

Standard Bidding Document

Annual Tender for Procurement of Stationery, Misc, Livery items and
Telephone Accessories
(Goods)

National

Single Stage-Two Envelope



August 19, 2026

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REQUEST FOR BIDS

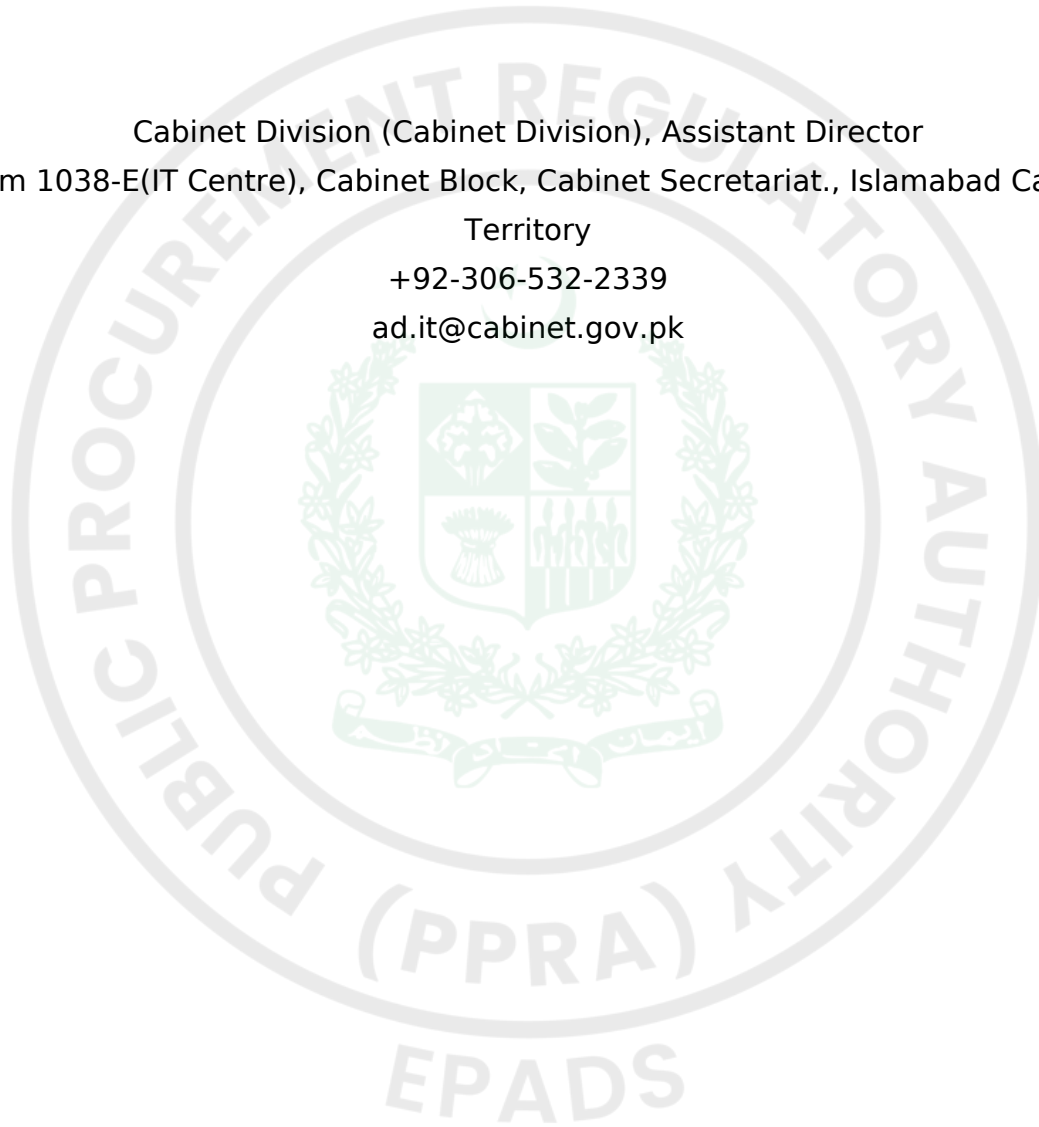
PROCUREMENT OF GOODS

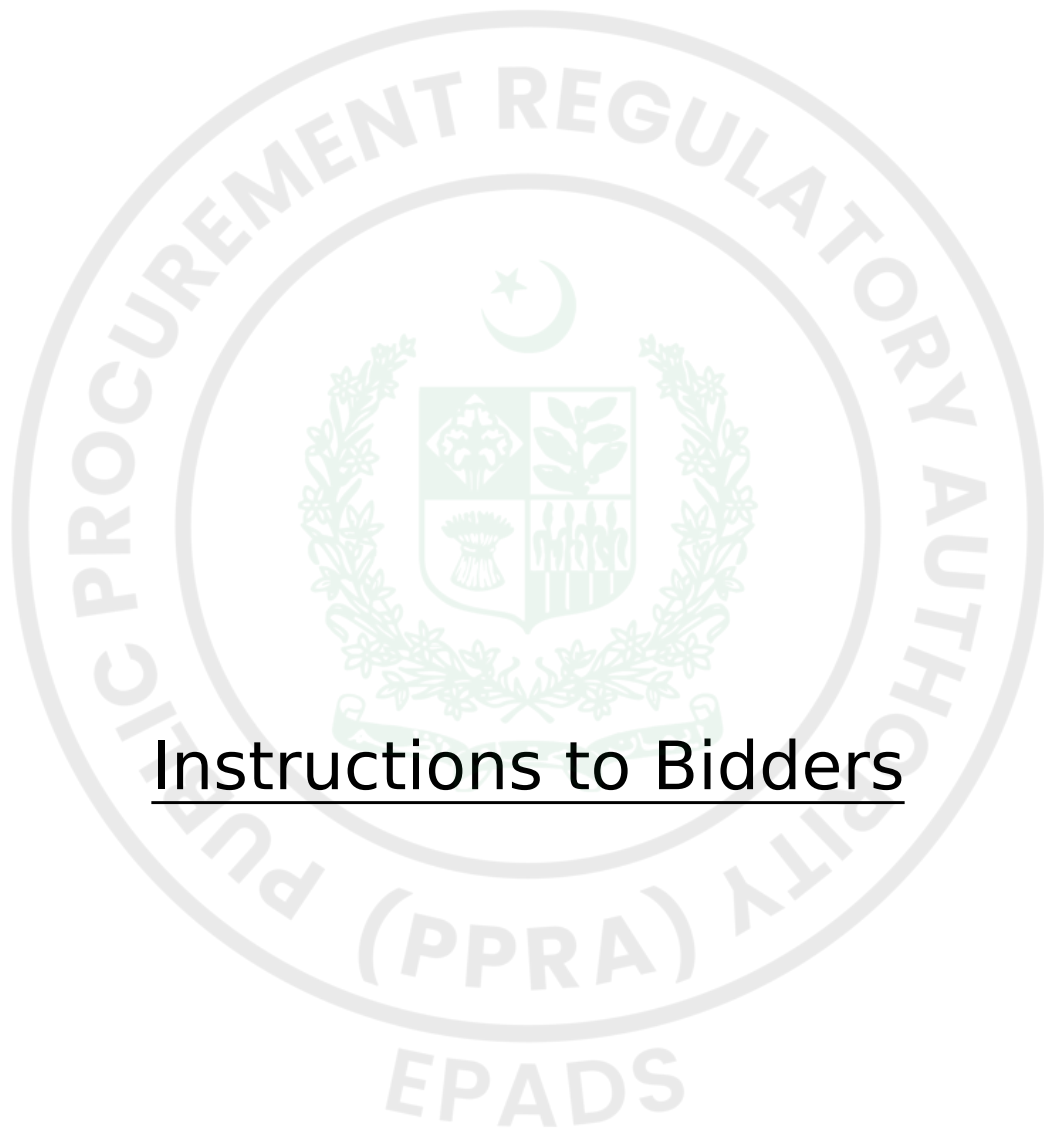
1. The **Cabinet Division (Cabinet Division)** has reserved Funds for the procurement planned for FY **2026-27**. The **Cabinet Division (Cabinet Division)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "**Annual Tender for Procurement of Stationery, Misc, Livery items and Telephone Accessories**" with the reference of "**P90331**"
2. The **Cabinet Division (Cabinet Division)** invites sealed Bids from eligible Bidders for procurement of goods described in the bidding documents on **EPADS v2.0**.
3. **Single Stage-Two Envelope** will be used by adopting **Quality and Cost Based Selection (QCBS)** Technique for the subject procurement, in line with the Public Procurement Rules, 2004 and any Regulations, Regulatory Guides, Procurement Guidelines or Instructions issued by the Authority from time to time.
4. All Bids must be accompanied by a Bid Security amounting described in Bid Security Section in Bidding Document in the form of **Pay Order, Call at Deposit** or all bids must be accompanied by bid securing declaration in the format specified in the Bidding documents
5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at **<https://epads.gov.pk/opportunities/federal/procurements/90331>** for all the interested bidders registered on **EPADS v2.0**. Bidders are required to get themselves registered on **EPADS v2.0** to participate in Bidding process.
6. The e-bids, prepared in accordance with the instructions in the e-Bidding Documents, must be submitted through **EPADS v2.0** on or before **Monday, September 7, 2026 11:00 AM**. E-bids will be opened using **EPADS v2.0** on the same day at **Monday, September 7, 2026 11:30 AM**. Manual submission of Bids shall not be entertained. Those vendors who have not yet

registered on the new version of **EPADS v2.0**, may register themselves on <https://vendors.epads.gov.pk/>. A tutorial to explain the registration process is available at <https://www.youtube.com/watch?v=MNW6T38v7tc>

In terms of Rule 48 of Public Procurement Rules, 2004 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on the procuring agency's website and on Authority's website at (www.ppra.org.pk).

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Instructions to Bidders

A. Introduction

1.Scope of Bids

1.1 The Procuring Agency (PA), as indicated in the **Bids Data Sheet (BDS)** invites Bids **through EPADS v2.0** for the provision of Goods for as specified in the BDS and **in Section V - Evaluation Criteria, Specifications & Schedule of Requirements**. The name, identification, and number of items/deliverables are provided in the **BDS**. The successful Bidders will be expected to provide the goods within the specified period and timeline(s) as stated in the **BDS**.

