ٹریڈنگ کارپوریشن آف پاکستان (پرائیویٹ) لمیٹڈ
Trading Corporation of Pakistan (Pvt) Limited

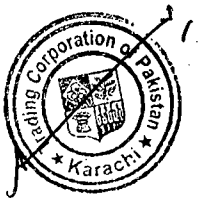
Phones : 9202947-49 (3 Lines)
Fax : (92-21) 9202722, 9202731 & 9202595
E-mail : tcp@tcp.gov.pk

4th & 5th Floor.
Finance & Trade Centre.
Shahra-e-Faisal.
Karachi. 75530 (Pakistan)

TENDER FOR SUPPLY OF STATIONERY AND CONSERVANCY ITEMS

DRAFT TENDER DOCUMENTS

NOTICE INVITING TENDER
SCOPE OF WORK
INSTRUCTION TO BIDDERS/
GENERAL TERMS & CONDITIONS
SPECIAL STIPULATIONS
FORM OF AGREEMENT
BILL OF QUANTITIES



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Trading Corporation of Pakistan ★ Karachi ★

SECTION – I

NOTICE INVITING TENDER

Trading Corporation of Pakistan
Karachi

ٹریڈنگ کارپوریشن آف پاکستان (پرائیویٹ) لمیٹڈ
Trading Corporation of Pakistan (Pvt) Limited

Phones : 9202947-49 (3 Lines)
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E-mail : tcp@tcp.gov.pk

4th & 5th Floor.
Finance & Trade Centre.
Sharea Faisal.
Karachi. 75530 (Pakistan)

No.TCP(Admn)/ST/CON/29/13 Dated: 18-07-2023

TENDER NOTICE
SUPPLY OF STATIONERY AND CONSERVANCY ITEMS

Trading Corporation of Pakistan (Pvt.) Limited (TCP), working under the administrative control of Ministry of Commerce, Government of Pakistan invites sealed bids from the suppliers/contractors registered with Income Tax and Sales Tax Departments as "Active on the tax payer list" for supply of stationery and conservancy items for the period of one year. The Tender will be conducted under open competitive bidding pursuant to "Single Stage – One Envelope" as per rule 36(a) of Public Procurement Rules 2004.

2. Tender Documents, containing detailed terms and conditions including list of items to be supplied, viz., "Bill of Quantities" are available for the interested bidders at the office of the Deputy Manager (Cash), TCP, 4th Floor, Block-B, Finance & Trade Centre, Shahrah-e Faisal, Karachi, Phone No.021-99202947-9 Ext. No.235 during office hours on any working day on payment of Rs.500/- (Rupees Five Hundred Only). The bidding/tender documents can also be downloaded from TCP's website www.tcp.gov.pk. and PPRA website www.ppra.org.pk.. Interested parties, however, will be required to provide a separate Demand Draft/Pay Order from a scheduled bank in favour of TCP or Cash Receipt issued by Cash Section, TCP for Rs.500/- as tender documents fee while submitting the bids.

3. The bid (sealed offer) prepared in accordance with the instructions in the Tender Documents accompanied with evidence of payment of the Tender Fee of Rs.500/- and Bid Security amounting to Rs.200,000/- in the form of Pay Order/Bank Draft) may be dropped in the tender box placed at the reception counter of TCP at 4th floor, Block "B", Finance & Trade Centre, Shahrah-e-Faisal, Karachi latest by 11:00 hours on 07-08-2023, Bids will be opened the same day at 11:30 hours in the Board Room of TCP in the presence of bidder(s) or their duly authorized representative(s), who may like to present.

