



GOVERNMENT OF PAKISTAN
FEDERAL BOARD OF REVENUE, CHIEF COMMISSIONER-IR
REGIONAL TAX OFFICE, A-49 SITE AREA HYDERABAD.



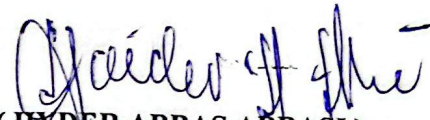
TENDER NOTICE FOR PROCUREMENT OF OFFICE STATIONERY

Regional Tax Office, Hyderabad invites electronic bids in accordance with the Public Procurement Rules 2004, through Single Stage – One Envelope and least cost method will be applied, from experienced and reputable firms having valid registration with tax and other relevant authorities, for procurement of Office Stationery as mentioned below. The firms submitting their bids must be appearing on Active Taxpayer List of Income Tax and Sales Tax issued by Federal Board of Revenue, Government of Pakistan.

S.No.	Description
1	Supply of Office Stationery items (Funds available Rs.6,000,000/-)

TERMS AND CONDITIONS

1. Electronic bidding documents as per regulations, containing detailed terms and conditions, specification and requirement etc, are available for the registered bidders on EPADS v2.0 at www.vendors.epads.gov.pk.
2. Application should be submitted electronically only through EPADS v2.0. Manual submission is not allowed.
3. The electronic bids must be submitted by using EPADS v2.0 on or before 20.04.2026 at 11:00 AM which will be opened on the same day at 11:30AM in Conference Room, Regional Tax Office, Hyderabad through EPADS v2.0.
4. All interested bidders must register themselves AT EPADS v2.0 at <http://vendors.epads.gov.pk>.
5. Applications, which are incomplete /not signed/not stamped/fate or submitted by other than specified mode, will be rejected.
6. The contract will be awarded to the most advantageous bid.
7. Tender must be accompanied by a Bank Draft / Pay Order of 2% of the quoted price inclusive of taxes in favour of Chief Commissioners, Regional Tax Office, Hyderabad, as earnest money, otherwise tender shall be rejected.
8. The bidders shall be on Active Taxpayers List (ATL) and shall be regular Income Tax /Sales Tax returns filer and Integrated with FBR. (Where applicable).
9. Bidder / firm shall attach an affidavit Rs.100/- on stamp paper (Latest and Original) to the effect that the firm has not been blacklisted by any other Govt. Departments nor has filed any suit against any govt department.
10. The quotations must be submitted inclusive of all taxes and the procuring agency reserves the right to change the quantity of items.
11. All kind of Taxes will be deducted in accordance with the law.
12. All proposals should include:
 - i. Company's profile, list of such projects handled, list of clients with telephone numbers and addresses.
 - ii. Copies of income tax and Sales Tax Registration certificates.
 - iii. Copy of Active Taxpayer List (ATL) online certificate.
13. Bidder(s) who does not quality cannot challenge the findings of the evaluation or ask for reasons of dis-qualification.
14. The procuring agency reserves the right to accept or reject any or all bids / proposal in accordance with Rules 33 of PPRA Rules.
15. The advertisement / tender detail is available for the registered bidders EPADS v2.0 at <http://vendors.epads.gov.pk> & FBR's website (www.fbr.gov.pk)


(HYDER ABBAS ABBASI)
ADDITIONAL COMMISSIONER-IR (HQs)/
MEMBER PURCHASE COMMITTEE

Form of Bid

Dated: _____

The Chairman
Purchase Committee
Regional Tax Office, Hyderabad

I/We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Document.
- (b) We offer to supply the *Office Stationery* in conformity with the Bidding Document and in accordance with the Delivery and Completion Schedule.
- (c) Our bid shall be valid upto *30-06-2026* from the date fixed for the bid submission deadline in accordance with the Bidding Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
- (d) We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Documents.
- (e) We agree to permit the Purchaser or its representative to inspect our accounts and records and other documents relating to the bid submission and to have them audited by auditors appointed by the Bank.

Name: _____

Seal: _____

Signature: _____

DETAILS OF OFFICE STATIONERY

	NAME OF ITEMS	UNIT	PRICE
1	Calculator (12 Digits)	Each	
2	Paper A4 (70 gram, 500 pages) (BLC or Equivalent)	Each Rim	
3	Paper Legal (70gram, 500 pages) (BLC or Equivalent)	Each Rim	
4	Inward Register No. 3 (Koh-e-Noor or Equivalent)	Each	
5	Outward Register No. 3 (Koh-e-Noor or Equivalent)	Each	
6	Ball Pen (Blue)	Packet	
7	Ball Pen (Black)	Packet	
8	Uni Ball (Blue)	Packet	
9	Uni Ball (Green)	Packet	
10	Uni Ball (Red)	Packet	
11	Stapler Pin	Packet	
12	Stapler	Each	
13	Fluid Pen	Each	
14	Sharpener (30 pieces)	Jar	
15	Pencil (HB or Equivalent)	Packet	
16	Gum Stick (Dollar or Equivalent)	Each	
17	Brown Envelope (9x4 size)	Packet	
18	Brown Envelope (11x5size)	Packet	
19	Brown Envelope (A4 Size)	Packet	
20	Brown Envelope (File Size)	Packet	
21	Register 100 pages (Product of Salman or Equivalent)	Each	
22	Register 200 pages (Product of Salman or Equivalent)	Each	
23	Register 300 pages (Product of Salman or Equivalent)	Each	
24	Highlighter	Each	
24	File Binder	Each	
26	Dak Cover	Each	