



PAKISTAN TELECOMMUNICATION COMPANY LIMITED
HEADQUARTERS, G-8/4, ISLAMABAD
Ph. # 051-2283056

TENDER NOTICE
PROC. 1-1/2/140218/1902
FRAME CONTRACT FOR THE SUPPLY OF STATIONERY AND TONERS

1. Sealed bids, in Pak Rupees on DDP basis are invited for Supply of stationery and Toners in accordance with PTCL requirements/specifications. Items for the specific Model/Brand will only be acceptable as per the details depicted in the Annexure A of the RFP document. Bidders are required to bid for the genuine and compatible brands for Toner items. Tender documents can be purchased from the undersigned on payment of PKR 2,500/- (non-refundable) through Demand Draft/Pay Order in favor of Pakistan Telecommunication Company Limited, H/Qs, G-8/4 - Islamabad, accompanied by an official request for provisioning of Tender Documents, printed over Company letterhead having entire necessary contact details, duly signed and stamped by the competent authority, clearly mentioning the RFP No. and its Title along with essential details of the enclosed Demand Draft/Pay Order i.e. issuing bank, DD/PO No and date etc latest by 23.02.2018 before 1500 hours.
2. Bids (marked as "Supply of Stationery and Toners "RFP # PROC.1-1/2/140218/1902" complete in all aspects and as per procedures laid down in the RFP) shall be submitted latest by **06.03.2018** before 1200 hours.
3. Bids must be accompanied by 01 working sample of the offered model(s) along with Bank Guarantee/Call Deposit "CDR" (as bid security) in the name of Pakistan Telecommunication Company Limited - HQ, Islamabad equivalent to PKR 100,000 valid for a period of 06 Months from the date of its issuance, issued by a first class/scheduled bank located in Pakistan. **In case of non-compliance, the bids will be disqualified from further processing.**
4. Vendor registration is mandatory for all the vendors interested to supply materials/services to PTCL. It is essential to mention the Vendor Registration Code (VR Code) assigned by PTCL on Quotation/Bids submitted by Bidder(s). Unregistered vendors are required to get registered with PTCL for good/continuous business relationship. VR forms may be downloaded from the following link.

<https://www.ptcl.com.pk/Info/Vendor-Registration-Form>
5. Bids received after the above deadline shall not be accepted and be returned unopened.
6. PTCL reserves the right to reject any or all bids and to annul the bidding process at any time, without thereby incurring any liability to the affected bidder(s) or any obligations to inform the affected bidder(s) of the grounds for PTCL Action.
7. All correspondence on the subject may be addressed to the undersigned.

Senior Manager Supply Chain-II
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