

F. No. 2/4-1/2023/PIE/PC
Government of Pakistan
Pakistan Institute of Education (PIE)
Ministry of Federal Education and Professional
Taleemi Chowk, G-8/1, Islamabad

**INVITATION TO LOT-WISE BIDS THROUGH EPADS FOR PROCUREMENT OF OFFICE STATIONERY,
COMPUTER STATIONERY AND MISCELLANEOUS STORE ITEMS FOR OFFICIAL USE AND NATIONAL
ACHIEVEMENT TEST NAT, 2026**

Office of **Pakistan Institute of Education (PIE)** a Federal Government organization, invites lot-wise bids through E- Pak Acquisition and Disposal System (**EPADS**) from the suppliers/firms registered with Income Tax and Sales Tax Departments and who are on Active Taxpayers list of the Federal Board of Revenue and having registered office, for supply of **Office Stationery, Computer Stationery/Toners and Miscellaneous/General Store items** as per detail given below:-

Lot No.	Description	Quantity	Bid Security (Fixed)
I	Stationery Items	Multiple	120,000/-
II	General Store Items	Multiple	45,000/-
III	Computer Items/Toners	Multiple	36,000/-

- Bidding documents containing detail terms and conditions, can be downloaded from <http://eprocure.gov.pk> and **PIE website www.pie.gov.pk** free of cost. Bids should be submitted electronically **ONLY** through EPADS. Manual submission of bids are **NOT** allowed.
- The bids must be submitted through EPADS by **31-12-2025** at **11:00 am**. Bids will be opened on the same day at **11:30 am**.

Director / Chairman Purchase Committee
Pakistan Institute of Education
Taleemi Chowk, G-8/1, Islamabad Ph No: 9261097

Instructions to Bidders

A. Introduction

1.	Source of Funds	1.1	Government of Pakistan.
2.	Eligible Bidders	2.1	This Invitation for Bids is open to all eligible suppliers, except as provided hereinafter.
		2.2	Bidders should not be associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliate been engaged by the Purchaser to provide consulting services for the preparation of the design, specifications, and other be used for the procurement of the Goods to be purchased under this Invitation for Bids.
		2.3	Bidders shall not be under a declaration of ineligibility for corrupt and fraudulent practices issued by the Government of Pakistan
3.	Cost of Bidding	3.1	The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Purchaser named in the B hereinafter referred to as “the Purchaser,” will in no case be responsible or liable for those costs, regardless of the conduct the bidding process.
			B. The Bidding Documents
4.	Applicable Bidding Procedure and Content of Bidding Documents	4.1	The Bidding procedure shall be governed as per the laws of the Islamic Republic of Pakistan in accordance with the Public Rules- 2004 issued and amended from time to time, by the Public Procurement Regulatory Authority (PPRA). The Public Procurement Rules (PPRA) 36 “Procedures of Open Competitive Bidding” Sub-Rule (a) “Single Stage – Single Procedure”. Bidders are also advised to refer to the PPRA-2004 to conform the procedure given for Single Stage One E Procedure.
		4.2	The Goods required, bidding procedures, and contract terms are prescribed in the bidding documents. In addition to the Invitation the bidding documents include: - <ul style="list-style-type: none"> i. Instructions to Bidders (ITB) ii. Bid Data Sheet (BDS) iii. General Conditions of Contract (GCC) iv. Special Conditions of Contract (SCC) v. Requirements and Technical Specifications vi. Bid Form and Price Schedules vii. Contract Form viii. Performance Guarantee Form
		4.3	The Bidder is expected to examine all instructions, forms, terms, and specifications in the bidding documents. Failure to furnish required by the bidding documents or to submit a bid not substantially responsive to the bidding documents in every respect will be at the Bidder’s risk and may result in the rejection of its bid.
5.	Clarification of Bidding Documents	5.1	A prospective Bidder requiring any clarification may submit query on E-Pak Acquisition and Disposal System (EPADS).
		5.2	Bidders can visit the office of the purchase for sample checking.
			C. Preparation of Bids
6.	Language of Bid	6.1	The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Pu written in the language specified in the Bid Data Sheet. Supporting documents and printed literature furnished by the Bidder may be in a provided they are accompanied by an accurate translation of the relevant passages in the language specified in the Bid Data Sheet, in purposes of interpretation of the Bid, the translation shall govern.
7.	Documents Comprising the Bid	7.1	The bid prepared by the Bidder shall comprise the following components: - A Bid Form, Price Schedule and bid security form.
8.	Bid Form	8.1	The Bidder shall complete the Bid Form and the appropriate Price schedule furnished in the bidding documents, indicating the supplied, a brief description of the Goods, quantity, and prices

9.	Bid Prices	9.1	The Bidder shall indicate on the appropriate Price Schedule the Lot wise prices of the items to supply under the contract.
		9.2	Prices indicated on the Price Schedule shall be inclusive of all applicable taxes, freight (transportation) charges, insurances & warranty etc.
		9.3	Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any ac otherwise specified in the Bid Data Sheet. A bid submitted with an adjustable price quotation will be treated as nonresponsive and will
10.	Bid Currencies	10.1	Prices shall be quoted in Pak Rupees unless otherwise specified in the Bid Data Sheet.
11.	Documents Establishing Bidder's Eligibility and Qualification	11.1	The Bidder shall furnish, as part of its bid, documents establishing the Bidder's eligibility to bid and its qualifications to perform the con is accepted.
		11.2	The documentary evidence of the Bidder's qualifications to perform the contract if its bid is accepted shall establish to the satisfaction. The Bidder meets the qualification criteria listed in the Bid Data Sheet.
12	Bid Security	12.1	The Bidder shall submit original bid security lot-wise amounting to Rs. 120,000/- for Lot-I, Rs.45,000/- for Lot-II and Rs. 36,000/- for Lot-III to the purchaser before closing date of Tender and will copy on EPADS.
		12.2	The bid security shall be in Pak. Rupees and shall in the form of "Call-deposit/bank draft/pay order" in the name of the Drawing and Disbursing Officer (DDO), Pakistan Institute of Education (PIE).
		12.3	Unsuccessful bidders' bid security will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiry of bid validity.
		12.4	The successful Bidder's bid security will be discharged upon the submission of performance security.
		12.5	The bid security may be forfeited: a. If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Form. b. In the case of a successful Bidder, if the Bidder fails to sign the contract or unable to submit performance guarantee.
13	Period of Validity of Bids	13.1	Bids shall remain valid till 30 th January, 2026
D. Submission of Bids			
14.	Submission of Bids	14.1	The bidders will upload their respective bid on E-Pak Acquisition and Disposal System (EPADS) of Public Procurement Regulatory Authority (PPRA). The submission of bid by post or in person in not allowed.
15.	Deadline for Submission of Bids	15.1	Upto 31-12-2025 till 11:00 am
16.	Modification and Withdrawal of Bids	16.1	As per the provision on EPADS
		16.2	No bid will be modified after the deadline for submission of bids.
		16.3	No bid will be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security.
E. Opening and evaluation of bids			
17.	Opening of Bids by the Purchaser	17.1	The Purchaser will open all bids in the presence of bidders' representatives who choose to attend, at the time, on the date, and specified in the Bid Data Sheet. The bidders' representatives who are present shall sign an "Attendance Sheet" evidencing their a
		17.2	The bidders' names, bid modifications or withdrawals, bid prices and the presence or absence of requisite bid security and such o the Purchaser, at its discretion, may consider appropriate, will be announced at the opening.
		17.3	Bids that are not opened and read out at bid opening shall not be considered further for evaluation, irrespective of the circumstances.
		17.4	Evaluation will be done through EPADS.

