

No. F. 03(15)2024-25-AGP  
Government of Pakistan  
Office of the  
**ATTORNEY GENERAL FOR PAKISTAN**  
Supreme Court Building, Islamabad.  
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**TENDER NOTICE**

Sealed bids containing 'Single Stage – Single Envelop procedure' are invited from sole distributors/firms/contractors/suppliers/dealers registered with Sales Tax/Income Tax Departments and having their own offices/stock/manpower/expertise in Islamabad/Rawalpindi for following procurements and services required by the Government of Pakistan Office of the Attorney General for Pakistan, 3<sup>rd</sup> floor, Supreme Court Building, Islamabad, during the Current Financial Year 2024-25.

Name of Procuring Agency	Office of Attorney General for Pakistan, 3 <sup>rd</sup> floor, Supreme Court Building, Islamabad	
Title of Procurements	1)	Procurement of Office Stationery
	2)	Procurement of Computer Stationary
	3)	Procurement of Miscellaneous Items
	4)	Procurement of purchase of Hardware
	5)	Procurement of Purchase of Machinery & Equipment
Contact Officer	Section Officer 051-9220653	
Closing Time and Date & Place for receiving of bids	<b>Before 11:00am hours, on 31.07.2024, at Office of Attorney General for Pakistan, 3<sup>rd</sup> floor, Supreme Court Building, Islamabad.</b>	
Time & Place of publicly opening of bids.	<b>At 11:00 am hours, on 31.07.2024 at Office of Attorney General for Pakistan, 3<sup>rd</sup> floor, Supreme Court Building, Islamabad.</b>	

2. Bids Security/earnest money @ 2% of bid value in the shape of **Pay Order/Demand Draft in favour of "Secretary to Attorney General, Office of Attorney General for Pakistan, 3<sup>rd</sup> floor, Supreme Court Building, Islamabad,"** must be attached with the bid.

3. Tender documents, list and detail of items/equipment and detailed terms/conditions can be collected from the undersigned during office timings, and are also available on official websites of Attorney General Office (AGP) <https://www.agfp.gov.pk/tender-notice> Ministry of Law and Justice <http://www.molaw.gov.pk/noticesDetails.aspx>, PPRA's website ([www.ppra.org.pk](http://www.ppra.org.pk)). The procuring agency reserves rights to accept or reject any or all bids/proposals in accordance with Rule-33 of PPRA Rules-2004.

  
**(M. Farooq Tahir)**  
Superintendent  
051-9212341

# **BIDDING DOCUMENT/REQUEST FOR PROPOSAL (RFP)**



**OFFICE OF THE  
ATTORNEY-GENERAL FOR PAKISTAN**

**PROCUREMENT OF OFFICE STATIONARY, COMPUTER STATIONARY,  
OTHER MISCELLANEOUS ITEMS AND PURCHASE OF HARDWARE  
FOR THE YEAR 2024-25**

No. F. 03(15)2024-25-AGP  
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**INSTRUCTIONS TO BIDDERS**

This Tender document shall be used for submission of Competitive Bidding for the purchase of various items, stock and services for Office of Attorney General for Pakistan, 3<sup>rd</sup> floor, Supreme Court Building, Islamabad. Interested bidders (manufactures/firms/suppliers/authorized dealers) may download the tender document from the PPRA's website and Office of Attorney General for Pakistan, 3<sup>rd</sup> floor, Supreme Court Building, Islamabad's websites and Law and Justice Division's website <http://www.molaw.gov.pk/notices> . The bidders with the lowest evaluated bid and subject to approval of samples will be awarded purchase contract. The detail evaluation criteria has been prepared and attached with these instructions.

