

ANNUAL PROCUREMENT PLAN FOR THE YEAR 2024-25
(Under Rule 8 of the Punjab Procurement Rules 2014)
Name of the Procuring Agency: PUNJAB PUBLIC SERVICE COMMISSION

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
Sr. No.	Procurement Name	Procurement Description	Quantity (where applicable) / Scope of work	Procurement Type**	Procurement Category**	Funds (Rupees in Million)	Sources of Funds (ADP or Non ADP)	Tentative Estimated cost (Rupees in Million)	Procurement Methods***	Procurement Procedure*****	Tentative Timings of Procurement *****	Tentative Date of Procurement Advertisement	Tentative Date of Evaluation Report Announcement	Tentative Date of Contact Award	Tentative Delivery Schedule	Tentative Date of Completion	Remarks
1	A03901 Stationery	A3, Legal Size Reams, Ball Points & Sealing Wax etc.		Goods	Local	9 Million ✓	Non Development Fund	9 Million	Tender	Single Stage One Envelop	1 st , 2 nd & 3 rd Quarter	August-2024 ✓	30-Aug-2024 ✓	Sep-2024 ✓	Sep-2024 ✓	Sep-2024 ✓	Tender will be published in the month of Aug-24
2	A03902 Printing and Publication	OMR Sheet, Seal Stickers & TEB Plastic bag with seal strips.		Goods	Local	20 Million ✓	Non Development	10 Million	Tender	Single stage two envelop system	1 st , 2 nd & 3 rd Quarter	August-2024	Sep-2024	Sep-2024	Sep-2024	Sep-2024 ✓	Tender may be published in the month of Aug-24
3	A03906 Uniforms and Protective Clothing	Purchase of new uniform for Drivers and Dispatch Riders etc		Goods	Local	0.5 Million ✓	Non Development	0.5 Million	Tender	Single stage, One envelop	1 st , 2 nd & 3 rd Quarter	Sep-2024	Nov-2024	Nov-2024	Nov-2024	Dec-2024 ✓	Tender may be published in the month of Sep-24
4	A03919 Payments to Others for Service Rendered	Day Care Service		Services	Local	1 Million ✓	Non Development	1.0 Million ✓	Tender	Single stage two envelop system	1 st , 2 nd & 3 rd Quarter	August-2024	30-Aug-2024	Sep-2024	Sep-2024	Sep-2024 ✓	Tender may be published in the month of Aug-24.
		SMS		Services	Local	4.5 Million ✓	Non Development	4.0 Million ✓	Tender	Single stage two envelop system	1 st , 2 nd & 3 rd Quarter	August-2024	30-Aug-2024	Sep-2024	Sep-2024	Sep-2024 ✓	Tender may be published in the month of Aug-24.
5	A03955 Computer Stationery	A-4 Ream, Toners, Etc.		Goods	Local	4 Million ✓	Non Development	4 Million ✓	Tender /Petty Purchases	Single Stage One Envelop	1 st , 2 nd & 3 rd Quarter	August-2024	30-Aug-2024	Sep-2024	Sep-2024	Sep-2024 ✓	Tender will be published in the month of Aug-24.
6	A03970 Others	All allied items demanded by the Offices/branches i.e. tissue papers, Air Freshener & etc.		Goods	Local	4.5 Million ✓	Non Development	3.5 Million ✓	Tender	Single Stage One Envelop	1 st , 2 nd & 3 rd Quarter	August-2024	Sep-2024	Sep-2024	Sep-2024	Sep-2024 ✓	Tender will be published in the month of Aug-24.
		Necessary items.		Goods	Local	1.0 Million ✓	Non Development	1.0 Million ✓	Petty Purchases	Quotations	1 st , 2 nd & 3 rd Quarter	August-2024	Sep-2024	Sep-2024	Sep-2024	Sep-2024 ✓	Quarterly Basis
7	A09601 Plant & Machinery (Purchase)	Air Conditioner, Water Dispenser, Pedestal Fan & Oven etc.		Goods	Local	2 Million ✓	Non Development	1.5 Million ✓	Tender	Single stage two envelop system	1 st , 2 nd & 3 rd Quarter	Sep-2024	Oct-2024	Oct-2024	Nov-2024	Nov-2024 ✓	Tender may be Published in the month of Sep-24.
		Necessary items.		Goods	Local	2 Million ✓	Non Development	0.5 Million ✓	Petty Purchases	Single stage two envelop system	1 st , 2 nd & 3 rd Quarter	Sep-2024	Oct-2024	Oct-2024	Nov-2024	Nov-2024 ✓	Quarterly Basis

8	A09701 Purchase of Furniture and Fixture	Computer Chair, Comp. Table, side rack & steel Almira etc.		Goods	Local	0.5 Million	Non Development	0.5 Million	Petty Purchases	Quotations	1 st , 2 nd & 3 rd Quarter	Sep-2024	Oct-2024	Oct-2024	Nov-2024	Nov-2024	Quarterly Basis
9	A06301-001- Entertainment & Gift	Tea, M. Water and etc.		Goods	Local	Rs. 1.5 Million	Non Development	Rs. 1.5 Million	Tender		1 st , 2 nd & 3 rd Quarter	August-2024	30-Aug-2024	Sep-2024	Sep-2024	Sep-2024	Tender will be published in the month of Aug-24
10	A09203 I.T Equipment	Computers (15) with OS (Window 11 professional 64 bit)	12	Goods	Local	2 Million	Non Development	2 Million	Tender	Single stage two envelop system	1 st , 2 nd & 3 rd Quarter	August-2024	30-Aug-2024	Sep-2024	Sep-2024	Sep-2024	Tender will be published in the month of Aug-24
11	A09201 Hardware	Printer (Medium Duty) Multifunctional Printers (Scanner, Copier & Printer)	10 03	Goods	Local	5 Million	Non Development	5 Million	Tender	Single stage two envelop system	1 st , 2 nd & 3 rd Quarter	August-2024	30-Aug-2024	Sep-2024	Sep-2024	Sep-2024	Tender will be published in the month of Aug-24
12	A09202 Software	Antivirus/ Internet Security (3 Years Support/License) MS Office 2021	20 03	Goods	Local	0.5 Million	Non Development	0.5 Million	Tender	Single stage two envelop system	1 st , 2 nd & 3 rd Quarter	August-2024	30-Aug-2024	Sep-2024	Sep-2024	Sep-2024	Tender will be published in the month of Aug-24

* The Annual Procurement Plan shall be prepared on the basis of available resources.

** Procurement Type means, Goods, Works, Services & Consultancy services.

*** Procurement Category means Local or International Procurement.

**** Procurement Methods means, Petty Purchases/Quotations (without Quotation/Three)/Tender/Direct Contracting/Negotiated Tendering (Rule 59).

***** Procurement Procedures means, Single Stage One Envelop/Single Stage Two Envelopes/Two Stage/Two Stage Two Envelop (Rule 38). In Consultancy Services, Procurement Procedure means, Least Cost, Quality & Cost and Quality based (Rule 45).

***** Timings of Procurement means 1st quarter / 2nd quarter / 3rd quarter / 4th quarter.

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