

 <b>KARACHI</b>	<b>GOVERNMENT OF PAKISTAN</b> <b>NATIONAL ACCOUNTABILITY BUREAU (KARACHI)</b> GPO BUILDING, MAIN I.I. CHUNDRIGIR ROAD, KARACHI	Tel: 021- 99207955 Fax: 021-99207976
	<b>OUR FAITH, CORRUPTION FREE PAKISTAN</b>	

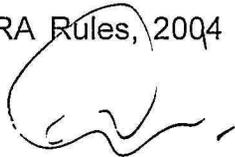
No. 9-3/DD(Gen)/Admn/NAB(K)/2025-26

**TENDER NOTICE**  
**PURCHASE OF MISC. / GENERAL ITEMS FOR OFFICE**

Tender is invited for purchase of Misc. / General Items for office for the Financial Year 2025-26 as per **PPRA Rules, 2004, 36 (a) Single Stage – One Envelope Procedure.** Bidders are required to submit their bids only through EPADS. Bids received through EPADS only shall be considered.

2. Authorized Agents / Distributors or Manufactures / General Order Suppliers may submit their e-bids through **EPADS on or before 28<sup>th</sup> January, 2026** by 1100 hrs, which will be opened on same day at 1130 hrs in the presence of bidders or their representative who may like to participate. The firms should be registered with Income Tax, Sales Tax Departments and in active taxpayer list (ATL) of FBR.
3. An earnest money amounting to Rs.50,000/- (refundable) in the shape of CDR / demand draft / pay order in favour of **Additional Director (Admn), NAB Karachi** should be submitted at NAB (Karachi), GPO Building, Main I.I. Chundrigar Road, Karachi, before opening of tender, otherwise bid will be rejected.
4. Tender documents may be obtained from General Section of NAB (Karachi) office from Monday to Friday during office working hours free of cost or can be downloaded from PPRA and NAB website.
5. The qualified and most advantageous successful bidding firm(s) will be responsible to supply Misc. / General items for office to NAB (Karachi) during whole Financial Year 2025-26 as per description / specification mentioned in Tender Form. After approval, any change(s) in rates or quality of the items will not be accepted.
6. All bidders are required to clearly mention brand name and rates of all items including all applied taxes against each item. Samples of quoted items are mandatory.
7. In case of holiday or any other reason, if the tender could not be opened on **28<sup>th</sup> January 2026**, the same will be opened on next working day.
8. The NAB (Karachi) reserves the rights to accept or reject any or all bids under the provisions of PPRA Rules.

**Note:** Notification of GRC constituted in terms of Rule-48 of PPRA Rules, 2004 is provided on EPADS at [www.eprocure.gov.pk](http://www.eprocure.gov.pk).

  
**Deputy Director (General)**  
NAB (Karachi)  
021-99207955



GOVERNMENT OF PAKISTAN  
NATIONAL ACCOUNTABILITY BUREAU (KARACHI)  
GPO BUILDING MAIN, I.I. CHUNDRIGAR ROAD  
KARACHI

Tel: 021- 99207955

Fax: 021-99207976

OUR FAITH,  
CORRUPTION FREE PAKISTAN

No. 9-3/DD(Gen)/Admn/NAB(K)/2025-26

**Tender Enquiry – (Misc. / Gen. Items for office)**

1.	Tender Enquiry No.	9-3/DD/(Gen)/Admn/NAB(K)2025-26
2.	Due by	<b>28<sup>th</sup> January 2026</b> (1100 hrs)
3.	Date & Time of opening of tender	<b>28<sup>th</sup> January 2026</b> (1130 hrs)
4.	Delivery of Items at NAB (Stores)	Suppliers are required to deliver the items/goods at NAB, Karachi on the need basis within whole Current Financial Year 2025-26 after the purchase contract / order is signed, on free delivery to consignee basis, including taxes, excise duty, octroi and other charges livable, if any.
5.	Terms and conditions	The bidder should submit their tender strictly in accordance with the terms and conditions specified in clause No. 2 to 22 of this tender enquiry.
6.	Particulars of goods	Please see attached Annexure 'A' for detailed specifications.
7.	Validity: Offer should be valid for 90 days from the date of opening of the tender.	
8.	The offer shall not be considered, if received from a firm which does not enclose the pay order of fixed amount of <b>Rs.50,000/-</b> in favour of <b>Additional Director (Admn), NAB (Karachi)</b> as earnest money (refundable).	
9.	The successful bidder will be required to furnish a fixed amount / security deposit (as performance guarantee) amounting to 10% of the quoted value in the form of a Pay Order, a Bank Draft, in favour of Additional Director (Admn), NAB (Karachi), at the time of award of the contract, which will be refunded after satisfactory / complete supply of Misc. General items for office.	
10.	The bid should be submitted duly filled, signed and sealed by the bidder or authorized person of the bidder and authorized person should bring his authorization letter along with valid CNIC at the time of tender opening.	
11.	The bidders are also required to submit photocopy of their valid National Identity Card with the offer, failing which their offers will be ignored without any further reference to the matter.	
12.	The bidders are also required to indicate their National Tax Number, along with providing a photocopy of the NTN certificates issued from the FBR, Government of Pakistan and all prices will be quoted with GST.	