**2. DATE, TIME & ADDRESS FOR SUBMITTING BIDS**

Name of Procuring Agency	Office of Attorney General for Pakistan, 3 <sup>rd</sup> floor, Supreme Court Building, Islamabad
Last date for response submission:	<b><u>31<sup>st</sup> July, 2024 before 11:00am Hours</u></b>
Opening Date & Time:	<b><u>31<sup>st</sup> July, 2024 at 11:00am Hours</u></b>
Opening Place:	Admin Room, Attorney General's Office, 3 <sup>rd</sup> Floor, Supreme Court building, Islamabad (Pakistan)
Contact Person:	<b>Section Officer</b>
Phone:	051-9220653
Fax:	051-9205089

**3. This document contains following:-**

- Terms and conditions for each tender.
- Evaluation Criteria.
- Detail of the items quality and specifications.

**(a) TERMS & CONDITIONS FOR TENDER SUBMISSION.**

- Tender to be filled in carefully (preferably typed). No correction/alteration is allowed. Each page must be signed and stamped. Incomplete forms will not be accepted.
- Sample of all the stationary, computer stationary and other miscellaneous items must be provided with the bids. Bids without sample will be rejected. These samples will be remained in the custody of Attorney General's Office for comprise of supplies during the year.
- Single Stage-One Envelope Bidding Procedure specified in the Public Procurement Rules,2004 shall be followed for receiving and processing the bids. Bid Security not less than 2% of quoted price as mentioned in Tender Documents in the shape of Pay Order/Bank Draft is required in the name of "Secretary to Attorney General, Islamabad". Neither personal Cheque nor the bids received without earnest money will be accepted.

- iv) Bid validity period till **30-06-2025** must be clearly mentioned in the bid.
- v) In case, the tender is accepted by the competent authority, the earnest money will be retained till completion of the agreement period however, the earnest money of the un-successful bidders will be returned on receipt of a written request.
- vi) For each items the **manufacturers/company name/brand name** must be quoted. Firms for supply of office stationery, allied items equipment and livery items should offer rates for more than **25%** items and have sufficient stocks of each item. The physical inspection may be conducted.
- vii) The firm must clearly indicate as to whether GST is included or not in the offered rates. GST included rates would be preferred.
- viii) The bid must indicate sound financial status of the bidder. It may duly be supported by any evidence like certificate from a reputed bank.
- ix) The past relevant experience of the bidder will be an added advantage, as indicated in the evaluation criteria.
- x) **National Tax No., GST Registration Number and Vendor Number and bank account number must be indicated by each bidder.**
- xi) The bidder will have to submit an affidavit on stamp paper of Rs.50/- that the firm has not been blacklisted in the past on account of inefficiency to any public sector organization. The affidavit should be attested by the Notary Public. On account of submission of false statement, the firm shall be blacklisted and debarred from bidding process.
- xii) **If any item is found substandard, defective and not meeting the prescribed specifications, the same will not be accepted in any circumstance and action will be taken against the supplier. This may range from forfeiting of bid security to blacklisting of firm for future participation in the procurement process.**
- xiii) **Any lapse in fulfilling requirements or any other stipulated condition(s) in the tender shall render the bid liable to rejection.**
- xiv) The contract will be awarded to the lowest evaluated bidder after approval/successful inspection of samples by the **Purchase/Tender Committee** whose decision will be treated as **final**.
- xv) The Result of the bid evaluation under Rule 35 of PPRA Rules, 2004 will be announced **ten days** prior to the award of contract to the successful bidder. In case of any complaint of bidder, a Redressal Grievance Committee already composed in the Office of Attorney

General for Pakistan, 3<sup>rd</sup> floor, Supreme Court Building, Islamabad will address the grievances.