2. Source of Funds

2.1 Source of funds is referred in Clause-1 of Invitation for Bids.

3. Eligible Bidders

3.1 A Bidder may be natural person, company or firm or public or semi-public agency of Pakistan or any foreign country, or any combination of them with a formal existing agreement (on Judicial Papers) in the form of a joint venture, consortium, or association. In the case of a joint venture, consortium, or association, all members shall be jointly and severally liable for the execution of the Contract in accordance with the terms and conditions of the Contract. The joint venture, consortium, or association shall nominate a Lead Member as nominated in the BDS, who shall have the authority to conduct all business for and on behalf of any and all the members of the joint venture, consortium, or association during the Bidding process, and in case of award of contract, during the execution of the contract.

3.2 Verifiable copy of the agreement that forms a joint venture, consortium or association shall be required to be submitted as part of the Bid.

3.3 The appointment of Lead Member in the joint venture, consortium, or association shall be confirmed by submission of a valid Power of Attorney to the Procuring Agency.

3.4 Any bid submitted by the joint venture, consortium or association shall indicate the part of proposed contract to be performed by each party and each party shall be evaluated (or post qualified if required) with respect to its contribution only, and the responsibilities of each party shall not be substantially altered without prior written approval of the Procuring Agency and in line with

any instructions issued by the Authority.

(The limit on the number of members of JV or Consortium or Association may be prescribed in BDS, in accordance with the guidelines issued by the PPRA).

3.5 The invitation for Bids is open to all prospective suppliers, manufacturers, or authorized agents / dealers subject to any provisions of incorporation or licensing by the respective national incorporating agency or statutory body established for that particular trade or business. Procuring agencies shall specify the registration/licensing requirements for the foreign bidders keeping in view the requirement of that business.

3.6 A Bidder shall not have a conflict of interest. All Bidders found to have a conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest with one or more parties in this Bidding process, if they:

1. are associated or have been associated in the past, directly or indirectly with a firm or any of its affiliates which have been engaged by the Procuring Agency to provide consulting services for the preparation of the design, specifications and other documents to be used for the procurement of the Goods to be purchased under this Invitation for Bids.
2. have controlling shareholders in common; or
3. receive or have received any direct or indirect subsidy from any of them; or
4. have the same legal representative for purposes of this Bid; or
5. have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the Bids of another Bidder, or influence the decisions of the Procuring Agency regarding this Bidding process; or
6. Submit more than one Bid in this Bidding process.

3.7 A Bidder may be ineligible if –

1. he is declared bankrupt or, in the case of company or firm, insolvent;
2. payments in favor of the Bidder is suspended in accordance with the judgment of a court of law other than a judgment declaring bankruptcy and resulting (in accordance with the national laws) in the total or partial loss of the right to administer and dispose of its property;

3. the Bidder is convicted, by a final judgment, of any offence involving professional conduct;

4. the Bidder is blacklisted locally or by international organizations and hence debarred due to involvement in corrupt and fraudulent practices, or performance failure or due to breach of Bid securing declaration.

3.8 As and when required, bidders shall provide to the Procuring Agency evidence of their eligibility, proof of compliance with the necessary legal requirements to carry out the contract effectively.

3.9 Bidders shall submit Bids relating to the nature, conditions and modalities of sub-contracting wherever the sub-contracting of any elements of the contract amounting to more than ten (10) percent of the Bid price is envisaged.

4. Eligible Goods and Related Services

4.1 All goods and related services to be supplied under the contract shall have their origin in eligible source countries, and all expenditures made under the contract will be limited to such goods and services. For purpose of this Bid, ineligible countries are the countries declared ineligible by the Federal Government.

5. One Bid per Bidder

5.1 A bidder shall submit only one Bid, in the same bidding process, either individually as a Bidder or as a member in a joint venture or any similar arrangement.

5.2 The Bidder shall not engage a subcontractor for any portion of the contract if the value of such subcontracting exceeds thirty percent (30%) of the total contract amount.

6. Cost of Bidding

6.1 Any cost incurred by the bidder relating to the preparation and submission of its Bid shall be borne by the bidder, and the Procuring Agency shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

B. Bidding Documents

7. Contents of Bidding Document

7.1 The Goods required, Bidding procedures, and terms and conditions of the contract are prescribed in the Bidding Documents. In addition to the Invitation for Bids, the Bidding documents which should be read in conjunction with any addenda issued in accordance with **ITB 9.1** include:

Section I -Invitation to Bids

Section II Instructions to Bidders (ITB)

Section III Bid Data Sheet (BDS)

Section IV Evaluation Criteria, Specifications, Schedule of Requirements

Section V Bid Forms

Section VI General Conditions of Contract (GCC)

Section VII Special Conditions of Contract (SCC)

Section VIII Contract Forms

7.2 The Bidder is expected to examine all instructions, forms, terms and specifications in the Bidding documents. Failure to furnish all the information required in the Bidding documents through **EPADS v2.0** will be at the Bidder's risk and may result in the rejection of his Bids.

8. Clarification of Bidding documents

8.1 A prospective Bidder requiring any clarification of the Bidding documents may notify the Procuring Agency through **EPADS v2.0**.

8.2 The Procuring Agency will within three (3) working days after receiving the request for clarification, respond to any request for clarification through **EPADS v2.0** provided that such request is received not later than three (03) days prior to the deadline for the submission of Bids as prescribed in **ITB 22**

8.3 Copies of the Procuring Agency's response will be forwarded to all identified Prospective Bidders through **EPADS v2.0**, including a description of the inquiry, but without identifying its source.

8.4 Should the Procuring Agency deem it necessary to amend the Bidding document as a result of a clarification, it shall do so following the procedure under **ITB 9**.

8.5 If indicated **in the BDS**, the Bidder's designated representative is invited at the Bidder's cost to attend a pre-Bid meeting at the place, date and time mentioned **in the BDS**. During this pre-Bid meeting, prospective Bidders may request clarification of the schedule of requirement, the Evaluation Criteria or any other aspects of the Bidding document.

8.6 Minutes of the pre-Bid meeting, if applicable, including the text of the questions asked by Bidders, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be uploaded on **EPADS v2.0**. Any modification to the Bidding documents that may become necessary as a result of the pre-Bid meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to **ITB 9**. Non-attendance at the pre-Bid meeting will not be a cause for disqualification of a Bidder.

9. Amendment of Bidding documents

9.1 Before the deadline for submission of Bids, the Procuring Agency for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder or Pre-Bid meeting may modify the Bidding documents by issuing addenda through **EPADS v2.0**.

9.2 The Procuring Agency shall promptly publish the addendum through **EPADS v2.0**.

9.3 Any addendum issued including the notice of any extension of the deadline shall also be communicated through EPADS v2.0 to all the bidders who have already submitted their bids. Such bidders shall have the right to withdraw their already submitted bid and re-submit the revised bid prior to the original or extended bid submission deadline.

9.4 To give prospective Bidders reasonable time in which to take an addendum/corrigendum into account in preparing their Bids, the Procuring Agency may, at its discretion, extend the deadline for the submission of Bids through **EPADS v2.0**:

Provided that the Procuring Agency shall extend the deadline for submission of Bids, if such an addendum is issued within last three (03) days of the Bids submission deadline.

C. Preparation of Bids

10. Language of Bid

10.1 The Bid prepared by the bidder, as well as all correspondence and documents relating to the Bids exchanged by the Bidder and the Procuring Agency shall be written in the English language unless otherwise specified in the BDS. Supporting documents and printed literature furnished by the Bidder may be in another language provided they are accompanied by an accurate translation of the relevant pages in the English language unless otherwise specified in the **BDS**, in which case, for purposes of interpretation of the Bidder, the translation shall govern.

11. Documents and samples Constituting the Bid

11.1 The Bid prepared by the Bidder shall constitute the documents required in the **BDS**.

Details of sample(s) where applicable and requested in the BDS.

1. Documentary evidence established in accordance with ITB that the Bidder is eligible and/or qualified for the subject bidding process;
2. Documentary evidence establish that the Bidder has been authorized by the manufacturer to deliver the goods into Pakistan, where required and where the supplier is not the manufacturer of those goods;
3. Documentary evidence establish that the goods and related services to be supplied by the Bidder are eligible goods and services, and conform to the Bidding Documents;
4. Bid security or Bid Securing Declaration furnished in accordance with **ITB 18**.

12. Documents Establishing Eligibility of the Goods and Conformity to Bidding documents

12.1 To establish the conformity of the bidder to the Bidding document, the Bidder shall furnish as part of its Bids the documentary evidence that Goods provided conform to the technical specifications and standards.

13. Documents Establishing Eligibility and Qualification of the Bidder

13.1 The Bidder shall furnish, as part of its Bid, all those documents establishing the Bidder's eligibility to participate in the Bidding process and/or its qualification to perform the contract if its Bid is accepted.

14. Form of Bids

14.1 The Bidder shall fill the Form of Bid furnished in the Bidding documents. The Bids Form must be completed without any alterations to its format and no substitute shall be accepted.

15. Bids Prices

15.1 The Bids Prices quoted by the Bidder in the Form of Bid and in the Price Schedules shall conform to the requirements specified below or exclusively mentioned hereafter in the Bidding documents.

15.2 All items in the Schedule of Requirement must be listed and priced separately in the Price Schedule(s). If a Price Schedule shows items listed but not priced and neither explicitly denied, their prices shall be construed to be included in the prices of other items.

15.3 Items not listed in the Price Schedule shall be assumed not to be included in the Bid, and provided that the Bid is still substantially responsive in their absence or due to their nominal nature, the corresponding average price of the respective item(s) of the remaining substantially responsive Bidder(s) shall be construed to be the price of those missing item(s).

15.4 The Bid price to be quoted in the Form of Bid in accordance with **ITB 14.1** shall be the total price of the Bid.

15.5 The Bidder shall indicate on the appropriate Price Schedule, the unit prices (where applicable) and total Bid price of the Goods it proposes to provide under the contract.

15.6 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the contract and not subject to variation on any account. A Bid submitted with an adjustable price will be treated as non-responsive and shall be rejected.

16. Bids Currencies

16.1 Prices shall be quoted in Pakistani Rupees unless otherwise specified in the BDS in accordance with Rule 30 (2) of the Public Procurement Rules, 2004.

17. Bids Validity Period

17.1 Bids shall remain valid for the period specified in the **BDS** after the Bid submission deadline prescribed by the Procuring Agency. A Bid valid for a shorter period shall be rejected by the Procuring Agency as non-responsive. The period of Bid validity will be determined from the complementary Bid securing instrument, i.e. the expiry period of Bid Security or Bids Securing Declaration as the case may be.

17.2 The procuring agency shall ordinarily be under an obligation to process and evaluate the bid and to issue letter of award within the stipulated bid validity period.

