

INVITATION FOR BIDS
BENAZIR INCOME SUPPORT PROGRAMME
Purchase of Office Equipment & Furniture

IFB No. 1-21/Proc/BISP/2018/GB

The Benazir Income Support Programme (BISP), Government of Pakistan hereby invites sealed bids from interested bidders having valid NTN/STRN and placed at Active Taxpayers List (ATL) of FBR for purchase of "office Equipment & Furniture" as per the following lots that shall conform to the technical specifications and Schedule of Requirements as mentioned in bidding document.

A- Office Equipment

Lot. No.	Description	Quantity	Lot. No.	Items	Quantity
Lot-1	Laptops	27	Lot- 8	Generators	02
Lot-2	Printers	4	Lot- 9	UPS with Batteries	38
Lot-3	Leaser Jet Multi-Function Printer (Printer, scanner, copier, & Fax)	16	Lot-10	Photocopiers	03
Lot-4	Desktop PCs	02	Lot-11	Water Dispensers	03
Lot-5	Scanners	04	Lot-12	Voltage Stabilizers	42
Lot-6	Fax Machines	03	Lot-13	Gas Heaters	03
Lot-7	Air Conditioners	04			

B- Office Furniture

S.No	Description	Lot 14	Lot 15	Lot 16
1	Office Tables	2	-	-
2	Officer Chairs	17	9	4
3	Officer Tables	15	10	3
4	Visitor Chairs	6	13	16
5	Computer Tables	2	1	2
6	Computer Chairs	34	20	6
7	Side Racks	33	19	5
8	Steel Almirah	17	10	3
9	Office Chairs	-	-	15
10	Plastic Chairs	83	38	-
11	Conference Table	-	-	1
12	Conference Chairs	-	-	15
13	Notice Boards	17	10	1
14	Glass Boards	-	-	2
15	Sofa Sets (5 Seaters)	-	-	4
16	Center Table	-	-	1
17	Book Shelf	-	-	1

2. A complete set of Bidding documents in English, containing specifications of items and detailed terms & conditions can be obtained from Room#236, F, Block, Secretariat Islamabad on submission of written application on company letter head, 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 (Procurement), BISP (HQ), Islamabad.

3. A bidder may bid for one or more "Lots"; however, **the bidder is required to bid for entire (100%) quantity of the Lot for which he shall bid.** Conditional or incomplete bid will not be accepted. Evaluation and comparison of bids for each lot shall be carried out separately. A Pre-Bid meeting will be held on **2nd May, 2018 at 1100 hours** at the address given below. Bidders are strongly encouraged to attend the Pre-Bid meeting.

4. Single stage-one envelope procedure shall apply. Bids, duly accompanied by a "Bid Security" i.e. 2% of the bid value in shape of a Bank draft/Call Deposit/Demand Draft/Banker's Cheque in the name of Director (Procurement), BISP, shall be delivered to the address given below on or before **11th May, 2018 at 1030 hours**. Electronic bidding shall not be permitted. Late bids will not be accepted. **Bids will be publicly opened at 1100 hours on the same day** at the address given below, in the presence of the bidders' designated representatives, who may choose to attend.

5. The bidders are requested to give their best and final prices inclusive of all indirect taxes, freight etc. as no negotiations on the prices are allowed. BISP may reject all bids at any time prior to the acceptance of a bid by invoking rule 33 of Public Procurement Rule (PPR), 2004.

Director (Procurement)
Benazir Income Support Programme,
BISP Secretariat, F – Block,
Pak. Secretariat, Islamabad.
051-9246420