18.	Clarification of Bids	18.1	During evaluation of the bids, the Purchaser may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarify response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted
19.	Preliminary Examination	19.1	The Purchaser will examine the bids to determine whether they are complete, whether any computational errors have been required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in
		19.2	Arithmetical errors will be rectified, if there is a discrepancy between the unit price and the total price that is obtained by multiplying and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the will be rejected, and its bid security may be forfeited. If there is a discrepancy between words and figures, the amount in words will p
		19.3	The Purchaser may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, waiver does not prejudice or affect the relative ranking of any Bidder.
		19.4	If a bid is not substantially responsive, it will be rejected by the Purchaser and may not subsequently be made responsive by correction of the nonconformity
20	Evaluation and Comparison of Bids	20.1	The bid evaluation will be processed electronically by the EPADS.
		20.2	The bidder can visit the purchaser for sample checking.
F. Award of Contract			
21.	Qualification	21.1	In the absence of prequalification, the Purchaser will determine to its satisfaction whether the Bidder that is selected as having submitted the lower responsive bid is qualified to perform the contract satisfactorily.
		21.2	The determination will take into account the Bidder's compliance with the qualification criteria defined in the Bid Data Sheet.
22.	Award Criteria	22	The Purchaser will award the contract to the successful Bidder <i>whose bid has been determined to be substantially responsive and lot-wise lowest evaluated bid</i> , provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.
23.	Purchaser's Right to Vary Quantities at Time of Award	23	The Purchaser reserves the right at the time of contract award to increase or decrease, by the percentage indicated in the Bid D quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions.
24.	Purchaser's Right to Accept any Bid and to Reject any or All Bids	24	Pursuant to Public Procurement Rule No. 33 of 2004, the Purchaser reserves the right to accept or reject any bid, and to annul the bid and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected Bidder or bidders. The inform the affected Bidder or bidders of the grounds for the Purchaser's action, if so requested, but the Purchaser shall not be re the grounds.
25.	Notification of Award	25	The Purchaser will Upload the Final Evaluation on EPADS, which show the most advantageous bidder.
26.	Signing of Contract	26.1	The bidder whose bid has been accepted will be sent a notification of award by the Purchaser prior to expiration of Bid Validity Period time the Purchaser notifies the successful Bidder that its bid has been accepted and asks the bidder to submit Performance Security the representative for signing of the Contract.
		26.2	Within fifteen (15) days of receipt of the Contract Form, the successful Bidder shall sign and date the contract and return it to the Purchase Committee, PIE.

27	Corrupt or Fraudulent Practices	27.1	The Purchaser observes the highest standard of ethics during the procurement and execution of such contracts. In pursuance of Purchaser:
		27.2	Defines, for the purposes of this provision, the terms set forth below as follows: “corrupt and fraudulent practices” includes the offering, giving, receiving, or soliciting of anything of value to influence the action official or the supplier or contractor in the procurement process or in contract execution to the detriment of the procuring misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among b to or after bid submission) designed to establish bid prices at artificial, non- competitive levels and to deprive the procuring ag benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the c exercise of his duty”
		27.3	The purchaser will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt practices in competing for the contract in question;
28.	Purchaser’s Right to cross validation before Acceptance and issuance of Work order	28	The Purchaser reserves the right of inspection of office before acceptance/issuance of work order for cross validation as evidence provided by the bidders if needed.

BID DATASHEET

The following specific data for the goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

Introduction

Name of Contract & No.	Procurement of Office Stationery, Computer Stationery and Miscellaneous Store Items for official use and National Achievement Test NAT, 2026.
Name of Purchaser	Pakistan Institute of Education (PIE), Ministry of Federal Education & Professional Training, Islamabad
Purchaser's Address	Pakistan Institute of Education (PIE), Taleemi Chowk, G-8/1, Islamabad.

The Bidding Document

Clarification of Bidding Documents	As mentioned on EPADS
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Preparation of Bids

Language of the Bid	English
Bid Price	The price shall be in Pak Rupees and shall be fixed . The Price shall remain valid during currency of the contract inclusive of applicable indirect taxes as per law. If mention of taxes, the offered/quoted price(s) will be considered as inclusive of all applicable indirect taxes/duties, transportation charges, insurances & warranties, if any. No subsequent legislation enacted between bid opening and finalization of award and that impacts the bid price, would be duly accounted for in the contract agreement.
Amount of bid security and Performance Guarantee	The Financial Bid should be accompanied by a bid security of Rs. 120,000/- for Lot-I, Rs.45,000/- for Lot-II and Rs. 36,000/- for Lot-III. The bid security to the unsuccessful bidders shall be returned immediately after award of the lowest evaluated bidder and in case of successful bidder(s), earnest money will be released on submission of performance security @ 10% of contract cost in shape of u Bank Guarantee/Pay Order/Bank Draft on the prescribed format as provided in the Bidding document which shall remain valid till expiry of the Contract.
Form of Bid Security	In the shape of pay order/demand draft/ call deposit in the name of DDO, Pakistan Institute of Education (PIE), Islamabad. Original bid securities (Lot wise) must reach to the purchaser before opening of the Tender. No personal cheques shall be acceptable at any cost. Any previous bid security shall not be considered or carried forward.
Bid validity period.	Bid should remain valid till 30-01-2026 .
Format of Bid	Single Stage-One Envelop.

Submission of Bids

Address for bid submission.	All bids will be submitted through E-Pak Acquisition and Disposal System (EPADS) of Public Procurement Regulatory Authority (PPRA), Islamabad.
Deadline for bid submission.	31st December, 2025 at 11:00 am.