17.3 Under exceptional circumstances, prior to the expiration of the initial Bid validity period, the Procuring Agency may request the Bidders' consent to an extension of the period of validity of their Bids only once through **EPADS v2.0**, for the period not more than the period of initial bid validity. The Bid Security provided under **ITB 18** shall also be suitably extended. A Bidder may refuse the request without forfeiting its Bid security or causing to be executed its Bid Securing Declaration. A Bidder agreeing to the request will not be required nor permitted to modify its Bid, but will be required to extend the validity of its Bid Security or Bid Securing Declaration for the period of the extension.

18. Bid Security or Bid Securing Declaration

18.1 The Bidder shall furnish as part of its Bid, a Bid Security in accordance with Rule 25 of the Public Procurement Rules, 2004.

18.2 The original Bid Security shall be enclosed within the sealed envelope and to be submitted physically before closing time for submission of bids. Whereas, scanned copy of bid security shall be uploaded electronically through EPADS v2.0 before closing hours for submission of bids.

18.3 The Bidder who failed to submit the original Bids security before the submission deadline shall be disqualified straightaway.

18.4 The Bid Security or Bid Securing Declaration is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to **ITB 18.7**.

18.5 The Bid Security shall be denominated in the local currency, and it shall be a Bank Draft in the name of the Procuring Agency and valid for twenty-eight (28) days beyond the end of the validity of the Bid. This shall also apply if the period

for Bids/Bid Validity is extended. In either case, the form must include the complete name of the Bidder.

18.6 The Bid Security shall be payable promptly upon written demand by the Procuring Agency in case any of the conditions listed in **ITB 18** are invoked.

18.7 Unsuccessful Bidders' Bid Security will be discharged or returned as promptly as possible, however in no case later than thirty (30) days after the expiration of the period of Bids Validity prescribed by the Procuring Agency pursuant to **ITB 17**. The Procuring Agency shall make no claim to the amount of the Bid Security, and shall promptly return the Bid Security document, after whichever of the following that occurs earliest:

- a. the expiry of the Bid Security;
- b. the entry into force of a procurement contract and the provision of a Performance Guarantee, for the performance of the contract if such a guarantee, is required by the Bid documents;
- c. the rejection by the Procuring Agency of all Bids;
- d. the withdrawal of the Bids prior to the deadline for the submission of Bids, unless the Bids documents stipulate that no such withdrawal is permitted.

18.8 The successful Bidder's Bids Security will be discharged upon the Bidder signing the contract, or furnishing the Performance Guarantee.

18.9 The Bid Security may be forfeited or the Bid Securing Declaration executed:

- a. if a Bidder:
- b. withdraws its Bid during the period of Bid Validity as specified by the Procuring Agency, and referred by the Bidder on the Form of Bids except as provided for in **ITB 17.2**; or
- c. does not accept the correction of errors; or
- d. in the case of a successful Bidder, if the Bidder fails:
- e. to sign the contract; or
- f. to furnish Performance Guarantee.

19. Withdrawal, Substitution, and Modification of Bid

19.1 Before Bid submission deadline, any Bidder may withdraw, substitute, or modify its Bid after it has been submitted through EPADS v2.0. Bids requested to be withdrawn, shall be returned unopened to the Bidders through **EPADS v2.0**.

20. Format and Signing of Bid

20.1 The Bidder shall prepare and submit Bids with due diligence after carefully reading all the terms and condition **before bid submission deadline** through EPADS v2.0.

D. Submission of Bids

21. Submission of Bids through EPADS v2.0

21.1 The Technical and Financial Bids if required to submitted, shall be submitted on **EPADS v2.0**.

22. Deadline for Submission of Bids

22.1 Bids shall be received by the Procuring Agency through **EPADS v2.0** before bid submission deadline.

22.2 The Procuring Agency may, under exceptional circumstances, extend the deadline for the submission of Bids, after recording reasons in writing and in an equal opportunity manner.

In such case, all rights and obligations of the Procuring Agency and the Bidders that were previously governed by the original deadline shall thereafter be subject to the revised deadline.

E. Opening and Evaluation of Bids

23. Opening of Bids

23.1 The Bid Evaluation Committee of the Procuring Agency shall open all Bids through the EPADS v2.0, on the date and time specified in the Bid Data Sheet (BDS).

23.2 The Bid Evaluation Committee **shall generate minutes through EPADS v2.0 containing brief details of bid opening process.** The record of the Bid opening shall include, as a minimum: the name of the Bidder, the Bid price if applicable, and the presence or absence of a Bid Security or Bid Securing Declaration.

23.3 The procuring agency shall live broadcast the opening of bids on national media or on their website or digital channels, if the volume of procurement exceeds five hundred million rupees in case of goods and services and one thousand million rupees in case of works.

23.4 In case the date of opening of bid has been declared as public holiday or the procuring agency fail to open bid due to any EPADS v2.0 related issues, the submission and opening of bids shall be shifted to the next working day on the same time.

23.5 In case of Single Stage One Envelope Procedure, the Bidders names, the Bid prices, the total amount of each Bid and, the presence or absence of Bid Security, Bid Securing Declaration and such other details as the Procuring Agency may consider appropriate, will be announced by the Bid Evaluation Committee.

24. Clarification of Bids

24.1 To assist in the examination, evaluation and comparison of Bids of the Bidders, the Procuring Agency may, ask any Bidder for a clarification of its Bid including breakdown of prices.

24.2 The request for clarification and the response shall be sought through EPADS v2.0 **before three days prior to the deadline for submission of bids.** No change in the prices or substance of the Bids shall be sought, offered, or permitted.

24.3 The alteration or modification in the BIDS which in any way affect the following parameters will be considered as a change in the substance of a Bids:

1. evaluation & qualification criteria;
2. required scope of work or specifications;
3. all securities requirements;
4. tax requirements;

5. terms and conditions of Bidding documents.

6. change in the ranking of the Bidder

24.4 From the time of Bids opening to the time of Contract award if any Bidder wishes to contact the Procuring Agency on any matter related to the Bids it should do so through **EPADS v2.0**.

25. Preliminary Examination of Bids

25.1 Prior to the detailed evaluation of Bids, the Procuring Agency will determine whether each Bid:

1. meets the eligibility criteria defined in **ITB 3**;
2. has been prepared as per the format and contents defined by the Procuring Agency in the Bidding documents;
3. is accompanied by the required securities; and
4. is substantially responsive to the requirements of the Bidding documents.

25.2 The Procuring Agency's determination of a Bid's responsiveness will be based on the contents of the Bid itself.

25.3 A substantially responsive Bid is one which conforms to all the terms, conditions, and specifications of the Bidding documents, without material deviation or reservation. A material deviation or reservation is one that: -

1. affects in any substantial way the scope, quality, or performance of the Goods;
2. limits in any substantial way, inconsistent with the Bidding documents, the Procuring Agency's rights or the Bidders obligations under the Contract; or
3. if rectified, would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids.

25.3 If a Bids is not substantially responsive, it will be rejected by the Procuring Agency and may not subsequently be evaluated for complete technical responsiveness.

26. Examination of Terms and Conditions; Technical Evaluation

26.1 The Procuring Agency shall examine the Bids to confirm that all terms and conditions specified in the **GCC** and the **SCC** have been accepted by the Bidder without any material deviation or reservation.

26.2 The Procuring Agency shall evaluate the technical aspects of the Bids submitted, to confirm that all requirements specified in Schedule of Requirements and Technical Specifications of the Bidding documents have been met without material deviation or reservation.

26.3 If after the examination of the terms and conditions and the technical evaluation, the Procuring Agency determines that the Bid is not substantially responsive in accordance with **ITB 25.2**, it shall reject the Bid.

27. Correction of Errors

27.1 Bids determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows: -

1. if there is a discrepancy between unit prices and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected, unless in the opinion of the Procuring Agency there is an obvious misplacement of the decimal point in the unit price, in which the total price as quoted shall govern and the unit price shall be corrected;
2. if there is an error in a total corresponding to the addition or subtraction of sub-totals, the sub-totals shall prevail and the total shall be corrected; and
3. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern.
4. Where there is discrepancy between grand total of price schedule and amount mentioned on the Form of Bids, the amount referred in Price Schedule shall be treated as correct subject to elimination of other errors.

27.2 The amount stated in the Bid will, be adjusted by the Procuring Agency in accordance with the above procedure for the correction of errors and, with the concurrence of the Bidder, shall be considered as binding upon the Bidder. If the Bidder does not accept the corrected amount, its Bid will then be rejected, and the Bid Security may be forfeited or the Bids Securing Declaration may be executed.

28. Conversion to Single Currency

28.1 To facilitate evaluation and comparison, the Procuring Agency will convert all Bids prices expressed in the amounts in various currencies in which the Bids prices are payable. For the purposes of comparison of bids quoted in different currencies, the price shall be converted into a single currency specified in the bidding documents. The rate of exchange shall be the selling rate prevailing on the date of opening of financial bids specified in the bidding documents, in accordance with weighted average customer exchange rates list issued by the State Bank of Pakistan on that day.

29. Evaluation of Bids

29.1 The Bids, quotations, or proposals shall be evaluated by the respective evaluation committees as per evaluation criteria described in the Bidding Documents in accordance with Rule 29 and 30 of the Public Procurement Rules, 2004.

1. Least Cost Based Selection (LCBS)

After meeting the requirements of eligibility, qualification and substantial responsiveness, the bid in compliance with all the mandatory (technical) specifications/requirements and/or requisite quality threshold (if any), and having lowest evaluated cost (or financial proposal) shall be considered Successful Bid.

2. Quality and Cost Based Selection (QCBS)

In such combination, there shall be some specific weightage of both the technical features and financial aspects of the proposal. The financial marks shall be awarded on the basis of inverse proportion calculations. The successful bid shall be declared, on the basis of combined evaluation.

3. Quality Based Selection (QBS)

After meeting the requirements of eligibility, qualification and substantial responsiveness the bid in compliance with all the mandatory (technical) specifications/requirements and attaining highest marks in the Technical Evaluation considering all other qualitative and/or quantitative parameters (or point rated criteria) for technical proposal(s) such as working methodology, implementation plan, resource allocation, additional functionalities, risk management approach, knowledge transfer techniques, post implementation methodology etc. shall be treated as highest ranked bid. Later on, the financial proposal of highest ranked bidder shall be opened, however, in case of failure to proceed further with such a bidder, the procuring agency may resort to second

highest bidder and so on.

29.2 In case of tie of bids, the bidders shall be provided an opportunity to offer their best and final monetary offer through EPADS v2.0. However, in no case the rates shall be higher than the original financial bids.

30. Domestic Preference

30.1 The procuring agency shall evaluate and compare bids, allow for preference to domestic bidders, while competing with the international bidders in accordance with the policies of Federal Government.

