



TENDER DOCUMENT

SUPPLY OF STATIONERY ITEMS AND WOODEN CLASSROOM MATERIALS TO CGN-P UNDER TENDER ENQUIRY No. CGN-P/003/2010

Children's Global Network, Pakistan (Guarantee) Limited hereby invites tenders from stationery suppliers / firms, on item rate basis, for the supply of stationery and other items as per Annexure – 1.

GENERAL TERM & CONDITIONS

1. All participating firms should be registered with income tax and sales tax departments (*Registration numbers should be clearly mentioned and valid documentary evidence be attached*).
2. The firms should have a minimum of 3 years of experience in supply of items being procured, and should have proper office in Islamabad or Rawalpindi.
3. Sealed tenders are required to reach the undersigned on or before June 28, 2010 before close of business i.e. 5:00 p.m. along with a cross cheque of **Rs.1,000/-** in favor of "Children's Global Network, Pakistan(Guarantee) Ltd" (Non-refundable) as bid money.
4. All quotations should be submitted on proper letter head.
5. The rates quoted shall be considered valid for the period of 3 months. The suppliers / firms will be bound to deliver the goods of the approved quality at CGN-P office Islamabad from time to time, on agreed rates. No packing/delivery charges will be paid.
6. All quotations should be addressed to :

PURCHASE COMMITTEE

Children's Global Network, Pakistan (Guarantee) Ltd.
House # 10, Street # 04, G-6/3,
Islamabad.

7. The bid should not have any over-writing or cutting. Bids with any of the aforementioned defects will not be considered.



CHILDREN'S GLOBAL NETWORK, PAKISTAN (GUARANTEE) LIMITED

HEAD OFFICE:
10, St. 04, G-6/3, Islamabad
Tel: (92 51) 287 7941-2
Fax: (92 51) 227 4140
info@cgnpk.org OR
www.cgnpk.org

KARACHI:
GBPS, Ibrahim Ali Bhai School
Upper Gizri, Clifton
Karachi
Tel & Fax: (92 21) 35871555

VEHARI:
House # 175/K, Street # 2
Lalazar Colony, Tehsil & District Vehari
Tel: (92 67) 3363941
Fax: (92 67) 3363942

SWABI:
Mohalla Nazar Khail
Jahangira Road, Mall Lar
District Swabi
Tel: (92 938) 221618



8. Incomplete quotations, quotations not conforming to tender requirements or with vague replies will not be considered.
9. Firms should clearly state whether the quoted prices are **INCLUSIVE** or **EXCLUSIVE** of government taxes.
10. All the taxes levied must also be clearly stated.
11. Payments of the bills and invoices will be subject to the deduction of government taxes.
12. The selected firm should complete the delivery of items as per CGN-P's schedule.
13. Supplies have to be packed in cartons according to the requirement of CGN-Pakistan. The Material will be delivered in class wise packing (**Approximate No. of classes 300+**)
14. 10% of the contract value will be retained from the payment as retention money & will be released after one month of the satisfactory delivery of supplies.
15. The sealed envelop must be superscribed with "**CGN-P/003/2010**".
16. CGN-P reserves the right to extend the opening date of the bids, cancel the tender or accept / reject any or all bids, without assigning any reason.
17. The Purchase Committee may ask the bidders to provide samples of the quoted items.

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STATIONERY/NON-STATIONERY ITEMS

S. NO	PARTICULARS	UNIT	RATE
1.	Oxford School Atlas for Pakistan(ISBN9780195475807)	Nos.	
2.	Baskets Small(File basket)	Nos.	
3.	Brushes #12 butter fly	Nos.	
4.	Brushes #6 butter fly	Nos.	
5.	Brushes #8 butter fly	Nos.	
6.	Bulb 1.5 V	Nos.	
7.	Cell full size (philips)	Nos.	
8.	Chart of 100 blue parachute(sample available in Office)	Nos.	
9.	Chart paper 5 colors each sheet size 22"x28"	Sheet	
10.	Charts of human body, tooth, ear, solar system & atom (Large size) 5	Nos.	
11.	Crayons set of 12 color. Jumbo (piccaso)	Nos.	
12.	Cut Markers (4 colors) one each(Piano plus)	Nos.	
13.	Dice (Snack & ladders)	Nos.	
14.	Dice transparent Large size (Snack & ladders)	Nos.	
15.	Dictionary English urdu(Litle Oxford)	Nos.	
16.	Dictionary Urdu (Feroz ul Lugat)	Nos.	
17.	Direction compass (medium size)	Nos.	
18.	Dominos(Double six)	Packet	
19.	Electric wire (for science experiment)	Meter	
20.	Fake currency 10,20,50,100,500,1000	Set	
21.	Geometry kit Wooden(Marine Teacher Mathematical)	Box	
22.	Geometry set Plastic(Dux NO.701)	Set	
23.	Glazed paper red, yellow, brown, blue, purple	Sheet	
24.	Globe large Solid(Standard 21.4 cm Jingfeng)	Nos.	
25.	Glue liquid white(Mowilth 270 gm)	Nos.	
26.	Graph Paper sheet	Sheet	
27.	Gum KG (Nafees)	Kg	
28.	Job Chart (samples available in office)	Nos.	
29.	Lead pencils(Goldfish)	Dozen	
30.	Magnets bars 2 set(Bar Magnet No.4)	Set	
31.	Magnifying Glasses (80MM) straight Shunk	Nos.	
32.	Magnifying Glasses large (100MM) straight Shunk	Nos.	
33.	Map of Pakistan Large size	Nos.	
34.	Thin marker set of 10 color (Tempo)	Packet	
35.	Mat Plastic (Rug)(Sample available in office)	Nos.	
36.	Measuring Tapes plastic(fiber Glass)	Nos.	

S. NO	PARTICULARS	UNIT	RATE
37.	Paper A4 size local (butterfly)	Ream	
38.	Paper color Pink & blue 1 each color	Ream	
39.	Paper tape 1"(Nichiban)	Nos.	
40.	Poster color (White, Black, Blue, Red, Yellow) 5 colors(Omega)	Nos.	
41.	Prism	Nos.	
42.	Punch (Punching capacity 1.00 mm) Fuji	Nos.	
43.	Rubber bands	Box	
44.	Rulers plastic	Nos.	
45.	Schedule Chart blue parachute(sample available in office)	Nos.	
46.	Scissors (medium size)(Deluxe soft grip utility scissors)	Nos.	
47.	Scotch Tape 1"(Nichiban)	Nos.	
48.	Sentence Chart Blue parachute(sample available at office)	Nos.	
49.	Stapler Pins (Dux24/6)	Packet	
50.	Stapler standard size (Rapid)E3	Nos.	
51.	Tuning Fork with Pad	Nos.	
52.	Water Tub Medium Plastic(42 ltr) Poly craft)	Nos.	