

# **NATIONAL INSTITUTE OF MANAGEMENT**

(78-Upper Mall, Lahore)

No. 01/200/Stationary (NIM)

Dated: 02 July, 2019

## **PURCHASE OF STATIONARY, MISC CONSUMABLES, SPORTS ITEMS, PHOTOCOPIER MACHINE TONERS, PRINTER TONERS AND COMPUTER ACCESSORIES**

Sealed bids are invited from original manufacturers/authorized distributors/suppliers duly registered with Income Tax and Sales Tax Departments who are on active tax payers list of Federal Board of Revenue for supply of Stationary, Photocopier Toners, Printer Toners, Computer Accessories, Sports Items and misc consumables. Following are the terms and conditions mainly:

- a. The Bidding Documents, containing detailed terms and conditions and quantity required are available at the office of Directing Staff (T&C)/Admin, NIM located at 78-Upper Mall Road, opposite State Guest House on payment of Rs. 1000/ only.
- b. The bids, prepared in accordance with the instructions detailed in the bidding documents, must be dropped in the tender box placed at the office of Additional Directing Staff located at 78-Upper Mall Road Lahore, opposite State Guest House latest by 10:30 am on July 23, 2019. The bids will be opened publically on the same day at same place at 11:00 am in the presence of representatives of bidding firms whoever wishes to be present.
- c. All the bids filled on prescribed Performa should be duly endorsed, stamped and sealed and should comply with term and conditions. All the certificates pertaining to the registration of firm with tax authorities must also be enclosed. 02% of bids security (for items quoted only) shall be deposited along with the tender documents as earnest money in the form of Call Deposit Receipt (CDR)/Demand Draft/Pay Order issued by any scheduled bank of Pakistan in the name of Directing Staff (T&C)/Admin NIM Lahore.
- d. Prices quoted should be inclusive of all applicable taxes. Applicable taxes will be deducted by NIM as per prescribed rules. Rates quoted should remain valid for the Financial Year 2019-20. Successful bidders will supply/deliver the items to NIM Lahore within 7 days from the date of issuance of purchase order. National Institute of Management, however, reserves the right to accept or reject any or all bids in accordance with PPRA Rule 33.
- e. Any bid not complying with the terms and conditions or any bidder supplying substandard items, not conforming to the specifications will entail the cancellation of supply order and forfeiture of bids security.
- f. All question/queries/clarifications regarding this procurement should be directed to the representative whose detail is given below.

  
(Kashif Mumtaz)

ADS NIM/ Chairman Purchase Committee

Phone: 042-99204530

042-99203885-6

Fax: 042-99200926



**32. Discriminatory and difficult conditions.-**

Save as otherwise provided, no procuring agency shall introduce any condition, which discriminates between bidders or that is considered to be met with difficulty. In ascertaining the discriminatory or difficult nature of any condition reference shall be made to the ordinary practices of that trade, manufacturing, construction business or service to which that particular procurement is related.

**33. Rejection of bids.-**

(1) The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.

(2) The procuring agency shall incur no liability, solely by virtue of its invoking sub-rule (1) towards suppliers or contractors who have submitted bids or proposals.

(3) Notice of the rejection of all bids or proposals shall be given promptly to all suppliers or contractors that submitted bids or proposals.

**34. Re-bidding.-**

(1) If the procuring agency has rejected all bids under rule 33 it may call for a re-bidding.

(2) The procuring agency before invitation for re-bidding shall assess the reasons for rejection and may revise specifications, evaluation criteria or any other condition for bidders as it may deem necessary.

**35. Announcement of evaluation reports.-**

Procuring agencies shall announce the results of bid evaluation in the form of a report giving justification for acceptance or rejection of bids at least ten days prior to the award of procurement contract.