Evaluation of Bids/ Mandatory criteria for responsiveness

Time, date, and place for bid opening.	31 st December, 2025 at 11:30 am. Committee Room, Pakistan Institute of Education (PIE), Taleemi Chowk, G-8/1, Islamabad.
Criteria for bid evaluation.	<ol style="list-style-type: none">i. Lot wise Bid Security of Rs. 120,000/- for Lot-I, Rs.45,000/- for Lot-II and Rs. 36,000/- for Lot-III in shape of Pay order/Demand Draft in the Name of DDO Pakistan Institute of Education.ii. Substantively responsive bidder offering lot-wise lowest price inclusive of all applicable indirect taxes (GST), duties, freight (transportation), commissioning charges, insurances & warranties, if any, etc.iii. At-least three (02) years of experience of similar nature as requisitioned in the bid.iv. Bidders must provide documentary evidences establishing their annual minimum turnover of PAK Rupees 02 million in any one year for last 3 year (Attach Tax Return & Bank Statement).v. The Bidder has to quote only one make and model against Nos item (where required) as alternate model/bid or separate accessories shall not be acvi. The Bidder has to quote only one rate for item/ as per Bid's specification.vii. For toners, a bidder must submit Partnership/Sales certificate/Authorization as proof genuineness.viii. The Procurement Committee may call samples from Successful bidder/s for verification and testing purpose.ix. Bids shall remain valid till 30-01-2026.x. Bidder must provide an Affidavit on Non-judicial stamp paper of Rs. 100/- stating that the bidder is not-blacklisted by any public sector organization of Pakistan and that bidder has never been Blacklisted for offence related to fraud, under-invoicing, tax evasion, concealment, money laundering from any bidder who is found or purported to be engaged in these offenses shall be rejected without assigning any reasonxi. <u>The bidder must have proper Business setup i.e. shop, outlet or branch office in Rawalpindi/Islamabad and landline telephone facility</u>

LOT-I (Stationery)

S#	ITEMS	SPECIFICATION	Qty	Unit Price (Rs)	Total Price (Rs)
1.	Paper Ream	AA imported 80 gram or equivalent	300 Nos.		
2.	Paper Ream	Legal Size	20 Nos.		
3.	Correction pens	White fluid/correction pen/Piano or equivalent	7910 Nos.		
4.	Envelope	Envelope (File size with cloth inside) (White 80gm craft)	9000 Nos.		
5.	Register	Diary Register No 12/(Tayyabah Brand) or Equivalent	12 Nos.		
6.	Duster	White Board Duster, Best Quality	15 Nos.		
7.	Scale	Scale 12" /Steel Fine Quality	20 Nos.		
8.	Tape	Binding Tape 2 Inch/Sensa or Equivalent	35 Nos.		
9.	Ball point (blue)	Ball Point/(Piano Jelflow or Equivalent)	850 Pkt		
10.	Ball Point (Red)	Ball Point/(Piano Jelflow or Equivalent)	20 Pkt		
11.	Black Marker	Piano or equivalent	4060 Pkt		
12.	Stapler	Stapler Machine(24/6)Pin Remover/Opal HD-50R or Equivalent	10 Nos.		
13.	Hard papers	Color Hard Papers/A4 Size (Blue, Pink, Green, Yellow)Fine Quality	200 Nos.		
14.	File Flapper	File Flapper Ragzine Best Quality	500 Nos.		
15.	Paper clips	Paper Clip Steel (26MM)/Tree Flower / or Equivalent	50 Nos.		
16.	Register	Dispatch Register for DR's12 No/(Tayyabah Brand) or Equivalent	10 Nos.		
17.	Book	Peon Book (80 pages)/(Tayyaba Brand) or Equivalent	20 Nos.		
18.	Glue	Glue Stick (21gm)/ UHU or Equivalent	100 Nos.		
19.	Punch Machine	Single Hole Punch/ Iron Best Quality	12 Nos.		
20.	Punch Machine	Double Hole Punch/ Iron each Best Quality	12 Nos.		
21.	Staple Machine	Staple Machine (Heavy Duty)/KW or Equivalent	10 Nos.		
22.	Staple Machine (Medium)	Staple Machine with pin remover (Size 24/6) Best Quality	130		
23.	Tag	File Tag (50 tag in 1 bundle)/Best Quality	20 Pkt		
24.	Envelope	Envelope A-4 size (White 80gm craft)	9000 Nos.		
25.	Book	Cash Book/(Tayyabah Brand) or Equivalent	02 Nos.		
26.	Plastic file binding strip	A4 Size Best quality	150 Nos.		
27.	Highlighter	Highlighter (Blue, Yellow, Pink)/ Mercury or Equivalent	15 Nos. each		
28.	Register	Register No. 8 & 10 (Tayyabah Brand) or Equivalent	36 Nos.		
29.	Register	Entry Register (No.6) for Visitors	20 Nos.		
30.	Log Book	Vehicle Movement Register/Log Book No. 6/(Tayyabah Brand) or Equivalent	12 Nos.		
31.	Register	Stock Register No. 10	12 Nos.		
32.	Scotch Tape	Scotch Tape 1 inch/ Sensa or Equivalent	100 Nos.		
33.	Calculator	Calculator/Citizen 14digit-2power or equivalent	15 Nos.		
34.	Paper cutters or refills	Paper Cutter blade/ Deli or Equivalent	36 Nos.		
35.	Paper Cutter	Deli or Equivalent	20 Nos.		
36.	Staple Pin	Stapler Pin 24/6 ((1000 pin in one pkt) (Dollar)	100 Pkt		
37.	Paper Ream Color	Color Paper Rim Yellow/Imported Best quality	10 Ream		
38.	Clip	Binder Clip (Large-Medium-Small/Deli or Equivalent	20 Pkt each		
39.	Pointer	Pointer (Blue Dollar GL1 0.7) or Equivalent	30 Pkt		
40.	Marker	Marker (erasable) for white board/ Piano or Equv.	10 Pkt		
41.	Masking Tape	Masking tape 1 inch	1600 Nos.		
42.	Plastic Sheet	Binding Sheet/ 180micron or Equivalent	25 Pkt		
43.	Stamp Pad Ink	Stamp Pad Ink (Blue Ink)/Dollar or Equivalent	20 Nos.		
44.	Stapler Pin	Stapler Pin Big (23/10)(23/15)(23/20) (23/17) (Pkt for each))KW or Equivalent	20 Pkt each		
45.	Sharped Pencil	Sharped pencil with rubber (Goldfish or equivalent)	700 Pkts		
46.	Notepad	Note Pad (A5 Size) /Lucky or Equivalent	5800 Nos.		
47.	File Separator	Best quality file separator	80 Nos.		

S#	ITEMS	SPECIFICATION	Total	Unit Price (Rs)	Total Price (Rs.)
48.	File	Document Organizing file (Best quality)	20 Nos.		
49.	Office Card	Office cards for employees (as per sample)	15 Nos.		
50.	File Covers	Best Quality	9450 Nos.		
51.	Scissors	Best Quality	20 Nos.		
52.	Uni Ball	Best Quality	10 Pkt.		
53.	Sharpener	Doller/Best Quality	6000 Nos.		
54.	File Board	Best Quality	100 Nos.		
55.	Seal for Bags	Seal for cloth bags (sacks)	4000 Nos.		
56.	Marker	Permanent marker Piano or Eqv.	10 Nos.		
57.	Eraser	Gold Fish or equivalent	100 Nos.		
58.	Arrow Flask Sticker/Flag	Colorful	25 Pkt.		
59.	Sharpener Machine	Schnieder/Deli (Small Size)	20 Nos.		

