



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



TENDER NOTICE FOR SUPPLY OF OFFICE STATIONERY

Sealed bids are hereby Invited from the Firms, Companies, Suppliers having minimum 5 years of experience for the supply Office stationery under single stage single envelop method of KPPRA Rules 2014 for the period of one year. The interested and eligible firms must be registered with income tax and sales tax / KPRA department.

General Terms and Conditions

1. The Bid Soliciting Documents along with detailed BOQ can be obtained from the officer of the undersign from the date of advertisement till 16-01-2020 or can be downloaded from WSSP website free of cost.
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 **11:00 am on 16-01-2020 and will be opened on the same day at 11:30 am** 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** as bid security.
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.