4. TCP reserves the right to accept or reject any or all bids in accordance with PPRA Rules 2004.

Ali Raza Altaf
DGM Incharge (A&C)
Ph 021-99202737

Trading Corporation of Pakistan ★ Karachi ★

SECTION –II

SCOPE OF WORK

Trading Corporation of Pakistan
Karachi

SCOPE OF WORK

SUPPLY OF STATIONERY AND CONSERVANCY ITEMS

TRADING CORPORATION OF PAKISTAN (PVT) LIMITED intends to purchase stationery and conservancy items for the period of one year for supply at TCP's Principal Office at 4th and 5th Floors, Block-B, Finance & Trade Centre, Shahrah-e-Faisal, Karachi at the rates as offered by the successful bidder in accordance with the specification and nomenclature of the items given in the Bill of Quantities (BOQ) specified at Section-V of this Tender Document.

2. The supply is to be executed by reputable vendors/suppliers, whose bid is accepted by TCP.

Trading Corporation of Pakistan Karachi

SECTION – III

INSTRUCTIONS TO BIDDERS/ GENERAL TERMS & CONDITIONS

Trading Corporation of Pakistan ★ Karachi ★

INSTRUCTIONS TO BIDDERS/
GENERAL TERMS & CONDITIONS

TENDER FOR SUPPLY STATIONERY & CONSERVANCY ITEMS

1. GENERAL

a) Trading Corporation of Pakistan (Pvt.) Limited, Karachi (hereinafter referred as TCP) invites reputable fir-ms and suppliers to submit tenders on best competitive rates.

b) Each bid shall comprise one single envelope containing, separately, financial proposal and technical proposal (if any). All bids received shall be opened and evaluated in the manner prescribed in the bidding documents.

c) Only professional / tax registered vendors/suppliers on "Active taxpayer list" are eligible to submit tenders to the TCP for the supply of the items.

d) Tenders shall be submitted to the TCP strictly in accordance with the instructions set forth herein.

e) All entries in the tender are to be in ENGLISH LANGUAGE. Corrections, etc, shall be signed by the authorized persons.

f) The rate should be written in the BOQ in figures; whereas, the total offered price should be written in figures as well as in words. In case of any mistake in the totaling, the quoted unit rate will be treated as final.

g) The parties who have been defaulters and/or in litigation with TCP at any time shall not be eligible to participate in the bid.

h) The offer price should include all types of taxes as per law.

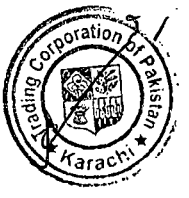
i) All bids should contain NON BLACLISTING Certificate on Rs.100/- stamp paper, stating that they have not been black listed by any government/ semi government / private company.

j) Tender will be conducted under open competitive bidding pursuant to "Single Stage – One Envelope" as per rule 36(a) of Public Procurement Rules 2004.

2. SUFFICIENCY OF TENDER

a) Each bidder shall be deemed to have fully satisfied himself before submitting the Tender as to the correctness and sufficiency of his Tender and prices stated in the bill of quantities, which rates and prices, except in so far as it is otherwise expressly provided in the Conditions of Contract, must cover all his obligations under the Contract and all matters and things necessary for the proper completion of the project.

b) No bidders shall have the right to make any objection, excuse or claim about the correctness and sufficiency of this tender by the TCP.



3. VERBAL INSTRUCTIONS BE IGNORED

The TCP shall not assume any responsibility for information, interpretation and deductions, the Bidders may make for a period of one year. No verbal understanding, agreement or conversation with any officer, or employee of the TCP, either before, during or after the execution of the contract, shall affect or modify any of the terms or obligations contained in the tender documents.

4. COST OF TENDERING

Bidders shall have no claim for reimbursement of any expenses of any kind whatsoever incurred in connection with the preparation and submission of their tenders.

5. INCOMPLETE TENDER

Incomplete Tender shall be liable for rejection by the TCP.

6. BID SECURITY

(a) The original tender shall be accompanied by a Bid Security amounting to Rs.200,000/- in the form of Pay Order/Demand Draft/Bankers Cheque issued by a schedule bank of Pakistan in favour of Trading Corporation of Pakistan. The Bid Security of the successful bidder will be retained by the TCP to be adjusted in the performance security deposit; whereas, the bid security of unsuccessful bidders will be refunded after the award of the Tender to the successful bidders but not later than 30 days from the date of the award.

