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F.NO.6-5/2025-GEN/FPG
GOVERNMENT OF PAKISTAN
MINISTRY OF INTERIOR & NARCOTICS CONTROL
Federal Criminal Prosecution Services
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TENDER NOTICE

Federal Criminal Prosecution Services (FCPS), Islamabad M/o Interior & Narcotics Control invites sealed bids from reputed firms/vendors registered with income tax and sales tax authorities for supply of Stationary, Miscellaneous, Consumable & non-consumable items, Computer stationery items and Toners for Photostat Machines, laser Jet Printers, Fax etc for the official use of FCPS during the financial year 2025-26 from Islamabad/Rawalpindi based firms having proper shops/office and landline telephone facility. The list of required stationery/miscellaneous items are given below

TERMS AND CONDITIONS:

1. Quoted prices (with taxes) should be in Pak Rupees and should be valid upto 30.6.2025.
2. The bidder will be required to submit with their bid a call deposit/pay order of **Rs.100,000/-** (refundable) in the name of D.D.O District Prosecutor ICT, Islamabad, as a security deposit, failing which the tender shall not be accepted.
3. Attested copies of CNIC, NTN and GST registration with the FBR authorities must be provided with the bid.
4. A brief company profile and detail of the clients must be provided with the bid.
5. The complete shop/office address and landline telephone numbers installed at the shop/office have to be provided along with the bid.
6. Firm shall be bound to supply/deliver the goods even on short notice, using their own transport at FCPS office.
7. The successful bidder will be bound to provide warranty of the items as per its nature. Any substandard supply contrary to the specification, will not be acceptable, failing which earnest money deposited with the tender documents shall stand forfeited in favour of the Government and the firm shall be recommended for blacklisting.
8. In case of misstatement, or provision of refilled items particularly the computer and photocopier toners, or delayed supply of items beyond the period of 02 days or failing to provide items of the prescribed standard or refused to supply any item during financial year 2025-26,

the tender shall be liable to be cancelled and the earnest money shall be forfeited.

9. Firm shall be required to provide the samples of all the items before the Tender Award to Purchase Committee.
10. No bidder shall be allowed to alter or modify his bid after the bids have been opened. However, the procuring agency may seek and accept clarification to the bid that does not change the substance of the bid in accordance with rules 31(1) of PPRA rules 2004.
11. Rate quoted by vendor should be typed and not handwritten. Only typed bides/rates will be entertained. Every page of the tender document must be stamped/signed by the bidder. Pen filled bids and any overwriting will not be accepted.
12. FCPS Office reserve the right to accept or reject all bids or proposals at any time prior to the acceptance of a bid or proposal in accordance with Rules 33(1) of PPRA Rules, 2004. FCPS shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids proposals, but is not required to justify those grounds.
13. An affidavit on stamp-paper of Rs.100/- that the firm/vendor has never been indulged in any litigation and has never been blacklisted by any Ministry/Department/Division or Government Organization.
14. The last date of submission of sealed bids shall be **19th January, 2026 at 11:00 hours** at the address given below and will be opened on the same date i.e., **19th January, 2026 at 11:30 hours** in the presence of available bidders.
15. In case of last day being holiday, the tender will be extended automatically to next working day.
16. All the interested parties/vendors are directed to apply through e-Pak Acquisition & Disposal System (EPADS) portal online as per procedures laid down in the regulations of PPRA.



(Sajawal Mushtaq)
Incharge General Section
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6th Floor Kohsar Block, Constitution Avenue, Islamabad

Federal Criminal Prosecution Service
Office of District Prosecution Department

Specification of stationery items tender for the financial year 2025-26.