LOT-II (Miscellaneous/General Store Items)

S#	ITEMS	SPECIFICATION	Total	Unit Price (Rs)	Total Price (Rs)
1.	Cleaner	Bath room Cleaner (500ml)/Harpic or Equivalent	250 Nos.		
2.	Tissue Paper	Tissue Paper Box/ Rose Petal (100x2 ply)	300 Nos.		
3.	Puchara	Puchara with rope (large size)	12 Nos.		
4.	Wiper	Wiper with steel handle medium size/ Best Quality	12 Nos.		
5.	Puchara	Puchara doori (Superior quality)/ Superior quality	36 Nos.		
6.	Brush	Toilet Brush plastic(hockey type) double/ Best Quality	36 Nos.		
7.	Washing Powder	Washing powder 1KG pkt/ Surf Excel or equivalent	50 Kg		
8.	Liquid	Liquid Dish washer (500ml bottle)/Max or Equivalent	72 Nos.		
9.	White Board	White Board Big with stand 4x3/Best Quality	02 Nos.		
10.	Broom	Bans Jharoo (Broom)/ Best Quality per kg	200 Nos.		
11.	Roomi Ticky	For washroom use	250 Nos.		
12.	Acid	Bathroom Acid bottle (Sweep) or Equivalent	120 Nos.		
13.	Lock	Pad Lock(door) 50 mm, Best Quality as per sample	20 Nos.		
14.	Extension Lead	Electric extension lead(heavy duty 15 feet, Multiple Socket) Local (7/29wire)	12 Nos.		
15.	Insect Killer	Insect Killer Spray(300ml)/Cobra or Equivalent	60 Nos.		
16.	Glass Cleaner	Glass Cleaner (500ml)/Glint or Equivalent	60 Nos.		
17.	Duster	Duster White-Yellow (cotton, size 24x24) Fine quality)	200 Nos.		
18.	Tissue	Tissue Towel/Rose Petal or Equivalent	30 Nos.		
19.	Dustbin	Dust Bin Medium Best Quality	50 Nos.		
20.	Hand wash	Dettol/Lifebuoy or equivalent 1000 ml	150 Nos.		
21.	Door Closer	Door Closer Hydraulic heavy duty/Deli or Equivalent	12 Nos.		
22.	Tape	Solution Tape/Osaka or Equivalent	20 Nos.		
23.	Broom	Broom Phool/Best Quality	80 Nos.		
24.	Towel	Towel (Grey or Brown,bathsize27x52)/Cotton/ Best Quality	18 Nos.		
25.	Puchara handle	Puchara with Steel handle (large)/ Superior quality	12 Nos.		
26.	Tissue	Tissue Roll Rose petal or equivalent	300 Nos.		
27.	Latch	Door Buckle Latch	48 Nos.		
28.	Hose Clamps	Stainless Steel adjustable pipe hose clamps 1"	24 Nos.		

S#	ITEMS	SPECIFICATION	Total	Unit Price (Rs.)	Total Price (Rs.)
29.	Gas Pipe	Good quality PVC gas pipe 8.5 mm per ft	100 Ft.		
30.	Wire Roll	PVC insulated Flexible Copper Electrical Wire 2 Core (Pakistan Cables/English) 40/76, 7/29 each	03 Roll each		
31.	Light Plug	Good Quality light plug	60 Nos.		
32.	SMD Lights	Philips/Osaka or equivalent (100 Watt)	18 Nos.		
33.	Saddle wire clip	40/76, 7/29 each	100 Nos.		
34.	Power Plug	Good Quality Power Plug	36 Nos.		
35.	Power Shoe	Power Plug three pin shoe	36 Nos.		
36.	Shoe	Light Plug Three pin shoe	60 Nos.		
37.	Call Bell	Wireless electric Door Chimes	10 Nos.		
38.	LED Rods	Osaka or equivalent LED Tube light double (40 W)	36 Nos.		
39.	Kettle	Best quality Electric Kettle	06 Nos.		
40.	Muslim Shower	Muslim Shower Stainless Steel best quality	20 Nos.		
41.	Plastic Water Tap	Good Quality plastic water tap	24 Nos.		
42.	Teflon Tape	PTFE Tape 14 mm	12 Nos.		
43.	Airwick Refills	Airwick Refills	30 Nos.		
44.	Capacitor	Best quality fan capacitor (3.5 amp)	72 Nos.		
45.	Nail	Stainless Steel nail 1", 1.5", 2", 3" (1 pkt each)	2 Pkt each		
46.	Floor Matt	Rubber floor matt 2x2 size	12 Nos.		
47.	Floor Matt	Rubber floor matt 4x2 size	12 Nos.		
48.	Battery AAA	Toshiba or equivalent (25 pair)	100 Nos.		
49.	Battery AA	Toshiba or equivalent (25 pair)	200 Nos.		
50.	Vim	Vim Powder 1kg	50 Pkts		
51.	Mortein Refills	Mortein Mosquito Repellent Refill	60 Nos.		
52.	Bulb holder	Bulb holder (Churi)	36 Nos.		
53.	Bed switch	Bed Switch best quality	36 Nos.		
54.	Insect killer Rod	Insect Killer 1 ft double rod best quality	12 Nos.		
55.	Rubber gloves	Rubber gloves for cleaning (permanent gloves)	18 Nos.		
56.	Steel wool	Steel Wool best quality	60 Nos.		
57.	Plastic bucket	Plastic bucket 20 ltr best quality	06 Nos.		
58.	Phenyl balls	Phenyl balls regular size per pkt	100 Pkt.		
59.	Air Freshener	Air Freshener (300 ml)/Oudh or Equivalent	100 Nos.		
60.	Rat kill	Rat Kill device/Sound device	12 Nos.		
61.	Rat kill	Rat kill booklet	100 Nos.		
62.	Gas valve	Best quality gas valve 1/2"	24 Nos.		
63.	Gas nozzle	Best quality gas nozzle 1/2"	24 Nos.		
64.	Telephone Set CLI	Panasonic or equivalent	04 Nos.		
65.	Telephone Steno Set	Panasonic or equivalent	02 Nos.		
66.	Screw	Screw 1" & 1.5" (1 pkt each)	1 Pkt each		
67.	Scotch Brite	Best Quality	120 Nos.		
68.	Wall Clock	Wall Clock 12x12 best quality	12 Nos.		
69.	Crockery	Cup/Plates/Glass/Spoon	04 dozen each		
70.	Water Set	Best Quality	06 Nos.		
71.	Tray	(Large size) Best Quality	06 Nos.		
72.	Vim Liquid	----	50 Nos.		
73.	Tea Set	Tea set complete bone china best quality	06 Nos.		
74.	Thermos	1 liter best quality	06 Nos.		
75.	Quarter plates	Best quality	24 Nos.		
76.	Mortein Machine	Mosquito Mortein Machine	24 Nos.		
77.	Dry Mop	Dry Mop complete	24 Nos.		

