

OFFICE OF THE DISTRICT & SESSIONS JUDGE-EAST, ISLAMABAD.

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No 1836/D&SJ (E) dated 02-12-2025

From

**The District & Sessions Judge,
East, Islamabad**

To

1. **The Press Information Department,**
Khayaban-i-Suhrawardi, near Zero Point, G-7/1,
Islamabad.
2. **Mr. Rizwan Mehmood,**
Dy Director (IT/Monitoring & Legal)
Public Procurement Regulatory Authority,
1st Floor FBC Building Near State Bank,
Sector G-5/2, Islamabad-Pakistan

**Subject: Advertisement Regarding Purchase of Office Stationery Items,
Other Store Items, Computer Stationery, and Uniform Items.**

Sir.

With reference to the subject cited above, it is requested that the attached advertisement may kindly be published on the PPRA website and in two daily newspapers published from Islamabad/Rawalpindi. The advance payment for PPRA is enclosed for necessary action.

Your prompt action shall be highly appreciated.

Yours Faithfully,


District & Sessions Judge-East
Islamabad
District & Sessions Judge
(East) Islamabad

**OFFICE OF THE DISTRICT & SESSIONS JUDGE (EAST), JUDICIAL COMPLEX G-11/4,
ISLAMABAD.**

Sealed tenders are invited under Rule-36 (a) of Public Procurement Rules, 2004 for supply of miscellaneous items for the financial year 2025-26 as per tender documents.

2. Interested firms/dealers having active GST/NTN/Vendor Number may submit their bids through PPRA EPADS System (www.eprocure.gov.pk) for the following categories: -

- **Office Stationery Items.**
- **Misc. Other Store Items.**
- **Computer Stationery.**
- **Uniform items.**

3. Interested firms/dealers must provide following information/documents with their bids:

- a) Experience of supplying similar goods.
- b) Previous registration with any Govt. organization.
- c) Business/office address, telephone and fax numbers.
- d) Attested copy of Certificate of Income Tax & Sales Tax Registration.
- e) Certificate or undertaking/affidavit of not being blacklisted.
- f) List of Clients where services have been rendered in last financial year.

4. **Hard copies** of the tender documents may be obtained upon payment of Rs. 1,000/- (non-refundable), failing which, the bid shall not be accepted.

5. A visible copy of the tender document may be uploaded on the PPRA. The Hard Copy of the sealed bids along with earnest money which is 5% of total estimated bid price in shape of Demand Draft should be submitted on or before 19.12.2025 till 10:00 am. Tender will be opened thorough EPAD in the presence of bidders/representative who choose to attend on 19.12.2025 at 10:30 am.

6. Bidders will work out 5% of the contract price considering the items they are interested in supplying.

7. Price of items must be mentioned in given format. Only single rate against each item must be quoted and duplicate rate is not allowed. Contract (s) would be awarded item-wise to the lowest bidder(s).

8. In case of any holiday/law-and-order situation/mishaps, the tender opening date will be on next working day on same things. Incomplete tender cannot be entertained.



District & Sessions Judge
East-Islamabad
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(East) Islamabad