The percentage of preference, to be accorded shall be clearly mentioned in the bidding documents under the bid evaluation criteria.

31. Determination of Successful Bid

31.1 Selection technique will be adopted for determining the Successful Bid in accordance with the criteria referred in the BDS or prescribed in the separate section titled as Evaluation Criteria.

31.2 In case where the Procuring Agency adopts the Cost Based Evaluation Technique and, the Bid with the lowest evaluated price from amongst those which are eligible, compliant and substantially responsive shall be the Successful Bid.

31.3 The Procuring Agency may adopt the Quality & Cost Based Selection Technique due to the following two reasons:

1. Where the Procuring Agency knows about the main features, usage and output of the products; however not clear about the complete features, technical specifications and functionalities of the goods to be procured and requires the bidders to submit their proposals defining those features, specifications and functionalities; or
2. Where the Procuring Agency, in addition to the mandatory requirements and mandatory technical specifications, requires parameters specified in Evaluation Criteria to be evaluated while determining the quality of the goods.

31.4 In such cases, the Procuring Agency may allocate certain weightage to these factors as a part of Evaluation Criteria, and may determine the ranking of the bidders on the basis of combined evaluation in accordance with provisions of Rule 2(1)(h) of the Public Procurement Rules, 2004.

32. Abnormally Low Financial Bids

32.1 Where the Bid price is considered to be abnormally low, the Procuring Agency shall perform price analysis either during determination of Successful Bids or as a part of the post-qualification process.

32.2 The Procuring Agency may reject an Abnormally low financial bids.

32.3 In order to identify the Abnormally Low Bids (ALB) following approaches can be considered to minimize the scope of subjectivity:

1. Comparing the Bids price with the cost estimate;
2. Comparing the Bids price with the Bids offered by other Bidders submitting substantially responsive Bids; and
3. Comparing the Bids price with prices paid in similar contracts in the recent past either government- or development partner-funded.

32.4 The Procuring Agency will determine to its satisfaction whether the Bidder that is selected as having submitted the successful bid is qualified to perform the contract satisfactorily.

32.5 The determination will take into account the Bidder's financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, as well as such other information as the Procuring Agency deems necessary and appropriate. Factors not included in these Bidding documents shall not be used in the evaluation of the Bidders' qualifications.

32.6 Procuring Agency may seek "Certificate for Independent Price Determination" from the Bidder and the results of reference checks may be used in determining an award of contract.

Explanation: The Certificate shall be furnished by the Bidder. The Bidder shall certify that the price is determined keeping in view of all the essential aspects such as raw material, its processing, value addition, optimization of resources due to economy of scale, transportation, insurance and margin of profit etc.

32.7 An affirmative determination will be a prerequisite for award of the contract to the Bidder. A negative determination will result in rejection of the Bidder's Bids, in which event the Procuring Agency will proceed to the next ranked Bidder to make a similar determination of that Bidder's capabilities to

perform satisfactorily.

F. Award of Contract

33. Criteria of Award

33.1 The Procuring Agency will award the Contract to the Bidder whose Bids has been determined to be substantially responsive to the Bidding documents and who has been declared as Most Advantageous Bidder.

34. Negotiations

34.1 The procuring agency shall not engage in negotiations with respect to scope and price with the bidder except when the procuring agency conducts a procurement using direct **or negotiated** contracting or a request for proposals with evaluation based on quality alone.

34.2 The procuring agency may negotiate with the most advantageous bid with a view to streamline the work or task execution, at the time of contract finalization on methodology, work plan, staffing, finalizing payment arrangements, delivery arrangements, minor amendments to the special conditions of the contract.

35. Procuring Agency Right to reject all bids

35.1 The Procuring Agency reserves the right to reject all bids or proposals at any time prior to the issuance of the Letter of Award, without incurring any liability, in accordance with Rule 33 of the Public Procurement Rules, 2004.

36. Procuring Agency's Right to Vary Quantities at the Time of Award

36.1 The Procuring Agency reserves the right at the time of contract award to increase or decrease the **quantity of** Goods originally specified in these Bidding documents provided this does not exceed **by** 15%, without any change in unit price or other terms and conditions of the Bids and Bidding documents.

37. Notification of Award

37.1 Prior to the award of contract, the procuring agency shall announce and publish the result of bid evaluation on **EPADS v2.0** in accordance with Rule 35

of the Public Procurement Rules, 2004.

37.2 The Bidder whose Bids has been accepted will be notified of the award by the Procuring Agency prior to expiration of the Bids/Bid Validity period. The Letter of Award will state the sum that the Procuring Agency will pay the successful Bidder in consideration for the delivery of Goods as prescribed by the Contract (hereinafter and in the Contract called the "Contract Price).

37.3 The Letter of award will constitute the formation of the Contract, subject to the Bidder furnishing the Performance Guarantee and signing of the contract.

38. Signing of Contract

38.1 Promptly after issuance of Letter of award, Procuring Agency shall send the successful Bidder the draft Contract, incorporating all terms and conditions as agreed by the parties to the contract.

38.2 Immediately after the Redressal of grievance by the GRC (if any), mandatory standstill period in accordance with Rule 35 of the Public Procurement Rules, 2004 and **after fulfillment of all condition's precedent** of the Contract Form, the successful Bidder and the Procuring Agency shall sign the Contract.

39. Corrupt & Fraudulent Practices

39.1 Procuring Agencies (including beneficiaries of Government funded projects and procurement) as well as Bidders/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts, and will avoid to engage in any corrupt and fraudulent practices.

F. Grievance Redressal & Complaint Review Mechanism

40. Constitution of Grievance Redressal

40.1 The Grievance Redressal Committee shall address the grievance, if any submitted by any party, including the bidder, in accordance with Rule 48 of the Public Procurement Rules, 2004 to be read with Redressal of Grievances Regulations, 2021.

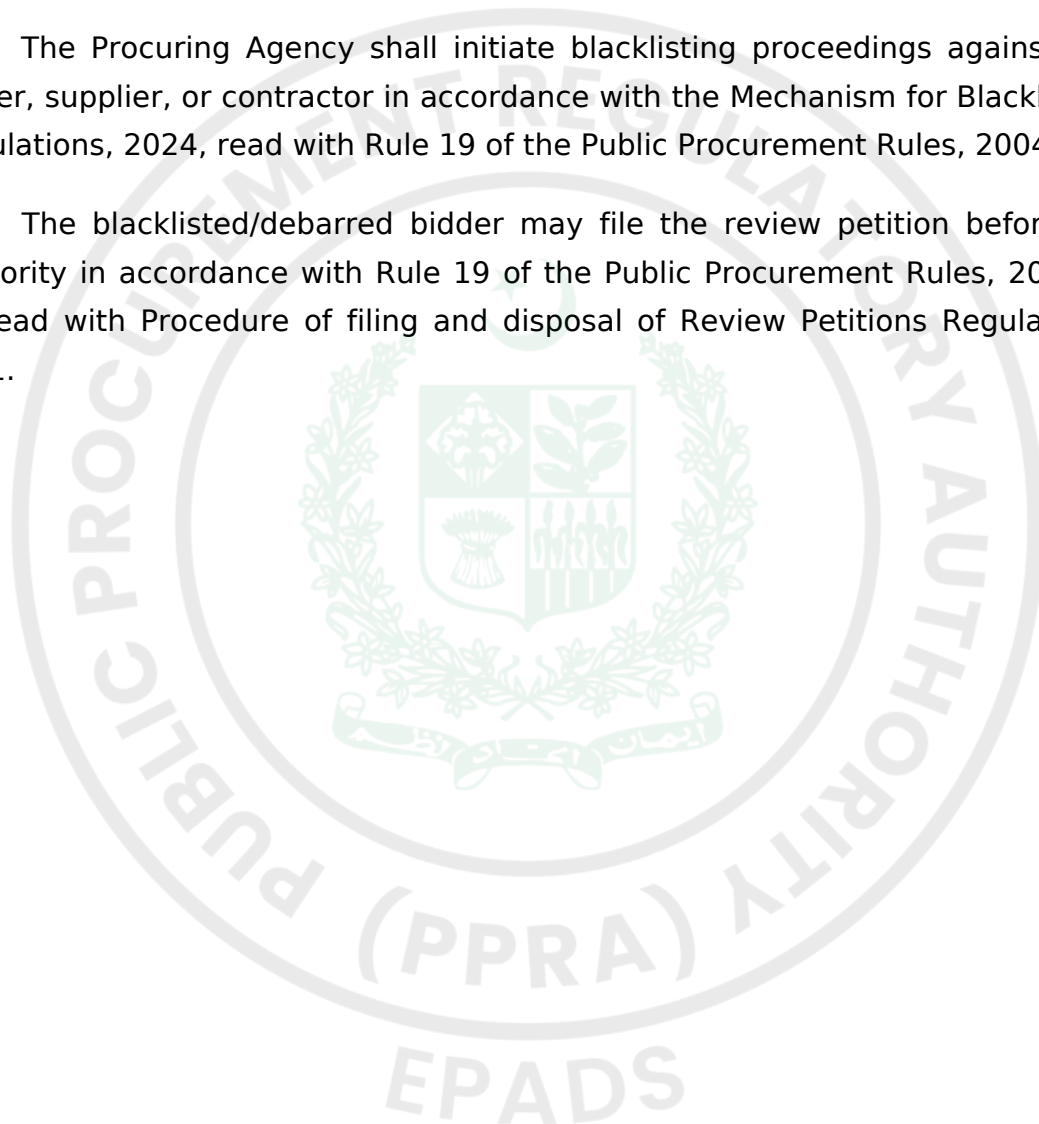
40.2 In case if any party or the bidder is not satisfied with the decision of the GRC or if it fails to decide within ten days, the bidder or the party may file an appeal before the Appellate Committee of the Authority in accordance with Rule 48 of the Public Procurement Rules, 2004 to be read with Redressal of Grievances Regulations, 2021.

G. Mechanism of Blacklisting

41. Mechanism of Blacklisting

41.1 The Procuring Agency shall initiate blacklisting proceedings against any bidder, supplier, or contractor in accordance with the Mechanism for Blacklisting Regulations, 2024, read with Rule 19 of the Public Procurement Rules, 2004.

41.2 The blacklisted/debarred bidder may file the review petition before the Authority in accordance with Rule 19 of the Public Procurement Rules, 2004 to be read with Procedure of filing and disposal of Review Petitions Regulations, 2021.





