



POPULATION WELFARE DEPARTMENT
GOVERNMENT OF SINDH



REVISED ANNUAL PROCUREMENT PLAN FOR THE YEAR 2025-26 UNDER RULE 11 OF SPPRA

S. #	Description of Procurement	Quantity (where applicable)	Estimated unit cost (where applicable)	Estimate total Cost (Million)	Funds allocated	Sources of Funds (ADP/Non ADP)	Proposed Procurement Method	Timing of Procurement				Remarks
								1 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.	
1.	Drugs/Medicines & Others	-	-	271.236		Non ADP	Single Stage Two Envelope	1 st	-	-	-	
2.	NCB Contraceptives	-	-	705.460		-do-	-do-	1 st	-	-	-	
3.	ICB Contraceptives	-	-	284.540		-do-	-do-	1 st	-	-	-	
4.	Liveries/Uniforms	-	-	3.096		-do-	Single Stage One envelope	1 st	-	-	-	
5.	Transportation of Goods	-	-	10.418		-do-	Single Stage Two Envelope	1 st	-	-	-	
6.	Stationery	-	-	12.623		-do-	-do-	1 st	-	-	-	
7.	Printing Material	-	-	18.191		-do-	-do-	1 st	-	-	-	
8.	Branding of FWCs Centre	-	-	25.00		ADP	-do-	1 st	-	-	-	
9.	Service Rendered	-	-	41.610		Non ADP	Single Stage One envelope	-	2 nd	-	-	

Assistant Director (W&D)
Population Welfare Department
Government of Sindh Karachi



**OFFICE OF THE
SECRETARY POPULATION WELFARE
DEPARTMENT, GOVERNMENT OF
SINDH**

**Technical Proposal
Tender for Purchase of Stationery
during the year 2024-25**

Tender No: PWDS/W&D/Sty/2025-26/08

Due on: 7th January, 2026

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**OFFICE OF THE SECRETARY, POPULATION WELFARE
DEPARTMENT, GOVERNMENT OF SINDH,
KARACHI**

TENDER NO. PWDS/W&D/Sty/2025-26/08

DUE ON: 07th January, 2026

INVITATION FOR BIDS.

To,

Value of Earnest to Attached Dear Sir,
Rs. 2.5% of the total value of bid
Pay Order No. Dated: _____
Rs. _____

Population Welfare Department, Sindh, Karachi, invites sealed bids from the eligible bidders for supply of Stationery to meet requirement of different components service delivery outlets. Detailed description and quantities are given in bidding documents.

Interested eligible bidders are invited to participate in the single stage two envelopes open competitive bidding following the procedure as contained in Rule-46(2) of SPP Rules-2010 (amended - 2019) for the stores as detailed in the schedule of this invitation to Tender to subject to the conditions laid down in and those mentioned hereunder and given in the schedule. The contract resulting from this invitation to tender shall govern by the special general conditions of contract. The tenderers quoting against this invitation to tender shall deem to have read and understood the conditions thereof and particulars of the store required and their specification etc.

The tenderers shall quote their Technical & Financial proposal on the prescribed schedule to this invitation to tender, on the basis indicated therein and shall sign the certificate given therein to the effect that the store shall be supplied exactly in accordance with the requirement as specified by the tenders otherwise it will be presumed that offer is strictly in accordance with requirement of the tender notice.

Offer shall remain upto 90 Days from the date of opening. The Tenderers shall quote free delivery at consignee end basis.

The delivery store is required immediately. Tenderes should however, give their shortest delivery period upto which they will be able to supply the store.

Sealed Tenders will be received and opened in Committee Room of the Population Welfare Department, Sindh, 11th Floor NICL Building, Gora Qaburstan, Karachi

The Tender document comprises the following.