S#	ITEMS	SPECIFICATION	Total	Unit Price (Rs)	Total Price (Rs)
78.	Dry Mop	Dry Mop refills	60 Nos.		
79.	Mop with Bucket	Mop with Bucket complete set	05 Nos.		
80.	Disposable cup	Disposable paper cup (as per sample)	2000 Nos.		
81.	Disposable glass	Disposable glass (as per sample)	2000 Nos.		
82.	Disposable plate	Disposable plate best quality (as per sample)	2000 Nos.		
83.	Disposable spoon	Disposable tea spoon (as per sample)	2000 Nos.		
84.	Disposable spoon	Disposable table spoon (as per sample)	2000 Nos.		
85.	Green Cloth	Green color Cloth for tables (Per Meter) (as per sample)	12 Meter		
86.	Quaid-i-Azam Portrait	1.5x2 ft.	03 Nos.		
87.	Glass Plater	Microwave Glass Plater	01 Nos.		
88.	Cloth Bags	Cloth Bags (sacks) best quality	4000 Nos.		
89.	LED bulb 18 Watt	Osaka or equivalent	80 Nos.		
90.	LED bulb 60 Watt	Osaka or equivalent	36 Nos.		
91.	Book Box	A4 size best quality	500 Nos.		
92.	Bag	Leather Bag Large & small for Dak	02 each		
93.	Wiper	Wiper small	36 Nos.		
94.	File Basket	Plastic file basket	24 Nos.		
95.	Official Stamp	For all officers of PIE (As per sample)	33 Nos.		
96.	Office Stamps	Urgent/Immediate/Confidential/Top Secret (One stamp each of official use for each Wings of PIE, as per sample)	04 Nos. each		

LOT-III (Computer Items/Toners)

S.#	ITEMS	SPECIFICATION	Total	Unit Price (Rs.)	Total Price (Rs)
1.	Toner	HP-LaserJet-452D-Color/ HP Toner best quality	02 Nos.		
2.	Toner	HP Laser Jet 1005/ Toner 35-A best quality	01 No.		
3.	Toner	HP LaserJet 1320n/ Toner HP best quality	06 Nos.		
4.	Toner	HP LJ Pro 454DW, Color/ HP Toner best quality	01 No.		
5.	Photocopier toner	Original Canon Photocopier DX 8705/8795 toner NPG-53 (from authorize dealer)	05 Nos.		
6.	Toner	HP LaserJet 1102/ Toner CE 285-A best quality	01 No.		
7.	Toner	HP LaserJet P2015d/ Toner Q7553 X best quality	04 Nos.		
8.	Toner	HP Laser Jet 612/ Toner-612 best quality	01 No.		
9.	Toner	HP Laser Jet, 402/ Toner 26-A best quality	26 Nos.		
10.	Toner	HP Laser Jet 80/A	02 Nos.		
11.	Toner	Canon LBP 214DW/ Canon Toner best quality	04 Nos.		
12.	Toner	HP Toner, 76-A best quality	10 Nos.		
13.	Toner	HP Laser Jet P4014m/ Toner 85-A best quality	01 No.		
14.	Toner	HP Laser Jet P4014m/ Toner 85-A best quality	01 No.		
15.	USB	256GB Kingston	10 No.		
16.	Wireless Mouse	Wireless Mouse Logitech	24 Nos.		
17.	Wireless Keyboard	Wireless Keyboard best quality	12 Nos.		
18.	External Drives/SSDs	External Drives/SSDs (2 TB)	06 Nos.		
19.	Device	Wireless presenter/slide changer with pointer	05 Nos.		
20.	Device	Type C Hub (HDMI + VGA + Ethernet)	04 Nos.		
21.	Access Point	Wireless Access Point Cisco or equivalent	05 Nos.		
22.	Cable	HDMI to D Type	12 Nos.		

S.#	ITEMS	SPECIFICATION	Total	Unit Price (Rs.)	Total Price (Rs.)
23.	Cable	VGA to HDMI	12 Nos.		
24.	Cable	D type to D type	12 Nos.		
25.	Cable	USB to C type/Data transfer support	12 Nos.		
26.	Cable	C type to C type/with data transfer support	05 Nos.		
27.	Cable	Power Cable (PC Power Cable)	24 Nos.		
28.	Device	Biometric Device (for Server Room)	01 No.		
29.	Power supply	----	02 No.		
30.	Mouse Pad	----	24 Nos.		
31.	HP Laptop Charger	Charger model: 15s fq5xxx	01 No.		
32.	HDMI Cable	04 meter in length	01 No.		
33.	Docking Station	12 in 1 (D type/VGA/HDMI/USB/C type)	01 No. each		

1. Bid Form

To,

Director/ Chairman Procurement Committee (PIE), Pakistan Institute of Education, Islamabad.

Having examined the bidding documents including Agenda Nos., if issued any, *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply, delivery and installation *[description of goods and services]* in conformity with the said bidding documents for the sum of ***[Total amount in words and figure]*** or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith, if stand lowest, till 30-05-2025 which may be further extended till finalization of tender, if desired so, by mutual consent and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule as per the requisite items, quantities, delivery schedule & rate of liquidated damages against late deliveries.

If our bid is accepted, we undertake to provide a performance security having validity of 30 days after the expiration of Warranty Period in the form, in the amounts, and within the times specified in the bidding documents.

We also agree to abide by this Bid till **30-01-2026** from the date fixed for Bid opening, and it shall remain binding upon us and may be accepted at any time before the expiration of that period and quoted rates shall remain valid till the expiry of the contract, if we stand as lowest evaluated responsive bidder.

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and Address of Agent (if none, state "none")	Amount and Currency	Purpose of Commission or Gratuity
---	----------------------------	--

We understand that you are not bound to accept the lowest or any bid you may receive. Dated this _____ day of 20____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

2. Price Schedule in Pak. Rupees

Name of Bidder _____ Number: _____ Page of. __

Lot No	Description of item	Brand / Model	Quantity	Unit Price (PKR) (with all applicable indirect taxes (GST), transportation & delivery charges, insurances & warranties, if any)	Total Cost (PKR) (with all applicable indirect taxes (GST), transportation & delivery charges, insurances & warranties, if any)
1	2	3	4	5	6
1					
2					
3					
4					
5					
6					

It is hereby confirmed that the specifications of offered items are fully compliant to the technical specifications provided in Section III of bidding document.

Name of Bidder / Firm: _____

Signature _____

Date: _____

Seal: _____

Note: In case of discrepancy between unit price and total, the unit price shall prevail.

3. Contract Form

THIS CONTRACT (hereinafter termed as "Contract" is entered into, signed and executed at Islamabad on this _____th Day of , 20__.

BETWEEN

Pakistan Institute of Education (PIE), Ministry of Federal Education & Professional Training, situated at Taleemi Chowk, G-8/1, Islamabad, Herein after shall be termed as "**PURCHASER**", which expression shall include the successors in office, permitted assigns and legal representatives.

