

INVITATION FOR BIDS

Procurement of Photocopier with Built-in Sorter, Finisher, Scanner & Printer

IFB # 12(40)/BISP/Admin.

Benazir Income Support Programme (BISP) hereby invites sealed bids (with duties/taxes such as income, sales & customs etc. applicable as per prevalent laws) from the manufacturers, their authorized agents/distributors, suppliers, importers, duly registered with Income Tax & Sales Tax Departments for supply of One(01) brand new/unused heavy duty "**Photocopier with Built-in Sorter, Finisher, Scanner & Printer**" to BISP Headquarter at Islamabad.

2. Manufacturers/Authorized Agents/Distributors/Importers may obtain a complete set of bidding documents containing specifications of items and detailed terms & conditions from the office of Room No. 236, Benazir Income Support Programme, BISP Secretariat, F - Block, Pak. Secretariat, Islamabad. Ph: 051-9246302 (Ext: 127), Fax: 9246323 on submission of written application on company/firm's letterhead, duly supported by copy of NTN & GST certificates and on payment of **non-refundable fee** in shape of pay order/demand draft/call deposit of Rs. 500/- (Rupees five hundred only) in the name of Director (Admin.), BISP. This tender notice is only available on the websites of PPRA (www.ppra.org.pk) & BISP (www.bisp.gov.pk).

3. Bids must be delivered to the above office on or before **1100 hours** on **4th April, 2016** and must be accompanied by a Bid security as per "Bid Data Sheet" in shape of a **Bank draft/Call Deposit** in the name of **Director (Procurement), BISP**. A Sealed Bid Box is placed at the reception counter of said premises. Electronic bidding shall not be permitted. Also, late bids will not be accepted.

4. Bids will be opened in the presence of bidders or their authorized representatives who choose to attend at **1130 hours** on **4th April, 2016** in the Conference Room, Benazir Income Support Programme, BISP Secretariat, F - Block, Pak. Secretariat, Islamabad.

5. The bidders are requested to give their best and final prices as no negotiations are allowed. Conditional or incomplete bid will not be accepted.

Director (Procurement)
Benazir Income Support Programme,
BISP Secretariat, F – Block,
Pak. Secretariat, Islamabad.