**Pakistan Scientific & Technological Information Centre (PASTIC)**

Pakistan Science Foundation (PSF)

Quaid-e-Azam University Campus, Islamabad

P.O. Box: 1217, Islamabad, Tel: +9251-9248103-4, Fax: +9251-9248113,

Email: dg@pastic.gov.pk, URL: www.pastic.gov.pk

**INVITATION TO BID**

Pakistan Scientific and Technological Information Centre (PASTIC) a National Agency for collection and dissemination of scientific information intends to invite sealed tenders from well-reputed Firms/General Order Suppliers having NTN & GST number dealing in supply of Printing Material as described in Tender Document. A complete set of Tender Document and detail specification of the items along with terms & condition for the procurement can be down loaded from the following websites or collect from the undersigned during working hour free of cost.

[www.ppra.gov.pk](http://www.ppra.gov.pk)

[www.pastic.gov.pk](http://www.pastic.gov.pk)

[www.psf.gov.pk](http://www.psf.gov.pk).

The Interested Firms/ Parties may submit their sealed bids against each items along with Security deposit of Rs. 50,000/- (for period of one year) in shape of pay order in favour of Additional Director (Admin), PASTIC on or before 14-02-2022 till 11.00 a.m. which will be opened on the same day at 11:30 a.m. in the presence of the bidders (who wish to attend) in Committee room of PASTIC National Centre, Quaid-i-Azam University Campus, Islamabad. Firms are requested to quote their rates on unit price basis including GST which will be valid up to 31-12-2022, however quantity will be demanded by the procuring agency on need basis during the year 2022.

 (MUHAMMAD GHAZI)

 **Additional Director (Admin)**

 Phone: 051-9248105

 051-9248116

 051-9248113

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**TENDER DOCUMENT**

 Name of Firm: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Telephone:

**(Landline +cell)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 N. T.N: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sales Tax No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **DETAIL OF PRINTING MATERIAL/ ITEMS:-**