Bid Data Sheet

Bids Data Sheet (BDS)

The following specific data for the procurement of Goods to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

BDS Clause Number

ITB Number

Amendments of, and Supplements to, Clauses in the Instruction to Bidders

A. Introduction

BDS Clause Number 1

ITB Number 1.1

Name of Procuring Agency: **Cabinet Division (Cabinet Division)**

The subject of procurement is: **Annual Tender for Procurement of Stationery, Misc, Livery items and Telephone Accessories**

Expected commencement date: **Wednesday, September 30, 2026**

BDS Clause Number 2

ITB Number 2.1

Financial year for the operations of the Procuring Agency: **2026-27**

Name and identification number of the Contract: **P90331**

BDS Clause Number 3

ITB Clause Number 3.1

JV/Consortium or Association Allowed: **No**

Number of JV/Consortium Members: **Nil**

see section of eligibility criteria.

B. Bidding Documents

BDS Clause Number 4

ITB Number 8.1

The Bidders may seek clarifications through **EPADS v2.0** : Clarification Date:
Thursday, August 27, 2026

C. Preparation of Bids

BDS Clause Number 5

ITB Number 10.1

The Language of all correspondences and documents related to the Bids shall be in: **English**

List of documents required along with the bid:

1. Certificate of Incorporation/Registration from relevant authority (SECP, Registrar of Firms, etc.)
2. NTN Certificate, Active Taxpayer List (ATL) status and Sales Tax Registration (where applicable).
3. Affidavit that the firm is not blacklisted/debarred and is compliant with applicable labour laws including EOBI and Social Security registration where applicable.

BDS Clause Number 6

ITB Number 11.1

Items/Lots and threere related documents:

See section items and Lots

BDS Clause Number 7

ITB Number 12.1

Items / Lots Specifications:

see section of items specifications.

BDS Clause Number 8

ITB Number 15.6

The price shall be **Fixed**.

BDS Clause Number 9

ITB Number 16.1

Currency of the Bids shall be : **PKR**

BDS Clause Number 10

ITB Number 17.1

The Bids/Bid Validity period shall be: **90 Days**

BDS Clause Number 11

ITB Number 18.1

The amount of Bid Security shall be as defined in Bid Security Section for items and lots given in **BDS 6**

The Bid Security shall be in the form of: **Pay Order, Call at Deposit**

D. Submission of Bids

BDS Clause Number 12

ITB Number 20.1

Bid shall be submitted online on EPADS v2.0 whereas hard copy of the bid security should be submitted to the following;

Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory before bid submission deadline.

Bids that are not submitted on EPADS v2.0 shall be disqualified.

The deadline for Bids submission is: **Monday, September 7, 2026 11:00 AM**

E. Opening and Evaluation of Bids

BDS Clause Number 13

ITB Number 23.1

The Bids opening shall take place on **EPADS v2.0**.

Day : **Monday**

Date: **Monday, September 7, 2026**

Time : **11:30 AM**

BDS Clause Number 14

ITB Number 31.1

Selection technique adopted will be: **Quality and Cost Based Selection (QCBS)**

see Evaluation Criteria

F. Review of Procurement Decisions

BDS Clause Number 15

ITB Number 41.1

Grievance against this procurement shall be submitted online on EPADS v2.0.

Arbitrator shall be appointed by mutual consent of the both parties.



Eligibility Criteria

Bidder's Type	Required Registration
Individual / Individual Consultant	NADRA CITIZENSHIP (CNIC/NICOP)
Sole Proprietorship	FBR (NTN)
Partnership Firm	FBR (GSTN)
Company (Private Limited)	SECP

Eligibility Criteria	Document
Certificate of Incorporation/Registration from relevant authority (SECP, Registrar of Firms, etc.)	Yes
NTN Certificate, Active Taxpayer List (ATL) status and Sales Tax Registration (where applicable).	Yes
Affidavit that the firm is not blacklisted/debarred and is compliant with applicable labour laws including EOBI and Social Security registration where applicable.	Yes

Evaluation Criteria

Eligible bidder(s) with substantially responsive bid(s) offering **Quality and Cost Based Selection (QCBS)** shall be consider for the award of contract(s).

Quality and Cost Based Selection (QCBS)

Weightage

Technical Evaluation Weightage	Financial Evaluation Weightage
70	30

Technical Marks	100
Passing Marks	60
Financial position of the Firm	
Balance sheet for last 02 year (Minimum Rs. 25 million) (Quantitative)(Doc Required)	10
Balance sheet for last 02 year (Minimum Rs. 25 million) (10)	
Balance sheet for last 01 year (Minimum Rs. 25 million) (5)	

Business annual turnover (Minimum Rs. 10 million) (Quantitative)(Doc Required)	10
Above Rs. 25 million (10)	
Rs. 10 million to 25 million (7)	
Rs 5 million but up to Rs. 10 million (5)	
Less than Rs. 5 million (1)	
Audit Report for last two years (Quantitative)(Doc Required)	10
Audit Report for last two years (10)	
Audit Report for last one year (5)	
Company Location & Outreach	
Geographically based office in Islamabad/Rwp (Quantitative)(Doc Required)	15
Office in Islamabad / Rawalpindi and other Cities (15)	
Office in Islamabad / Rawalpindi (10)	
Branch Offices in major cities of Pakistan (02 marks for each office upto a maximum of 10 marks) (Quantitative)(Doc Required)	10
Branch Offices in major cities of Pakistan (02 marks for each office upto a maximum of 10 marks) (10)	

Own Office Building (Quantitative)(Doc Required)	5
Own Office Building (5)	
Management capabilities of the bidder	
Total regular technical staff (Minimum 10 employees) (Quantitative)(Doc Required)	10
21 and more employees (10)	
16 to 20 employees (7)	
11 to 15 employees (4)	
Up to 10 employees (2)	
Experience of working with more than 10 clients for upto 5 years and more (Rawalpindi/Islamabad based Public and reputable private sector organizations) 01 Mark for each firm (Quantitative)(Doc Required)	10
Experience of working with more than 10 clients for upto 5 years and more (Rawalpindi/Islamabad based Public and reputable private sector organizations) 01 Mark for each firm (10)	

Delivery time (Maximum 60 days) (Quantitative)(Doc Required) Delivery within 07 days (10) Within 08 to 15 days (6) Within 15 to 30 days (4) Within 30 to 60 days (2)	10
Manufacturing / Direct import / Authorized Dealership (supported by documentary evidence) (Quantitative)(Doc Required) Own Manufacturing (10) Direct Import (7) Authorized Dealers/Distributors (5)	10

Items/Lots

Items Without Lots :

