



GOVERNMENT OF PAKISTAN  
NATIONAL INSTITUTE OF FOLK & TRADITIONAL HERITAGE (Lok  
Virsa)

INVITATION FOR PREQUALIFICATION  
FOR PROCUREMENT  
& WORKS AT LOK VIRSA THROUGH CLOSE FRAMEWORK  
AGREEMENT (S)  
Tender No. 01/2026

**Chairperson Procurement Committee**  
Lok Virsa, Garden Avenue, Shakarparian, Islamabad  
National Heritage and Culture Division, Islamabad  
Email: [info@lokvirsa.org.pk](mailto:info@lokvirsa.org.pk)  
051-9249213

**SECTION-I****Schedule to Tender**

<b>Sr. #</b>	<b>Activity Description</b>	<b>Schedule</b>
1	Tender No. / PQ No	No. 01/2026
2	Close Framework Agreement for Goods & Services (extendable)	16 February 2026 Application / PQ Proposal document may be downloaded from PPRA websites free of cost.
3	Time & Last Date of Depositing of bid documents.	<b>Before 1100 hrs on 16 February,2026</b>
4	Time & Date of Opening of Tender Bid	<b>At 1130 hrs. on 16 February, 2026</b>
5	Services to be offered	Supply of works and supplies of LOK VIRSA
6	Period of Contract	01 years (extendable) from the date of award of contract.
7	Amount of per to be Deposited	Declaration on Company letter head.
8	Performance Security	Rs. 50,000/- Performance security required, PPRA Rule 39
9	Stage of bidding	Single stage- Single envelop



# PRE-QUALIFICATION NOTICE



Lok Virsa is seeking experienced and well established firms / companies to submit their pre-qualification for providing services and work through framework agreement for 01 year at Lok Virsa premises and its entities.

## Scope of Work:

The selected company shall be responsible for:  
Providing requisite works and services to Lok Virsa premises and its entities.

## Submission Requirements:

Interested companies are invited to submit pre-qualification documents for the following:

- Performance Security before the award of contract by successful pre-qualified firms of **RS 50,000/-** in form of Pay Order/Demand Draft /BG (refundable) in favour of Lok Virsa to be physically submitted at Lok Virsa Admin section, **(FTN/NTN: 9010387)**.
- The tender documents will be available on digital platform "e-PADS" by Public Procurement Regulatory Authority (PPRA).
- All submissions must be made on the e-PADS system by registering for vendor/supplier portal at on <https://eprocure.gov.pk>. No manual bid submissions will be entertained.
- A detailed portfolio/profile of the firm / company showcasing previous experience with government sector / semi-Govt or private set-up.
- A quotation specifying the pricing of works and services.
- Contact information, including full name, address, telephone number, and email address.
- Only registered companies with FBR certificates and ATL active status.
- Single stage one envelop policy shall be applied for opening pre-qualification bids.

## Submission Deadline:

All submissions must be made before the closing date i.e. **16<sup>th</sup> February, 2026** before **11 am** on E-PADS. The bids will be opened through E-PADS the same day at **11:30 am**. Late submissions will not be considered.

## Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

- Quality and creativity of previous work mentioned in the portfolio.
- Experience of the company.
- All kind of relevant certificates/documents
- Expert man power / personnel in relevant field.

## Selection Process:

After the submission deadline, the evaluation committee will review all proposals and select the most qualified company based on the evaluation criteria. The selected company will be notified accordingly.

## Additional Information:

For any inquiries or clarifications regarding this tender, please contact **051-9249208**. Lok Virsa reserves the right to accept or reject any proposal and to cancel the tender process at any time without incurring any liability as per PPRA rules.

## Administration Section

**National Institute of Folk & Traditional Heritage**

**(Lok Virsa) Garden Avenue, Shakarparrian,**

**Islamabad.**

**PID(I)6142/25**

**Ph. No. 051-9249208**



## **INTRODUCTION:**

The National Institute of Folk & Traditional Heritage (Lok Virsa), Islamabad invites applications for Application / PQ Proposal of firms for procurement of goods, works and services through Close framework Agreements in accordance with PPRA Rules 2004, particularly Rule 15, Rule 42(c).