(b) The tender without bid security will not be considered and such bid will be rejected without any evaluation. Any reason/justification for non-submission of Bid Security, whatsoever may be, will not be accepted.

7. PERFORMANCE GUARANTEE

The successful bidder(s), after acceptance of their bid through a Letter of Award issued by TCP stating the accepted contract price, shall be required to furnish Performance Guarantee equivalent to 10% of the contract price (after adjusting the already submitted amount of the Bid Security along with the Bid) as Security Deposit through a Pay Order/Demand Draft issued by a scheduled bank in favour of TCP for due and satisfactory performance of the contract agreement.

8. FORFEITURE OF BID SECURITY/PERFORMANCE GUARANTEE:

i) The successful bidder(s) will be required to furnish a formal agreement duly signed on a judicial stamp paper amount in the prescribed form (**Annex-B**) to the TCP within five working days from the award of Tender. In case of failure of the bidder to do so, the bid security/performance guarantee shall be forfeited.

ii) If the supplier fails to accept award letter or fails to complete the work within the specified period bid security/performance guarantee shall be forfeited.

iii) TCP shall have the right to forfeit the Security Deposit, in case of breach of any terms and condition of contract agreement

Trading Corporation of Pakistan Karachi

9. RELEASE OF PERFORMANCE SECURITY

The Performance Security of the successful bidder(s) shall be released by TCP within 30 days of completion of the contract period.

10. SUBMISSION OF TENDER

a) The Tender Documents duly signed on each page (each of the corrections also duly signed and stamped without any over writing) alongwith the prescribed Bid Security shall be sealed and clearly marked in an envelope and delivered in person by dropping in the specified Drop Box or by registered mail or through courier service to the following address:

DY. GENERAL MANAGER INCHARGE (A&C)
TRADING CORPORATION OF PAKISTAN (PVT) LTD
4TH FLOOR, BLOCK- "B",
F.T.C BUILDING, SHAHRA-E-FAISAL,
KARACHI
PH: NO. 021-99202737

So as to reach on or before the time and date given in the notice of tender at which time and place they will be opened in presence of the representatives of the bidders, who may wish to be present. Only the name of the bidders and the total prices shall be announced by the TCP at the time of opening of the tenders.

b) In case of any calculation errors detected during scrutiny of the Tenders, the unit RATE quoted by the Bidder shall be taken as final and the tender value would be corrected accordingly.

11. AWARD OF CONTRACT

The bids shall be evaluated on the basis of offers by the bidders in the Bill of Quantities with due consideration over the price of each individual item/group of items. Once the TCP has arrived at the decision, a written Letter of Award to the successful bidder(s) will be issued which shall also mention the accepted contract price.

12. DELIVERY PERIOD

The delivery should be made by the supplier at TCP's Principal Office, 4th & 5th Floor, Finance & Trade Centre, Shahrah-e-Faisal, Karachi on a monthly basis comprised in the contract within 7 days of receipt of the supply order. If the supplier fails to supply within a stipulated period, as mentioned in the supply order issued by TCP, the security deposit of the supplier will be forfeited.

13. PAYMENT TERMS

i. The payment shall be made within 30 days after receipt of a bill against 100% delivery made by the supplier.

ii. The items supplied to TCP shall be in accordance with the agreed required quantity, quality & size mentioned in the contract, otherwise, the same shall not be accepted and the supplier shall be bound to remove the discrepancy.

iii. The payments shall be made according to applicable tax laws. Therefore, offer price should be including of all taxes.

Trading Corporation of Pakistan ★ Karachi ★

14. ESCALATION IN PRICE

It may be clearly understood that this tender does not contain a price variation clause and therefore all unit prices quoted shall be firm, irrevocable fixed and valid until completion of the Contract and will not be subject to variation on any account.