S. No.	Items with Specification	Qty. Unit	Quality	Rate
1.	Attendance Register (small)	1 piece	Local Made best quality	
2.	Ball Point 0.8 MM	1 pack	Picasso/Piano or equivalent	
3.	Calculator (12 Digit) CT-712 Large Size	01 piece	2 power or equivalent	
4.	Diary Large size	01 piece	best quality	
5.	Diary Medium size	01 piece	best quality	
6.	Diary Register 04 No size	1 piece	Local Made	
7.	Diary small size	01 piece	best quality	
8.	Draft Pad (L)	1 piece	best quality	
9.	Draft Pad (S)	1 piece	best quality	
10.	Draft pad for hand diary	01 piece	best quality	
11.	Envelops SE: 5 (Khaki)	01 piece	best quality	
12.	Envelops SE: 6 (Khaki)	01 piece	best quality	
13.	Envelops SE: 8(Khaki)	01 piece	best quality	
14.	Envelops White SE:5	01 piece	9x4 best quality	
15.	Envelops White SE:8	01 piece	A-4 best quality	
16.	Eraser	1 piece	Pelikan or equivalent	
17.	File Binder Rexine	01 piece	Local Made best quality	
18.	File Board A-4 Size	1 piece	Local best quality	
19.	File Box	01 piece	best quality	
20.	File Register 04 No size	1 piece	Local Made best quality	
21.	Flash Drive 64GB (3.0 or above)	1 piece	HP or equivalent original	
22.	Flash Drive 128GB (3.0 or above)	1 piece	HP or equivalent original	
23.	Flash Drive 512 (3.0 or above)	1 piece	HP or equivalent original	
24.	Fluid Pen	1 piece	Pelikan or equivalent	
25.	Gum/Glue Stick 25g	1 piece	UHU or equivalent	
26.	High Lighter different colours	1 piece	Pelikan or equivalent	
27.	Index Telephone Medium size	1 piece	Best quality	
28.	Ink (Pelikan)	1 piece	Local Made best quality	
29.	Issue Register 04 No size	1 piece	Local Made best quality	
30.	Key Board (computer)	1 piece	best quality	
31.	Lead Pencil with rubber	1 pack	Gold Fish or equivalent	
32.	Marker Permanent/Board Marker	1 piece	Local Made best quality	
33.	Mouse Digital (computer)	1 piece	best quality	
34.	Officer hand diary with Ministry logo	01 piece	As per sample	
35.	Paper (Summary) 80 g A-4- Size	01 Ream (Imp)	AA or equivalent	
36.	Paper (Summary) 80 g A-4- Size	01 Ream	BLC or equivalent	
37.	Paper (Summary) 80 g Legal Size	- do -	AA or equivalent	
38.	Paper (Summary) 80 g Legal- Size	01 Ream	BLC or equivalent	
39.	Paper Clip	1 pkt.	China made/best quality	
40.	Paper Clip black	1 pkt.	China made/best quality	
41.	Paper Cutter	1 piece	Local best quality	



42.	Paper Pin	1 Pkt.	China made/best quality
43.	Paper separator	01 set	best quality
44.	Pencil Shot Hand	1 pack	Gold Fish or equivalent
45.	Peon Book 72 pgs	1 piece	Large size Local Made
46.	Pin Cushion	1 piece	Local best quality
47.	Pin opener	1 Piece	best quality
48.	Plastic Cover A/4 size	1 Piece	best quality
49.	Plastic file cover/folder transparent	01 piece	best quality
50.	Pointer	1 pack	Uni-compo or equivalent
51.	Post it Pad Large	1 piece	Yellow best quality
52.	Post it Pad Medium	1 piece	Yellow best quality
53.	Post it Pad Small	1 piece	Yellow best quality
54.	Punch Single hole steel	1 piece	Superior quality
55.	Different Color Paper Flags	1 Packet	Best Quality
56.	Punching Machine single hole	1 piece	best quality
57.	Register Movement Vehicle (Log Book)	1 piece	Local Made best quality
58.	Ruled Register 06 No. size	1 piece	Local
59.	Scotch Tape Medium	1 Piece	best quality
60.	Seizers	1 Piece	Local best quality
61.	Sharpener	1 piece	best quality
62.	Short Hand Note Book72 pgs	1 piece	Lucky or equivalent
63.	Stamp Pad Medium	1 piece	Local best quality
64.	Stapler Machine (Extra Large heavy duty)	1 Piece	best quality
65.	Stapler Machine, (Large) 24/9	1 piece	best quality
66.	Stapler Machine, (Medium)	1 piece	best quality
67.	Stapler pin , (Extra Large heavy duty)	01 Pkt	best quality
68.	Stapler pin , Large 24/6	01 Pkt	best quality
69.	Stapler pin , Small 13/6	01 Pkt	best quality
70.	Steel Scale	1 Piece	Local best quality
71.	Table set (leather cover)	01 set	best quality
72.	Tag Cotton	1 piece	Local Superior Quality
73.	Uni ball Pen	1 pack	Eye UB157 or equivalent
74.	Uni Ball pen	1 pack	Syno eye UM-120 or equivalent
75.	Wireless key board	1 piece	best quality
76.	Wireless Mouse	1 piece	best quality
77.	Punching Machine Double hole	1 piece	best quality
78.	Table set (Metal Mesh)	01 set	best quality
79.	Office Note Pad A5 size 50 sheets with Ministry logo & Name 80gm paper	1 piece	best quality
80.	File Cover A4 size with Ministry logo and name	1 piece	best quality



