



District Judiciary Charsadda

Senior Civil Judge(Administration),  
Charsadda

Phone: 091 - 92 20 435

No. 495 /SCJ (Admn), Charsadda

Dated: 27 .04.2024


To

The Director General,  
Information & Public Relation,  
Government of Khyber Pakhtunkhwa,  
Peshawar.

Subject: **PUBLICATION OF TENDER NOTICE**

Sir,

Enclosed Find herewith the tender notice (seven copies) for timely publication in two leading Daily Newspapers of national circulation as per KPPRA Rules after fulfilling the codal formalities. Bill along with advertisement / copy of newspaper may be sent to this office for further necessary action.

  
Senior Civil Judge (Admn),  
Charsadda


**OFFICE OF SENIOR CIVIL JUDGE (ADMINISTRATION), CHARSADDA**

No. 496-98/SCJ (Admn) Charsadda

Dated: 27.04.2024

Copy forwarded to:

- ✓ 1. The Hon'ble District & Sessions Judge, Charsadda for information, please.
2. The Incharge IT/Computer Cell for uploading the same on official website of District Judiciary Charsadda as well for necessary action regarding its publication on KPPRA website.
3. Office Copy.

  
Senior Civil Judge (Admn),  
Charsadda

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## TENDER NOTICE


The Senior Civil Judge (Admin)/Chairperson, Procurement Committee, Civil Courts, Charsadda invites Sealed Bids from reputed Authorized dealers/Firms/companies for the purchase of the following items under the Khyber Pakhtunkhwa Public Procurement of Goods, Works and Services Rules, 2014.

S.No	Item Description	Bid Evaluation Procedure	Specification
1	Stationery Items	Single Stage, One Envelope (Rule 6(2)(a)) of KPPRA Rules 2014	Detailed particulars of required items are available in Bid/solicitation documents which can be obtained from the office of Senior Civil Judge (Admin), Charsadda during office hours before closing date and can also be downloaded from website of District Judiciary Charsadda i.e., <a href="http://www.districtjudiciarycharsadda.gov.pk">www.districtjudiciarycharsadda.gov.pk</a>
2	Plant & Machinery Items	Single Stage, Two Envelops (Rule 6(2)(b)) of KPPRA Rules 2014	
3	Hardware Items		
4	IT Items		

### Terms & Conditions:

1. The sealed bids/tender documents should reach the office of the Senior Civil Judge (Admin), Charsadda through registered post or personally by the bidders on or before 31.05.2024 by 10:30 AM which will be opened on the same day at 11:00 AM in the presence of bidder or their representatives. The envelopes for S. No. 2 to 4 shall be marked in bold letter as "Technical Proposal" and "Financial Proposal".
2. Tender must be accompanied with bid security 5 % in the shape of CDR only in the name of Senior Civil Judge (Admin), Charsadda.
3. The successful bidder must deposit 8% performance guarantee of the total amount under the Khyber Pakhtunkhwa Public Procurement of Goods, Works & Services Rules 2014.
4. Incomplete, ambiguous and conditional or below specification bids shall not be entertained.
5. The firm/vendor should be registered with Sales Tax and Income Tax Department and FBR, having valid NTN. Valid documents of the above must be attached with bidding documents.
6. The successful bidder will be strictly bound to supply the items according to specifications within stipulated period after the issuance of supply order. Failure in supply within stipulated period or below specifications shall entail in cancellation of that bid & forfeiture of the Earnest Money/Call Deposit Return (CDR) & in case of cancellation of supply order, new supply order will be issued to next lowest bidder.
7. The successful bidder shall provide the items as per Quality and Specifications mentioned in bidding documents or better than that, and will also provide product originality/genuineness certificate.
8. Quantity can be increased or decreased according to available budget. The purchases will be subject to availability of fund(s).
9. The bidder must submit an affidavit that they are not blacklisted with any Govt/Semi Govt organization.
10. The firm should include GST and all other applicable taxes while submitting rates.
11. The firm will be bound to replace the items damaged during supply. Moreover, approved tender rates will be valid till 30.06.2024 and will not be changed.
12. The competent authority reserves the right to reject all or any of the bids or may also cancel the tender at all, at any stage, subject to any reason being communicated to bidder upon proper request under Rule 47(1) of KPPRA Rules, 2014.
13. The sample of items so supplied will be provided to the office of the undersigned before opening of tender for technical evaluation.

**Chairperson Procurement Committee/ Senior Civil Judge (Admn), Charsadda**  
Contact # 091-9220435

  
**Ms. Saira Bano**  
 Senior Civil Judge (Admin)  
 Charsadda Senior Civil Judge (Admn)  
 Charsadda /Chairperson  
 Procurement Committee