1. Forms of Bids.
 - i) Technical Proposal/ Specification Schedule
 - ii) Financial Proposal /Price Schedule



2. Form of contract
3. General/ Special conditions of contract
4. Bid evaluation Criteria
5. Bidding Data

**Deputy Director (W&D),
Population Welfare Department,
Government of Sindh,
Karachi**



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3

INSTRUCTIONS TO BIDDER

1. Bids comprising single package, containing two separate envelopes shall be upload one for Technical Proposal and other for Financial Proposals (Rule 46 (2-a) of SPPRA 2010 (amended 2019). The envelopes shall be marked as **FINANCIAL PROPOSALS & TECHNICAL PROPOSAL** in bold and legible letters.
2. The original bid shall be typed or written in indelible ink by the bidder or person duly authorized. The person or persons signing the bid shall initial all pages of the bid. The name and designation of each person signing must be mentioned below the signature.
3. The participant bidders have to submit samples of the quoted items.
4. The bid documents comprises the following (as per rule, 21, of SPP Rules 2010 amended 2019)
 - a) Instruction to Bidder Annex-I
 - b) Form of Bid
 - i) Technical Proposal/Specification Annex-II
 - c) Form of Contract Annex-III
 - d) General/ special conditions of contract Annex-IV
 - e) Bid Evaluation Criteria Annex-V
 - f) Integrity pact Annex-VI
 - g) Finance Proposal /Price Schedule Annex-VII
5. The tenders will be opened on the on 7th January, 2026 at 11.30 AM in the presence of Tender Opening Committee and the bidders or their authorized representatives. In case of holiday the bids shall be opened on next day at same time.
6. Bid Security, amounting 2.5% of Bid price should be in shape of Pay order in favour of Secretary, Population Welfare Department, Sindh, Karachi, issued by any schedule Bank of Pakistan. A copy of de-faced bid security must be added with the Technical bid.
7. The bid security will be forfeited to the Government, if the bidder withdraws his bid after opening and before the expiry of the bid validity period or fails to sign the contract alongwith other forms. if the bid is accepted.
8. Conditional tender and tender without bid security shall not be considered.
9. Delivery time will be **90** days starting from the issuance of work order/signing the contract.
10. GST/Income Tax Certificates/SRB Certificate must be accompanied with tender.



11. The procuring Agency may reject all or any bid at any time prior to the acceptance of a bid or proposal, subject to the relevant provision of SPP Rules, 2010 (amended 2019). The payment will be made subject to availability of funds for the financial years 2025-26.
12. Supplier should submit the rate in the financial proposal which will be opened subject to the conditions that the bidder stands eligibility and technically qualified.
13. Bids shall remain valid for 90 days after the date of bid opening and same may be extended in terms of Rule 38 (2) (3) (4) of SPPRA Rules.
14. If any extension in the bid validity period should be asked to extend the same. Such extension shall be for not more than the period of original bid validity.
15. Bidders who:
 - (a) Agree for extension of bid validity period shall also extend the validity of the bid security for the extended period of the bid validity.
 - (b) Agree to the procuring agency's request for extension of bid validity period shall not be permitted to change the substances of their bids
 - (c) Do not agree to an extension of bid validity period shall be allowed to withdraw their bids without for feature of their bid security.
 - (d) The bidder name, unit as well as bid amount and bid security shall be announced.
16. The bids shall be quoted in Pak Rupees.
17. No bidder shall be allowed to alter or modify his bid after the submission/upload of bids. However the procuring agency may seek and accept clarification to the bid that does not change substances of the bids.
18. Any request for clarification in the bid, made by the procuring agency shall invariably be in writing. The response to such request shall also be in writing under intimation to all bidders].
19. The procuring agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The procuring agency upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposal, but is not required to justify those grounds.

**Deputy Director (W&D),
Population Welfare Department,
Government of Sindh,
Karachi**



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Bidding Data

Procuring Agency	Population Welfare Department, Sindh, Karachi
Address	11 th Floor NICL Building Abbasi Shaheed Road, behind FTC, Gora Qaburstan, Karachi
Name of work	Procurement of Stationery
Bid validity period	90 Days
Amount of Bid Security	2.5% of Bid price.
Deadline of submission	7 th January, 2026
Performance Security	2.5% of the contract value.
Advance Payment	No advance payment.
Period of completion	30 days
Liquidity damages	0.05% of the bid price per day after the period of completion upto 10% maximum
Inspection Authority	Inspection Committee
Place of Inspection	Inspection after delivery at Provincial Headquarter Store at Sohrab Goth, Karachi
Place of Delivery	Sohrab Goth, Karachi



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Form of Contract

THIS CONTRACT Agreement (hereinafter called the "Agreement") made on the _____ day of _____ 2026 between Population Welfare Department, Sindh, Karachi, the "Procuring Agency") of the one part and M/s. _____ (hereinafter called the "Contractor") of the other part.

