



**GOVERNMENT OF SINDH
EXCISE, TAXATION AND NARCOTICS
CONTROL DEPARTMENT**

NOTICE INVITING TENDER (N.I.T)

Excise, Taxation and Narcotics Control Department invites sealed bids from interested Vendors / Suppliers / Contractors for **PURCHASE OF COMPUTER STATIONERY** as per eligibility criteria specified in the Standard Bidding Document (SBD) under Rule 46 (2) Sindh Public Procurement Rules, 2010 (amended 2020).

The complete Details of items with specification and all other requirements including brands and model have been given in the Standard Bidding Document (SBD), Excise, Taxation and Narcotics Control Department would adopt “**Single Stage – Two Envelope**” Bidding Procedure for qualification/evaluation of Bid(s). The Bidder(s) shall submit a single package containing Two (02) Separate Sealed Envelopes. One Envelope shall contain the **TECHNICAL PROPOSAL** and the other envelope shall contain the **FINANCIAL PROPOSAL**, both indicating the Tender Enquiry No: SO/DDO/E&T/CASH/C.STATIONARY/2019-20. The Envelopes shall be clearly marked as “**TECHNICAL PROPOSAL**” and “**FINANCIAL PROPOSAL**”.

Technical Proposal(s) includes **Eligibility Criteria:-**

1. Name, Address. Telephone number, fax number and e-mail address of firm / company.
2. Valid NTN Registration Certificate from FBR. (Details mentioned in SBD).
3. Valid GST Registration Certificate from FBR. (Details mentioned in SBD).
4. Valid SST Registration Certificate from SRB. (Where necessary).
5. Relevant experience of last (3) Three years.
6. Undertaking on affidavit, that firm is not involved in any litigation & has not abandoned any work in any department.
7. Company profile may include: (i). Audit copy (last 3 years) certified by Government Financial Institutional acknowledged Chartered Accountant (ii). Bank statement of last 3 years & documentary proof about the firm's strength & filed experience (iii) Income Tax return of last 3 Years. (iv) GST Return of last 3 Years (All details mentioned in SBD).

and other valid Documentary Evidence as prescribed in the Standard Bidding Document (SBD) which could be purchased by any interested Vendors /Suppliers /Contractors at the address given below from the date of publishing this NIT till **14-05-2020** along with a non-refundable fee of **Rs. 2,000/- (Two Thousand Only)** in shape of Pay Order in favor of **DDO, Excise, Taxation and Narcotics Control Department, Karachi** at the address given below latest by **15-05-2020** at **10:30 AM**. The Technical Proposal(s) will be opened on the same day at **11:30 AM** in office of Additional Secretary (ADMN), Excise, Taxation and Narcotics Control Department, Karachi, while the Financial Proposal(s) shall contain the Bid Security & cost offered by the Bidder(s) on their letterhead(s) as per prescribed manner given in the Standard Bidding Document (SBD).

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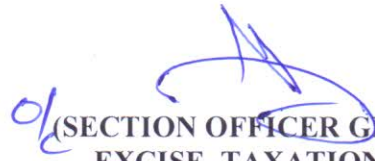
Interested eligible bidders may obtain further information on the bid and inspect the Standard Bidding Document (SBD) at the office of Cashier/Account Branch, Room No. 345, Second Floor, Tughlaq House, Excise, Taxation and Narcotics Control Department, Government of Sindh, Sindh Secretariat Building No. 02, Kamal Atta-Turk Road, Karachi during the office hours from 10:00 am to 03:00 pm excluding public holiday or as announced by Government.

All applicants firm(s) shall be required to deposit a Bid's Earnest Money in shape of pay order equivalent to 3% of total value of the Bid, in favor of the DDO, Excise, Taxation and Narcotics Control Department, Government of Sindh along with their sealed Financial Proposal(s).

Excise, Taxation and Narcotics Control Department, Government of Sindh reserves the right in accordance of Sindh Public Procurement Authority Rule-25 to cancel the bidding process at any time prior to the acceptance of bid(s) or proposal (s). Under following conditions bid will be rejected: -

1. Conditional and telegraphic bids/tenders.
2. Bids not accompanied by bid security of required amount and form.
3. Bids received after specified date and time.
4. Black listed firms.

Bids shall remain valid till 90 days of submission. Excise, Taxation and Narcotics Control Department will not be responsible for any cost or expense incurred by bidding firms.


(SECTION OFFICER GENERAL/DDO)
EXCISE, TAXATION AND NARCOTICS
CONTROL DEPARTMENT