15. SCHEDULE OF REQUIREMENT

The tender has been worked out on the basis of an estimated quantity. However, it may strictly be noted that the quantities specified in the BOQ herein are estimated and are intended to serve only as a guide to the Bidders. Payments shall be made on the basis of actual supplies done as measured. No claims or adjustments shall be entertained/allowed on account of an increase or decrease in the BOQ which has not been duly authorized by the Corporation through the issue of change orders as stipulated in the relevant provision.

16. RESOLUTION OF DIFFERENCE OR DISPUTE

Any dispute or difference arising out of the Agreement which cannot be amicably settled between the Parties, shall be settled by the Chairman TCP, for final decision. The decision of Chairman TCP shall be final and binding on both the parties i.e. Vendor & TCP.

17. TERMINATION OF CONTRACT

The TCP reserves the right to terminate the contract for breach of any of the foregoing terms and conditions without prejudice to other remedies.

Trading Corporation of Pakistan Karachi

SECTION – IV

SPECIAL STIPULATION - APPENDIX-'A'

FORM OF AGREEMENT - APPENDIX-'B'

Trading Corporation of Pakistan
Karachi

APPENDIX – 'A'

SPECIAL STIPULATIONS
(TENDER FOR SUPPLY OF STATIONERY AND CONSERVANCY ITEMS)

1	Works	Contract for supply of stationery and conservancy items
2	TCP	Trading Corporation of Pakistan (Pvt) Ltd. 4th & 5th Floor, F.T.C Building Shahrah-e-Faisal Karachi
3	TCP's Representative	General Manager (A&C) Division, T.C.P (Pvt) Ltd Karachi
4	Bid security	Rs.200,000/- of the Offered Tender Price as indicated in the Bill of Quantities in the shape of Pay Order / Demand Draft in favour of TRADING CORPORATION OF PAKISTAN (PVT) LIMITED KARACHI
5	Performance Security	10% of the accepted contract price as stated in the Letter of Award issued by TCP.
6.	Period of contract	One year
7	Delivery Period	Monthly basis comprised in the contract within 7 days/1st week of every month, after receipt of the supply order from TCP.
8	Amount of liquidated damages	Rs.500/- for each day of delay in the supply of the items subject to a maximum of 10 % of contract price stated in the Letter of Award. In case of failure of the contractor to supply the required items, the security deposit shall be forfeited.
09	Validity of Bid	60 calendars days
10	Income Tax/GST Deduction	As per law, TCP has the right to cancel the contract, if status is shown as "blacklisted" or "suspended" by sales tax and income tax authorities.

ACCEPTED

_____

Contractor's Signature
With Stamp & Date

Trading Corporation of Pakistan ★ Karachi ★

APPENDIX – B

FORM OF AGREEMENT

CONTRACT AGREEMENT FOR SUPPLY OF STATIONERY & CONSERVANCY ITEMS

THIS AGREEMENT MADE AT Karachi on this _____ day of _____ 2023

BETWEEN

TRADING CORPORATION OF PAKISTAN (PVT) LTD. ("**The TCP**"), having its principle office at 4th & 5th Floor, Block-B, Finance & Trade Centre, Shahra-e-Faisal, Karachi-75530, Pakistan (which expression shall include its successions in interest and assigns) **of the first part.**

AND

M/s. _____ ("**The Supplier**"), National Tax No. _____ having its Registered Office at _____ (which terms shall include its successor-in-interest permitted assigns) **of the second part.**

WHEREAS

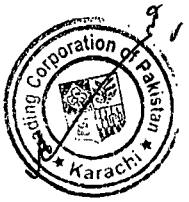
i. The TCP needs supply of stationery and conservancy items for delivery on monthly supply order basis for the period of one year at its principle office at 4th & 5th Floor, Block-B, Finance & Trade Centre, Shahrah-e-Faisal, Karachi-75530, Pakistan as per details provided in the Tender Documents being integral part of this agreement.

ii. The Supplier has represented to TCP that they shall supply the requisite stationery and conservancy items at the rates offered in the said Tender as submitted to the TCP.

iii. Based on the representation of the Supplier, the TCP has agreed to avail offer of the Supplier in respect of supply of the tendered stationery and conservancy items, which the parties are desirous of reducing into writing.

