

PAKISTAN POST OFFICE  
GOVERNMENT OF PAKISTAN  
(MINISTRY OF COMMUNICATIONS)

File No. Proc. 2-3/2015

Islamabad, the 44080, 02-09-2015

Subject: - **TENDER NOTICE FOR SUPPLY OF MAIL BAGS 2015-16.**

Sealed tenders are invited in form of Technical proposal and financial proposal from interested manufacturers, firms of repute (Registered with Sales Tax Department etc.) for the supply of different categories of mail bags to the Pakistan Post Office, Department during 2015-16, consignable at Bag Control Office, Lahore. (Details will be provided with tender form).

2. Tenders will be received in accordance with rule 36 (b) of Public Procurement Rules 2004 issued by the Finance Division, Government of Pakistan. The tender which are not in accordance with rule will be rejected instantly. The bid shall comprise a single package containing two separate envelopes. Each envelop shall contain separately the “**FINANCIAL PROPOSAL**” and the “**TECHNICAL PROPOSAL**”. The envelop shall be marked as “**FINANCIAL PROPOSAL**” and **TECHNICAL PROPOSAL**” in bold and legible letters to avoid confusion. The financial proposal of bids found technically non-responsive shall be returned un-opened to respective bidders.

3. The prescribed forms having details of terms and conditions / specifications can be obtained from **Room No. 01, Directorate General, Pakistan Post Office, Sector G-8/4, Islamabad** on production of receipt by depositing Rs. 5,000/- cash (non refundable) per set in any General Post Office under head “Unclassified Receipts”.

4. The tenderer must, at the time of submission of tender, furnish on sample (Non returnable) of each item as per specifications / samples duly signed and stamped by the tenderer in the envelop marked “**TECHNICAL PROPOSAL**”.

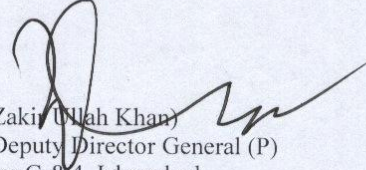
5. Approved sample of each item can also be seen in **Room No. 01, Directorate General, Pakistan Post Office, Sector G-8/4, Islamabad during** office working hours.

6. The tenderer should submit an affidavit stating that his firm has not been blacklisted by any Government / Semi Government / Autonomous body and no legal action is under way against his firm.

7. Sealed tenders along with samples as per tender form should be submitted to the undersigned by 21-09-2015 before 1100 hours which will be opened by the Tender Committee on the same day at 1130 hours. The tenderer or their authorized representatives who may choose to be present at time of opening of tenders. The tender received after 1100 hours will not be entertained.

8. Tenders must be accompanied by 2% earnest money (refundable) of the total cost in the shape of Postal Draft / Bank Draft / Pay Order in favour of Director General, Pakistan Post Office, Islamabad in envelop marked "**Financial Proposal**" and rate quoted by the firm. Any other mode of deposit of earnest money will not be accepted. One rate may be quoted for each item.

9. The competent authority reserves the right to accept or reject any or all tenders and also increase or decrease the quantity of stores due to certain administrative reasons.



(Zaki Ullah Khan)  
Assistant Deputy Director General (P)  
Sector G-8/4, Islamabad.  
Phone No.051-9261573