 **PAPERS/CARDS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S.#**  | **Detail of Material** | **Packing** | **Unit** | **Rate with GST** |
|
| 1 | Offset Paper 30”x40”/100 gm IK/photocopy or equivalent | 500 | Ream |  |
| 2 | Offset Paper 27”x34”/100 gm IK/photocopy or equivalent | 500 | Ream |  |
| 3 | Offset Paper 23”x36”/100 gm IK/photocopy or equivalent | 500 | Ream |  |
| 4 | Offset Paper 25”x36”/80 gm IK/photocopy or equivalent | 500 | Ream |  |
| 5 | Offset Paper 20”x30”/80 gm IK/photocopy or equivalent | 500 | Ream |  |
| 6 | Offset Paper 23”x36”/80 gm IK/photocopy or equivalent | 500 | Ream |  |
| 7 | Flying paper 23x36/68gm (local) | 500 | Ream |  |
| 8 | Butter paper 30x40 (28x38 Included | 500 | Ream |  |
| 9 | Matt Paper 23x36/128 gmsenar/nevia or equivalent | 500 | Ream |  |
| 10 | Matt paper 25x36/128gm senar/nevia or equivalent | 500 | Ream |  |
| 11 | Art paper 23x36/128gm senar/nevia or equivalent | 500 | Ream |  |
| 12 | Art paper 25x36/128gm senar/nevia or equivalent | 500 | Ream |  |
| 13 | Matt paper 23x36/113gm senar/nevia or equivalent | 500 | Ream |  |
| 14 | Matt paper 20x30/128gm senar/nevia or equivalent | 500 | Ream |  |
| 15 | Matt paper 25x36/113gm senar/nevia or equivalent | 500 | Ream |  |
| 16 | Art paper 25x36/113gm senar/nevia or equivalent | 500 | Ream |  |
| 17 | Matt paper 25x36/150gm senar/nevia or equivalent | 500 | Ream |  |
| 18 | Matt paper 23x36/150gm senar/ nevia or equivalent | 500 | Ream |  |
|  |  |  |
|  |  |  |
| 19 | Matt paper 20x30/113gm senar /navia or equivalent | 500 | Ream |  |
| 20 | Art Paper 20x30/113gm senar / navia or equivalent | 500 | Ream |  |
| 21 | Carbon Less Paper 17x24  | 500 | Ream |  |
| 22 | Manager paper (off white) 17x24/80gm | 500 | Ream |  |
| 23 | Tracing Paper A 4 size | 100 | Packet |  |
| 24 | Tracing Paper Legal size | 100 | Packet |  |
| 25 | Sticker Paper 20x30 | 100 | Packet |  |
| 26 | Fancy Card 22x28/300gm (off white ) | 100 | Packet |  |
| 27 | Fancy Card 22x28/300gm (white ) | 100 | Packet |  |
| 28 | Fancy paper (off white) 17x24/100gm | 480 | Ream |  |
| 29 | Art Card 23x36/300gm pindo/ nimbostar or equivalent | 100 | Packet |  |
| 30 | Art Card 22x28/300gm Pindo/nimbostar or equivalent | 100 | Packet |  |
| 31 | Art Card 25x36/300gm Pindo/ nimbostar or equivalent  | 100 | Packet |  |
| 32 | Art Card 20x30/ 300gm Pindo/nimbostar or equivalent  | 100 | Packet |  |
| 33 | Art Card 23x36/210 gmPindo/ nimbostar or equivalent  | 100 | Packet |  |
| 34 | Art Card 22x28/210gm pindo/ nimbostar or equivalent  | 100 | Packet |  |
| 35 | Ivory Card 22x28/180 (IK) White or equivalent  | 100 | Packet |  |
| 36 | Ivory Card 22x28/150 (IK) White or equivalent  | 100 | Packet |  |
| 37 | Box Board 22x28/300gm white zaman/century or equivalent | 100 | Packet |  |
|  | **MACHINE PLATES/DUMPING TUBES** |  |  |  |
| 38 | Heidelberg Plates 745x605x25 mm (Agfa/China) Double Layer Run plate  | 50 | Packet |  |
| 39 | Rota Plates (China Huaguang No.1)  | 100 | Packet |  |
| 40 | Rubber Blanket H/B 770 X625=1.95MM Germany or equivalent | 01 PCS |  |  |
|  | **CHEMICALS** |  |  |  |
| 41 | Heidelberg Daily Wash imported MCI Auto wash ORIGINAL  | 25 Ltr can | Ltr |  |
| 42 | Heidelberg chemical Aqua blue MCI ORININAL  | 25Ltr can | Ltr |  |
| 43 | Heidelberg chemical IPA 99.99% MCI or equivalent | 210 Ltr | Ltr |  |
| 44 | HB Water Filter ( Imported ) |  |  |  |
| 45 | Roller Paste MCI or equivalent | 1 Tin |  |  |
| 46 | Roller Idle Paste MCI or equivalent | 1Tin |  |  |
| 47 | Sponge ( Imported ) | 1 No |  |  |
| 48 | Plate developer (Nobel) | 05 ltr | Ltr |  |
| 49 | Benzol MCI | 12 Ltr | Ltr |  |
| 50 | Acid ( Local) | 1btl |  |  |
| 51 | Shiner ( Local) | 1 Btl |  |  |
| 52 | Gum for plates MCI or equivalent  | 12 Ltr | Ltr |  |
| 53 | Plate cleaner MCI or equivalent  | 12 Ltr | Ltr |  |
| 54 | Ink remover Fuji or equivalent  | 1btl | 0 |  |
| 55 | Binding machine gum 2711 Hard malt Taiwan or equivalent  | 25 Kg bag | Kg |  |
| 56 | Pasted Gatta Local  | Sheet |  |  |
| 57 | Abree Local | Sheet | 0 |  |
| 58 | Glue Mowilith German White  | 5 KG | KG |  |
| 59 | Lamination Glue DA-102 Taiwan | 50kg | kg |  |
| 60 | Marakoo IMPORTED  | 50 Mtr | Mtr |  |
| 61 | Gum binding slash Local | 1kg | kg |  |
| 62 | Spiral for binding 12,16,20,24 mm Local  | 18-12m | 25-16m |  |
| 63 | Stitching wire roll 22, 24, 26 Local  | Roll | 0 |  |
| 64 | Cotton Roll  | Roll |  |  |
| 65 | Binding tape 1”, 1 ½”, 2” Local | Roll | 0 |  |
| 66 | Ilets Local | Box |  |  |
| 67 | Samad bond Local  | 1 letter | ltr |  |
| 68 | Thread Local ( Falkon/ Orange Brand) | Box | 1 Reel |  |
| 69 | Plastic dori Local | 25kg | Ltr |  |
| 70 | Lamination rolls 10” 12” 14” 18” matt Local | 3000mt | Roll |  |
| 71 | Lamination rolls 10” 12” 14” 18” shine Local | 3600 Mtr | Roll |  |
| 72 | Spray Powder H/B Germany or equivalent | 1KG | Packet |  |
|  | **PRINTING INK** |  |  |  |
| 73 | Golden Ink Germany or equivalent | 1 Kg | Kg |  |
| 74 | Silver Ink Germany or equivalent | 1 Kg | Kg |  |
| 75 | Black Ink (peony) or equivalent | 01 Ibs | Lbs |  |
| 76 | Tint (New shine) or equivalent | 12 Kg crtn | Kg |  |
| 77 | Browne blue (New shine) or equivalent | 12 Kg crtn | Kg |  |
| 78 | Browne red (new shine) or equivalent | 12 Kg crtn | Kg |  |
| 79 | Paste (New Shine) or equivalent | 12 Kg crtn | Kg |  |
| 80 | Green (New shine) or equivalent | 12 Kg crtn | Kg |  |
| 81 | Four color offset Ink Daihan/ Star Gloss | 4 Kg set | Kg |  |
| 82 | CTP/Direct plates GTO/Rotta, 450x370,Kodak | 1 Plate | Nos |  |
| 83 | CTP/Direct plates , Heidelberg(745x605x.25mm)or.30, | 1 Plate | Nos |  |
| 84 | Envelops white & brown 5x7, 9x4, 10x12 Different | 0 | 0 |  |
|  | **LAYOUT** |  |  |  |
| 85 | Plastic sheets A4 size | 100sheet | Pkt |  |
| 86 | Plastic sheets 24x54 size | 100 sheet | Pkt |  |

