



Securities and Exchange Commission of Pakistan
63-NIC Building, Blue Area, Islamabad
(Support Services Division)
(Administration Department)

Subject: Procurement of Paper Shredder

The Commission intends to invite quotation for Procurement of Paper Shredder (Quantity=01), with details as under:

Sr. No.	Required Item	Shredding Capacity
1	Paper Shredder	20-25 sheets
		1 CD
		Paper Clips
		Staple Pins
		Floppy Disk

Terms & Conditions

- **Price** must be inclusive of all taxes applicable by Govt. of Pakistan.
- **Delivery** time within one week of receiving of P.O.
- **Validity** Minimum 30 Days from quoted date.
- **Bid Submission** as per date given on SECP website.
- **Warranty Period:** 01 years replace warranty. (if applicable)
- **Quantity** mentioned above may increase or decrease.

Note: Interested firms may submit quotation for capacity more than required, however, SECP reserves the right to

- ***Purchase item as per its requirement and available budget***
- ***Cancel purchase at any stage.***

If you are interested, please submit sealed quotation for the above item to the undersigned SECP, 63-NIC Building, Jinnah Avenue, Blue Area, and Islamabad within the specified period.

With best regards.

M. Ubaidullah Khalid
Assistant Director (Admin)