WHEREAS the Procuring Agency is desirous that certain Stationery by the contractor and has accepted a Bid by the contractor for the execution and completion of such store.

NOW this agreement witnesses as follows:

1. In this agreement words and expression shall have the meanings as are respectively assigned to them in the conditions of contract hereinafter referred to.
2. The following documents attached herewith, be read and construed as part of this Agreement, viz,

(a)	The letter of Acceptance	Annex-I
(b)	Condition of contract	Annex-II
(c)	Bid data	Annex-III
(d)	Specification	Annex-IV
3. In consideration of the payment to be made by the procuring agency to the contract as hereinafter mentioned, the contractor hereby covenants with the Procuring Agency to execute and supply and remedy defects therein in conformity in all respects within the provision.
4. The Procuring Agency hereby covenants to pay the Contractor, in consideration of the execution and supply of store as per provisions of the contract, the contract price or such other sum as may payable under the provision of the contract at the times and in the manner prescribed by the contract

IN WITNESS WHEREOF the parties hereto have caused this contract agreement to be executed on the day, month and year first before written in accordance with their respective laws.

M/s. _____
(on behalf of contractor)

Deputy Director (W&D)
Population Welfare Department, Sindh,
Karachi

Signed and Delivered in the presence of
Witness:1

(Name, title and address)

Witness:2

(Name, title and address)



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TECHNICAL PROPOSAL

1. Category of Store	Stationery
2. Date of receipt of tender	7 th January, 2026

Item #	Description of Store	Quantity
1	Photo State Paper A-4 Size 80 gm (210 X297 MM) 500 Sheets	2000
2	Photo State Paper Legal Size 80 gm (216 X343 MM) 500 Sheets	1,800
3	Stapler Pin Remover	50
4	Sticky Note 3x3 (100 P/Pad) (Pink, Yellow, Light Blue)	25
5	File Folder with ragezine cover	150
6	Pen Correcting Fluid	100
7	Pen Uni Ball Eye Micro UB 150 (P/Package (12)	50
8	Pointer with permanent ink dollar or comparable, 0.3mm Blue Black (P/Pkt 12)	20
9	Ball Pen Blue Crystal fine quality (P/Box 10)	300
10	Envelop Small Size (100's Pkts) as per sample	1500
11.	Pencil Lead P/Dozen	150
12	Envelop A-4 Size offset paper 80 gm (P/100) as per sample	1000
13	Envelop File Size with logo and address as per sample	3000
14	Envelop Medium Size (100's Pkts)	1,000
15	Gum Stick Large best quality	200
16	Eraser (Dozen)	50
17	Stapler Machine Fine quality Staplers 20 Sheets of 80 gm, use staples 24/6 or 25/6 (No.)	100
18	Stapler Pin x 1000 (24/6) (1000 Staples)	300
19	Tag Cotton 3" (100 P/Bundle)	500
20	Gem Clip 33mm	100
21	Paper Pin size No.2	100
22	Stamp Pad Blue	50
23	Single Hole Punch fine quality	100
24	Ruler Steel 12"	100
25	Highlighter (multi-color, Fluorescent)	100
26	Toner HP Laser Jet 1102 Black	15
27	Cannon image runner 2206N	10
28.	Toner Laser Jet Pro 400	6
29.	Pencil Shopner P/Doz.	50



Certificate

We guarantee to supply the stores exactly in accordance with the requirement specified in the invitation to this tender by stipulate delivery date.

Authorized Signature of Tenderer _____

Name & Designation _____

Address: _____



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FINANCIAL BID FORM

Price Schedule

User Note: Rates will be quoted by the Bidder for each individual item and shall be submitted with Financial Proposal.

