



**PRE-QUALIFICATION / TENDER NOTICE**

Halal Accreditation PNAC, Ministry of Science & Technology invites the sealed quotations from reputable firms/suppliers & authorized dealers/organizations who are on Active Tax Payer List (ATL) of FBR and registered with sales tax/Income tax department having GST/NTN Numbers, AGPR vendor number and IATA license (only for air ticketing services) for the following works /supply:

S. No.	Specifications	Qty
1.	Authorized Travel Agent registered in IATA: Air Ticketing service (domestic and international) separately.	N/A
2.	Event Organizers: Hotels Reservation (domestic and international) separately. i. Only for accommodation ii. For meeting/events, including (training / meeting halls, two times (morning/evening) tea with cookies, meal including (buffet lunch), soft drink, Mineral water and other meeting arrangements etc.	N/A
3.	<b>Server Machine</b> <b>RAM:</b> up to 32 GB <b>Storage:</b> up to 5TB <b>Cache:</b> up to 25MB, Dual Power <b>Operating System:</b> Server 2012/R2 or equivalent <b>Monitor:</b> LED Monitor, Wide View 1920 x 1080, 23.6 Inches with standard mouse and keyboard. Rack for machine, 27U, 600 x 1000	01
	Ethernet Switch 24 ports PDU Extension, 8 ports Access points 344 or 350 series number	02
4.	<b>Wooden Table for Officers, Executive Class.</b> <u>Fine wood, having three draws &amp; tea/glass tray Rack on Right Side and Two Draws on left side</u> Best quality wood/imported lamination sheets Size: 5'.5" x 3'.5" with standard height with warranty	06
5.	<b>Wooden Tables for staff along with racks, Executive Class</b> <u>Fine wood, having three draws &amp; tea/glass tray Rack on Right Side and Two Draws on left side</u> Best quality wood/imported lamination Size: 4'.5" x 3' with standard height with warranty	03
6.	<b>Officer Chairs, Executive Class.</b> Revolving steel based with imported hydraulic system, best quality leather and mattress material cushioned and fine quality wooden arms with warranty	10
7.	<b>Shelves</b> File storage Wooden Shelves (wall mounted to be fabricated) with door and lock Height 15" x width 48" x depth 15"	20
8.	<b>Visiting Chairs</b> Wooden arm chairs, seat and back cushioned with imported quality mattress & leather fabric with warranty	20
9.	Stationary & Misc. Items	As per tender document

**Terms & Conditions:**

- The purchase/procurement procedure is subject to observance of PPRA 2004 Rules.
- Interested firms/ dealers must provide following information/ documents with their bids:
  - The proof of Registration with Sales Tax department and quote their NTN/GST Number, issued by Income tax/Sales tax department.
  - The sealed tenders along with Call/Security deposit (refundable after successful supply/warranty period) in shape of Bank Draft/Pay order equal to 5% of the bid amount in favor of "Pakistan National Accreditation Council (PNAC), Islamabad. Cross cheques will not be accepted.
  - An Affidavit on stamp paper that the firm/dealer has never been BLACKLISTED by any Ministry/Division/Department/ Organization of the Government.
  - Sale/Service certificate should also accompany the tender. Time period for supply of items will be two weeks from the date of supply order.
- The successful bidder(s) are liable to provide the item on quoted price within current financial year (2018-19) from time to time otherwise, the call/security deposit will be forfeited along with blacklisting of the relevant firm/vendor/bidder.
- Quoted rates should be effective for current financial year (July 2018-June 2019), and on the basis of quoted rates, supply order can be issued any time/need basis within current FY (up to 30/06/2019), however subject to requirement/availability of funds.
- Samples of items, if required can be demanded from lowest/competitive bidder or required quality (subject to recommendations of the purchase committee & approval of the competent authority) before issuance of supply order.
- Rates along with GST should be quoted. Withholding tax and GST at source will be deducted as per Rule.
- Tender document can be obtained during office hours (08:30 AM- 04:00 PM) on any working day. Tender document can also be downloaded from Council website [www.pnac.org.pk](http://www.pnac.org.pk) or PPRA website [www.ppra.org.pk](http://www.ppra.org.pk)
- Tenders shall be received in PNAC office till 11:00 a.m on 20-08-2018 and will be opened on the same day at 11:30 a.m in PNAC office Islamabad by the Purchase Committee in the presence of bidders/representatives who chose to attend.
- Competent Authority reserves the rights to reject any or all the tenders /increase or decrease the quantity of items however, subject to assigning justified reasons as per PPRA Rules 33(1). However, the repeat orders cannot be exceeded from 15% of the original quantity as per PPRA Rules 2004, No. 42(c) (iv).

(Mansoor Malik)

Admin & Accounts Officer

(Halal Accreditation), Tel: 051-9200313

MINISTRY OF SCIENCE & TECHNOLOGY  
**PAKISTAN NATIONAL ACCREDITATION COUNCIL**  
**HALAL ACCREDITATION**  
**Ground Floor, 1-Constitution Avenue, G-5/2**  
**Islamabad**

**TENDER DOCUMENT**

**Shelves**

<b>Sr. No.</b>	<b>Description</b>	<b>Quantity</b>
1	<u>Wooden File Shelves:</u> Size of Each Shelf will be: Inner Shelf Height 15” x Width 48” x Inner Shelf depth 15” Each shelf having two wooden laminated door with good quality locks, handle and other hardware (fine quality /imported lamination with warranty)	20

**Note:**

The shelves will be fabricated according to the mentioned specifications therefore, quotations must be submitted accordingly whereas, and submission of false statement/documents as well as concealing of any information is liable to disqualify the respective firms/vendors/bidders

**List of Stationary & Misc. Items**

<b>Sr. No.</b>	<b>Description</b>	<b>Quantity</b>
1	Paper Reams A4 Fine Quality 80Grams	250
2	Uni Ball Pen Blue	200
3	Ball Point Blue	220
4	Extension Leads Imported and Fine quality	20
5	Toner Laser Jet Pro M402dne Original	12
6	Toner Laser Jet P2015 Original	12
7	Tissue Boxes Fine quality	250
8	Tissue Roll fine quality	250
9	AAA Battery	100