Applicants are required to provide information as mentioned vide **Annex-A** of these documents:-

<b>Lot No.</b>	<b>Scope of Work</b>
Lot No. 1	Repair / Maintenance of offices
Lot No. 2	Repair / Maintenance of Furniture & Fixture
Lot No. 3	Repair / Maintenance of official vehicles
Lot No. 4	Repair / Maintenance of Electrical items
Lot No. 5	Repair / Maintenance of Air Conditioning system (including HVAC, split units, Invertor A/C, etc.)
Lot No. 6	Provision of stationery items, toner cartridges, etc
Lot No. 7	Provision of Miscellaneous / consumable items (including cleaning/sanitary items, etc
Lot No. 8	Repair / Maintenance of IT / Computer related items (including networking, Internet, CPU, printers, cables, etc.)
Lot No. 9	Repair /Maintenance of CCTV camera systems (including cameras, cables, DVRS etc)
Lot No. 10	Hiring of Tentage items
Lot No. 11	Painting & polishing works

1. **OBJECTIVE:**

The objective of this Application / PQ Proposal is to establish a panel of eligible, experienced and competent suppliers and service providers to meet Lok Virsa's recurring procurement needs on call-off basis.

2. **SCOPE OF WORK:**

The framework agreement shall remain valid for a period of one (01) years from the date of signing. Call-off orders shall be issued as and when required through competitive quotation among pre-qualified vendors. The interested Applicants may visit PPRA for seeking any further details.

3. **ELIGIBLE APPLICANTS:**

Applicants must be registered with FBR, active taxpayers, and legally authorized to operate in Pakistan. Applicants must demonstrate the capability to deliver goods/services at Lok Virsa Islamabad within the specified timeframe. Those firm working in Islamabad / Rawalpindi are encourage to participate.

4. **ELIGIBILITY CRITERIA:**

**MANDATORY REQUIREMENTS FOR APPLICANTS**

Sr. No.	Parameter	Yes	No
i.	Tax Registration		
ii.	Active Filer Status		
iii.	Copy of Active NTN & STRN (NTN for civil works / PEC if		
iv.	Authorization in relevant category		
v.	Applicant(s) having at least experience of 3 years		
vi.	Litigation History (if any)/ Affidavit that the firm is not blacklisted (Annex-B)		
vii.	Conflict of interest undertaking (Annex-C)		
Viii	Bank Statement (2024-2025)		
Vix	Professional work experience in relevant field		

Note:

- a. Proof of aforesaid parameters must be provided.
- b. Applicants who fail to provide supporting documents will not be entertained

Name of the Applicant: \_\_\_\_\_

5. **EVALUATION METHODOLOGY**

Applications shall be evaluated on the following criteria. Passing marks are 70 %. Only compliant firms shall be shortlisted. Lok Virsa reserves the right to pre-qualify 3–5 vendors per lot.

<b>A</b>	<b>Experience</b>	
	<b>Satisfactory service performed by Firm</b>	<b>50</b>
	Firm Experience (03 year)	5
	Firm Experience (5-10 years)	10
	Above 10 years (Certificate enclosed)	15
	List of qualified workers on the Panel of firm.	10
	Legal and Tax Compliance	10
<b>B</b>	<b>Financial Soundness/ Status</b>	<b>50</b>
	Credit worthiness undertaking showing the capacity of bidder as per <b>Annexure-I.</b>	20
	Bank statement for latest one year showing return an amount of Rs. 1.0 million	10
	Bank statement for last three years showing return an amount of Rs. 2.0 million	20
	<b>Total Marks</b>	<b>100</b>
	<b>Required Marks for Pre-Qualification</b>	<b>70</b>

6. **LOT-WISE CATEGORIZATION**

Applicants may apply for one or more lots. Evaluation and call-off orders shall be issued lot-wise.

7. **CALL-OFF PROCEDURE**

For each requirement, Lok Virsa shall invite sealed quotations from pre-qualified firms. The contract shall be awarded to the lowest evaluated responsive Applicant.