Name of the Firm: Ref No.

Date of Opening Bid

S #	Name of the Item	Unit Price (Inclusive of all applicable taxes)	Qty	Financial Total Price (Inclusive of all applicable taxes)
1.	2.	3.	4.	5
				(3*4)
(Total Price (Inclusive of all applicable taxes))				

Note: The quoted price should include the deliver charges:

Final Total Price (in words)

Bid Security Amount

Signature: _____

Designation: _____

Official Stamp _____



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MANDATORY REQUIREMENT

S. #	Required Field	
1.	Company profile	Mandatory
2.	Valid registration with relevant tax authorities (FBR Income tax, Sales tax & SRB):	Mandatory
3.	Income Tax Returns of Last three years	Mandatory
4.	SRB Tax Returns of Last three years	Mandatory
5.	SRB Registration Certificate	Mandatory
6.	Minimum five years' experience of firm/ bidder in relevant field 05 work orders completed in Public Sector (with documentary evidence) the information about experiences of work(s) executed previously can also be verified from SPPRA web site.	Mandatory
7.	Audit copy (for last 3 years) certified by Registered Audit Firm	Mandatory
8.	Financial status (bank statement) showing financial turn over for three years. The required Turn-over should not be less than twice of Bid Cost	Mandatory
9.	Undertaking on Original E-Stamp Paper of Rs.500/- containing that:	Mandatory
10.	Firm is not involved in Departmental rift, abandoned or unnecessary delay in completion of any work in the Government and as well as in Private Organizations	Mandatory
11.	The contractors / companies / firms are not currently on the list of blacklisted suppliers by any executing agency.	Mandatory
12.	List of litigation (if any) their nature and status / outcomes.	Mandatory
13.	Affidavits to the effect that all documents / particulars / information furnished are true and correct. Undertaking on affidavit, that firm is not involved in any litigation / has not abandoned any work in any department and is not blacklisted ever.	Mandatory

The bidders fulfilling above criteria, and furnishing samples as per specification as required by the department will be considered for technical evaluation first and the financial proposals of only Technically Qualified Bidders will be opened .





POPULATION WELFARE
DEPARTMENT GOVERNMENT OF SINDH
11th Floor, National Insurance Company Limited (N.I.C.L) Building, Karachi



No: PWDS/C&T/W&D-2025-1026

Date: 19-12-2025

The Director Information (Advertisement),
Information Department,
Government of Sindh
KARACHI

Subject: **ADVERTISEMENT FOR TENDER NOTICE**

Please, find attached herewith six (06) copies of an advertisement to be published on 20th December, 2025, in the leading Newspapers of English, Urdu and Sindhi.

It is further stated that the expenditure incurred on the above advertisement may be please be met out of block allocation of funds reserved for departments of Sindh Government.

/

(Aqeel Ahmed Siddiqui)
Deputy Director (C&T)

Copy to:

1. P.S. to Secretary, PWDS, Karachi.
2. P.A. to Director (CTL&S), PWDS, Karachi
- ✓ 3. The Deputy Director (W&D), PWDS, Karachi with reference to your letter No.PWDS/W&D/N.Paper/2025-26/659 dated 19th December 2025.
4. Office Copy/Master file


Deputy Director (C&T)



**POPULATION WELFARE DEPARTMENT
GOVERNMENT OF SINDH**

**NICL BUILDING 11TH FLOOR ABBASI SHAHEED ROAD BEHIND FTC BUILDING
GORA QABURSTAN KARACHI**



Dated: 19th December, 2025

TENDER NOTICE

The Population Welfare Department, Government of Sindh, Karachi, hereby invites online on SPPRA EPADS (only) from various Primary Manufacturers or their authorized representatives duly registered with Directorate of Sales Tax & Income Tax/SRB for the supply of following store items for service delivery outlets.