AND

M/s----, a firm duly registered with ----bearing number and has never been declared as defaulter by any authority or forum, having its registered office at (Hereinafter referred to as "**SUPPLIER**", which expression shall, unless repugnant to the context or meaning thereof, be deemed to mean and include its successors in interests, administrators and/or assignees)

WHEREAS the Purchaser invited bids for certain goods and ancillary services, viz., **Procurement of Office Stationery, Computer Stationery/Toners & Other Misc. Store Items** for PIE and has accepted the following rates of requisite item, quantities, delivery schedule & rate of liquidated damages in case late deliveries of equipment by the Supplier for the supply of those goods and services in the sum of (contract price in words and figures) (hereinafter called "the Contract Price"):-

S#	Bidder Name	Items	Unit Price	Total Price (Inclusive of GST)
i.				
ii.				

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. Notwithstanding, in this Contract, unless there is anything repugnant in the subject or context and in clash thereof the general laws, rules and principle words and expressions shall have the same meanings as are assigned to them in the Conditions of Contract referred to.
2. Both the parties of this Contract hereby agree that the following documents shall be read, understood and constructed as an essential and fundamental part of this Contract:
 - i. The General Conditions of Contract;
 - ii. The Special Conditions of Contract;
 - iii. The Schedule of Requirements;
 - iv. Technical Specification;
 - v. Price Schedule;
 - vi. The Integrity Pact;
 - vii. The Purchaser's Notification of Award; and,
 - viii. The Bid Form and the Price Schedule submitted by the Bidder.
3. In consideration of the payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Purchaser and shall be bound to provide the Goods or services set right, resolve, redress, remedy, and cure the complaints, deficiencies, defect(s), shortcomings, or flaw(s) therein in conformity with the provisions of the Contract, failing which, the payments or charges shall be withheld, accordingly, and no additional cost shall be made to the Supplier.
4. The Purchaser hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying/resolving of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

PARTIES

For and on behalf of '**Purchaser/PIE, M/o FE&PT**'

For and on behalf of '**SUPPLIER**'/

Name: Designation: CNIC:

Name: Designation: CNIC:

WITNESSES

Name: Designation: CNIC:

Name: Designation: CNIC:

Form of Performance Security

To:

Pakistan Institute of Education, Islamabad.

Whereas [Name of Service Provider] (hereinafter called "the Service Provider") has undertaken, in pursuance of Contract No. dated [date] to supply [description of goods] (hereinafter called "the Contract").

And whereas it has been stipulated by you in the said Contract that the Service Provider shall furnish you with a Bank Guarantee by a scheduled bank for the sum of 10% of the total Contract amount as a Security for compliance with the Service Provider's performance obligations in accordance with the Contract.

And whereas we have agreed to give the Service Provider a Guarantee:

Therefore we here by affirm that we are Guarantors and responsible to you, on behalf of the Service Provider/Bidder/Supplier, up to a total of [Amount of the Guarantee in Words and Figures] and we undertake to pay you, upon your first written demand declaring the Service Provider to be in default under the Contract and without cavil or argument, any sum or sums within the limits of [Amount of Guarantee] as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the 30th day of January, 2026.

Signature and Seal of the Guarantors/ Bank

Address _____

Date _____

General Conditions of Contract

<p>1. Definitions</p>	<p>Notwithstanding, in this Contract, unless there is anything repugnant in the subject or context and in clash thereof the general laws, rules and principle the following terms shall have the meaning ascribed thereto as provided below:-</p> <ul style="list-style-type: none"> a. "The Contract" means the agreement entered into between the Purchaser and the Supplier, as recorded in the Contract Form signed by including all attachments and appendices there to and all documents incorporated by reference therein. satisfactory b. "The Contract Price" means the price which shall be payable to the Supplier under the Contract pursuant to the rates agreed at the time signing t subject to proper / satisfactory performance of its contractual obligations. c. "The Goods" means all of the equipment, machinery, and/or other materials which the Supplier is required to supply to the Purchaser under the C d. "The Services" means those services ancillary to the supply of the Goods, such as transportation and insurance, and any other incidental service installation, commissioning, provision of technical assistance, training, and other such obligations of the Supplier covered under the Contract. e. "GCC" means the General Conditions of Contract contained in this section. f. "SCC" means the Special Conditions of Contract. g. "The Purchaser" means the organization purchasing the Goods, as named in SCC. h. "The Purchaser's country" is the country named in SCC. i. "The Supplier" means the individual or firm supplying the Goods and Services under this Contract. j. "The Project Site," where applicable, means the place or places named in SCC. k. "Day" means calendar day.
<p>2. Application</p>	<p>2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.</p>
<p>3. Standards</p>	<p>3.1 The Goods supplied under this Contract, shall conform to the standards mentioned in the Technical Specifications, and, when no applicable standard is to the authoritative standards appropriate to the Goods' country of origin. Such standards shall be the latest issued by the concerned institution.</p>
<p>4. Inspections and Tests</p>	<p>4.1 The Purchaser or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Contract specifications at no extra cost to the Purchaser. SCC and the Technical Specifications shall specify what inspections and tests the Purchaser requires they are to be conducted. The Purchaser shall notify the Supplier in writing, in a timely manner, of the identity of any samples (representatives) retained purposes.</p> <p>4.2. The inspections and tests may be conducted on the premises of the Supplier or its subcontractor(s), at point of delivery, and/or at the G destination. If conducted on the premises of the Supplier or its subcontractor(s), all reasonable facilities and assistance, including access to production data, shall be furnished to the inspectors at no charge to the Purchaser.</p> <p>4.3. Should any inspected or tested Goods fail to conform to the Specifications, the Purchaser may reject the Goods, and the Supplier shall either r rejected Goods or make alterations necessary to meet specification requirements free of cost to the Purchaser.</p> <p>4.4 The Purchaser's right to inspect, test and, where necessary, reject the Goods after the Goods' arrival at the Purchaser's delivery point shall in limited or waived by reason of the Goods having previously been inspected, tested, and passed by the Purchaser or its representative prior to shipment from the factory/warehouse. Nothing in GCC Clause 4 shall in any way release the Supplier from any warranty or other obligations under this Contract.</p>