- xvi) Bidders are requested to quote the best brands and final price and negotiations on the prices once quoted/offered are not permissible under the rules. The procuring Agency may reject all the bids or proposals at any time prior to the acceptance of a bid or proposal under rule 33 of the Rules *ibid*.
- xvii) The interested manufacturer/authorized dealers/suppliers must give full address of Head Office & Branch Offices with Telephone/Fax Numbers and contact persons.
- xviii) Income Tax/any other tax if liable will be deducted at source on the prescribed rate for onward payment to the Income Tax Department/Government of Pakistan.
- xix) The Successful manufacturer/authorized dealer/suppliers shall have to complete the initial supply within 02 days of receipt of the Supply/work Order. In case supply/work is not carried out within stipulated period a penalty @ 0.1% per day of the amount of pending items of supply order shall be imposed and amount will be deducted from the bills of supplier.
- xx) Receipt of incomplete supplies or delay in services will render the supply order liable to be cancelled and the supply order will be awarded the next lower (2<sup>nd</sup>) evaluated bidder.
- xxi) Earnest money will be forfeited if a bidder withdraws his bid during the bid validity period. If the supplier/firms does not supply as per supply order or fails to supply according to terms and conditions and in case of default, the earnest money will be forfeited and firm can be debarred from the business with the office.
- xxii) Following documents must be attached with respect to each tender:-
  - a. Import Documents (GD, Tax Paid Documents at the time of shipment clearance);
  - b. Letter from Manufacturing Company (Factory) from where toners are importing;
  - c. Page Yield confirmation from manufacturing factory;
  - d. ISO Certificate from Manufacturing Factory;
  - e. Copy of Trade Mark Registration.

(b) EVALUATION CRITERIA

Sealed bids should reach the Section Officer (Admn) Office of Attorney General for Pakistan, 3<sup>rd</sup> floor, Supreme Court Building, Islamabad, as per schedule published in tender notice. The bids received within the stipulated time and date will be opened by the Tender Committee on the same day in the presence of the bidders or their authorized representatives, who choose to be present on the occasion. Bids will be evaluated on afore mentioned

prescribed criteria. Results of bidding will be announced in the form of Evaluation Report giving justification for acceptance or rejection of bids in observance of Rule-35 of PP Rules-2004.

3. I/We have read and agree with the above mentioned terms and condition.

Date: \_\_\_\_\_

Name of Bidder/Firm/Supplier \_\_\_\_\_

Signature: \_\_\_\_\_

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**TENDER FOR PURCHASE OF OFFICE STATIONARY,  
COMPUTER STATIONARY, OTHER MISCELLANEOUS  
ITEMS AND PURCHASE OF HARDWARE**

- Note:**
- 1) Unit Rate & Brand of each item must specifically be mentioned. No compromise on quality shall be made and .
  - 2) The firms will be bound to provide samples of each and every item for inspection by the Committee before award of contract.
  - 3) Urgent Supply of items after receiving of work order.

**STATIONARY ITEMS**

Sr. #	Name of Items	Unit	Brand / Make	Unit Price (Rs.) Including Taxes	Total Amount (Rs.)
1.	Attendance Register No. 12 imported	Each Piece			
2.	Ball Point Piano 0.8mm best quality	Each Packet			
3.	Ball Point Superior V-7 (Japan)	Each Packet			
4.	Ball point max	Each packet			
5.	Binder clips 15mm, 19mm, 25mm, 32mm, 41mm	Each box			
6.	Binding Tape black color 1.5" Sansa	Each Piece			
7.	Binding Tape black color 2" Sansa	Each Piece			
8.	Box File A4 size (best quality)	Each piece			
9.	Box file legal size (best quality)	Each piece			

10.	Calculator Citizen desktop (CT-8014)	Each Piece			
11.	Cash Book Register No. 14, 16, 18.	Each Piece			
12.	Checking Pencil (color Pencil)	Each Packet			
13.	Common paper pin (best quality)	Each Packet			
14.	Correction tape	Each piece			
15.	Dak Book (A4 size)	Each Piece			
16.	Dak Pad Rexene (Superior)	Each Piece			
17.	Document File (file plastic Button colorful) fine quality	Each piece			
18.	Drafting Pad small size fine quality	Each Piece			
19.	Drafting Pad Medium Size fine quality	Each Piece			
20.	Drafting Pad A4 size fine quality	Each Piece			
21.	Drafting Pad spiral Small size fine quality	Each Piece			
22.	Drafting Pad spiral medium Size fine quality	Each Piece			
23.	Drafting Pad spiral A4 size fine quality	Each Piece			
24.	Drawing Paper Pins best quality	Each packet			
25.	D-Ring file legal	Each piece			
26.	D-Ring file A4	Each piece			
27.	Envelope (A-4) 80 gram Brown best quality	Each Piece			
28.	Envelope (A-4) 80 gram white best quality	Each Piece			
29.	Envelope (File Size) 80 gram Brown best quality	Each Piece			
30.	Envelope (File Size) 80 gram White best quality	Each Piece			