S.#	Invitation of Tender	Stores	Estimated Value	Bid Security
1.	No. PWDS/W&D/Ptg/2025-26/07	Printing Material	Various	2.5%
2.	No. PWDS/W&D/Sty/2025-26/08	Stationery	Various	2.5%

Tender Fees & Date	
Tender Document Fee	Rs.2000/-
Issuance start date	23 rd December, 2025
Issuance end date & time	7 th January, 2026 at 11.00 PM
Submission date & time	23 rd December, 2025 to 7 th January, 2026 at 11.00 PM
Opening date and time	7 th January, 2026 at 11.30 PM

The tender documents can be downloaded from the SPPRA EPADS websites. Tender Document/Bid (with a copy of Bid Security/Earnest Money and supporting documents) should be submitted/uploaded on SPPRA EPADS <https://portalsindh.eprocure.gov.pk/>. The original Bid Security along with the Original Bid (duly signed and stamped) can be delivered in the office of the Deputy Director (W&D), Population Welfare Department, Sindh, Karachi, 11th Floor, NICL Building, Abbasi Shaheed Road behind FTC Building Gora Qaburstan, Karachi, opened on the same date and venue in the presence of the bidders' representatives who may wish to attend.

The bidders are required to furnish Bid Security @2.5% of the total bid value in the shape of Pay order in favour of Secretary, Population Welfare Department, Government of Sindh, Karachi. Any offer without 2.5% Bid Security will be rejected. The department may reject all bids or proposals at any time prior to the acceptance of bid or proposal. The Department shall upon request communicate to any supplier or contractor who submitted a bid or proposal, the grounds for its rejection of all bids or proposals, but is not required to justify those grounds.

Terms & Conditions:-

- Offers are invited in Pakistani Currency (Pak Rupees).
- Only uploaded bid alongwith supporting documents will be accepted. In case there is a contradiction between bidder's EPADS submitted bid and manually submitted bid, bid submitted on EPADS will be considered valid for evaluation purposes
- In case Government announces any Public Holiday then tenders will be submitted/opened on the next working day and the time & venue will remain the same.
- Rates quoted in the Tender shall remain effective till 90 days from the date of opening or till extended bid validity period in terms of Rule 38 of SPP Rules 2010 (amended 2019).
- Population Welfare Department reserve the rights to increase or decrease the quantity of any scheduled items as and when it is deemed necessary according to SPP Rules. The procuring Agency may reject all or any bid at any time prior to the acceptance of a bid or proposal, subject to the relevant provision of SPP Rules 2010 (amended 2019).

**DEPUTY DIRECTOR (W&D)
POPULATION WELFARE DEPARTMENT, SINDH
PH: 021-99225652**



POPULATION WELFARE DEPARTMENT
GOVERNMENT OF SINDH
NICL BUILDING 11TH FLOOR ABBASI SHAHEED ROAD BEHIND FTC
BUILDING GORA QABURSTAN, KARACHI.



NOTIFICATION

In terms of Rule-7 of SPPRA Rules 2010 (Amended 2019) Departmental Purchase Committee comprising of following officers is hereby constituted for procurement of Drugs/Medicines & Others, ICB/NCB Contraceptives, Stationery, Printing Material, Liveries/Uniforms, Transportation of Contraceptives & Medicines etc for the office of Secretary, Director General Population Welfare Department, Sindh, Karachi for the year 2025-26.

1.	Director (CTL & S)	Chairman
2.	Director (Admn)	Member
3.	Director (Medical)	Member
4.	Representative of Health Department, Government of Sindh, Karachi	Member
5.	Representative of Industries Department, Government of Sindh, Karachi	Member
6.	Budget Officer	Member
7.	Assistant Director (W&D)	Member/Secretary

Procurement Committee shall be responsible for:

- (1) Preparing bidding documents.
- (2) Carrying out technical as well as financial evaluation of the bid;
- (3) Preparing evaluation report as provided in Rule 45;
- (4) Marking recommendations for the award of contract to the competent authority; and
- 5) Perform any other function ancillary and incidental to the above

(Hafeezullah Abbasi)
Secretary to Govt. of Sindh

No: PWDS/W&D/DPC/2025-26/283
Copy to: -

Dated: 4th July, 2025

1. P.S. to Minister of Population Welfare, Sindh, Karachi.
2. P.S. to Secretary, PWDS, Karachi.
3. P.A. to Director General, PWDS, Karachi.
4. Director (CTL & S)/(Medical), PWDS Karachi.
5. _____ (all the members of the Committee)
6. Notification File.
7. Master File.


