

ELECTRICITY – USE ELECTRICITY SPARINGLY BETWEEN 6.00 P.M TO 10 P.M



MULTAN ELECTRIC POWER COMPANY

TENDER NOTICE FOR PROCUREMENT OF STATIONERY ITEMS

Sealed tenders without involving any foreign exchange component under **Single Stage One Envelope** are invited from duly Sales Tax registered for supply of below mentioned material at MEPCO H/Q Multan.

Tender No	Sr. No.	DESCRIPTION OF MATERIAL	QTY (Nos.)	Date & Time Of Submission	Date & Time Of Opening
142/23	1	Paper A-4 70 Grm (imported) HP or Equivalent	1225 Boxes	14.07.2023 at 10:30 A:M	14.07.2023 at 11:00 A:M
	2	Paper Legal 80 Grm (imported) HP or Equivalent	285		
	3	Gell Pen Unibal Eye or Equivalent	600 No		
	4	Gell Pen Signo or Equivalent	2652 No.		
	5	Gum Bottle (Large) 800grm Nafees or Equivalent	112 No		
	6	Lead Pencil Gold Fish or Equivalent	2377 No.		
	7	Correction Pen Piano or Equivalent	933 No		
	8	Scale Steel Fine Quality	120 No		
	9	Ballpoint (Clipper) Dollar or Equivalent	8434 No		
	10	High Lighter Dollar or Equivalent	1092 No		
	11	Ring Pad Medium Fine Quality	400 No		
	12	Stamp Pad (Ink) Crystal or Equivalent	221 No		
	13	Stapler H D-30	254 No		
	14	Plastic File Cover Chanyi or Equivalent	3140 no		
	15	Sticky Flag Chanyi or Equivalent	906 Packet		
	16	Stamp Pad Crystal or Equivalent	231 Nos.		
	17	Dak Folder Fine Quality	110 Nos.		
	18	File Box (imported) Fine Quality	331 Nos.		
	19	File Cover with Cloth Strip & Dual Ring As per Sample	60950 Nos.		
	20	Red File Cover with Cloth Strip & Dual Ring As per Sample	3000 Nos.		
	21	Envelop No.4 11x5	25990 Nos.		
	22	Envelop No.3 9x4	32640 Nos		
	23	Envelop No.6 A4 Size	22216 Nos.		
	24	Envelop No.7 F/S	23100 Nos.		
	25	Envelop No.8 A3 Size	10000 No.		
	26	Awl (Suwa) Fine Quality	54 Nos.		
	27	File Tray Fine Quality	100 Nos.		
	28	File Board As per Sample	20765 Nos.		


142/23	29	Tag Large A Per Sample	1741 nos.	14.07.2023 at 10:30 A:M	14.07.2023 at 11:00 A:M
	30	Water Damper Fine Quality	167 Nos.		
	31	Pointer Dollar or Equivalent	606 Nos.		
	32	Paper Clip 36mm Three Flower	858 Nos		
	33	Ink for Pen (60ml) Dollar or Equivalent	50 Nos.		
	34	Table Set Formica / Rexine	25 Nos.		
	35	Pin Opener Deli or Equivalent	247 Nos.		
	36	Punch Machine TF0102	227 Nos.		
	37	Single Punch Fine Quality	61 Nos.		
	38	Table Diary Leaf or Equivalent	100 Nos.		
	39	Register UF-83 As per Sample	220 Nos.		
	40	Register UF-84 As per Sample	203 Nos		
	41	Gell Pen Dollar G1 or Equivalent	2000 Nos.		
	42	Permanent Marker Dollar or Equivalent	407 Nos		
	43	Register No. 25 Hero or Equivalent	368 Nos.		
	44	Stapler Pin Dollar or Equivalent	2447 Nos.		
	45	Gum Stick Deli or Equivalent	1128 Nos		
	46	Drafting Pad Hero or Equivalent	425 Nos		
	47	Color Flag As per Sample	200 Nos		
	48	Register No. 30 Hero or Equivalent	401 Nos.		
	49	Register No. 40 Hero or Equivalent	301 Nos.		
	50	Gell Pen Piano or Equivalent	2000 Nos.		
	51	Short Hand Note Book Hero or Equivalent	412 Nos.		
	52	Board Marker Dollar or Equivalent	131 Nos.		
	53	Binding Tap 2" Fine Quality	247		
	54	Scotch Tap 2" Fine Quality	261		
	55	Binding Tap 1.5" Fine Quality	100		
	56	Scotch Tap 1" Fine Quality	100		
	57	Binding Tap 3" Fine Quality	258 No		
	58	Scotch Tap 1.5" Fine Quality	100		
	59	Sharpner Dux Silver or Equivalent	808 No		
	60	Rubber Dux or Equivalent	806		
	61	Tag Small As per Sample	1842 Packet		
	62	Attendance Register Fine Quality	529 No.		
63	Paper Cutter Fine Quality	349 No.			

Bidding documents containing detailed terms & conditions, method of procurement, procedure of submission of bids, bid security, bid validity, evaluation criteria etc can be obtained from the office of Director (Procurement) MEPCO Khanewal Road, Multan against payment of tender fee before the opening date during office hours on the production of authorization letter of the person from the firm along with CNIC, sales tax registration certificate, supply record and other required documents/proof. No tender form will be issued on the opening date.

The tenders will be opened publically in presence of bidders or their representatives who wish to attend on above mentioned date & time in the office of Director (Procurement) Dist: MEPCO Khanewal Road, Multan. The cost of each tender form is Rs. 2000/- (Non-refundable). **The tender will be received half an hour before the above scheduled date and time and will be opened on the scheduled date and time.**



Tender shall remain valid for 120 days after the opening date. Bid Security/Guarantee for fixed amount not exceeding five percent of the estimated value of procurement mentioned in bidding documents in light of PPRA Rules (amended to date) in shape of Deposit-at-Call, Bank Draft, Pay Order & Bid Guarantee issued by any scheduled Bank of Pakistan valid for 150 days after the opening date of tender in favour of Chief Executive Officer MEPCO Multan must accompany with the Bid by the bidders, otherwise Bid will be rejected. The conditional tender will not be accepted. All rights are reserved. This advertisement is also available on MEPCO & PPRA websites at www.mepco.com.pk & www.ppra.org.pk respectively.



**DIRECTOR
(PROCUREMENT) DISTRIBUTION
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