31.	Envelope File Size thread padded best quality	Each Piece			
32.	Envelope (SE-5) 80 gram Brown best quality	Each Piece			
33.	Envelope (SE-5) 80 gram white best quality	Each Piece			
34.	Envelope (SE-6) 80 gram white best quality	Each Piece			
35.	Envelope (SE-6) 80 gram Brown best quality	Each Piece			
36.	Eraser Best Quality	Each piece			
37.	Eraser Lead Pencil	Each Packet			
38.	File Flapper (Rexene best Quality)	Each piece			
39.	File Holder box hard card type best quality	Each piece			
40.	File Holder box wooden best quality	Each piece			
41.	Fluid Marker	Each piece			
42.	Fluid pen Uni (best quality)	Each piece			
43.	Finger Moisturizer best Quality	Each piece			
44.	Glue stick (Dollar 36 grams)	Each piece			
45.	Glue stick (UHU 40 grams)	Each piece			
46.	Glue Stick (UHU 21 g)	Each piece			
47.	Gum Bottle Dollar	Each piece			
48.	Highlighter different color (Dollar)	Each Box			
49.	Ivory Card Size A4 (best quality)	Each Packet (100 sheets)			
50.	Ivory Card Legal size (best Quality)	Each Packet (100 sheets)			
51.	Lead Pencil Goldfish	Each Packet			
52.	Log Book No. 6,8,10	Each piece			

53.	Letter tray on step jali	Each piece			
54.	Marker Permanent size Large	Each packet			
55.	Marker (Deli Marker) Double side	Each packet			
56.	Marker (white board)	Each packet			
57.	Masking tape 3"	Each Piece			
58.	Manager paper pad legal size	Each Piece			
59.	Manager paper pad A4 size	Each Piece			
60.	M & G Expert gel	Each packet			
61.	Metal mesh stand pen holder	Each piece			
62.	Nokyo plastic L-shape folder A4 size	Each packet (12 Pieces price)			
63.	Nokyo plastic L-shape folder Legal size	Each Packet (12 pieces Price)			
64.	Note Sheet imported paper (60 sheets) F/S 80 gram	Each Piece			
65.	Packing Tape size 3" best Quality	Each piece			
66.	Paper (AA) A4 size 80 gram 500 sheets	Each Ream			
67.	Paper (AA) Legal size 80 gram 500 sheets	Each Ream			
68.	Paper (Paper One ) Legal size 80 grams 500 sheets	Each Ream			
69.	Paper (Paper One) A4 size 80 grams 500 sheets	Each Ream			
70.	Paper clip each size (colored Paper pins)	Each Packet			
71.	Paper Cutter Plastic Handle with blade best quality	Each Piece			
72.	Paper Pins (best quality)	Each Packet			
73.	Paper Separator set card type A4 size (fine best Quality)	Each set			

74.	Paper Separator set card type Legal Size (fine best Quality)	Each set			
75.	Paper Separator set plastic A4 size (fine best Quality)	Each set			
76.	Paper Separator set plastic Legal size (fine best Quality)	Each set			
77.	Pin Cushion (Marble)	Each Piece			
78.	Plastic File Cover blue / white A4 size fine quality	Each piece			
79.	Plastic File Cover blue / white Legal size fine quality	Each piece			
80.	Pointer dollar original	Each Packet			
81.	Posit/post-it flag 5 color	Each packet			
82.	Post-it pad (Sticky) size 2x3 colors	Each packet			
83.	Post-it Pad (Sticky) size 3x4 colors	Each packet			
84.	Plastic sheet file 20 pockets	Each piece			
85.	Punch Machine single hole 30 sheets	Each piece			
86.	Punch Machine Double hole	Each Piece			
87.	Punch Machine triple hole	Each piece			
88.	Register No. 8,10,12,14,16,18,20	Each Piece			
89.	Scissor Large size	Each piece			
90.	Scale 12"(Steel) best quality	Each Piece			
91.	Scotch Tape 2" best quality	Each Piece			
92.	Scotch Tape 3" best quality	Each Piece			
93.	Secret Seals (Red)	Each packet			
94.	Section Diary Register imported No. 10,12, 16	Each Piece			