Federal Criminal Prosecution Service
Office of District Prosecution Department

Specification of Misc/Consumable items tender for financial year 2025-2026

S. No.	Items with specification	Qty. Unit	Quality	Rate
1.	Air Freshener (Cobra/Aseel) 300ml	1 piece	best quality /Imported	
2.	Air Freshener (Jasmine/Rose) 300ml	1 piece	best quality	
3.	Balti large size	01 piece	Local best quality	
4.	Brush for washroom	01 piece	Local best quality	
5.	Capri Soap/Lux 140gm	1 piece	Local Made best quality	
6.	Cell clock	1 piece	Sony or equivalent	
7.	Cell Remote	1 piece	Sony or equivalent	
8.	China Duster	01 piece	Imported	
9.	Computer power cable	01 piece	Local best quality	
10.	Computer printer Data cable	01 piece	Local best quality	
11.	Computer VGA Cable	01 piece	Local best quality	
12.	Cotton Puchara large size	1 piece	Local best quality	
13.	Detergent powder 65 gm	01 piece	Surface equivalent	
14.	Door Bell	01 piece	Imported	
15.	Dry Mop	1 piece	Local best quality	
16.	Dust bin medium Plastic	01 piece	Local best quality	
17.	Duster Cotton Yellow & white	1 piece	Local best quality	
18.	Electric Kettle 1.5 litr	1 piece	Local quality	
19.	Energy savor 20W	1 piece	Local equivalent	
20.	Tube Light (2 Feet)	1 Piece	Local equivalent	
21.	Tube Light (4 Feet)	1 Piece	Local equivalent	
22.	Engagement stand crystal	01 piece	Local best quality	
23.	Extension Wire 6 Meter 70x76	1 piece	Local best quality	
24.	Floor washing acid 1 ltr	01 piece	Local best quality equivalent	
25.	Glass cleaner/Gilant 500ml	1 Bottle	Gilant or similar equivalent	
26.	Gloves disposable	01 pack		
27.	Gloves surgical	01 pack		
28.	Insect Killer 500 ml	1 piece	Local equivalent	
29.	Lavender Cake Bath (Large with plastic cover)	1 piece	Local	
30.	Liquid Hand Wash	1 piece		
31.	Luster	01 piece	Local	
32.	Napkin	1 packet	Local equivalent	
33.	Phenyl Tin (Liq) 2.75 Ltr	Per Tin	Local	
34.	Phool Jaro	1 piece	Local	
35.	Printy stamp	01 piece		
36.	Rubber band	01 Pack		
37.	sweep acid	Per Bottle	Local equivalent	
38.	Tea Set	06 serving		
39.	Telephone connector with cable	Per meter		
40.	Telephone set	01 piece	Local equivalent	
41.	Telephone steno set	01 piece	Local	
42.	Tissue Paper Large 200 sheet 100x2fly	1 packet	Local equivalent	
43.	Tissue Paper medium 200 sheet	1 packet	Local equivalent	
44.	Toilet Roll	1 packet	Local equivalent	
45.	Towel White 27x54	1 piece	Local quality	
46.	Tube light small 20W	1 piece	Local	
47.	Tumbler (Glass)	06 piece	Local quality	
48.	Vim	Poly Bag	Local	
49.	Wall Clock	1 piece	Local	
50.	Wiper	01 piece	Local	
51.	Water Jug (Glass)	01 piece	Local quality	
52.	Dinner Set	01 Set	Local quality	
53.	Dinner Set	01 Set	Local quality	



Specification of Toners tender for the financial year 2025-2026.

S. No.	Items	Qty. Unit	Quality Spec.	Rate
1.	Toner Laser Printer 1320	1 piece	HP original	
2.	Toner Laser Printer 1320	1 piece	HP China	
3.	Toner Laser Printer 1102	1 piece	HP original	
4.	Toner Laser Printer 1102	1 piece	HP China	
5.	Toner Laser Jet P1005	1 piece	HP original	
6.	Toner Laser Jet P1005	1 piece	HP China	
7.	Toner HP Printer M404 DN	1 piece	HP original	
8.	Toner HP Printer M404 DN	1 piece	HP China	
9.	Toner Photocopier Xerox 5855	1 piece	Original	
10.	Toner Photocopier Xerox 5855	1 piece	China	
11.	Toner HP Laser Jet Printer Pro M203 D/N	1 piece	HP original	
12.	Toner HP Laser Jet Printer Pro M203 D/N	1 piece	HP China	
13.	Toner HP Laser Jet Printer P2035N	1 piece	HP original	
14.	Toner HP Laser Jet Printer P2035N	1 piece	HP China	
15.	Toner Fax HP Laser Jet MFPM225DW	1 piece	Original	
16.	Toner Fax HP Laser Jet MFPM225DW	1 piece	China	



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