8. **PERFORMANCE SECURITY**

Performance security shall be deposited (CDR/ Bank Guarantee) on or before award of contract before call off order, in accordance with PPRA Rule 39.

9. **TERMS & CONDITIONS**

- Delivery within stipulated time
- Liquidated damages applicable up to 10% of order value
- Payments within 10 days after verification
- Right to accept or reject applications under Rule 35
- Debarment as per Rule 19

10. **SUBMISSION & OPENING**

Applications must be submitted in sealed envelope before the deadline mentioned in advertisement. Applications shall be opened publicly.

11. **Undertaking:**

That the information submitted in the Application / PQ Proposal documents is true; whereby, found false or deceptive, Lok Virsa reserves the right to disqualify the Applicant from existing and all of the future biddings as per PPRA Rules.

**Seal and Signature of the Applicant with date:**

**General Terms and Conditions**

12. Successful Applicant(s) will submit an amount of Rs. **50,000/-**, as Performance Security Deposit (refundable) before call of order and award of contract, which will be released only upon successful completion of the contract period.
13. Delivery of office stationery and works through close Framework Agreement shall be made by the successful Applicant(s) at LOK VIRSA Office without any extra/additional charges within 7 days of issuance of call off order/purchase order/work order. In case of non-compliance subject to a maximum of **10% of the call-off order value.**"
14. The Applicant(s) must attach with the Application / PQ Proposal (PQ) with substantial evidence regarding their registration with FBR for income tax and GST, active tax payer and minimum three years' experience and an affidavit that the firm has not been blacklisted by any Government/Semi Government organization (Annex-B).
15. LOK VIRSA shall evaluate the Prequalification Proposals in a manner prescribed in advance and reject any Proposal which doesn't conform to the specified requirements.
16. For each call off order Lok Virsa shall call up quotations in sealed envelope as annexed (**Annex- C**) to this document from the prequalified suppliers on its panel and award the work to the supplier who has quoted the lowest rates; however, if two or more prequalified suppliers quote same rates for either of the job assignments, **the Applicant / firm who may provide the required supplies in the shortest possible time will be given preference.**
17. After the prequalification, the shortlisted suppliers will have to sign the agreement within 7 days after intimation by LOK VIRSA; otherwise, will be debarred from the right of placement in LOK VIRSA panel.

18. Payment will be made by LOK VIRSA within two weeks on production of the following subject to deduction of all taxes as per government law:
  - (a) Bill(s) in original
  - (b) Delivery Challan(s) / Goods Receipt Note (GRN)
  - (c) LOK VIRSA Purchase Order(s) P/O
19. The Applicant himself will be responsible for ensuring that the EOI submitted is in accordance with the instructions stated herein. Any EOI is not submitted within the prescribed deadline will not be considered / entertained.
20. The Applicant cannot modify or withdraw his PQP after submission.
21. Lok Virsa reserves the right to forfeit the performance security deposit in case of breach of any clause of the contract by the contractor.
22. Sealed PQD along-with required documents must be delivered to this office on 16 February, 2026 before 1100 hrs and will be opened the same day at 1130 hrs in the presence of available participants.
23. LOK VIRSA may on need basis pre-qualify new suppliers or service providers during continuity of framework agreements in terms of Regulation 16(A) of PPRA Rules, with previously pre-qualified suppliers or service providers.
24. LOK VIRSA reserves the right to accept or reject all bids as per PPRA rules. (Rule 35)
25. Applicants are also required to submit the details on the prescribed preform attached herewith the tender documents for correspondence. Moreover, the Applicants are also required to provide complete profile, product line details and names of the clients on Applicant's approved panel.
26. **Office supplier / Stationery / work Required by LOK VIRSA**

LOK VIRSA Procurement office will conveyed vide call off order/ work order / PO to pre-qualified Applicants in writing as and when required, moreover, in case of requirement of further size(s), same will be conveyed in advance to all the pre-qualified Applicants through call-off order for obtaining quotations / rates and estimated time of supply.)