NOW THEREFORE, THIS AGREEMENT WITNESSETH AS FOLLOW:

1. The following Tender Documents as well as the Letter of Award issued by the TCP, stating the contract price as Rs_____(Rupees_____ only), shall be deemed to form and be read and constructed as part of this agreement:
   a) Notice Inviting Tender
   b) Scope of Work
   c) Instruction to Bidders/General Terms & Conditions
   d) Special Stipulations
   e) Form of Agreement
   f) Bill of Quantities
2. In consideration hereof this agreement to be kept and performed by the Supplier, and for then faithful performance of this contract and the completion of the works embraced therein, according to the specifications and conditions herein contained and referred to or agreed to in the course of subsequent negotiations and in accordance with the "Tender Documents", the TCP shall pay and the Supplier shall receive full compensation of everything supplied under this agreement, the contract price stipulated in the Bill of Quantities, and rates quoted against each item of work and agreed to and accepted by the parties and at the times in the manner prescribed by the conditions of contract.



3. The Supplier, at his own proper cost and expense, shall do all work of supply of the items as required through monthly supply order by the TCP.

4. The delivery of the items required by the TCP through monthly supply order as per contracted specification and within specified time, is an essential feature of this contract agreement and the Supplier agrees to proceed with all due diligence and care at all times and take all precautions to ensure supply of the items as per required specification and within specified delivery period, being deemed to be the essence of the contract agreement on the part of the Supplier.

5. All applicable taxes at the time of payment shall be borne by the bidder.

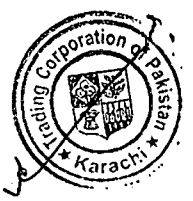
6. This agreement shall be effective from _____ and concluded as on_____.

IN WITNESS WHEREOF, the TCP and the Supplier have executed this agreement on the day and year mentioned above.

FOR AND ON BEHALF OF **THE SUPPLIER**	FOR AND ON BEHALF OF **THE TCP**
(SEAL)	(SEAL)
Signed and delivered by **the Supplier** above named in the presence of:	Signed and delivered by **the TCP** above named in the presence of:
WITNESSES:	**WITNESSES:**
1. _____	1. _____
2. _____	2. _____

SECTION – V

BILL OF QUANTITIES



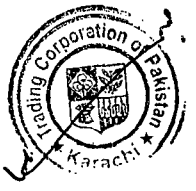
Tender for supply of Stationery & Conservancy Items

