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| TENDER NOTICE |

**TENDER**

**TENDER NOTICE REGARDING PROVISIONING OF TEA TO THE CALL CENTER AGENTS THROUGH VENDING MACHINE WITH TRACK RECORD OF CONSUMPTION, AT PTCL CONTACT CENTER, SATELLITE TOWN, RAWALPINDI.**

Sealed bids, in Pak rupees on D.D.P basis, are invited from PTCL Registered and unregistered vendors **“TENDER NOTICE REGARDING PROVISIONING OF TEA TO THE CALL CENTER AGENTS THROUGH VENDING MACHINE WITH TRACK RECORD OF CONSUMPTION, AT PTCL CONTACT CENTER, SATELLITE TOWN, RAWALPINDI”.**

1. Tender documents can be collected from Senior Manager (Finance-I) North, Room # 107-B, First Floor PTCL House F-5/1, Islamabad on payment for the tender document fee of Rs.1000/- (non-refundable) to SM (Accounts & Payments) ITR/RTR Islamabad Zero Point Office from **0900 hrs to 1600 hours** during office hours.

### Tender documents complete in all respects should be dropped in bid Box before **19th September 2019** at reception of F-5/1 Islamabad as per instructions to the bidders contained in the Bid Documents.

### Bids should be marked as “**TENDER NOTICE REGARDING PROVISIONING OF TEA TO THE CALL CENTER AGENTS THROUGH VENDING MACHINE WITH TRACK RECORD OF CONSUMPTION, AT PTCL CONTACT CENTER, SATELLITE TOWN, RAWALPINDI”.**

### 4. Bids received after the above deadline will not be accepted.

### 5. 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.

### 6. 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>

### 7. All correspondence on the subject may be addressed to the undersigned.

### 8. Call Deposit Rs.10,000/- in any schedule bank, by the firm is to be attached with the tender documents (Commercial Offer), this shall be returned after finalization of tender.

### 9. Performance Security of Rs.70,000/- is required is as a guarantee (refundable after expiry of contract) is to be submitted by successful bidder.

10. The successful vendor will be preferred to be offered contract of provisioning of tea to call center agents of Contact Center, Satellite Town, Rawalpindi payable by PTCL.

**Senior Manager (Finance-I) North**

**Room # 107-B, 1st Floor, PTCL Telephone House, F-5/1, Islamabad**

**+92-51-2825511 & 2877989**

[**faisal.khan2@ptcl.net.pk**](https://ptcl.com.pk/)