### **Application / PQ Proposal Eligibility Criteria**

- i. **Minimum annual turnover of Rs.02 million, supported with bank statements.**
- ii. **Minimum of 03 years' experience in supply of Office Supplies / Stationery / works evidence of supply order and registration with FBR / SEC.**

***The proposals without evidence/supporting documents will be rejected.***

27. LOK VIRSA shall pre-qualify top three to five (3-5) Applicants for the supply of Office supplier / Stationery and works through close Framework Agreement at LOK VIRSA for a period of one (01) years, extendable on satisfactory performance; whereby, call off orders / work orders will be placed as per the specimen attached to this document.
28. **GENERAL INSTRUCTIONS TO THE APPLICANTS**
  - i. The interested Suppliers / Distributers / General Order Suppliers / Companies for Provison of Office Supplies / Stationery / works through close Framework Agreement having the requisite registration(s)

- ii. This Application / PQ Proposal Process is only for shortlisting the Supply of Office supplier / Stationery through Close framework Agreement on recurring supply basis.
- iii. The proposals submitted by the firms shall be evaluated as per the criteria mentioned above and the prequalified Office supplier / Stationery / works and services Vendor for placement on LOK VIRSA's Panel as supplier of Office supplier / Stationery / work and service provider through Close framework Agreement(s).
- iv. LOK VIRSA reserves the right to de-list all the Pre-Qualified Suppliers from its panel at any stage as per PPRA Rules.
- v. In case, any pre-qualified supplier is placed on LOK VIRSA's Panel, it would not confer any right whatsoever for any payment unless they have delivered the supplies as per the work order.
- vi. Upon Application / PQ Proposal, the pre-qualified supplier shall not be allowed to transfer, assign, pledge or sub-contract its rights and liabilities under this agreement to any other Service Provider or organization by whatever name be called without the prior written consent of the designated LOK VIRSA Official.
- vii. LOK VIRSA reserves the right to cancel/nullify the received quotes based on rates reasonability.
- viii. Each successful Applicant will have to submit the conflict-of-interest certificate to LOK VIRSA on the prescribed format along-with the signed close framework contract agreement.

### 30 **ANNEXURES**

Annex-A: Applicant Information Form

Annex-B: Affidavit of Non-Blacklisting

Annex-C: Conflict of Interest Undertaking

Annex-D: Call-Off Order Template

BOQ of all Lots

**BASIC INFORMATION OF APPLICANT**

**Prospective Applicant**

- (a) Name: \_\_\_\_\_
- (b) Address of the corporate headquarters and its branch office (s), Pakistan: \_\_\_\_\_
- (c) Date of incorporation and / or commencement of business: \_\_\_\_\_
- (d) Type (corporation, partnership, etc): \_\_\_\_\_
- (e) Telephone No: \_\_\_\_\_
- (f) Cell No: \_\_\_\_\_
- (g) Fax: No \_\_\_\_\_
- (h) Email: \_\_\_\_\_
- (i) NTN Registration No. \_\_\_\_\_ and STN \_\_\_\_\_
- (j) Registration with professional body:- \_\_\_\_\_

**Details of individual (s) who will serve as the point of contact/  
Communication for the Applicant's company:**

- (a) Name: \_\_\_\_\_
- (b) Designation: \_\_\_\_\_
- (c) Address: \_\_\_\_\_
  
- (d) Telephone No. \_\_\_\_\_
- (e) Cell No. \_\_\_\_\_
- (f) (f) E-mail  
address: \_\_\_\_\_
- (g) Fax No. \_\_\_\_\_

Signature & Seal of Authorize Representative

Affidavit for Non-Blacklisting of Firm  
**[PRINT ON STAMP PAPER]**

Non-judicial stamp paper (with a value of Rs. 100)

Date:

**AFFIDAVIT**

It is hereby solemnly confirmed and declared that M/s ----- , is declaring on oath that the Applicant:

- is not in bankruptcy or liquidation proceedings;
- has never been declared ineligible/blacklisted by Government/ Semi-Government/ Agency or Authority or any employer till date due to the any reasons
- has not been convicted of, fraud, corruption, collusion or money laundering;
- is not aware of any conflict of interest or potential conflict of interest arising from prior or existing contracts or relationships which could materially affect its capability to comply with its obligations; and
- does not fall within any of the circumstances for ineligibility or disqualifications