BILL OF QUANTITIES

S. No.	Name of Items	Approx. yearly requirement Quantity	Rate Per Unit (without including tax) Rs.	Rate Per Unit (Inclusive all taxes) Rs.	Total yearly Amount (Inclusive all taxes) (Column # 03 X Column # 05) Rs.
1	2	3	4	5	6
01.	Note Sheet 80 grams100 Sheet per pad, A4 size, sky blue colour with TCP logo	300 pad			
02.	Letter Head 80 grams A4Size 100 Sheet per pad with TCP Logo	250 pad			
03.	TCP 's Tagged Blue File Cover (Legal Size 10x14) 600 grams ART Card with TCP Logo	6000			
04.	White Envelope (Size 9.3" x 4.3'') with TCP Logo and address, 80 grams paper	6000			
05.	White Envelope with Window (Size 9.3" x4.3'') with TCP Logo and address, 80 grams	6000			
06.	TCP Khaki Envelope (14 X18)110 gms (Large)	2400			
07.	TCP Khaki Envelope (11 X15) 110 gms (medium)	2400			
08.	TCP Khaki Envelope (10 X7) 110 gms (small)	1000			
09.	TCP Slip Pad (Size 7'' x 4 ½) 100 Sheet per pad with TCP Logo, 80 grams paper	300 pad			
10.	Paper A4 Size (500 Sheet per reams) 70 grams Double AA/ Paper One or equivalent	1600 Reams			
11.	Paper Legal Size 500 Sheet per reams) 70 grams	40 Reams			
12.	Colored paper A4 Size (Light Blue & Yellow) 100 Sheet per Packed) 80 grams	100 packets			
13.	Stapler Pins (24/6) Dollar or equivalent (20 Packets per Box)	24 box			
14.	Paper Clip (33 MM) Maxim or equivalent (100 pieces per packet10 Packets per Box)	24 box			
15.	Pencil Dollar (my pencil) PH-789 or equivalent per packet12 Pencils	80 Dozen			
16.	Uni-ball Signo Gel ink Roller Ball (0.4 mm Line 0.7 mm Ball) UM-120 -12 Pen or equivalent (per Packet Original)	60 Packets			
17.	Ball Point (Dollar BP-3) 0.7mm Pen or equivalent (per Packet)	200 Packets			
18.	Uni Ball (eye)/ Vision elite Fine UB -157 Fine (0.7mm Ball) or equivalent 12 Pen (per Packet Original)	50 Packets			
19.	Highlighter Dollar or equivalent (12 Highlighter per Packet)	24 Packets			
20.	Marker Dollar or equivalent (12 Marker per Packet)	36 Packets			
21.	Marker Dollar or equivalent (Dry Erase Marker) 12 per Pack	12 Packets			



S. No.	Name of Items	Approx. yearly requirement Quantity	Rate Per Unit (without including tax) Rs.	Rate Per Unit (Inclusive all taxes) Rs.	Total yearly Amount (Inclusive all taxes) (Column # 03 X Column # 05) Rs.
22.	Correction Pen dux/ maxim or equivalent (12 Pen per Packet)	10 Packets			
23.	File Board (Legal Size 10x15) (A+ quality) with regzin flapper.	2500			
24.	Ring File Cover (Legal Size) good quality PVC	280			
25.	Clip Transparent Plastic file Cover A4 Size 10 files (per Packet) good quality	50 Packets			
26.	ClipTransparent Plastic file Cover Legal Size 10 files (per Packet) good quality	24 Packets			
27.	Register HB or equivalent (200 Pages) Legal size (Asian)	140			
28.	Register HB or equivalent (400 Pages) Legal size (Asian)	50			
29.	Visitor's Register (pettywala)	12			
30.	Diary / Dispatch Register HB (No.08) or equivalent	50			
31.	Peon Book HB or equivalent (200 Pages)	120			
32.	Writing pad A4 Size good quality	120 pad			
33.	Steel Scale good quality 9mm/12"	8 Dozens			
34.	Paper Pin Small Packet 20gram good quality	12 Packets			
35.	Stamp Pad (Crystal or equivalent) Medium	30 pad			
36.	Double Whole Punch Machine (Opal 500 or equivalent)	50			
37.	Eraser (Pelikan) Al-30, (606053) Radierer 30 pcs per Packet or equivalent	8 Packets			
38.	Black File Box Legal Size, (Elegent Executive No.786) or equivalent	600			
39.	Glue Gum Stick Dollar 20 grams per dozen or equivalent	24 Dozen			
40.	Tag (50 Tag per bunch) Lahori good quality with both ends intact (**10 Bunch per Pack**)	200 Packets			
41.	Stapler (Opal MOD -45) or equivalent	120			
42.	Scissor Medium good quality	80			
43.	Transparent Squash Tap 2inch 50 feet	100			
44.	Transparent Squash Tap small	120			
45.	Sticky note Yellow pelican (76 mm x 76mm) or equivalent	72			
46.	Calculator Citizen CT-9300 or equivalent	60			
47.	Pencil sharpener (Penguin or equivalent) per dozen (steel colour)	20 Dozens			
48.	Cutter Knife good quality	100			
49.	Single Hole punch model DL-1101 or equivalent	100			
50.	Plastic Dustbin (Medium) good quality	72			