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
AA Paper	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/pack	100/pack	11500 PKR
AA Paper	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 3000/pack	3000/pack	225000 PKR
AA Paper	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 80/pack	80/pack	740 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
AA Paper	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 4000/pack	4000/pack	279400 PKR
Ball Point	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 540/dozen	540/dozen	5508 PKR
Binding clip	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/pack	10/pack	95 PKR
Binding clip	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/pack	10/pack	95 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Binding Tape	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/dozen	10/dozen	1224 PKR
Binding Tape	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/dozen	10/dozen	1866 PKR
Clips Size	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/pack	500/pack	1125 PKR
Color Clip	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/pack	100/pack	310 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Color Flags	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 5/dozen	5/dozen	133 PKR
Color Pin	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 5/dozen	5/dozen	180 PKR
Colour Paper	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/pack	500/pack	9375 PKR
Dak Pad	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 80/Qty	80/Qty	3400 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Diary Register	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 200/Qty	200/Qty	8000 PKR
Pointer	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 20/dozen	20/dozen	300 PKR
Double Hole Punch	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 25/Qty	25/Qty	638 PKR
Double Hole Punch	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/Qty	15/Qty	2063 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Envelop - White SE-5	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/Qty	500/Qty	10 PKR
Envelop - White SE-6	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/Qty	500/Qty	150 PKR
Envelop SE-5	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 3000/Qty	3000/Qty	225 PKR
Envelop SE-7-A with cloth lining	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1500/Qty	1500/Qty	1425 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Envelop SE-8A with cloth lining	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1500/Qty	1500/Qty	1650 PKR
Envelop White with cloth 19x14	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1000/Qty	1000/Qty	1550 PKR
Envelops SE-6	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30000/Qty	30000/Qty	3000 PKR
Envelops SE-7	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 4500/Qty	4500/Qty	788 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Envelops SE-8	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30000/Qty	30000/Qty	6750 PKR
Eraser (Fine quality)	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/dozen	50/dozen	450 PKR
Fax Roll	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 250/Qty	250/Qty	4281 PKR
File Board	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/Qty	100/Qty	215 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
File Cover Blue A-4	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 20000/Qty	20000/Qty	46000 PKR
File Cover plain white A-4	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100000/Qty	100000/Qty	21000 PKR
File Flapper (3" Wide)	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10000/Qty	10000/Qty	110900 PKR
File Flapper (3" Wide)	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 5000/Qty	5000/Qty	22500 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Gel Pen	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 20/dozen	20/dozen	12689 PKR
Green Note Book Cover (Medium Size) with Emboss printing (Text & Monogram) as per sample best quality	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 150/Qty	150/Qty	8301 PKR
Green Note Book Cover (Small Size) with Emboss printing (Text & Monogram) as per sample best quality	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 150/Qty	150/Qty	7150 PKR
Gum bottle 1000 gram	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/Qty	100/Qty	1052 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Gum Bottle small	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/Qty	100/Qty	254 PKR
Gum Stick 36 Grams	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 90/dozen	90/dozen	13608 PKR
Highlighter-yellow, Green & Pink	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 60/dozen	60/dozen	195 PKR
Ink bottle 60 ml	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 5/dozen	5/dozen	138 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Ink for Stamp Pad 28 gm	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 35/Qty	35/Qty	81 PKR
Management file cover (A-4 size)	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 25/dozen	25/dozen	75 PKR
Marker-permanent	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 20/dozen	20/dozen	672 PKR
Masking Tape 2" fine quality	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/dozen	10/dozen	612 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Masking Tape 3" fine quality	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/dozen	10/dozen	1152 PKR
Masking Tape 4" fine quality	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/dozen	10/dozen	2340 PKR
Meeting Folders (Green)	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 150/Qty	150/Qty	125 PKR
Meeting Pads (Green)	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 150/Qty	150/Qty	125 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Note Books/Pads with Printing	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1000/Qty	1000/Qty	25750 PKR
Note Books/Pads with Printing	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/Qty	500/Qty	10000 PKR
Note Books/Pads with Printing	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/Qty	500/Qty	8075 PKR
Note Sheet pad 80 gm (100-Sheets each Pad)	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 600/Qty	600/Qty	8400 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Office Pins No.2	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/pack	100/pack	200 PKR
Pair of Scissors (Stainless Steel Blade Plastic handle) 9"	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/dozen	10/dozen	2010 PKR
Paper cutter (Sharp Knife) with wood handle fine quality	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/Qty	100/Qty	280 PKR
Paper Cutter Knife with Blade best quality	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/Qty	30/Qty	120 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Paper Tape 1"	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/dozen	10/dozen	360 PKR
Paper Tape 3"	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/dozen	10/dozen	1044 PKR
Paper Tape 4"	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/dozen	10/dozen	2430 PKR
Short hand Pencil	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/dozen	100/dozen	1200 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Peon Book (215 Sheets)	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 200/Qty	200/Qty	3110 PKR
Peon Book A4 size 500 Sheets	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 200/Qty	200/Qty	3350 PKR
Pin Remover Best Quality	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	248 PKR
Register 12 No. fine Quality Imported paper	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/dozen	50/dozen	2105 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Ring Folder (A-4 size)	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 25/dozen	25/dozen	4230 PKR
Rubber Tip Pencil	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 400/dozen	400/dozen	4560 PKR
Scale Steel Best Quality as per sample	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	200 PKR
0.6 mm Gel Pen	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/dozen	100/dozen	38760 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Scoth Tape (1") 12 Meter	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/dozen	30/dozen	774 PKR
Scoth Tape (1") 72 Meter	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/dozen	30/dozen	1098 PKR
Self-adhesive Note (3x3) 100 sheets fine quality	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 250/pcs	250/pcs	1075 PKR
Self-adhesive Note (3x5) 100 sheets fine quality	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 250/pcs	250/pcs	1525 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Sharpener	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 45/dozen	45/dozen	351 PKR
Sharpener Machine (No 305) fine quality	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 24/Qty	24/Qty	14141 PKR
Short hand Note Book (94 pages/Sheet) as per sample	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/Qty	100/Qty	485 PKR
Single Hole Punch (Steel) Best Quality as per sample	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 180/Qty	180/Qty	1728 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Stamp Pad (Purple/Blue/Green)	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/Qty	100/Qty	315 PKR
Stapler Machine (medium) best quality	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 200/Qty	200/Qty	3750 PKR
Stapler machine Heavy Duty as per sample	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 25/Qty	25/Qty	6091 PKR
Stapler Pins (PMP) 23/10	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/pack	50/pack	453 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Stapler Pins (PMP) 23/15	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/pack	50/pack	510 PKR
Stapler Pins (PMP) 23/17	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/pack	50/pack	570 PKR
Stapler Pins (PMP) 23/20	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/pack	50/pack	808 PKR
Stapler Pins (PMP) 23/23	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/pack	50/pack	995 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Stapler Pins (PMP) 23/24	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/pack	50/pack	848 PKR
Stapler Pins (PMP) 23/6	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	173 PKR
Stapler Pins (PMP) 23/8	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: Days7 Quantity: 50/Qty	50/Qty	420 PKR
Stapler Pins (PMP) 24/6	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1500/Qty	1500/Qty	5025 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Table Set (Raxine) Green & Black	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	6313 PKR
Tag Small (100-Tag in one Bundle)	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/bundle	500/bundle	1700 PKR
Tape Dispenser (No-30)	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/Qty	15/Qty	212 PKR
Gel Pen 0.7 mm	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 120/dozen	120/dozen	785 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
White Board Marker	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/dozen	15/dozen	558 PKR
White Fluid Pen	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/dozen	50/dozen	1680 PKR
Schneirder/equivalent Pen 6.6/0.7 Original	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/dozen	30/dozen	16200 PKR
Uni Ball Signo/equivalent	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/dozen	30/dozen	7200 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Roller Ball Pen/equivalent	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/dozen	30/dozen	6480 PKR
Uni Ball Elite (Vision)/equivalent	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/dozen	30/dozen	10116 PKR
Uni Ball Eye Fine/equivalent	Stationery	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/dozen	30/dozen	10116 PKR
Shalwar Qameez (White) with stitching	Corporate uniforms	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 300/Qty	300/Qty	70800 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Shoes (Service/Equivalent) (Best Quality)	Corporate uniforms	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 300/Qty	300/Qty	70800 PKR
Waist Coat Black) Best Quality	Corporate uniforms	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 300/Qty	300/Qty	49500 PKR
Jinnah Cap/P. Cap	Corporate uniforms	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 300/Qty	300/Qty	31500 PKR
White Gloves (Cloth)	Corporate uniforms	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/Qty	500/Qty	5000 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Helmet (Bes Quality) for DRs	Corporate uniforms	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/Qty	15/Qty	3750 PKR
Rain Coat/Barsati (Best Quality) for DRs	Corporate uniforms	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/Qty	15/Qty	150 PKR
Rain Shoes (Bes Quality) for DRs	Corporate uniforms	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/Qty	15/Qty	2250 PKR
Leather Gloves (for DRs)	Corporate uniforms	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/Qty	30/Qty	3750 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Adapter for steno set	Telephone and telephone equipment installation service	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/Qty	30/Qty	1593 PKR
Line cords for steno telephone set (4 wire)	Telephone and telephone equipment installation service	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	738 PKR
Line cords for steno telephone set (6 wire)	Telephone and telephone equipment installation service	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 40/Qty	40/Qty	71 PKR
Line cords for ordinary telephone set	Telephone and telephone equipment installation service	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 60/Qty	60/Qty	637 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Receiver cord	Telephone and telephone equipment installation service	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 60/Qty	60/Qty	779 PKR
Rozitt for steno telephone set (4 wire)	Telephone and telephone equipment installation service	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/Qty	30/Qty	531 PKR
Telephone Wire Roll 5 pairs	Telephone and telephone equipment installation service	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/Qty	10/Qty	5000 PKR
AC Electric wire 110/76 (per foot)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1/Qty	1/Qty	7 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
AC pipes (pure copper) (per foot)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1/Qty	1/Qty	40 PKR
Acid for Toilet Cleaner	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 8/dozen	8/dozen	178 PKR
Air Freshener (Aseel) or equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 450/Qty	450/Qty	5670 PKR
Air Freshener Flower Garden 300 ML or equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 300/Qty	300/Qty	3420 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Air Freshener Refill (Fresco Bottle) or equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 5/dozen	5/dozen	1500 PKR
Air Freshener (Dirham 300ML) or equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/Qty	100/Qty	2275 PKR
Air Wick Automatic Machine Large	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 25/Qty	25/Qty	3304 PKR
Air Wick Bottle Re-Fill (Freshmatic Max) or equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 5/dozen	5/dozen	2364 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Back care	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 18/Qty	18/Qty	4705 PKR
Bar Soap	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 150/Qty	150/Qty	120 PKR
400 ml Insect Killer (Mortine Original) /equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/Qty	500/Qty	13750 PKR
Car Duster Towel style	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 300/Qty	300/Qty	6795 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Body Polish	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 400/Qty	400/Qty	29380 PKR
Broom Bamboo (per KG)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/Kg	100/Kg	1555 PKR
Calculator 12 digits (large)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 12/Qty	12/Qty	831 PKR
Car Flags for SAPM & Advisors size 8 &12 inch	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	5103 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Cell Large Size for Airwick Machine	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/Qty	100/Qty	1440 PKR
Dashboard Polish (7-C)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 140/Qty	140/Qty	3248 PKR
Detergent Powder 100 grams	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/Qty	500/Qty	875 PKR
Duct Pati 60&60	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1/Qty	1/Qty	14 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Dust Bin without cover best quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 60/Qty	60/Qty	564 PKR
Dust Bin with paddle best quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	2713 PKR
Duster (Cotton) (24x24) Best quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 2150/Qty	2150/Qty	5160 PKR
Duster yellow (Phylane) (24x24) Best Quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1000/Qty	1000/Qty	2100 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Remote Bell (Wire Less) with Cell Best Quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/Qty	100/Qty	1972 PKR
Electric Kettle	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 5/Qty	5/Qty	11500 PKR
Engagement Stand Fine Quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 25/Qty	25/Qty	1113 PKR
Extension Lead six sockets with Pakistan Cables 5 M (3/29) wire/equivalent (as per sample)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 120/Qty	120/Qty	5409 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Face mask (three ply)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 300/Qty	300/Qty	4860 PKR
File Box Raxine as per sample	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1000/Qty	1000/Qty	150000 PKR
Five line Printy Stamp with Machine	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/Qty	30/Qty	1274 PKR
Fork Steel (Big Size) Good Quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/dozen	15/dozen	981 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Four Line Printy Stamp with Machine	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 40/Qty	40/Qty	1605 PKR
Glass Cleaner 500-ml	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 75/Qty	75/Qty	634 PKR
Green Summary Box (Raxine) with Emboss Printing of text & Monogram as per sample	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/Qty	500/Qty	77500 PKR
Liquid 500-ml best quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 4/dozen	4/dozen	68 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Jai Namaz Best Quality as per sample	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 3/dozen	3/dozen	1784 PKR
Jug with Cover	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	1400 PKR
Curry Plates as per sample	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/dozen	15/dozen	4959 PKR
Lead Seal	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 2000/Qty	2000/Qty	10000 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Light plug 10 AMP	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	1277 PKR
Liquid Soap (4- Liter Gallon)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	4201 PKR
300 gram Dish wash powder	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 600/Qty	600/Qty	3060 PKR
Multi Power Plug (15Amp) as per sample	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/Qty	100/Qty	2832 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
New Name Plate (wooden base with brass top)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	3894 PKR
Pakistan Table Flag with stand	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 12/Qty	12/Qty	788 PKR
Pakistan Table Flag with Govt. Flag with Stand	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 12/Qty	12/Qty	1685 PKR
Pencil Cell (Remote size)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 600/Qty	600/Qty	1110 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Pencil Cell for wall clock	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1000/Qty	1000/Qty	2000 PKR
Phenyl (2.9 litres)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 150/Qty	150/Qty	1530 PKR
Power Plug 40 AMP (Stone)/ with box /equivalent (as per sample)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	1909 PKR
Power plug China fitting (Stone) with box/equivalent (as per sample)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	2164 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Quarter Plates Best Quality as per sample	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/dozen	10/dozen	3636 PKR
Rice Plates Best Quality as per sample	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/dozen	15/dozen	5940 PKR
Rice Spoon Steel Good Quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/dozen	15/dozen	972 PKR
Rubber Stamp (five lines)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 80/Qty	80/Qty	1020 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Rubber Stamp (four lines)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 60/Qty	60/Qty	850 PKR
Rubber Stamp (three lines)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 60/Qty	60/Qty	651 PKR
Soap (Small 125 Grams)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 300/Qty	300/Qty	2280 PKR
Sanitizer (0.5 liter)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 25/Qty	25/Qty	1224 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Sanitizer Gell (05 liter Gallon)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 5/Qty	5/Qty	1012 PKR
Shampoo Bottle for Cars in Large (2 liters)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 150/Qty	150/Qty	5500 PKR
Suttli (Binding Rope)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 100/Qty	100/Qty	515 PKR
Tea Cups with Saucer as per sample	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 35/dozen	35/dozen	11592 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Tea Sets Queen 22-Pieces/per set/equivalent Best Quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 25/set	25/set	15375 PKR
Tea Spoon Steel Good Quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/dozen	10/dozen	618 PKR
Thermos 1.5-Liters fine quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 40/Qty	40/Qty	3856 PKR
Thermos 3-Liters Fine Quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/Qty	15/Qty	44919 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Three Line Printy Stamp with Machine	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 20/Qty	20/Qty	7434 PKR
Tissue Box Roze Petal Prime/ Equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/box	500/box	5375 PKR
Tissue Hygiene	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 3000/Qty	3000/Qty	31950 PKR
Table Green Cloth Green Color	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 60/m	60/m	2400 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Tissue paper	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 2500/box	2500/box	40375 PKR
Tissue Paper Popup/Equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/box	500/box	5700 PKR
Toilet Roll	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1500/roll	1500/roll	6750 PKR
Towel Cotton White Bamboo (24x40) (Medium)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 80/Qty	80/Qty	3444 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Towel Cotton White Bamboo (27x54) (Large)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 20/Qty	20/Qty	606 PKR
Tray (Plastic) Large Size as per Sample	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 2/dozen	2/dozen	1166 PKR
Tray (Plastic) Medium Size as per sample	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 2/dozen	2/dozen	1033 PKR
Tumbler	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/Qty	500/Qty	2850 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Two pin switch (Male)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 48/Qty	48/Qty	153 PKR
Umbrella (Large size) Fine Quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 150/Qty	150/Qty	9623 PKR
Wall Clock with cell fine quality	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 24/Qty	24/Qty	2025 PKR
Water Cooler (No-72) 10 liter	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 25/Qty	25/Qty	3510 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Dettol 3x Power IL	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 10/Qty	10/Qty	1086 PKR
Pakistan Logo Flag	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/Qty	15/Qty	14160 PKR
Federal Govt Logo Flag	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/Qty	15/Qty	14160 PKR
Flag Stand Cromer Based with Globe	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/Qty	30/Qty	23010 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Water filters for filtration plant main Cabinet Block	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 12/Qty	12/Qty	10266 PKR
Rubber Stamp (two lines)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 60/Qty	60/Qty	404 PKR
Rubber Stamp (one lines)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 60/Qty	60/Qty	227 PKR
Mini Soap (Taki)	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/Qty	500/Qty	3000 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Pochara	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 60/Qty	60/Qty	3300 PKR
Pochara Rope type	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	2500 PKR
Cell-Energizer AAA/equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/Qty	500/Qty	3750 PKR
Cell-Energizer AA/equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 600/Qty	600/Qty	6000 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Cell-Camclion AA/equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 600/Qty	600/Qty	4500 PKR
Cell-Camclion AAA/equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 500/Qty	500/Qty	5000 PKR
Quaid-e-Azam Potrate 2x2	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 15/Qty	15/Qty	3500 PKR
Power Plug Show AC	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 48/Qty	48/Qty	250 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Multi Plug Socket	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 48/Qty	48/Qty	350 PKR
LED Blub 18 watt	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/Qty	30/Qty	3500 PKR
LED Tube Light 12 watt	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 30/Qty	30/Qty	1500 PKR
Wire 7/29 Pakistan Cable/equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 1/ft	1/ft	13 PKR

