

**CENTRE OF EXCELLENCE IN SOLID STATE PHYSICS,
University of the Punjab, QAC, Lahore, Pakistan**

**Pre-Qualification Notice of Firms for the Provision of
Office Supplies / IT Equipment / General Items**

Companies / representatives having interest in provision of the following and other such items should need to register with the Centre of Excellence in Solid State Physics. The companies need to provide certificate of dealership from authentic manufacturers of such items. The list of companies selected, based on pre-qualification, for provision of such items will be approved by the committee constituted for such purpose.

Bids only through E-Pak Acquisition and disposal system (EPADS) will be entertained. No bid other than EPADS will be accepted. Bid security will be submitted before closing of tender physically in the Director's office, Quaid-e-Azam Campus, Lahore, (Tel: 042-99233133). Bidder will also upload the complete scanned copy of their bid in EPADS.

Bidding documents, containing detailed terms and conditions can be downloaded from the websites of PPRA or Punjab University (www.pu.edu.pk). In case of any query, guidance can be sought from the director's office.

The bids prepared in accordance with the instructions contained in the bidding documents must be submitted on EPADS by 28-01-2025 till 11:00 (a.m.), which will be opened on the same date at 11:30 (a.m.). If there is a public holiday announced by the Government on the tender opening date, then the tender will be opened on the next working day.

Sr. No	Name of the Office Supplies / IT Equipment / General Items
1.	Ball Point
2.	Binder Clips
3.	Board Marker
4.	Board Pin
5.	Correction Pen
6.	Calculator

7.	Common Pin
8.	Desk Tray
9.	Desk Calendars Diary
10.	Double Tape
11.	Eraser
12.	File Board
13.	File Tag
14.	File Clip
15.	File Bag
16.	File Box (Lever Arch File)
17.	Glue Stick
18.	Highlighter
19.	Ink/ Ink for Stamp Pad
20.	Led Pencil
21.	Note Holders
22.	Paper Cutter
23.	Paper Clip
24.	Permanent Marker
25.	Pointer
26.	Punch Machine
27.	Paper Box
28.	Pen Cups
29.	Packing Tape
30.	Paper Masking Tape
31.	Paper Rim (A4 Size)
32.	Paper Rim (A3 Size)
33.	Paper Rim (Legal Size)
34.	Register
35.	Sharpener
36.	Scissors

37.	Stamps
38.	Stamp Pad
39.	Stapler
40.	Stapler Pins
41.	Staple Remover
42.	Sticky Notes
43.	Scale
44.	Scotch Tape
45.	Marker
46.	Fine ball pen
47.	Air Freshener
48.	Acid Bottles
49.	Broom (Jhaaru)
50.	Broom Dustpan
51.	Broom Stick (Phool Jhaaru)
52.	Basket
53.	Battery Cell (AA & AAA Size)
54.	Cleaning Towel
55.	Duster (Pure Cotton)
56.	Dishwashing Soap
57.	Dishwashing Liquid Soap
58.	Elfie
59.	Floor Cleaner MOP
60.	Floor Brush
61.	Fish Feed
62.	Glass
63.	Glass & Household Cleaner
64.	Glue Trap for Mouse
65.	Toilet cleaners
66.	Jug

67.	Jala Brush
68.	Liquid Soap (Hand Wash)
69.	Mosquito Spray
70.	Pad Lock (Brass)
71.	Pad Lock (Iron)
72.	Phenyl Bottles
73.	Phenyl Tablets
74.	Cloth washing Soap
75.	Sponge Pad
76.	Detergent
77.	Tissue Paper Box
78.	Tissue Roll
79.	Toilet Soap
80.	Toilet Soap Box
81.	Toilet Brush
82.	Toilet Pump
83.	Taat
84.	Vim Powder
85.	Wiper
86.	UPS
87.	UPS batteries
88.	Electrical supplies
89.	Air Conditioners
90.	Polishing materials
91.	Blades
92.	Cutters
93.	Hard disks
94.	RAM
95.	USB
96.	Power supplies

97.	Printer toner / cartridges
98.	Teflon

**Director
Centre of Excellence in Solid State Physics
University of the Punjab**