13.	The bidders are also required to provide their sales tax registration number and to attach the copy of the valid certificate issued in their favour from the concerned Collectorate of Sales Tax, Government of Pakistan.
14.	The bidders may note that they will have to produce documentary proof of the payment of sales tax leviable on the items to be supplied.
15.	Bidders are also required to submit the copies of the documents confirming the nature and type of their organization e.g. sole proprietor, partnership, private limited etc.
16.	The bidders should mention the manufacturer's name, brand and country of origin of the intended supplies, in their offer of stores.
17.	The bidders are required to confirm to the tender enquiry specifications, in all respect.
18.	The bidders will be required to obtain separate tender documents in case they intend to quote alternate price and will also have to submit the required earnest money separately for each offer, failing which their offer will be ignored straight away.
19.	The prices quoted in the tender should be firm and final, inclusive of all leviable taxes and octroi charges etc. The bidder should also note that if during the currency of contract any additional tax or duties etc. are levied, by the Government, it would be the sole responsibility of the firm to make the payment.
20.	The bidders should also note that if the stores supplied / provided is rejected by the Inspection Officer / Purchase Committee of NAB, Karachi and it is concluded that the rejection is justified under the terms and conditions of the contract, the decision of the Inspection Authority, regarding such rejection will be final and binding on the tenderer.
21.	The bidders are required to submit only the genuine offers, after fulfilling the requirements of the tender enquiry. In case of a fake offer or where the offer contains misrepresentation, the same may not only will be ignored but may also lead to black listing and forfeiture of his/ her earnest money.
22.	The NAB authorities reserve the right to accept or reject any or all bids as per PPRA's Rules.

  
**(Muhammad Shehzad)**  
Deputy Director (General)

 <b>NAB</b> NATIONAL ACCOUNTABILITY BUREAU KARACHI	GOVERNMENT OF PAKISTAN <b>NATIONAL ACCOUNTABILITY BUREAU (KARACHI)</b> GPO BUILDING, MAIN I.I. CHUNDRIGIR ROAD, KARACHI
	OUR FAITH, CORRUPTION FREE PAKISTAN

**Tender – Purchase of Miscellaneous / General items for Office**  
**F.Y 2025-2026**

**Terms and Conditions**

**1. Bid Evaluation Criteria:**

The bids will be evaluated upon compliance of the following requirements:

Ser.	Specification	Marks
1.	NTN Registration Certificate issued by FBR	Mandatory
2.	GST Registration Certificate	Mandatory
3.	Earnest Money amounting to Rs.50,000/- in the name of <b>Additional Director (Admn), NAB Karachi</b>	Mandatory
4.	Non-blacklisting certificate on a stamp paper	Mandatory
5.	100% Active Taxpayer status as per FBR website	Mandatory
6.	Required specifications compliance	Mandatory
7.	Samples of quoted items	Mandatory

**2. Rejection of Bids:**

- i. The procuring agency may reject all bids at any time prior to their acceptance as per PPRA Rule 33 (1), 2004.
- ii. In case of non-submission of required samples at the time of bid opening, bid to the extent of said article will lead to rejection.
- iii. In case of non-submission of NTN, GST certificate and certificate regarding non-black listing, the bid will be rejected.
- iv. Failure to comply with the required specifications and terms and conditions mentioned in tender documents, may lead to the bidders to be non-responsive and their bids may be rejected.
- v. In case of the offer is withdrawn, amended or revised during the validity period of the offer, bid may be rejected.