S. No.	Name of Items	Approx. yearly requirement Quantity	Rate Per Unit (without including tax) Rs.	Rate Per Unit (Inclusive all taxes) Rs.	Total yearly Amount (Inclusive all taxes) (Column # 03 X Column # 05) Rs.
51.	DAK Folder (Rexine)	50			
52.	Panasonic fax Roll Thermal Paper 210 mm	50			
53.	Color Flags (Stick Notes) good quality	500 Packets			
54.	Staples Remover good quality	48			
55.	Cleaning stick wiper, good quality	36			
56.	King Sweepy Toilet Bowl cleaner (500 ml) per bottle or equivalent	96			
57.	Phenyl Tablet good quality (per Kg)	12 kg			
58.	King Sweepy Phenyl liquid 2.75 litter in bottle or equivalent	200			
59.	Washroom Freshener (Roomi or equivalent) 12 pcs per Packet good quality	24 Packets			
60.	White soft duster (24 X 30) Good quality	60 Dozens			
61.	White Duster Cotton (24 X 30) Good quality	200 Dozens			
62.	Tibbet Soap Deluxe (standard size) or equivalent 72 cake per Carton 70 grm	35 Cartons			
63.	Amroza Nylon Soap or equivalent (60 cake per Carton)	8 Cartons			
64.	Safeguard Liquid Hand Wash Bottle 200 ml or equivalent	36			
65.	Max Poly bag 400 grams 24 bags per carton	24 Cartons			
66.	Bonus detergent powder 500 grams poly bag	180 bags			
67.	Air Freshener Fresh Touch or equivalent (per dozen)	25 Dozens			
68.	Air Freshener Perfect or equivalent (per dozen)	12 Dozens			
69.	King Tox-Insect Killer 325ml or equivalent	12 Dozens			
70.	Tissue Paper (Luxury) Rose petal 36 Packet per Carton or equivalent	24 Cartons			
71.	Tissue Paper (Pop-up) Rose petal 36 Packet per Carton or equivalent	12 Cartons			
72.	Tissue Paper (Kitchen Roll) Rose petal or equivalent	250 packet			
73.	Tissue Paper (Diversey Hi-jeen) Rose Patel per packet (White) or equivalent	250 packet			
74.	Tissue Paper (Small-Roll) Rose petal 100 Roll per Carton or equivalent	12 Cartons			
75.	Mop Wooden 12 x 18 Cotton 600 gram with mop handle good quality	288			
76.	King Sweepy Cleaner 600ml or equivalent 12 bottle per Carton (Sweep)	24 Carton			
77.	Broom Hard Large 600 grams good quality	144			

Trading Corporation of Pakistan Karachi

S. No.	Name of Items	Approx. yearly requirement Quantity	Rate Per Unit (without including tax) Rs.	Rate Per Unit (Inclusive all taxes) Rs.	Total yearly Amount (Inclusive all taxes) (Column # 03 X Column # 05) Rs.
78.	Broom Soft Large 400 grams good quality	144			
79.	Toilet Brush, good quality	36			
80.	Toilet Pump, good quality	36			
81.	Zenki Gel Hand Sanitizer for wall mounted machine hand sanitizer dispenser – (1000ml Pouch) or equivalent	100 Pouch			
82.	Battery cell Toshiba or equivalent size AA (Green original) 10 Packs (40 Batteries) Size AAA 20 Packs (40 Batteries)	24 Box			
83.	Printing of Authenticity Certificate Pad (A4 size 110 gram offset paper 4 different colors printing with Serial Numbering each pad contains 25 sets **as per sample**)	200 Pads			
84	Printing of TCP's Medical Reference Letter 70 grams A4Size 100 Sheet per pad with TCP Logo	150 pads			
	Total				

In words: Total Rupees _____only.

Signature:_____

Name:_____

Stamp:

Dated:

