

NUST

School of Electrical Engineering
and Computer Science (SEECs)

INVITATION TO BID (Photocopier Services) No: SR-05-2016-Services

1. Sealed bids are invited from the reputed firms registered with Tax department and must be shown in active tax payer list (ATL) of FBR for provision photocopier services as per the following description at NUST-SEECs. Detailed specifications are mentioned in tender documents: -

- a. Contractor will Install minimum two machines or more.
- b. Machines must be minimum 60 CPM or more with RADF and without documents storage options.
- c. Contractor will responsible for Repair/ maintenance, Toners, parts and consumables.
- d. Machine Operator, Electricity, Paper for copying shall be provided by SEECs-NUST. SEECs-NUST will manage the risk of physical damage, theft, fire and any accidental damage.
- e. Energy efficient Machines will be preferred.
- f. Contract agreement shall be signed between both parties for one year.
- g. Contact shall be extendable/ renewable with same terms and conditions on the recommendations of user department for another one year.
- h. NUST-SEECs will pay to the contractor on per copy cost basis at the approved rates. Payment will be made only monthly basis after taking reading from the machine.

2. Tender documents can be obtained from the under mentioned office on any working day within office hours against written request on company's letterhead with a copy of NTN, GST registration certificate and Pay order/ DD of Rs. 1,000/- (non-refundable) in favour of SEECs, Islamabad.

3. Bids prepared in accordance with the instructions given in bidding documents alongwith Pay order/ DD of Rs. 25,000/- as earnest money in favour of SEECs - NUST must be reached till 30 May 2016 at 1100 hrs in the office of PLPC, at below mentioned address. Tender will be opened same day at 1130 hrs in conference hall SEECs. This advertisement is available on Websites of PPRA and SEECs-NUST i.e www.ppra.org.pk, www.seecs.nust.edu.pk.

President Local Purchase Committee (PLPC), Saeed Afzal
NUST SCHOOL OF ELECTRICAL ENGINEERING AND COMPUTER SCIENCE
(SEECs)

A center of excellence for quality education and research
Sector H-12, Islamabad. Tel: 051 9085-2400, 9085-2047 www.seecs.nust.edu.pk

Publishing date: 10 May 2016

www.ppra.org.pk

www.seecs.nust.edu.pk

