

Government of Pakistan

**Finance Division**

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**Tender Notice**

Finance Division invites bids from well reputed firms of Islamabad./Rawalpindi for supply of Photocopier Machines. Detail is as under:

<b>S No.</b>	<b>Name of Item</b>	<b>Qty</b>	<b>Specification</b>
1.	Heavy Duty Photocopier Machine	02	Hard Disk 60 GB Memory 1 GB 60 cpm with duplex both side copy, RADF, USB Print, Electronic sorter Book copy (builtin)

2. The terms and conditions for participating in Tender can be obtained from the undersigned on any working day or may be downloaded from the website of PPRA [www.ppra.org.pk](http://www.ppra.org.pk) and Finance Division [www.finance.gov.pk](http://www.finance.gov.pk).

3. Interested parties may send their bids in sealed cover to the undersigned up to 12<sup>th</sup> **March, 2013** by **3:00 pm** hours which will be opened the same day at **3:30 pm**.



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**Government of Pakistan**  
**Finance Division**  
**Services Section**  
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**Allied Terms & Conditions of Tender Notice for Purchase of Photocopier Machines**

- 01 The firm must have Income Tax registration , National Tax and GST Number
02. Prices must be quoted in Pak Rupees and including GST.
03. Firms are required to give on year warranty (with parts) with after sale service.
04. Delivery period shall be one week after issuance of supply order.
05. Earnest Money in the shape of Pay order/demand drafts equivalent to 2%of total worth of bid has to be attached with the bid. The pay order/demand draft shall be in favor of Finance Division. Islamabad which will be refunded after satisfactory completion of warranty period in case of successful bidder. However Security deposit of he non-successful bidder will be returned after approval of the case by the Competent Authority.
06. The admissible taxes shall be deducted at source.
- 07.. An affidavit that firm has neither been involved in any litigation with any party nor has been blacklisted by any government organization must be attached with the bids.
- 08.. The purchase will be made strictly in accordance with PPRA Rules, 2004.

