



GOVERNMENT OF PAKISTAN
Intellectual Property Organization of Pakistan
Commerce Division



TENDER NOTICE

Intellectual Property Organization of Pakistan (IPO-Pakistan) invites e-bids through EPADS portal as per PPRA Rules, 2004 (single stage-two envelops) from eligible bidders registered with Income Tax and Sales Tax Departments. The bidder should be registered suppliers on the e-pak Acquisition & Disposal System (EPADS) in order to participate in the subject tender for the procurement of items as mentioned below:

Sr#	Description
1	Office Stationery Items
2	Miscellaneous Items
3	Printing Items
4	Crockery Items
5	Printer Toners/ Cartridge

2. Interested vendors are requested to submit their rates, which should be valid till 30-06-2026 on the following terms and conditions:
 - i. Bidding documents containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid validity, opening of bid, clarification/ rejection of bids, performance guarantee etc. can be downloaded by the interested bidders from www.ipo.gov.pk or accessed through EPADS.
 - ii. Each bid should be accompanied by bid security amount of Rs.300,000/- in the shape of pay order/ demand draft/ call deposit in favour of Director General, IPO-Pakistan. The bids without bid security shall not be entertained/accepted.
 - iii. Bids prepared in accordance with the instructions in the bidding documents, must be submitted electronically through EPADS on/or before 15-12-2025 by 1100 hours. Late submission of bids shall not be accepted. Bids will be opened on the same day at 11:30 A.M. in case the day of bid opening falls on a public holiday, next working day shall be considered as the deadline for the same.
 - iv. Rates must be inclusive of GST and other Taxes/ duties.
 - v. Rates must be quoted in Pak Rupees.
 - vi. All bids shall be evaluated as per item standard/ specification on lowest rate as well as most advantageous bids.
 - vii. IPO-Pakistan reserves the right to vary quantities, accept or reject any or all the bids or proposals at any time in accordance with PPRA Rules, 2004.

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