(Stamp of Company)

(Signatures of Authorized Rep)

\_\_\_\_\_  
Company Name

**Attestation by Oath Commissioner and/or Notary Public**

**CONFLICT OF INTEREST UNDERTAKING**

**Undertaking**

I hereby certify that to my knowledge, there is no conflict of interest involving the vendor named below:

- i. No LOK VIRSA official or employee has an ownership interest in vendor's company or is deriving personal financial gain from this contract.
- ii. No LOK VIRSA official's or employees immediate family member has an ownership interest in vendor's company or is deriving personal financial gain from this contract.
- iii. No retired or separated LOK VIRSA official or employee, who has been retired or separated from the organization for less than two (2) years has an ownership interest in vendor's company.
- iv. No LOK VIRSA official or employee is contemporaneously employed or prospectively to be employed with the vendor.
- v. Vendor hereby declares it has not and will not provide gifts or hospitality of any rupee value or any other tokens to any LOK VIRSA official or employee to obtain or maintain a contract.
- vi. Please note any exceptions below:
  - a. Vendor Name: \_\_\_\_\_
  - b. Vendor Phone No: \_\_\_\_\_
  - c. Conflict of Interest Disclosure:
    - i. Name and designation of LOK VIRSA Official, employee or immediate family members with whom there may be a potential conflict of interest: \_
    - ii. Relationship to official: \_
    - iii. Interest in vendor's company: \_
    - iv. Any other information:

4. I certify that the information provided is true and correct by my signature below:

Name & Signature of Vendor: \_\_\_\_\_

Date: \_\_\_\_\_

CNIC /NTN No: \_\_\_\_\_

**Witness Information:**

1. Name: \_\_\_\_\_ CNIC No.: \_\_\_\_\_  
\_\_\_\_\_

2. Name: \_\_\_\_\_  
CNIC No.: \_\_\_\_\_

**CALL OFF ORDER**

To,  
ABC,  
Resident Off,  
Islamabad/Rawalpindi. Tel:

Subject: **CALL OFF ORDER FOR SUPPLY OF OFFICE SUPPLIER / STATIONERY**

In pursuance of Application / PQ Proposal Document No. 01/2026 and the Close framework Contract Agreement between LOK VIRSA and your Company/Firm, the call off order is placed for the supply of following items in terms of relevant provisions of the Application / PQ Proposal documents and contract agreement:

Sr. No.	Parameter	Size	Qty	Brand Name	Country of Manufacturer	Production Date	Total Price Exclusive of Tax
						Must not be older than 6 months	
Total Price without Tax							
Total GST							
Total Price Inclusive of Taxes							

Note. Quotations/Estimate of only those Applicants will be accepted who provide the brand for Office supplier / Stationery duly recommended/installed at ex-factory by the manufacturer. In case of non-availability, the Office supplier / Stationery of equivalent quality/ brand will be given preference.

2. You are required to fill in the table above and submit rates within three (03) days of issuance of this call off order at the office of Dir Admin Officer (Procurement), LOK VIRSA Shakarparian , Garden Avenue Islamabad in a sealed envelope. Preference will also be given to the vendor who provides supplies with the latest production dates.

Director (Administration.)

**Submission:**

I hereby take on to deliver the above quoted products with \_\_\_\_\_ number of days after receipt of the work order from LOK VIRSA.

Seal of Applicant  
(Name of Applicant)  
Date: \_\_\_\_\_

## **Lot No.1: Repair/Maintenance of offices**

Repairs include following:

- i. Civil works
- ii. Masonry works
- i. Fitting of ceramic tiles
- ii. Wood works (including doors, windows, etc.)
- iii. Plumbing works
- iv. Fitting of sanitary items like WC, washbasin, kitchen sink, bathroom drainage, pipes, faucets, mixers, etc.
- v. Laying of wooden floors (Including laying of wooden/rubber/synthetic tiles of different designs, qualities and colours)
- vi. Repair/Replacement of Sheds (Repairs/replacement of sheds of at least 12 shops located inside the premises of Lok Virsa in fiberglass/parachute/tarpaulin, etc.
- vii. Maintenance of lawns (including gardening works, planting of grass, laying of artificial grass provision of large and small plants, seedlings, planters, plant saplings, flower plants, levelling of land / Mela ground, Gardening tools, etc.)