- vi. The procuring agency will disqualify a bidder if found, at any time, that the information provided by him concerning his qualification, as supplier was false and materially inaccurate or incomplete.
- vii. The payment will be linked with the active taxpayer status of the supplier on FBR Database. If any registered supplier is not in the Active Taxpayers List (ATL), his payment will be stopped till he files mandatory returns and appears on ATL of FBR.
- viii. The bidders shall provide documentary proof of the payment of sales tax leviable on the items to be supplied.
- ix. The bidders should mention the manufacturer's name, brand and country of origin of the intended supplies in their bids.
- x. The alternate price quotation will not be entertained and will lead to rejection.
- xi. The prices quoted in the tender should be full and final in Pak Rupees, inclusive of all taxes.
- xii. The bidders should also note that if the supplied Misc. / General items for office are rejected by the Inspection Procurement Committee of NAB, Karachi and it is concluded that the rejection is justified under the terms and conditions. The decision of the Inspection Procurement Committee, regarding such rejection will be final and binding on the bidder.

3. **Bid Validity**

The offer should be valid for 90 x days from the date of opening of the tender.

4. **Supply of items:**

- i. The successful bidder is bound to supply the items within specific time frame and other requirements as mentioned in Purchase / Supply Order.
- ii. In case the successful bidder shows inability for supply of items, the earnest money / security deposit will be forfeited.
- iii. If the supply order is issued during the validity period of the offer and same is not accepted by the bidder, his earnest money / call deposit shall be forfeited.

5. **Disqualification of suppliers and contractors:**

The procuring agency shall disqualify supplier or contractor if it finds, at any time, the information provided / submitted by him concerning his qualification as supplier or contractor was false and materially inaccurate or incomplete.

  
**Deputy Director (General)**  
National Accountability Bureau  
(Karachi)  
021-99207955

**TENDER FORM OF PRICE**

Annex-A

Name of Bidder:													
CNIC No:													
NTN No:					GST No:				Vendor No:				
Address:													
Contact No:													

**LIST OF MISC. / GENERAL ITEMS FOR OFFICE**  
**FINANCIAL YEAR 2025-26**

S. #	Description	Detailed Specification	Quantity Required	Unit Price including all taxes (Rs.)	Total Amount including all taxes (Rs.)
1.	Bleach Liquid	500ml, Black Batty or equivalent	450 Nos.		
2.	Toilet / commode cleaner	450ml, Harpic or equivalent	100 Nos.		
3.	Antiseptic Liquid	100ml, Dettol or equivalent	12 Nos.		
4.	Hand wash liquid	with antibacterial formula good quality, 1 Ltr Bottle each	50 Nos.		
5.	Hand wash liquid	with antibacterial formula, ultra moisturizing with glycerin & Vit E, good quality, 5 Ltr Bottle each	40 Nos.		
6.	Glass Cleaner	500 ml, Glint or equivalent	150 Nos.		
7.	Hard Acid Liquid	500 ml, for Bath Room cleaning, Good quality	100 Nos.		
8.	Phenyl Liquid	450ml, Concentrated. Finis or equivalent	80 Bottles		
9.	Car Polish Spray	450ml, Leather & Tyre Wax spray, 7CF or equivalent, good quality	60 Nos.		
10.	Car Body Polish	Size 200 gm, Easy Cosmic or equivalent, good quality	60 Nos.		

- 1/4 -

11.	Mosquito Spray	550ml, Mortein or equivalent	100 Nos.		
12.	Insect Killer Powder	100mg, Coopex or equivalent, long lasting, Good quality	12 Nos.		
13.	Phenyl Tablets / Naphthalene Ball	For pest control, Good quality, Per KG packing	05 kg		
14.	Bath Soap	128gm, Lux or equivalent	200 Nos.		
15.	Washing Powder	250gm, Surf Excel or equivalent	1000 Nos.		
16.	Dishwashing Powder	400gm, with real lemon juice, Vim / Max or equivalent	100 Nos.		
17.	Dishwash Bar	Max or equivalent, 265grams, good quality	36 Nos.		
18.	Broom Hard	500gm, Good quality	200 Nos.		
19.	Broom Soft	250gm, Good quality	250 Nos.		
20.	Commode Brush	16 inch, brush with holder, Good quality	36 Nos.		
21.	Dustbin	Large Size with cover, Plastic body, durable, Good quality	12 Nos.		
22.	Dustbin	Size 16 x 20 inch, Plastic body, durable, Good quality	36 Nos.		
23.	Dustbin / garbage Shopper	18 x 24, Black color, Good quality	15kg		
24.	Dustbin / garbage Shopper	24 x 36, Black color, Good quality	15kg		
25.	Hand Wash Dispenser	Durable plastic Body, Good quality (as per sample)	16 Nos.		
26.	Plastic Sheet	12ft x 15ft, Thickness 3mm, packing type 20 to 40kg, for rain protection, Lava tarpal or equivalent, Good quality	03 Nos.		
27.	Plastic Sheet Roll	For food packing, 12 inch wide roll, good quality	10 Roll		
28.	Supri scraper	Durable, plastic made, good quality	24 Nos.		

