



**WATER AND SANITATION SERVICES PESHAWAR (WSSP)
GOVERNMENT OF KHYBER PAKHTUNKHW**



TENDER NOTICE FOR SUPPLY OF OFFICE STATIONERY

Sealed bids are hereby Invited from General Order Suppliers / Distributors registered with income tax and sales tax department for the Supply of Office Stationery for the period of One Year on need basis.

General Terms and Conditions

1. The BOQ and other bidding documents along with terms and condition can be obtained from the officer of the undersign from the date of advertisement till 24-09-2019.
2. The eligible bidders are required to submit their bids along with all relevant documents and CDR etc. placed in properly sealed Envelope and addressed and send to undersign through **COURIER SERVICES** up to **3:00 pm on 24-09-2019 and will be opened on the same day at 03:30 pm** in the presence of Suppliers or their authorized representatives who wishes to attend.
3. The bid received late shall not be accepted.
4. The Bids must be signed and stamped by the authorized person of the firm.
5. The participation firms are required to provided 2% CDR from Schedule Bank of Pakistan for the total quoted cost in favour of **Chief Executive Officer, WSSP.**
6. The bidders are at liberty to seek any clarification or further information from the office of the undersigned if desired.
7. All federal and provincial duties/stamp duty/taxes including sales tax / KPRA taxes will be recoverable as per directives of the government issued from time to time.
8. Any disfiguring / over writing, manipulation in the quotation shall be liable to rejection.
9. Incomplete / conditional bid shall not be acceptable.
10. The Stationery Items shall be supplied on monthly basis as per demand raised by WSSP.
11. The Competent Authority reserves the right to reject anyone or all the bids, the reason for rejection shall be communicated to the Contractor / firm upon request.

General Manager (HR/Admin/ Procurement)

Local Government Complex, Khyber Pakhtunkhwa, Plot # 33, Street No. 13, Sector E-8, Phase-VII,
Hayatabad, Peshawar. Phone#: 091-9219098 Ext: 121.