



GOVERNMENT OF PAKISTAN, FEDERAL BOARD OF REVENUE  
REGIONAL TAX OFFICE (TAX HOUSE), SYED MAUJ DARYA ROAD, LAHORE

TENDER NOTICE NO. 03/ 2025-26

Regional Tax Office (RTO), Lahore invites electronic bids in accordance with the Public Procurement Rules 2004, from experienced and reputable Individuals, Firms/ AOPs and Companies having valid registration with Income / Sales Tax, and other relevant authorities, appearing on Active Taxpayers List of Income Tax & Sales Tax issued by the Federal Board of Revenue, Govt. of Pakistan, for procurement under following heads on least cost basis through "Single stage-one envelope procedure" under Rule 36(a) of PPRA Rules, 2004.

Sr. #	EXPENDITURE HEADS	BID SECURITY
1	OFFICE STATIONERY	200,000/-
2	UNIFORM & PROTECTIVE CLOTHING	160,000/-
3	COST OF OTHER STORE	220,000/-
4	COMPUTOR STATIONERY	180,000/-
5	OTHER EXPENDITURES	300,000/-
6	REPAIR OF OFFICE BUILDING	300,000/-
7	PAYMENTS TO OTHER FOR SERIVCES RENDERED AND JANITORIAL SERVICES	40,000/-

**TERMS & CONDITIONS.**

1. Electronic bidding documents as per regulations, containing detailed Terms & Conditions, specifications and requirements etc. are available for the registered bidders at EPADS at [www.eprocure.gov.pk](http://www.eprocure.gov.pk)
2. Bids should be submitted electronically only through EPADS in terms of Rule 7A of the PPRA Rules, 2004. Manual submission of bids is not allowed.
3. The electronic bids must be submitted by using EPADS on or before **02:00 PM, Monday 15.04.2026** which will be opened on the **same day at 03:00 PM in Conference Room, RTO, Lahore** through EPADS. All interested bidders must register themselves at EPADS at <http://eprocure.gov.pk>.
4. The tender shall be granted on the basis of open competitive bidding process, as is embodied in Rules 21 of PPRA Rules, 2004.
5. Bidders can participate in whole tender or item wise. Rate of each job/ work/ article should be quoted separately.
6. The evaluation of bids will be conducted on an item-wise basis, and contract(s) will be awarded to the bidder(s) quoting lowest evaluated cost / offering rates of goods/ services in conformity with given specifications **regarding quality and quotations in contravention of specifications and specified quality shall not be considered entertainable merely on the ground of lowest cost.**
7. All payment(s) will be made as per available budget through AGPR, Sub Office, Lahore.
8. The jobs /work orders must be accomplished with the timelines specified in the work orders and in accordance with items and specifications as approved and laid down in the tender documents.
9. Deviation from the Terms & Conditions as mentioned in the tender documents shall render a bidder disqualified
10. The Electronic Bid must be accompanied by a Bank Draft/ Pay Order mention against every head in favor of the **Chief Commissioner IR, RTO, Lahore** as earnest money, otherwise the Bid shall be rejected.
11. The bidders should not have been Black-listed by any authority in the past.
12. Rates must be quoted inclusive of all applicable government duties & taxes in Pak Rupees.
13. Rates must be quoted including all charges like travelling/ transportation required for the work.



14. The quoted rates shall be applicable up to 30.06.2026.
15. Income Tax/ Withholding Sales Tax/ PRA (if applicable) will be deducted in accordance with the relevant law.
16. All applicable provisions of the PPRA Rules, 2004 shall govern this tender process.
17. The procuring agency reserves the right to accept or reject any or all bids/ proposal in accordance with Rule 33(1) of PPRA Rules, 2004.
18. The Tender Notice/Tender Documents can also be viewed on PPRA website [www.ppra.org.pk](http://www.ppra.org.pk)
19. Additional Details regarding the tender can be obtained from the Caretaker Office, RTO, Lahore during the office hours.
20. The successful bidder upon award of contract/ work order will be required to furnish 10% of the total tender value as 'Performance Guarantee' in the shape of Pay Order / Bank Guarantee of the equivalent amount.

*11/3/2026*

**CHAIRMAN PURCHASE COMMITTEE**  
Regional Tax Office, Lahore.  
Ph: (042) 99211802

**CHAIRMAN**  
Purchase and Repair Committee  
Regional Tax Office,  
Lahore