*Please provide rates in per square feet/unit rate including labor, transport etc*

## **Lot No.2: Repair / Maintenance of Furniture & Fixture**

- i. Repair/maintenance of furniture like tables, office chairs, benches, long tables, showcases, racks, Almira, workstation, etc.

*Note: Please quote unit rate*

## **Lot No.3: Repair / Maintenance of official vehicles**

- i) Including repair of all kinds of petrol, diesel vehicles which may include engine work, suspension work, gear/transmission work, oils/lubricants change, etc.

*Note: Please quote unit rate and mention brand name*

### Lot No.4: Repair/Maintenance of Electrical items

Repair/maintenance include following:

- i. Repair and maintenance of 220 KVA and 30 KVA backup generator including Engine oil, Oil filter, Coolant filter, Fuel filter, Air filter, Coolant Anti rust, Radiator service, etc.
- ii. Repair and maintenance of 630 KVA Transformer installed at Lok Virsa complex including H.T cable (400 mm), Thimble (16 mm, 50 mm, 75 mm, 100 mm, 250 mm, 400mm), Box bar (400 Amp, 1000 Amp).
- iii. Electrification items required for entire Lok Virsa as under:

S.No.	Description
1.	LED bulb ( 7, 12, and 18 watt warm)
2.	LED Flood light (50 watt, 100 watt, 150 watt, 200 watt) (warm)
3.	LED tube light(36 watt) (warm)
4.	Chargeable bulb(18 watt, 25 watt)
5.	Candle bulb LED(pin) warm & multicolor (15 watt, 3 watt)
6.	Parkin light multi-color (130 watt)
7.	Lantern lights (warm)
8.	Fancy Track light, light dimmer
9.	MR-16 bulb
10.	SMD light 30 watt, 20 watt
11.	Holder (E27, E14, E16)
12.	Holder (2 pin)
13.	Capacitor(2.5uf, 3.5µf, 4.7µf)
14.	Solution Tape
15.	Water proof Tape
16.	T.P Breakers (63, 100,200, 250, 400, 1000 Amp)
17.	Single Phase breaker(6, 10, 16, 20, 32 Amp)
18.	Connector Strip(20, 30, 60, 100 Amp)
19.	Cable Tie(6", 8", 10", 12")
20.	Side Clamp(6mm, 8mm, 10mm, 12mm)
21.	Cable(7/29, 3/29, 7/36, 7/52, 40/76, 23/76, 70/76)

22.	4 core cable(10, 16 mm for A.C, 70mm, 200mm, 250mm, 400mm)
23.	Flexible pipe (3/4", 1", 2")
24.	PVC pipe(1/2", 3/4", 1", 1½", 2")
25.	Selector Switch
26.	Indication lights
27.	Ampere meter
28.	Volt meter

29.	Contactora(30 Amp, 60 Amp)
30.	Rowel Bolt Kit
31.	Drill machine Hely
32.	Grander 6'
33.	Concrete bit(12", 14", 16")
34.	Power plug
35.	Light Plug
36.	Extension Lead
37.	2 pin shoe 20 Amp
38.	3 pin shoe power plug
39.	3 pin shoe light plug
40.	Rowel plug
41.	Track Gola Light 9" with holder base
42.	Band ¾"
43.	Socket ¾"
44.	Machine screw (8 number)
45.	Screw warma (8 number)
46.	Stabilizer(1000 watt, 5000 watt)
47.	Ceiling Fan 56"
48.	Wall fan 24" (Bracket Fan)
49.	Heater(400 watt, 1000 watt, 2000watt)
50.	UPS 2.5 KVA
51.	N-180 Batteries
52.	Exhaust Fan 9", 12"
53.	Electric water motor (3 hp, 2 hp, 1 hp, ½ hp) and winding
54.	Switch Sheet
55.	Bearing
56.	Electric boards
57.	Bell
58.	D.Ps
59.	Ladder(8ft, 16ft, 25ft )
60.	Firefighting system including buzzers, sensors, fire extinguishers
61.	LCD(32", 40", 65")
62.	Remote
63.	Cells
64.	Mouse
65.	Keyboard
66.	Elfy, samad bond
67.	Decoration Larri
68.	China Larri (rice larri)
69.	Killa Light

