



**GOVERNMENT OF PAKISTAN,
MINISTRY OF INTERIOR
NATIONAL DATABASE AND REGISTRATION AUTHORITY (NADRA)
3rd Floor, PMO, RHO, G-10/4 ISLAMABAD
Tele- +92-51-9039-2255 Fax +92-51- 9201364**

RFQ No. NADRA/PMO/93/Ream/GO/RFQ

Dated: 30-09-2022

Request for Quotations for Procurement of Stationery Items

National Database and Registration Authority has Received credit from International Development Association (IDA) in the form of a Loan credit No. 61390-PK towards the cost of FATA Temporarily Displaced Persons Early Recovery Project (TDP-ERP). It is intended to apply a part of the proceeds of this credit to eligible payments under the contract for procurement of paper reams.

FATA TDP-ERP now invites sealed quotations from reputed firms having previous experience of above work to quote their competitive prices as per attached Specifications **Annexure-A**.

The request for quotations along with the accompanying documents on PMO addresses no later than **14th October, 2022** at 04:00 pm.

Terms and Conditions:

- i. The Quotation must be submitted according to the attached specifications.
- ii. The supplier must be GST registered and an active taxpayer. The supplier must write NTN number on the quotations.
- iii. Price shall be quoted in Pak Rupees and shall remain valid without any change in rate. Quoted price shall be inclusive of GST and other applicable Taxes and Government taxes will be deducted at source as per Government prescribed rates (where applicable).
- iv. Quotation must be typewritten.
- v. Goods must be delivered at **Plot# 30, 3rd Floor, Project Office, NADRA Regional Head Office, G-10/4 Islamabad** within **3-4 weeks** after issuance of Purchase Order.
- vi. The Prices indicated in the Price Schedule shall be delivered duty paid (DDP). The price of other (incidental) services, if any, may be mentioned separately.
- vii. The suppliers are requested to give their best and final prices as no negotiations are expected.
- viii. Quotations shall be valid for a period of **45** days after submission.
- ix. Hundred percent payments will be made within 28 days after successful delivery, inspection and acceptance.
- x. The Purchase Order may increase or decrease as per requirement.


**Procurement Specialist
(FATA TDP-ERP)**



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Annexure-A

Technical Specifications

S. No.	Item Name	Description	Unit	Quantity
1	Paper Ream 100gm A4	Imported Double A (500 Sheets) or Equivalent	No	3650
2	Paper Ream 80gm Legal	Imported Double A (500 Sheets) or Equivalent	No	2200

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