

TENDER FORM FOR THE PROCUREMENT OF SCHOOL BAGS & ALLIED ITEMS

1. Name for firm _____
2. Name of Owner _____
3. Present Address of the firm _____
4. Permanent Address _____
5. Phone No. with area code _____
6. Fax No, with area code _____
7. Email Address _____

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Signature of the District purchase committee

Signature of firm concern



**OFFICE OF THE DISTRICT EDUCATION OFFICER (MALE)
KOHAT**

BID SOLICITATION DOCUMENTS

FOR

PROCUREMENT OF SCHOOL BAGS & ALLIED ITEMS FOR 2024-25

Note: The prospective bidder is expected to examine the Bidding Documents carefully, including all Instructions, Terms & Conditions, and Specifications etc. Failure to furnish all information required by the Bidding documents or submission of a Bid not substantially responsive to the Bidding Documents at all respects would result in the rejection of the Bid. Any cutting/Overwriting and addition alteration is not allowed and such kind of bids will be rejected.

Term & Condition

1. Certified that the supply will be made within 15 days after receipt of supply order certified that the supply will be made to institution concerned.
2. Certified that the supply will be made in accordance with the approved rates, quality, quantity & specification.
3. The firm/dealer will be responsible for any substandard supply.
4. In view of the continuous funding process for financial year 2024-2025 the rates offered by the firm will be valid up to 30/6/2025.
5. Procurement No & quantity depends on availability of Funds.
Firm registered with sales tax collector/FBR are eligible to participate, both the admissible.
6. Income tax & Sales tax will be deducted at source as per rules/rates.
7. Payment will be made subsequent to successful supply & proper inspection by the checking committee.
8. The Successful Firm/bidder will be deposit 8% CDR on the name of DEO (M&F) concerned.

Dealer Signature & Stamp_____

CHECK LIST

1. NTN. No.

Income / Sales Tax Department, reflected as Active Tax Payer on the list of FBR.

2. KPPRA Registration

3. Supply of School Bags & Allied Accessories to Government Departments during the last 2 years.

4. Audit Report of the firm for the year 2023-24

5. Bank Statement for the last 2 years

6. Affidavit on stamp Paper that the firm has not been Black listed.

7. Original Call deposit of 2% earnest money of quoted rates in favor of District Education Officer (Female) as per quantity (Will verify from Bank concerned.)

8. Sample of School Bags and Note Books etc.

9. CNIC Copy of the bidder

Dealer Signature & Stamp_____



OFFICE OF THE DISTRICT EDUCATION OFFICER (MALE) KOHAT

**TENDER FORM FOR THE PROCUREMENT OF SCHOOL BAGS & ALLIED ITEMS
FOR THE YEAR 2024-2025**

| NAME OF ITEM | DESCRIPTION/SPECIFICATION | RATE OFFERED BY BIDDER INCLUDING ALL TAXES AS PER RELEVANT RULES |
|---|--|--|
| School Bag. Note Books Geometry Box HB Pencils Sharpener Eraser Foot Rectangular Dee Color Pencil | <p>1. Size 13.1 Inch x 11.1/2 Inch, width 5Inch , best quality water proof parachute cloth, 12 once side 4.1/2 Inch front pocket for geometry box, one side patti 2Inch with department logo with pocket, 5 No zip (Pak), double khana for Text Books and Note books.</p> <p>2. 05 No. notebooks x 40 pages (English, Urdu, mathematics)</p> <p>3. 01 No. Geometry Box with 04 No. Pencils, sharpener, eraser, foot, rectangular, Dee & set of 6 Nos. color Pencils etc.</p> <p>(Maximum best quality by shape, color and standard.)</p> | |

Note:

Read the Specification carefully and offer rates for maximum best quality.