



# MINISTRY OF ECONOMY

P.O Box 2212, Government Buildings, Suva, Fiji; Tele: (679) 3307011, Fax: (679) 3308654 Website: [www.economy.gov.fj](http://www.economy.gov.fj) Email: [EconomyInformation@economy.gov.fj](mailto:EconomyInformation@economy.gov.fj)  
Ro Lalabalavu House, 370 Victoria Parade, Suva

22<sup>nd</sup> October 2018

To: The Permanent Secretaries and Heads of Department

Re: **Tender No. CTN 155/2018 – Supply of Photocopy and Printing Paper for Whole of Government**

The Government Tender Board in its Meeting No. 9/2018 held on 19/9/2018 approved the Supply of Photocopy and Printing Paper for Whole of Government to **Janty Kanvan Ltd** and **Ashabhai & Co. Ltd** for a period of **two (2) years** on rate basis “as and when required”. The contract is effective from **16<sup>th</sup> October, 2018** and will expire on **15<sup>th</sup> October, 2020**. Detailed rates of individual items are attached as **Appendix 1**.

Ministries and Departments should note that this contract has been awarded to the **2 (two)** aforementioned companies and selection of the preferred supplier is at the agency’s discretion depending on the availability of ordered goods. This award has been made with the view to avoid disruption of operation especially to the largest user(s) of this tender and to maintain the continuity of service delivery at all Ministries and Departments.

Ministries & Departments should engage the approved supplier on “as and when” required basis by issuing a purchase order. Officers are reminded of Section 35 and Section 33(2) of the Procurement Regulations 2010 where they are obliged to procure from the approved Government Contractors.

Ministries & Departments are required to plan their ordering and place orders in advance to allow the supplier to prepare collective orders and to ensure that payments of such purchase is made within 30 days of receipt of goods.

Officers who are involved in the procurement for their respective agencies are required to maintain a detailed record and monitor the performance of the supplier(s) during the contract period. Any complaints regarding the supplier(s) must be officially corresponded to the Head of Procurement, Fiji Procurement Office.

Kindly bring the contents of this letter to the attention of all officers involved in procurement and facilitation of payments for the above-mentioned contract.

The contact person and details of the company (s) are as follows:

Company	Contact Name	Phone Contact	Email
Janty Kanvan Ltd	Mr. Jigar Khatri Mr. Dilen Kumar	3381300 3381300	<a href="mailto:jigar@kanvan.com.fj">jigar@kanvan.com.fj</a> <a href="mailto:dilen@kanvan.com.fj">dilen@kanvan.com.fj</a>
Ashabhai & Co. Ltd	Mr. Mark Albert	3387399	<a href="mailto:mark@ashabhai.com.fj">mark@ashabhai.com.fj</a>

The Fiji Procurement Office looks forward to your cooperation and compliance to this contract.

Ministries and Departments seeking further clarification regarding the above may contact Ms. Petrina Underwood on Ph: 3221246 or email to [petrina.underwood@economy.gov.fj](mailto:petrina.underwood@economy.gov.fj)



**Petrina Underwood**  
for **Permanent Secretary Economy**

**CTN155/2014 - SUPPLY OF PHOTOCOPY PRINTING PAPER FOR WHOLE OF GOVERNMENT**

**Recommended List**

Item No.	Item Description		Rates VIP			
			Central	Western	Northern	
<b>1</b>	<b>A4 Paper</b>					
1	Ashabhai & Co. Ltd	Delivered Rate	\$6.75	\$6.75	\$6.95	
		Collect Rate	\$6.75	\$6.75	\$6.95	
2	Janty Kanvan	Delivered Rate	\$7.10	\$7.10	\$8.10- Labasa/Savusavu	\$8.80- Taveuni
		Collect Rate	\$7.10	\$7.10	\$7.10	
<b>2</b>	<b>A3 Paper</b>					
1	Ashabhai & Co. Ltd	Delivered Rate	\$16.50	\$16.50	\$17.50	
		Collect Rate	\$16.50	\$16.50	\$17.50	
2	Janty Kanvan	Delivered Rate	\$16.50	\$16.50	\$18.15- Labasa/Savusavu	\$19.55- Taveuni
		Collect Rate	\$16.50	\$16.50	\$17.00	
<b>3</b>	<b>SRA 1</b>					
1	Ashabhai & Co. Ltd	Delivered Rate	\$68.00	\$68.00	\$72.00	
		Collect Rate	\$68.00	\$68.00	\$72.00	
2	Janty Kanvan	Delivered Rate				
		Collect Rate	\$69.50			
<b>4</b>	<b>RB 1</b>					
1	Ashabhai & Co. Ltd	Delivered Rate	\$88.00	\$88.00	\$93.00	
		Collect Rate	\$88.00	\$88.00	\$93.00	

**APPROVED**  
 GOVERNMENT TENDERS BOARD  
*GTB 9/2018 of 19/9/18*