29.	Plastic rope	Roll, 250gm, good quality	36 Nos.		
30.	Toilet Jug (Lota)	Plastic made, size 3 ½, good quality	12 Nos.		
31.	Cleaning Wiper	Iron body, size 16inches blade with 4 feet rod, good quality	60 Nos.		
32.	Door closer	Automatic hydraulic, durable, Power, Khas or equivalent, good quality	30 Nos.		
33.	Table lock	With keys for table drawer, Swallow or equivalent, Good quality	12 Nos.		
34.	China Lock	with keys, 50mm, tricircle or equivalent, good quality	12 Nos.		
35.	China Lock	With keys, 100mm, tricircle or equivalent, good quality	12 Nos.		
36.	Office table planner	With refill, Good quality, for the calendar year 2026 (as per sample)	10 Nos.		
37.	Office table planner (refill)	Only refill, Good quality, for the calendar year 2026 (as per sample)	24 Nos.		
38.	Dishwashing sponge	scourer with Scrub sponge, Scotch Brite or equivalent, good quality	100 Nos.		
39.	Tissue box	Plain 2 ply, 150 sheets, Rose Petal or equivalent, good quality	600 Nos.		
40.	Toilet Roll	Single, Rose Petal or equivalent, Good quality	150 Nos.		
41.	Kitchen Towel	Single, Rose Petal or equivalent, Good Quality	50 Nos.		
42.	Towel	Large size, white color, Bawa or equivalent	12 Nos.		
43.	Mop with iron stick	4 ft metal stick, good quality	30 Nos.		
44.	Mop refill	500gm, Good quality	40 Nos.		
45.	Water glass	300ml, Toyo Nasic or equivalent, good quality	102 Nos.		
46.	Duster	Size 30 x 20 inch, cloth fabric, good quality	800 Nos.		
47.	Dry Battery Cell	Size AA, Power Plus or equivalent	400 Nos.		

48.	Dry Battery Cell	Size AAA, Power plus or equivalent	200 Nos.		
49.	Dry Battery Cell	Size LR20/1.5V. Power Plus or equivalent, heavy duty	12 Nos.		
50.	Dry Battery Cell	Size 23A,-12 volt, Power Plus or equivalent	12 Nos.		
51.	Air Freshener Machine	With refill & battery cells, Perfect or equivalent (as per sample)	10 Nos.		
52.	Electric Extension Cord	13A-250V, 5 meter heavy duty wire, 4 sockets, with LED lamps indicator, Hero or equivalent, good quality	12 Nos.		
53.	Wireless Door Bell	With remote, Sogo or equivalent	15 Nos.		
54.	Mosquito Repellent Refill with machine	30 Nights Protection, Morlein or equivalent	12 Nos.		
55.	Mosquito Repellent Refill	30 Nights Protection, Mortein or equivalent	36 Nos.		
56.	Air Freshener	300ml, Delight or equivalent	240 Nos.		
57.	Air Freshener for Dispenser Refill	300ml, Perfect Matric or equivalent	50 Nos.		
58.	Brush	Plastic made, for tyre wash with handle (as per sample)	12 No.		
59.	Electric wire	23/76, Coil (90 meters), white, good quality, Million supreme or equivalent	1 No.		
60.	Electric wire	3/29, Coil (90 meters), good quality	1 No.		
61.	Table cloth	For table, Green, 5x3.5 feet, good quality	36 Nos.		
62.	Balti	Silver made, 25 litres, for washing of vehicles, good quality	06 Nos.		
<b>Total including all Govt. Taxes:</b>			Rs.		

**Note:** All items should be supplied as per sample.

Grand Total:- \_\_\_\_\_

In word (Rupees \_\_\_\_\_)

Signature / Name of Authorized Person of Tenderer: \_\_\_\_\_

Official Seal of Firm: \_\_\_\_\_