**Lot No. 5: Repair/Maintenance of Air Conditioning system (including HVAC, split units, Invertor A/C etc)**

- i. Repairing and maintenance of 8-Ton Air conditioning units and other A.C units installed at Lok Virsa Complex including:

S.No.	Items required for Heritage museum A.C units	Items required for other A.C units
1.	Commulator	Compressor
2.	Compressor	Capacitor
3.	Blower motor	Gas
4.	Fan motor	4 way valve
5.	Contactora	welding
6.	Overload Relay	Outdoor Fan motor
7.	Gas (R22, 410)	
8.	Nitrogen Flushing	
9.	Earth Cable	
10.	Defrost Switch	
11.	4 way valve	

*Note: Please quote unit rate and mention brand name*

**Lot No. 6: Provision of stationery items, toner cartridges, etc.**

S.No.	Name of items
1.	A-4 Paper (Double A) 80 gsm
2.	Legal paper 80 gsm
3.	A-4 (double A) 75 gsm
4.	A4 Photo paper 260gm (two sided)
5.	A4 Photo Quality Paper 108gm
6.	Note sheet pad (A-4 & legal size)
7.	Lead Pencil
8.	Ball Points (blue, black & red) 0.7 tip
9.	Pointer pens (blue, black)
10.	Imported Uniball pens 0.7 tip
11.	Gel pens
12.	Permanent markers
13.	Board markers
14.	Staple machine
15.	Stapler Pins
16.	Scotch Tape 1"
17.	Stapler Pins (23x10)
18.	Envelop Legal Size
19.	Envelopes A4 File size 80grm (Brown & white)

20.	Envelop 9" x 4" 80gram (Brown)
21.	Envelop 9" x 4" 80gram (White)
22.	Stamp Pad
23.	Glue Stick
24.	Tags
25.	Eraser
26.	Highlighter
27.	Correction Pen
28.	Single hole punch
29.	File cover
30.	File wrapper
31.	Foot ruler (metal, plastic)
32.	Stamp pad
33.	Stamp pad ink
34.	Paper pins
35.	Paper clips
36.	Scissors
37.	Scotch tape
38.	Tape dispenser
39.	Packing tape
40.	Dispatch register
41.	Stock register
42.	Attendance register
43.	Toner cartridge of various HP laser printers (including purchase of new ones and refilling of used cartridges) (79A, 12A, 83A, 44A, EPSON L805 (6 color ink), 17A, 19A, M130

*Note: Please quote unit rate*

**Lot No. 7: Provision of Miscellaneous/consumable items (including cleaning/sanitary items,**

<b>S. No.</b>	<b>Name of Items</b>
1.	Floor/bathroom cleaning Acid
2.	Insecticide spray (Cobra Spray large)
3.	Alsi Oil (Alsi ka Tail)
4.	Kerosene Oil (Matti ka Tail)
5.	Tara Meera Oil
6.	Air Freshener
7.	Bathroom Brush superior quality
8.	Broom Hard (500 gram) (Narial)
9.	Broom Soft (250 gram) (Phool)
10.	Bucket Plastic (20 liters)
11.	Dust Bin (10 liter) Stainless Steel
12.	Dust Bin with foot handle Stainless steel (10 liter)