**TERMS & CONDITIONS**

1. Signal stage one envelope procedure is been observe for procurement in this case.
2. Items will be delivered by the successful vender at PASTIC within one week or earlier on receipt of supply order.
3. No transportation and carriage charges will be paid by the procuring Agency.
4. **EVALUATION CRITERIA:** The bids offering lowest item wise cost an conforming to Terms and Conditions and specifications contained in this Tender Document shall be consider for Award of Contract to one or more bidder.
5. Income Tax & Sales Tax will be deducted at source as per Government Rules.
6. The bids will be evaluated as per specifications laid down in the item list which are proposed for procurement.
7. The rejected items (If any) will be collected and replaced by the supplier immediately at his own risk and cost within 03days after intimation.
8. Security Deposited will be released after the expiry of quotation period or on the satisfactory completion of complete supply as per the recommendation of Procuring Agency.
9. The bid must accompany with Security Deposit of **Rs. 50,000/-** in shape of Bank Draft/ Pay Order in favor of PASTIC National Centre, Islamabad. without Security Deposit bids will not be accepted
10. **Rates/ quotations including GST must be valid for one year.**
11. Bidder must provide undertaking on stamp paper that firm has not been declared black listed by any public or private organization.
12. Only those firms are eligible for participation in the tender which are appeared on Active Taxpayer List (ATL) income & GST of FBR.
13. GST must be included in the rates.

 **Additional Director (Admin)**

 Phone: 051-9248105

 051-9248116

 Fax# 051-9248113

**ACCEPTANCE CERTIFICATE**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ owner/representative of M/s \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby, confirm that terms & conditions mentioned in Tender Document are acceptable to me as a whole and I shall fully abide by these

2. The items offered shall be supplied as per tender specifications and I will be bound to replace any item, if found sub-standard, unsatisfactory or defective without any extra charges, if I failed to do so, PASTIC has the right to purchase rejected items from market and amount may be deducted from earnest money or from my outstanding bills.

(Supplier)

Signatures with seal:

(Owner/representation)

Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CNIC N0. With attested copy

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fax No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_