95.	Stock Register No. 12, 14, 16, 18	Each Piece			
96.	Sharpener Machine best Quality	Each Piece			
97.	Sharpener Steel best quality	Each Piece			
98.	Shorthand book best quality	Each Piece			
99.	Single Jar (for Pen, Pencil and Slip)	Each Piece			
100.	Stamp pad ink (dollar)	Each Piece			
101.	Stamp Pad large size best quality	Each Piece			
102.	Stapler Machine Heavy duty best quality	Each Piece			
103.	Stapler Machine KW-Trio Half Strip Effortless 50-60 Sheet Stapler	Each Piece			
104.	Stapler pin Opener KW-trio (best Quality)	Each Piece			
105.	Stapler Pins OPAL/Dollar 24/6	Each packet			
106.	Stapler Pins Heavy Duty (OPAL/Dollar) (23/5) (23/6) (23/7) (23/8) (23/10) (23/11) (23/12) (23/13) (23/15) (23/16) (23/17) (23/18) (23/20) (23/24) (23/25)	Each packet			
107.	Strip File Folder A4 Size	Each piece			
108.	Strip File Folder Legal Size	Each piece			
109.	Table Diary (Riffle)	Each Piece			
110.	Table Set (Marble/Rexene/Wooden)	Each Set			

111.	Table set (Stationery)	Each Set			
112.	Tag Cotton 4" size	Each Packet			
113.	Tag Cotton Large size white 12"	Each Packet			
114.	Tape dispenser	Each piece			
115.	Table calendar	Each piece			
116.	Telephone index large size (best quality)	Each Piece			
117.	Thinner + Fluid Pelikan Blanco	Each set			
118.	Uni Eye No. 150 original	Each Packet			
119.	Uni Eye No. 157 original	Each Packet			
120.	Uni-ball Signo gel UM-120 original	Each Packet			
121.	Uni ball 177 deluxe fine	Each packet			
122.	Uni ball signo 153	Each packet			
123.	White Pad small (best quality)	Each piece			

### COMPUTER STATIONARY ITEMS

124.	Keyboard Dell Original Hp original	Each piece			
125.	Keyboard wireless Dell original Hp original	Each piece			
126.	Laptop charger Hp/dell	Each piece			
127.	Mouse-pad Imported/ Superior Quality	Each Piece			
128.	Mouse wireless (dell/hp) original	Each piece			
129.	Mouse(dell/hp) original	Each piece			
130.	Networking cable Cat-6	Per meter			

131.	Power cable/ VJ cable	Each piece			
132.	Toner 26-A (original) (China)	Each Piece			
133.	Toner 30- A (Original) (china)	Each Piece			
134.	Toner for Fax machine (KX FL-422) (original) (China)	Each Piece			
135.	Toner for HP LaserJet CP-1025 (126-A) (original) (China)	Each (set of 4 piece)			
136.	Toner for Laser Jet Pro 300 ProM351A (305A) (original) (China)	Each (set of 4 piece)			
137.	Toner for LaserJet Pro M254nw (203A) (Original) (China)	Each (set of 4 piece)			
138.	Toner for laser jet M252dw (201a)	Each piece			
139.	Toner for laser Jet Pro MFP M521DW (55A) (original) (China)	Each Piece			
140.	Toner for laser printer HP- (1102) (1102w) (85A) (original) (China)	Each Piece			
141.	Toner for laser printer HP M225 DW (83A) (original) (China)	Each Piece			
142.	Toner for Photostat Machine Panasonic DP 8045 (Original) (China)	Each Piece			
143.	Toner for Photostat Machine, CANON 2525w (Original)	Each Piece			
144.	Toner for Photostat Machine, CANON IRADV 6565i (Original)	Each Piece			
145.	Toner for Photostat machine Canon 8705 Original	Each Piece			
146.	Toner 107a	Each Piece			
147.	Toner 44a	Each Piece			
148.	USB Flash Drive 4 GB HP Metal body 3.0 (original) Kingston Metal body 3.0 original	Each piece			