5. Packing	<p>5.1. The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitate transit, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final and the absence of heavy handling facilities at all points in transit.</p> <p>5.2. The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be provided for in the Contract, including additional requirements, if any, specified in SCC, and in any subsequent instructions ordered by the Purchaser.</p>
6. Delivery and Documents	<p>6.1. Delivery of the Goods shall be made by the Supplier in accordance with the Schedule of Requirements.</p>
7. Transportation	<p>7.1. The Supplier is required under the Contract to transport the Goods to a specified place of destination within the Purchaser's country, transport to such place of destination in the Purchaser's country, including insurance and storage, as shall be specified in the Contract, shall be arranged by the Supplier, and related costs shall be included in the Contract Price</p>
8. Warranty	<p>8.1. The Supplier warrants that the Goods supplied under the Contract are new, unused, of the most recent or current models, and they incorporate improvements in design and materials unless provided otherwise in the Contract. The Supplier further warrants that all Goods supplied under shall have no defect, arising from design, materials, or workmanship (except when the design and/or material is required by the Purchaser's or from any act or omission of the Supplier, that may develop under normal use of the supplied Goods in the conditions prevailing in the destination.</p> <p>8.2. Unless otherwise specified in the Special Conditions of Contract, the warranty shall remain valid for three (03) years after the Goods, or any portion thereof as the case may be, have been delivered to and accepted destination indicated in the Contract.</p> <p>8.3. The Purchaser shall promptly notify the Supplier in writing of any claims arising under this warranty.</p> <p>8.4. Upon receipt of such notice, the Supplier shall, within the period specified in SCC and with all reasonable speed, repair or replace the defective parts thereof, without costs to the Purchaser.</p> <p>8.5. If the Supplier, having been notified, fails to remedy the defect(s) within the period specified in SCC, within a reasonable period, the Purchaser may take such remedial action as may be necessary, at the Supplier's risk and expense and without prejudice to any other rights which the Purchaser have against the Supplier under the Contract.</p>
9. Payment	<p>9.1. The method and conditions of payment to be made to the Supplier under this Contract shall be specified in SCC.</p> <p>9.2. The Supplier's request(s) for payment shall be made to the Purchaser in writing, accompanied by an invoice describing, as appropriate, delivered and Services performed and upon fulfillment of other obligations stipulated in the Contract.</p> <p>9.3. Payments shall be made promptly by the Purchaser, but in no case later than 30-06-2025 after submission of an invoice or claim by the Supplier.</p> <p>9.4. The currency of payment is Pak. Rupees.</p>
10. Prices	<p>10.1 Prices charged by the Supplier for Goods delivered and Services performed under the Contract shall not vary from the prices quoted by the Supplier with the exception of any price adjustments authorized in SCC or in the Purchaser's request for bid validity extension, as the case may be.</p>
11. Change Orders	<p>11.1. The Purchaser may at any time, by a written order given to the Supplier pursuant to GCC Clause 21, make changes within the general Contract in any one or more of the following:</p> <p>11.2. Drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser.</p> <p>11.3. the method of packing; (b) The place of delivery.</p> <p>11.4. If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any clause Supplier for adjustment under this clause must be asserted within thirty (30) working days from the date of the Supplier's receipt of the Purchase order.</p>

	<p>11.5. The Purchaser may at any time, by a written order given to the Supplier pursuant to GCC Clause 21, make changes within the general Contract in any one or more of the following:</p> <p>5.1. Drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Purchaser.</p> <p>5.2. the method of packing;</p> <p>(b) The place of delivery.</p> <p>11.6. If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or delivery schedule, or both, and the Contract shall accordingly be amended. Any clause of the Contract for adjustment under this clause must be asserted within thirty (30) working days from the date of the Supplier's receipt of the Purchase order.</p>
12. Contract Amendments	12.1 No variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties.
13. Assignment	13.1 The Supplier shall not assign, in whole or in part, its obligations to perform under this Contract.
14. Performance Security	<p>14.1. Performance Guarantee: The Supplier, within seven (07) days of signing of this contract, shall provide to the Purchaser a Performance Guarantee equivalent to 10% of the total Contract amount on the prescribed format and in prescribed manner. This Performance Guarantee shall be provided by the Supplier upon successful completion of the Contract including any warranty obligations, unless specified otherwise in SCC.</p> <p>14.2. Supplier's Bid Security already submitted with the Bid shall only be released upon satisfactory submission of a Performance Guarantee with sub-clause 14.1 above.</p> <p>14.3. Failure to submit a Performance Guarantee shall result into forfeiture of Bid Security and Cancellation of Contract.</p>
15. Delays in the Supplier's Performance	<p>15.1. Delivery of the Goods and performance of Services shall be made by the Supplier in accordance with the time schedule prescribed by the Purchaser and the Schedule of Requirements.</p> <p>15.2. If at any time during performance of the Contract, the Supplier or its subcontractor(s) should encounter conditions impeding timely delivery of and performance of Services, the Supplier shall promptly notify the Purchaser in writing of the fact of the delay, its likely duration and its cause soon as practicable after receipt of the Supplier's notice, the Purchaser shall evaluate the situation and may at its discretion extend the Supplier's time for performance, with or without liquidated damages, in which case the extension shall be ratified by the parties by Contract.</p> <p>15.3. Except as provided under GCC Clause 18, a delay by the Supplier in the performance of its delivery obligations shall render the Supplier liable to imposition of liquidated damages pursuant to GCC Clause 16, unless an extension of time is agreed upon pursuant to GCC Clause 15.2 application of liquidated damages.</p>
16. Liquidated Damages	16.1. Subject to GCC Clause 16, if the Supplier fails to deliver any or all of the Goods or to perform the Services, as per satisfaction of PIE or within specified in this Contract, the Purchaser shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as damages, a sum equivalent to the percentage specified in SCC for late delivery for each day up to a maximum deduction of the percentage specified. Once the maximum is reached, the Purchaser may consider termination of the Contract pursuant to GCC Clause 17.

17. Termination for Default	<p>17.1. The Purchaser, without prejudice to any other remedy for Nos of Contract, by written notice of default sent to the Supplier, may terminate this whole or in part:</p> <ul style="list-style-type: none"> a. If the Supplier fails to deliver any or all of the Goods within the period specified in this Contract, or within any extension thereof gran Purchaser pursuant to GCC Clause 15.2; or b. If the Supplier fails to perform any other obligation(s) under the Contract. c. If the Supplier, in the judgment of the Purchaser has engaged in corrupt and fraudulent practices in competing for or in executing the C. <p>For the purpose of this clause: “corrupt and fraudulent practices” includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public of supplier or contractor in the procurement process or in contract execution to the detriment of the procuring agencies; or misrepresentation order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) d establish bid prices at artificial, non-competitive levels and to deprive the procuring agencies of the benefits of free and open competition request for, or solicitation of anything of value by any public official in the course of the exercise of his duty.</p> <p>17.2. In the event the Purchaser terminates the Contract in whole or in part, pursuant to GCC Clause 17.1, the Purchaser may procure, upon such in such manner as it deems appropriate, Goods or Services similar to those undelivered, and the Supplier shall be liable to the Purchaser for any excess costs for such similar Goods or Services. However, the Supplier shall continue performance of the Contract to the terminated.</p>
18. Force Majeure	<p>18.1. Notwithstanding the provisions of GCC Clauses 15, 16, and 17, the Supplier shall not be liable for forfeiture of its bid security, liquidated determination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the event of Force Majeure.</p> <p>18.2. For purposes of this clause, “Force Majeure” means an event beyond the control of the Supplier and not involving the Supplier’s fault or and not foreseeable. Such events may include, but are not restricted to, acts of the Purchaser in its sovereign capacity, wars or revolt floods, epidemics, quarantine restrictions, and freight embargoes.</p> <p>18.3. If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such condition and the cause otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.</p>
19. Resolution of Disputes	<p>19.1. The Purchaser and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or displeasure between them under or in connection with the Contract.</p> <p>19.2. If negotiations fails or the Purchaser and the Supplier have been unable to resolve amicably a Contract dispute, either party may require dispute be referred for resolution to the formal mechanisms specified in SCC. These mechanisms may include, but are not restricted to, mediated by a third party, adjudication in an agreed manner and/or arbitration subject to approval of the Competent Authority, PIE.</p>
20. Governing Language	<p>20.1 The Contract shall be written in the language specified in SCC. Subject to GCC Clause 20, the version of the Contract written in the specified language govern its interpretation. All correspondence and other documents pertaining to the Contract which are exchanged by the parties shall be same language.</p>
21. Applicable Law	<p>21.1 The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan.</p>
22. Notices	<p>22.1 Any notice given by one party to the other pursuant to this Contract shall be sent to the other party in writing or by cable, telex, or facsimile and c writing to the other party’s address specified in SCC.</p> <p>21.2 A notice shall be effective when delivered or on the notice’s effective date, whichever is later.</p>
23. Taxes and Duties	<p>23.1 Supplier shall be entirely responsible for all taxes, duties, license etc., incurred until delivery of the contracted Goods to the Purchaser.</p>

