



Securities and Exchange Commission of Pakistan  
(Administration Department)

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**Subject: Procurement of Photo Copier (with multifunction features in Copy, Scan Color & B/W, and Print) with 45 CPM, duplex paper output and network connectivity, bundle with scanning software utility**

The Commission intends to purchase a photocopier (with multifunction features in Copy, Scan color and b/w and Print) with 45CPM, duplex paper output and network connectivity bundle with scanning software utility.

**Terms and Conditions**

- **Interested Firms must be** registered with sales tax department and having national tax number (NTN).
- **Price** must be inclusive of all taxes applicable by Govt. of Pakistan.
- **Delivery** time within two weeks after receiving of P.O.
- **Validity** Minimum 30 Days from quoted date.
- **Bid Submission date** as per last date mentioned on website
- **Quantity** (01) may increase
- **Warranty Period:** must be mentioned on the quote
- **Dealer:** interested firms are required to provide latest letter of authorization from the manufacturer/distributor of the brand that the firm is their sole distributor /agent in the area.
- **Toner and Drum:** Cost and Life cycle should be mentioned.

The Commission reserves the right to accept or reject any or all bids received.

**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.**

Best regards.

M. Ubaidullah Khalid  
Assistant Director (Admin)