

**GOVERNMENT OF PAKISTAN
(ESTABLISHMENT DIVISION)
SECRETARIAT TRAINING INSTITUTE**

F. No. 16-1/2023-GS

Islamabad the 12th July, 2023.

TENDER NOTICE NO. 01/2023-24

**INVITATION TO BID FOR PURCHASE OF PURCHASE OF STATIONERY, PAPERS,
TONERS FOR COMPUTER PRINTERS/ PHOTOCOPIER/FAX MACHINE ETC.,
MISCELLANEOUS, ELECTRIC AND IT EQUIPMENT FOR STI DURING FINANCIAL
YEAR 2023-24**


Secretariat Training Institute (STI) intends to invite sealed bids for supply of Stationery, Papers, Toners for Computer Printers/Photocopies/Fax Machine etc., Miscellaneous, Electric and IT Equipment during financial year 2023-24 **in pursuance of rule 36(a) of PPRA Rules 2004 i.e. single stage- one envelope procedure.**

2. Bidding documents containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, evaluation criteria, clarification/rejection of bids, performance guarantee etc., are available at the office of Deputy Director (G.S.), Secretariat Training Institute, Plot No.7, Sector H-9, Islamabad which may be obtained at a Price Rs.1000/- on any working day during office hours, as provided under Rule 23(5) of PPRA Rules, 2004.

3. The bids, duly accompanied with prescribed bid security and prepared in accordance with the instructions as per bidding documents, must reach at Secretariat Training Institute, Plot No.7, Sector H-9, Islamabad on or before after 15 days of publication on electronic media. Tender will be open on closing date **at 11.30 a.m.** in the presence of bidders or their representatives, who choose to be present.

4. This advertisement is available on PPRA website at www.ppra.org.pk, www.establishment.gov.pk, www.sti.gov.pk.

5. STI reserves right to reject all bids or proposals at any time prior to acceptance as provided under Rule 33 of PPRA Rules, 2004.


(MUHAMMAD ZUBAIR)
Deputy Director (G.S.)