Special Conditions of Contract

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the General Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

1. Definitions (GCC Clause 1)

GCC 1.1 (g)—**The Purchaser is:** Pakistan Institute of Education, Ministry of Federal Education and Professional Training, Islamabad, Government of Pakistan.

GCC 1.1 (h)—**The Purchaser's country is:** Islamic Republic of Pakistan. GCC 1.1 (i)—**The Supplier is:** [Detail]

GCC 1.1 (j)—**The Site is:** Pakistan Institute of Education (PIE), Ministry of Federal Education and Professional Training, Taleemi Chowk, G-8/1, Islamabad

2. Inspections and Tests (GCC Clause 4)

GCC 4.1—**Inspection and tests prior to supply of Goods and at final acceptance are as follows:** The Purchaser or its representative shall have the right to inspect and or to test the supplies as per following ways to confirm their conformity to the Contract specifications at no extra cost to the Purchaser: -

For all Lots/Items, final inspection of goods will be carried out on receipt of goods at site of delivery and payments shall be made against the Goods Receipt & Inspection Report duly signed by the purchaser on acceptance of goods. Inspection and tests prior to final acceptance are:-

- i. For being Brand New, bearing relevant reference numbers of the equipment
- ii. For Physical Fitness having No Damages
- iii. For the Country of Origin as quoted by the Supplier (Certificate from manufacturer/authorized supplier)
- iv. For successful operation at site after complete installation, testing and commissioning of the equipment (Installation, Testing and Commissioning Report by Procurement Committee)

3. Packing (GCC Clause 5)

GCC 5.2 – **Packing & accessories:** The bidder shall deliver the supplies at the destination in scratch less condition within the manufacturer supplied packing and manufacturer's manuals, booklets, accessories etc. Manufacturer's original Operating Manual must be provided.

4. Warranty (GCC Clause 8)

GCC 8.2— In partial modification of the provisions, the warranty period of the supplied items **shall remain valid till the warranty period as mentioned under Technical Specifications of the respective Item** from date of acceptance of the supplies. The Supplier shall, in addition, comply with the performance and/or consumption guarantees specified under the Contract. If, for reasons attributable to the Supplier, these guarantees are not attained in whole or in part, the Supplier shall, at its discretion, either:

- a. Make such changes, modifications, and / or additions to the Goods or any part thereof as may be necessary in order to attain the contractual guarantees specified in the Contract at its own cost and expense and to carry out further performance tests in accordance with SCC 2.

Or

- b. Pay liquidated damages to the Purchaser with respect to the failure to meet the contractual guarantees. The rate of these liquidated damages shall be 0.5 % per day up-to maximum 10 % of the total price

GCC 8.4 & 8.5—**The period for correction of defects in the warranty period is:** 15 (Fifteen) days.

5. Payment (GCC Clause 9)

GCC 9.1 & 9.3 —The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:

Payment for Goods supplied: Payment shall be made in Pak. Rupees in the following manner:

- (i) **On Acceptance: Hundred (100) percent** payment of the supplies delivered, received and accepted shall be made within thirty (30) working days of submission of claim supported by the acceptance certificate issued by the purchaser.

A copy of the sales tax, must be submitted along with the invoice besides receipt of original delivery challan (s), in duplicate duly completed in all respect. In case GST is not applicable on the Goods to be procured, the Bidder shall provide the documentary evidence to the said effect issued from the Competent Authority.

Tax(s) if any, shall be deducted at source as per applicable taxation laws, while making the payments to the Supplier.

6. Prices (GCC Clause 10)

GCC 10.1—**Prices shall be:** Fixed.

7. Performance Guarantee (GCC Clause: 14)

The Supplier, within twenty (15) days of signing of this contract, shall provide to the Purchaser a Performance Guarantee (**valid till expiry of warranty/ subscription period**) from any scheduled Bank of Pakistan equivalent to 10% of the total Contract amount in the shape of unconditional Bank Guarantee/Pay Order/Bank Draft on the prescribed format as provided in the Bidding document.

The amount of bank guarantee shall be calculated on the basis of Lot wise cost..

Service Provider's Bid Security already submitted with the Bid shall only be released upon satisfactory submission of a Performance Guarantee in accordance with provision mentioned above. Failure to submit a Performance Guarantee shall result in to forfeiture of Bid Security and Cancellation of Contract.

The Performance Bank Guarantee shall be released upon completion of support and after sales services including all the warranties of hardware/expiration of subscription period of software.

8. Liquidated Damages (GCC Clause 16)

GCC 16.1—**Applicable rate:** The applicable rates on account of later delivery or unperformed Services including change of defective/sub-standard items, etc., shall be 0.5% per day and up to maximum 10 % of the contract price.

9. Termination for Default (GCC Clause17)

If during the currency of the period it is found that supplied items are sub –standard or defective, the contract will be cancelled and Security Deposit will be forfeited and the firm will also be blacklisted

10. Resolution of Disputes (GCC Clause 19)

GCC 19.2—**The dispute resolution mechanism to be applied pursuant to GCC Clause 19.2 shall be as follows:**

In the case of a dispute between PIE and the Supplier, the dispute shall be addressed and settled in accordance with the Public Procurement Rules, 2004 and the relevant laws of the Islamic Republic of Pakistan.

11. Governing Language (GCC Clause 20)

GCC 19.1—**The Governing Language shall be:** English.

12. Notices (GCC Clause 23)

GCC 21.1—**Purchaser's address for notice purposes:**

Director/ Chairman Purchase Committee.

Pakistan Institute of Education (PIE), Ministry of Federal Education & Professional Training, Taleemi Chowk, G-8/1, Islamabad.

Supplier's address for notice purpose