZAD GOVT. OF THE STATE OF JAMMU & KASHMIR MUZAFFARABAD



Issued date:09-10-2023

TENDER NOTICE

Receiving Time:12:00Hrs

Due Date: 08-11-2023

Opening Time: 12:30Hrs

Azad Jammu & Kashmir Police Department Intends to purchase Stationery Items under budgetary head "Stationery 2023-24" from the sole agents/ sole distributors/ authorized dealers, firms, suppliers with relevant experience, and on free delivery basis at Central Police Office Block No. 07 New Secretariat Muzaffarabad.

The detail specification along with terms and conditions are given in the tender document. Tender documents can be purchased from the Office of Budget Officer Central Police Office Block No. 07 New Secretariat Muzaffarabad, on any working day (Monday-Friday), during the office hours till **07th November 2023**, after advertisement in newspapers or on AJK& PPRA website www.ajkppra.gov.pk by submitting a written request on the firm/ company letter head, along with a fee of Rs.5000 each (non-refundable).

Interested firms/ bidders may submit their bids in the office of the **Deputy Inspector General Police Headquarters Muzaffarabad**, along with a covering letter on firm's/ company letter head, on or before 12:00 hrs. on **08th November 2023** positively. The bids will be opened on same day at 12:30 pm, in presence of bidders or their nominated agents present there at. No tender document will be sold after **07th November 2023**.

1. The firms should be registered with sales tax/ CBR/income tax department.
2. Taxes will be deducted as per applicable under AJ&K Tax Laws & Government Rules from amount billed.
3. Departmental Purchase Committee reserves the right to reject all bids proposals at any time according to AJ&KPPRA Rules 2017.
4. The Departmental Purchase Committee shall upon request communicate to any supplier or contractor who submit a bid or proposal, the grounds for its rejection of bids or proposal, but is not required to justify those grounds.
5. The Departmental Purchase Committee may decrease or increase the quantity as per AJ&K PPRA Rules 2017.
6. Successful bidders has to deliver Items within 60 days after issuance from award of procurement contract.
7. The Bidders have to deposit their samples at the time of opening the tenders. Otherwise the offers shall be ignored.
8. Black Listed Firms/Companies/Suppliers/Distributors/Contractors/Bidders prohibited for participation "and All Bidders shall furnish an affidavit/certificate that they are neither black listed nor in conflict with Government anywhere in territory of the state of the AJK, federally administered Areas or Islamic Republic of Pakistan.



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Single stage two envelopes bidding procedure shall be applied. The call deposit/ Earnest Money (Refundable)Rs:2,00,000/- in the form of CDR in favor of **DDO Central Police Office Muzaffarabad**, is required to be submitted with the Financial Bid, proposal without which the offer shall be rejected being non-responsive.

Note: All assessments and procuring procedure i.e. receiving, opening and awarding contract etc. shall be governed by the AJ&K Public Procurement Rules, 2017 and the rates shall be valid within 120 days from the award of contract.

Bid Evaluation Report (BER) and Award of Contract (AOC) will also be uploaded at Azad Jammu & Kashmir PPRA website www.ajkppra.gov.pk

DDO Central Police Office
Muzaffarabad
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