149.	USB Flash Drive 8 GB HP Metal body 3.0 (original) Kingston Metal body 3.0 (original)	Each piece			
150.	USB Flash Drive 16 GB HP Metal body 3.0 (original) Kingston Metal body 3.0 (original)	Each piece			
151.	USB Flash Drive 32 GB HP Metal body 3.0 (original) Kingston Metal body 3.0 (original)	Each piece			
152.	USB Flash Drive 64 GB HP Metal body 3.0 (original) Kingston Metal body 3.0 (original)	Each piece			

### OTHERS MISCELLANEOUS ITEMS

	Name of Items	Unit	Brand / Make	Unit Price (Rs.) Including Taxes	Total Amount (Rs.)
153.	Air freshener Admire 300ml original	Each piece			
154.	Air freshener Aseel (crown) 300ml original	Each piece			
155.	Air freshener Cobra 300 ml	Each piece			
156.	Air Freshener Lotion Admiral Toronto large 300ml original	Each piece			
157.	Air Freshener Hovac 300ml	Each piece			
158.	Airtight Jar(Glass)	Each piece			
159.	Air wick	Each piece			
160.	Air wick dispenser	Each piece			
161.	Ashtray (Glass/Marble)	Each piece			
162.	Acrylic table display stand	Each piece			
163.	Back care Molty foam	Each piece			
164.	Bowl (small/ Large)	Each piece			
165.	Cell Camelion /Panasonic AA size	Each piece			

166.	Cell Camelion/Panasonic AAA size	Each piece			
167.	Cell remote A23 Camelion/Panasonic	Each piece			
168.	Cosmic polish	Each piece			
169.	Duster 30"x30" white superior quality	Each Piece			
170.	Duster 30"x30" yellow superior quality	Each Piece			
171.	Door window blur paper	Per meter			
172.	Electric Kettle best quality large size	Each piece			
173.	Energy Saver for lamp (15w)	Each piece			
174.	Extension Lead best quality	Each piece			
175.	Electric mosquito rod	Each piece			
176.	Electric mosquito machine	Each piece			
177.	File Basket (file size)	Each piece			
178.	Face mask N-95	Each piece			
179.	Face mask (surgical mask)	Each box			
180.	Flag rod	Each piece			
181.	Gift Sheet best quality	Each piece			
182.	Glass Cleaner (Insta)	Each piece			
183.	Green cloth per meter	Per meter			
184.	Harpic blue/red	Each piece			
185.	Hand Wash Liquid (Dettol 250ml)	Each piece			
186.	Hand Wash Liquid (Dove 250ml)	Each piece			
187.	Hand wash liquid (Lifebuoy)	Each piece			

188.	Jharoo phool/bhans	Each piece			
189.	Kingtox spray 300ml	Each piece			
190.	Lota best quality	Each piece			
191.	Lux soap small	Each piece			
192.	Lux soap medium	Each piece			
193.	Lux soap Large	Each piece			
194.	Max Dishwashing Jar	Each piece			
195.	Max Liquid bottle large size	Each piece			
196.	Mop	Each piece			
197.	Mortein spray 300 ml	Each piece			
198.	Napkin (best Quality)	Each piece			
199.	Pure water Bottle 19 liter. New (with water)	Each piece			
200.	Pure water Bottle 19 liter. Refilling	Each piece			
201.	Printy stamp	Each piece			
202.	0.5 ltr water bottle pure quality	Each piece			
203.	Remote control door bell best quality imported	Each piece			
204.	Rubber bands	Each packet			
205.	Scotch bright	Each piece			
206.	Surf Excel (100 grams)	Each piece			
207.	Surface cleaner Dettol half Liter	Each piece			
208.	Scraper	Each piece			

