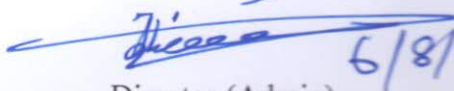


**AZAD JAMMU & KASHMIR  
PUBLIC SERVICE COMMISSION  
MUZAFFARABAD**

**Tender Notice**

Azad Jammu & Kashmir Public Service Commission invites sealed bids on “*Single stage-one envelop*” procedure from the authorized distributors/general order suppliers ‘General Sales Tax’ registered firms located in Muzaffarabad city for the supply of stationary items, toners and computer consumable items for the Financial Year 2024-2025, under the following conditions:-

- i. Tenders must reach at the office of Director (Admin) AJK PSC, Muzaffarabad near New Prime Minister House, on or before **September 5th, 2024** up to 11:00 am. Bids shall be opened on the same date at **11:30** hrs. by the Purchase Committee in, the presence of bidders or their authorized representative who will be present.
- ii. The rate quoted shall remain valid up to June 30, 2025 and will not be liable to revision till expiry of the prescribed period;
- iii. Supplier shall ensure that all the supplied items are in accordance with the specifications and the relevant samples provided by him at the time of submission of the tender;
- iv. A Bid Security of Rs. 90,000/- in shape of CDR and in favor of DDO AJKPSC Account # 1840-1 National Bank Main Branch Muzaffarabad must be accompanied with the bids. Call deposits of successful bidders will be retained in DDO account till 30-06- 2026 as security. The bids without security shall be rejected at the spot;
- v. The successful bidders shall be liable to ensure supply of the stationary items as and when required by the procuring agency (AJK PSC);
- vi. **The list of stationary items can be obtained from the Admin and Accounts Section of AJKPSC, during office hours (i.e. 9:00 am to 4:00 pm) up to September 4<sup>th</sup>, 2024;**
- vii. The payment shall be made through cross cheque after deduction of all prevailing taxes in vogue in AJK;
- viii. The competent authority may reject any or all bids at any time prior to the acceptance of a bid and also decrease/increase the number of items as per AJK PPRA Rules, 2017;
- ix. Distributor/ all bidders shall furnish an affidavit/certificate that they are neither blacklisted nor in conflict with the Govt. anywhere in the territory of the State of AJK;
- x. Evaluation report/ award of contract shall be displayed at AJK PPRA website;
- xi. The advertisement is available on AJK PPRA website at [www.ajkppra.gov.pk](http://www.ajkppra.gov.pk), as well as AJKPSC website at [www.ajkpsc.gov.pk](http://www.ajkpsc.gov.pk).

  
6/8/24  
Director (Admin)  
AJK PSC, Muzaffarabad  
Near, New Prime Minister House,  
Jalalabad  
Phone No. 05822-920206