13.	Duster floor
14.	Duster good quality
15.	Electric Kettle (1.5 liter) Annex Delux or Equivalent
16.	Lemon Max (400 gram) or equivalent
17.	Liquid hand wash (5 litre) (Gallon)
18.	Mop (Pochara)
19.	Dry Mop
20.	Shopper bags (Large size)
21.	Hard Board
22.	Phenyl
23.	Surf (250 grams)
24.	Soap small size
25.	Tissue rolls
26.	Tissue paper
27.	Tissue paper Napkin
28.	Toilet cleaner Harpic
29.	Vim powder (450 grams)
30.	Wiper (Superior quality large size)
31.	Wiper (Small size)
32.	Extension lead Chameleon 07 point
33.	Toilet Soap large
34.	Glass Cleaner Wiper
35.	Glass cleaner spray (Glint)
36.	Battery cell (AA & AAA size)
37.	Glass (250 ml)
38.	Paint Brush 4 inch
39.	Buckets
40.	Supree set
41.	Leather polish
42.	Paint (white, terracotta, black, mud colors)
43.	Muslim Shower
44.	Water Tapes (Good quality for office use)
45.	Wash Basin Tapes
46.	Water Tapes (Normal quality for public washrooms)
47.	Scotch brite
48.	Crockery including tea cups, saucers, teaspoons, tablespoons, rice plates, quarter plates, rice dish, etc.

*Note: Please quote unit rate*

**Lot No. 8: Repair/Maintenance of IT/Computer related items (including networking, Internet, CPU, printers, cables,**

Repair/maintenance of personal computers, laptops and provision of items like:

1	DDR3 and DDR4 RAMS.
2	1TB Internal Hard drive.
3	1TB External USB hard drive
4	SATA data and power cables.
5	Dual band routers.
6	Printers.
7	Printers Ink
8	Photostat Machine/Printer toners, ink refills, drum replacements, blade and roller replacements
9	USBs (32, 64, 128 GB)
10	Printer to USB connection cables
11	VGA cables.
12	HDMI cables.
13	Mouse, keyboards and mouse pads.
14	LED and LCD monitors
15	Computer speakers
16	Core i5 PC system
17	External Wi-Fi USB
18	HDMI to VGA converters
19	VGA to HDMI converters
20	LAN to USB converter
21	Ethernet (LAN) cables (indoor and outdoor).

*Note: Please quote unit rate and mention brand name*

**Lot No. 9: Repair/Maintenance of CCTV camera systems (including cameras, cables, DVRs, etc.)**

Repairs/maintenance may include following:

1	RJ-7 Cable roll (305mm good quality in copper)
2	Cat 6 cable 23 Gauge
3	Poe switch (4, 8, 16 port Cisco)
4	Camera troubleshooting per camera
5	BNC Connector
6	DC Connector
7	Power Adapter 12v, 2 Amp water proof
8	HikVision 6MP Camera CCTV
9	HikVision 6MP IP4 cameras
10	IP wifi camera HikVision
11	DVR (16 port)
12	NVR (32 port)
13	8 TB seagate Hard drive for DVR
14	Pipe (1", 1 ½", ¾")
15	Band (1", 1 ½", ¾")
16	Socket (1", 1 ½", ¾")
17	Side(1", ¾")
18	HT water proof tape
19	RG 45 Connector Bay net
20	Water proof Box

### **Lot No. 10: Catering services For Applicants**

Including provision of food services with waiters along with various menu items, as per below for various events.

Sr No.	Description
1.	Chicken qorma, pulao or biryani, naan, roti, fresh green salads, raita, water and cold drink, including catering
2.	Qeema and aloo samosa, plain tea cake, tea, coffee, kehwa including catering
3.	Chicken sandwich, biscuits, tea, coffee, kehwa including catering
4.	Chicken shashlik, biscuits, plain tea cake, tea, coffee, kehwa including catering

*Note: Please quote unit rate or per head rates including all services*

### **Lot No. 11: Hiring of Tentage items**

Including provision of tentage items on rental basis for various events held at Lok Virsa.

1	Chairs
2	Chair covers
3	Tables,
4	Stage tables,
5	Table sheets,
6	Jhallar/frill/skirting
7	Carpets
8	Runners,
9	Kanat,
10	Shamiana,
11	Canopy (water proof),
12	Crockery,
13	Buffet items
14	VIP Sofas (Lounge sofas 7, 5, 3 & single seater)

### **Lot No. 12: Painting & polishing works**

- i. Painting with emulsion and enamel paint of buildings, walls, iron grill, structures, various furniture, doors, wooden items & polishing, etc.

**Note: Please quote unit rate**