209.	Spray (7c)	Each piece			
210.	Table Flag (Pakistan)	Each piece			
211.	Table Flag stand	Each piece			
212.	Tissue Box Perfumed Luxury Rose Petal	Each piece			
213.	Tissue Roll Large Rose Petal	Each piece			
214.	Toilet Cleaner(Acid)	Each Piece			
215.	Toilet Soap Tibet small	Each Piece			
216.	Toilet soap Tibet large	Each piece			
217.	Towel White (soft) Large size imported/Super fine Quality	Each Piece			
218.	Towel White (soft) medium size imported/Super fine Quality	Each Piece			
219.	Telephone set (Panasonic)	Each piece			
220.	Vim (Powder 1 kg)	Each Piece			
221.	Vim liquid bottle large size	Each Piece			
222.	Wall clock superior quality	Each piece			
223.	Waste paper basket best quality Large(covered Type)	Each Piece			
224.	Waste paper basket best quality open	Each Piece			
225.	Water Glass (TT-006) 300ml Star Toyo Classic	Each Piece			
226.	Water Glass large size best Quality (Imported)	Each Piece			
227.	Water Jug (glass) best quality	Each Piece			
228.	Wiper Large (best Quality)	Each Piece			

## PURCHASE OF HARDWARE

229.	Hard disk 1TB SSD internal use	Each piece			
230.	Hard drive 2 TB SSD external	Each piece			
231.	Hard drive 3 TB SSD external	Each piece			
232.	Printer HP Laser Jet (MFP 137FNW) 3 In one	Each piece			
233.	Printer HP Laser Jet 107A (4ZB77A)	Each piece			

## PURCHASE OF MACHINERY & EQUIPMENT

	Name of Items	Unit	Brand / Make	Unit Price (Rs.) Including Taxes	Total Amount (Rs.)
234.	BIO metric machine	Each piece			
235.	Cash counting machine with note detector	Each piece			
236.	Paper shredder aurora	Each piece			

Date: \_\_\_\_\_

Name of Bidder/Firm/Supplier \_\_\_\_\_

Signature: \_\_\_\_\_

**PERSONAL COMPUTER**

Items	Description	Whether bidder's specifications are as per given specifications. Please reply (YES or NO). In case of higher specifications, please mention against each.
Brand Name/ Manufacturer (if any)	Dell / Hp	
Form Factor/Casing	Tower Casing	
Processor & Clock speed	Core i7- 12 <sup>th</sup> Generation	
Ram	8GB	
Hard disk drives installed	512GB, SSD	
Keyboard and Mouse	Same brand Keyboard & optical mouse	
LED	15.6"/21"/30"	
Unit Price excluding GST		
GST		
Unit price inclusive GST		
Price of total Quantity inclusive GST		
Warranty	Minimum one Year	
Amount of Earnest money enclosed		
Delivery Period		
Brochures attached		
Validity Period		

Note: Prices of the item given above will be evaluated collectively.

Signature

Company Seal

## Laptop

Items	Description	Whether bidder's specifications are as per given specifications. Please reply (YES or NO). In case of higher specifications, please mention against each.
Brand Name/ Manufacturer (if any)	Dell / Hp / Asus	
Form Factor/Casing	Laptop ci7 11th Generation	
Display Size	15.6 Inch	
Connectivity System	Wi-Fi +Cellular	
Memory installed	512 GB SSD	
Ram	8GB	
Operating System	Windows 11	
Unit Price excluding GST		
GST		
Unit price inclusive GST		
Price of total Quantity inclusive GST		
Warranty	Minimum one Year	
Amount of Earnest money enclosed		
Delivery Period		
Brochures attached		
Validity Period		

**Note: Prices of the item given above will be evaluated collectively.**

Signature

Company Seal