(FAYAZ ALI ABBASI)
ASSISTANT DIRECTOR (W&D)



POPULATION WELFARE DEPARTMENT
GOVERNMENT OF SINDH
NICL BUILDING 11TH FLOOR ABBASI SHAHEED ROAD BEHIND FTC
BUILDING GORA QABURSTAN, KARACHI.



NOTIFICATION

In terms of Rule-31 of SPPRA Rules 2010 (Amended 2019) Complaint Redressal Committee comprising of the following officers is constituted for procurement of Drugs/Medicines, ICB/NCB Contraceptives, Liveries/Uniforms, Printing Material, Stationery etc for the office of Secretary, Director General, Population Welfare Department, Sindh, Karachi for the year 2025-26.

1.	Additional Secretary (A&F)	Chairman
2.	Representative of A.G, Sindh, Karachi Not below BS-18	Member
3.	Representative of Industries Department, Sindh, Not below BS-18	Member

No. PWDSM&D/CRC/2025-26/286

(Hafeezullah Abbasi)
Secretary to Govt. of Sindh

Dated: 4th July, 2025

Copy to: -

1. P.S. to Minister of Population Welfare, Sindh, Karachi.
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(FAYAZ ALI ABBASI)
ASSISTANT DIRECTOR (W&D)



POPULATION WELFARE DEPARTMENT
GOVERNMENT OF SINDH
NICL BUILDING 11TH FLOOR ABBASI SHAHEED ROAD BEHIND FTC
BUILDING GORA QABURSTAN, KARACHI.



NOTIFICATION

In terms of Rule-7 of SPPRA Rules 2010 (Amended 2019) Departmental Purchase Committee comprising of following officers is hereby constituted for procurement of Drugs/Medicines & Others, ICB/NCB Contraceptives, Stationery, Printing Material, Liveries/Uniforms, Transportation of Contraceptives & Medicines etc for the office of Secretary, Director General Population Welfare Department, Sindh, Karachi for the year 2025-26.

1.	Director (CTL & S)	Chairman
2.	Director (Admn)	Member
3.	Director (Medical)	Member
4.	Representative of Health Department, Government of Sindh, Karachi	Member
5.	Representative of Industries Department, Government of Sindh, Karachi	Member
6.	Budget Officer	Member
7.	Assistant Director (W&D)	Member/Secretary

Procurement Committee shall be responsible for:

- (1) Preparing bidding documents.
- (2) Carrying out technical as well as financial evaluation of the bid;
- (3) Preparing evaluation report as provided in Rule 45;
- (4) Marking recommendations for the award of contract to the competent authority; and
- 5) Perform any other function ancillary and incidental to the above

(Hafeezullah Abbasi)
Secretary to Govt. of Sindh

No: PWDS/W&D/DPC/2025-26/283
Copy to: -

Dated: 4th July, 2025

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3. P.A. to Director General, PWDS, Karachi.
4. Director (CTL & S)/(Medical), PWDS Karachi.
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(FAYAZ ALI ABBASI)
ASSISTANT DIRECTOR (W&D)



POPULATION WELFARE DEPARTMENT
GOVERNMENT OF SINDH
NICL BUILDING 11TH FLOOR ABBASI SHAHEED ROAD BEHIND FTC
BUILDING GORA QABURSTAN, KARACHI.



NOTIFICATION

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No. PWDSM&D/CRC/2025-26/286

(Hafeezullah Abbasi)
Secretary to Govt. of Sindh

Dated: 4th July, 2025

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1. P.S. to Minister of Population Welfare, Sindh, Karachi.
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4. Director (CTL & S)/(Medical), PWDS Karachi.
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7. Master File.

(FAYAZ ALI ABBASI)
ASSISTANT DIRECTOR (W&D)