Item	UNSPSC	Delivery Schedule	Quantity	Bid Security
Dry Mop	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	2875 PKR
Viper	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 50/Qty	50/Qty	1250 PKR
Harpic 500 ML/equivalent	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 120/Qty	120/Qty	2160 PKR
Wire Locks	Miscellaneous	Address: Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory Schedule: 7 Days Quantity: 13/Qty	13/Qty	650 PKR

Related Services of Goods:

No



Items/Lot Specification

Items Without Lots :

Item: AA Paper

UNSPSC: Stationery

Specifications / Requirementss:

AA Paper/equivalent for laser Printer 100-gm, Imported (8-1/4x11) (A-4) (Original Packing)

Item: AA Paper

UNSPSC: Stationery

Specifications / Requirementss:

AA Paper/equivalent for Laser printer 80 grams (Imported) (8-1/4 x11) A-4 size (Original Packing)

Item: AA Paper

UNSPSC: Stationery

Specifications / Requirementss:

AA Paper/equivalent for Laser printer 80 grams (Imported) Legal size (8-1/2 x 13-1/2)

Item: AA Paper

UNSPSC: Stationery

Specifications / Requirementsss:

AA Paper/equivalent for Photocopier 70 grams imported (8-1/4x11)A-4 size

Item: Ball Point

UNSPSC: Stationery

Specifications / Requirementsss:

Ball Point clipper Point 0.8 mm

Item: Binding clip

UNSPSC: Stationery

Specifications / Requirementsss:

Binding clip 1" Width

Item: Binding clip

UNSPSC: Stationery

Specifications / Requirementsss:

Binding clip 2" Width

Item: Binding Tape

UNSPSC: Stationery

Specifications / Requirementss:

Binding Tape 3"72 Yard

Item: Binding Tape

UNSPSC: Stationery

Specifications / Requirementss:

Binding Tape 4"72 Yard

Item: Clips Size

UNSPSC: Stationery

Specifications / Requirementss:

Clips Size 26 mm

Item: Color Clip

UNSPSC: Stationery

Specifications / Requirementss:

Color Clip fine quality

Item: Color Flags

UNSPSC: Stationery

Specifications / Requirementss:

Color Flags

Item: Color Pin

UNSPSC: Stationery

Specifications / Requirementss:

Color Pin (Thumb Pin) Fine Quality

Item: Colour Paper

UNSPSC: Stationery

Specifications / Requirementss:

Colour Paper (A-4 Yellow, Pink, Green, Red, Blue)

Item: Dak Pad

UNSPSC: Stationery

Specifications / Requirementss:

Dak Pad (Green Colour) Best quality

Item: Diary Register

UNSPSC: Stationery

Specifications / Requirementss:

Diary Register 08-Nos. Fine quality

Item: Pointer

UNSPSC: Stationery

Specifications / Requirementss:

Pointer Fine Quality

Item: Double Hole Punch

UNSPSC: Stationery

Specifications / Requirementss:

Double Hole Punch

Item: Double Hole Punch

UNSPSC: Stationery

Specifications / Requirementss:

Double Hole Punch Heavy Duty Large

Item: Envelop - White SE-5

UNSPSC: Stationery

Specifications / Requirementss:

Envelop - White SE-5

Item: Envelop - White SE-6

UNSPSC: Stationery

Specifications / Requirementss:

Envelop - White SE-6

Item: Envelop SE-5

UNSPSC: Stationery

Specifications / Requirementss:

Envelop SE-5

Item: Envelop SE-7-A with cloth lining

UNSPSC: Stationery

Specifications / Requirementss:

Envelop SE-7-A with cloth lining

Item: Envelop SE-8A with cloth lining

UNSPSC: Stationery

Specifications / Requirementss:

Envelop SE-8A with cloth lining

Item: Envelop White with cloth 19x14

UNSPSC: Stationery

Specifications / Requirementss:

Envelop White with cloth 19x14

Item: Envelops SE-6

UNSPSC: Stationery

Specifications / Requirementss:

Envelops SE-6

Item: Envelops SE-7

UNSPSC: Stationery

Specifications / Requirementss:

Envelops SE-7

Item: Envelops SE-8

UNSPSC: Stationery

Specifications / Requirementss:

Envelops SE-8

Item: Eraser (Fine quality)

UNSPSC: Stationery

Specifications / Requirementss:

Eraser (Fine quality)

Item: Fax Roll

UNSPSC: Stationery

Specifications / Requirementss:

Item: File Board

UNSPSC: Stationery

Specifications / Requirementss:

File Board with Flapper Pasted as per sample

Item: File Cover Blue A-4

UNSPSC: Stationery

Specifications / Requirementss:

File Cover Blue A-4 (Art paper) with Government Monogram and Plastic Lamination line Fine Quality

Item: File Cover plain white A-4

UNSPSC: Stationery

Specifications / Requirementss:

File Cover plain white A-4 (Art paper) with Government Monogram Best quality

Item: File Flapper (3'' Wide)

UNSPSC: Stationery

Specifications / Requirementssss:

File Flapper (3'' Wide) as per sample with Government Monogram in Green Color

Item: File Flapper (3'' Wide)

UNSPSC: Stationery

Specifications / Requirementssss:

File Flapper (3'' Wide) Normal

Item: Gel Pen

UNSPSC: Stationery

Specifications / Requirementssss:

Gel Pen

Item: Green Note Book Cover (Medium Size) with Emboss printing (Text & Monogram) as per sample best quality

UNSPSC: Stationery

Specifications / Requirementssss:

Green Note Book Cover (Medium Size) with Emboss printing (Text & Monogram) as per sample best quality

Item: Green Note Book Cover (Small Size) with Emboss printing (Text & Monogram) as per sample best quality

UNSPSC: Stationery

Specifications / Requirementsss:

Green Note Book Cover (Small Size) with Emboss printing (Text & Monogram) as per sample best quality

Item: Gum bottle 1000 gram

UNSPSC: Stationery

Specifications / Requirementsss:

Gum bottle 1000 gram

Item: Gum Bottle small

UNSPSC: Stationery

Specifications / Requirementsss:

Gum Bottle small

Item: Gum Stick 36 Grams

UNSPSC: Stationery

Specifications / Requirementsss:

Gum Stick 36 Grams

Item: Highlighter-yellow, Green & Pink

UNSPSC: Stationery

Specifications / Requirementss:

Highlighter-yellow, Green & Pink

Item: Ink bottle 60 ml

UNSPSC: Stationery

Specifications / Requirementss:

Ink bottle 60 ml

Item: Ink for Stamp Pad 28 gm

UNSPSC: Stationery

Specifications / Requirementss:

Ink for Stamp Pad 28 gm

Item: Management file cover (A-4 size)

UNSPSC: Stationery

Specifications / Requirementss:

Management file cover (A-4 size)

Item: Marker-permanent

UNSPSC: Stationery

Specifications / Requirementss:

Marker-permanent

Item: Masking Tape 2" fine quality

UNSPSC: Stationery

Specifications / Requirementss:

Masking Tape 2" fine quality

Item: Masking Tape 3" fine quality

UNSPSC: Stationery

Specifications / Requirementss:

Masking Tape 3" fine quality

Item: Masking Tape 4" fine quality

UNSPSC: Stationery

Specifications / Requirementss:

Masking Tape 4" fine quality

Item: Meeting Folders (Green)

UNSPSC: Stationery

Specifications / Requirementss:

Meeting Folders (Green) with Emboss Printing (Text & Monogram) as per sample

Item: Meeting Pads (Green)

UNSPSC: Stationery

Specifications / Requirementss:

Meeting Pads (Green) with Emboss Printing (Text & Monogram)

Item: Note Books/Pads with Printing

UNSPSC: Stationery

Specifications / Requirementss:

Note Books/Pads with Printing (Large Size) as per sample

Item: Note Books/Pads with Printing

UNSPSC: Stationery

Specifications / Requirementss:

Note Books/Pads with Printing (Medium Size) as per sample

Item: Note Books/Pads with Printing

UNSPSC: Stationery

Specifications / Requirementss:

Note Books/Pads with Printing (Small Size) as per sample

Item: Note Sheet pad 80 gm (100-Sheets each Pad)

UNSPSC: Stationery

Specifications / Requirementss:

Note Sheet pad 80 gm (100-Sheets each Pad)

Item: Office Pins No.2

UNSPSC: Stationery

Specifications / Requirementss:

Office Pins No.2

Item: Pair of Scissors (Stainless Steel Blade Plastic handle) 9"

UNSPSC: Stationery

Specifications / Requirementsss:

Pair of Scissors (Stainless Steel Blade Plastic handle) 9"

Item: Paper cutter (Sharp Knife) with wood handle fine quality

UNSPSC: Stationery

Specifications / Requirementsss:

Paper cutter (Sharp Knife) with wood handle fine quality

Item: Paper Cutter Knife with Blade best quality

UNSPSC: Stationery

Specifications / Requirementsss:

Paper Cutter Knife with Blade best quality

Item: Paper Tape 1"

UNSPSC: Stationery

Specifications / Requirementsss:

Paper Tape 1"

Item: Paper Tape 3"

UNSPSC: Stationery

Specifications / Requirementss:

Paper Tape 3"

Item: Paper Tape 4"

UNSPSC: Stationery

Specifications / Requirementss:

Paper Tape 4"

Item: Short hand Pencil

UNSPSC: Stationery

Specifications / Requirementss:

Short hand Pencil

Item: Peon Book (215 Sheets)

UNSPSC: Stationery

Specifications / Requirementss:

Peon Book (215 Sheets)

Item: Peon Book A4 size 500 Sheets

UNSPSC: Stationery

Specifications / Requirementss:

Peon Book A4 size 500 Sheets

Item: Pin Remover Best Quality

UNSPSC: Stationery

Specifications / Requirementss:

Pin Remover Best Quality

Item: Register 12 No. fine Quality Imported paper

UNSPSC: Stationery

Specifications / Requirementss:

Register 12 No. fine Quality Imported paper

Item: Ring Folder (A-4 size)

UNSPSC: Stationery

Specifications / Requirementss:

Ring Folder (A-4 size)

Item: Rubber Tip Pencil

UNSPSC: Stationery

Specifications / Requirementss:

Rubber Tip Pencil

Item: Scale Steel Best Quality as per sample

UNSPSC: Stationery

Specifications / Requirementss:

Scale Steel Best Quality as per sample

Item: 0.6 mm Gel Pen

UNSPSC: Stationery

Specifications / Requirementss:

0.6 mm Gel Pen

Item: Scoth Tape (1") 12 Meter

UNSPSC: Stationery

Specifications / Requirementss:

Scoth Tape (1") 12 Meter

Item: Scotth Tape (1") 72 Meter

UNSPSC: Stationery

Specifications / Requirementss:

Scoth Tape (1") 72 Meter

Item: Self-adhesive Note (3x3) 100 sheets fine quality

UNSPSC: Stationery

Specifications / Requirementss:

Self-adhesive Note (3x3) 100 sheets fine quality

Item: Self-adhesive Note (3x5) 100 sheets fine quality

UNSPSC: Stationery

Specifications / Requirementss:

Self-adhesive Note (3x5) 100 sheets fine quality

Item: Sharpener

UNSPSC: Stationery

Specifications / Requirementss:

Sharpener

Item: Sharpener Machine (No 305) fine quality

UNSPSC: Stationery

Specifications / Requirementss:

Sharpener Machine (No 305) fine quality

Item: Short hand Note Book (94 pages/Sheet) as per sample

UNSPSC: Stationery

Specifications / Requirementss:

Short hand Note Book (94 pages/Sheet) as per sample

Item: Single Hole Punch (Steel) Best Quality as per sample

UNSPSC: Stationery

Specifications / Requirementss:

Single Hole Punch (Steel) Best Quality as per sample

Item: Stamp Pad (Purple/Blue/Green)

UNSPSC: Stationery

Specifications / Requirementsss:

Stamp Pad (Purple/Blue/Green)

Item: Stapler Machine (medium) best quality

UNSPSC: Stationery

Specifications / Requirementsss:

Stapler Machine (medium) best quality

Item: Stapler machine Heavy Duty as per sample

UNSPSC: Stationery

Specifications / Requirementsss:

Stapler machine Heavy Duty as per sample

Item: Stapler Pins (PMP) 23/10

UNSPSC: Stationery

Specifications / Requirementsss:

Stapler Pins (PMP) 23/10

Item: Stapler Pins (PMP) 23/15

UNSPSC: Stationery

Specifications / Requirementss:

Stapler Pins (PMP) 23/15

Item: Stapler Pins (PMP) 23/17

UNSPSC: Stationery

Specifications / Requirementss:

Stapler Pins (PMP) 23/17

Item: Stapler Pins (PMP) 23/20

UNSPSC: Stationery

Specifications / Requirementss:

Stapler Pins (PMP) 23/20

Item: Stapler Pins (PMP) 23/23

UNSPSC: Stationery

Specifications / Requirementss:

Stapler Pins (PMP) 23/23

Item: Stapler Pins (PMP) 23/24

UNSPSC: Stationery

Specifications / Requirementss:

Stapler Pins (PMP) 23/23

Item: Stapler Pins (PMP) 23/6

UNSPSC: Stationery

Specifications / Requirementss:

Stapler Pins (PMP) 23/6

Item: Stapler Pins (PMP) 23/8

UNSPSC: Stationery

Specifications / Requirementss:

Stapler Pins (PMP) 23/8

Item: Stapler Pins (PMP) 24/6

UNSPSC: Stationery

Specifications / Requirementssss:

Stapler Pins (PMP) 24/6

Item: Table Set (Raxine) Green & Black

UNSPSC: Stationery

Specifications / Requirementssss:

Table Set (Raxine) Green & Black

Item: Tag Small (100-Tag in one Bundle)

UNSPSC: Stationery

Specifications / Requirementssss:

Tag Small (100-Tag in one Bundle)

Item: Tape Dispenser (No-30)

UNSPSC: Stationery

Specifications / Requirementssss:

Tape Dispenser (No-30)

Item: Gel Pen 0.7 mm

UNSPSC: Stationery

Specifications / Requirementsss:

Gel Pen 0.7 mm

Item: White Board Marker

UNSPSC: Stationery

Specifications / Requirementsss:

White Board Marker

Item: White Fluid Pen

UNSPSC: Stationery

Specifications / Requirementsss:

White Fluid Pen

Item: Schneirder/equivalent Pen 6.6/0.7 Original

UNSPSC: Stationery

Specifications / Requirementsss:

Schneirder/equivalent Pen 6.6/0.7 Original

Item: Uni Ball Signo/equivalent

UNSPSC: Stationery

Specifications / Requirementsss:

Uni Ball Signo/equivalent

Item: Roller Ball Pen/equivalent

UNSPSC: Stationery

Specifications / Requirementsss:

Roller Ball Pen/equivalent

Item: Uni Ball Elite (Vision)/equivalent

UNSPSC: Stationery

Specifications / Requirementsss:

Uni Ball Elite (Vision)/equivalent

Item: Uni Ball Eye Fine/equivalent

UNSPSC: Stationery

Specifications / Requirementsss:

Uni Ball Eye Fine/equivalent

Item: Shalwar Qameez (White) with stitching

UNSPSC: Corporate uniforms

Specifications / Requirementss:

Shalwar Qameez (White) with stitching

Item: Shoes (Service/Equivalent) (Bes Quality)

UNSPSC: Corporate uniforms

Specifications / Requirementss:

Shoes (Service/Equivalent) (Bes Quality)

Item: Waist Coat Black) Best Quality

UNSPSC: Corporate uniforms

Specifications / Requirementss:

Waist Coat Black) Best Quality

Item: Jinnah Cap/P. Cap

UNSPSC: Corporate uniforms

Specifications / Requirementss:

Item: White Gloves (Cloth)

UNSPSC: Corporate uniforms

Specifications / Requirementss:

White Gloves (Cloth)

Item: Helmet (Bes Quality) for DRs

UNSPSC: Corporate uniforms

Specifications / Requirementss:

Helmet (Bes Quality) for DRs

Item: Rain Coat/Barsati (Best Quality) for DRs

UNSPSC: Corporate uniforms

Specifications / Requirementss:

Rain Coat/Barsati (Best Quality) for DRs

Item: Rain Shoes (Bes Quality) for DRs

UNSPSC: Corporate uniforms

Specifications / Requirementss:

Rain Shoes (Bes Quality) for DRs

Item: Leather Gloves (for DRs)

UNSPSC: Corporate uniforms

Specifications / Requirementss:

Leather Gloves (for DRs)

Item: Adapter for steno set

UNSPSC: Telephone and telephone equipment installation service

Specifications / Requirementss:

Adapter for steno set

Item: Line cords for steno telephone set (4 wire)

UNSPSC: Telephone and telephone equipment installation service

Specifications / Requirementss:

Line cords for steno telephone set (4 wire)

Item: Line cords for steno telephone set (6 wire)

UNSPSC: Telephone and telephone equipment installation service

Specifications / Requirementsss:

Line cords for steno telephone set (6 wire)

Item: Line cords for ordinary telephone set

UNSPSC: Telephone and telephone equipment installation service

Specifications / Requirementsss:

Line cords for ordinary telephone set

Item: Receiver cord

UNSPSC: Telephone and telephone equipment installation service

Specifications / Requirementsss:

Receiver cord

Item: Rozitt for steno telephone set (4 wire)

UNSPSC: Telephone and telephone equipment installation service

Specifications / Requirementsss:

Rozitt for steno telephone set (4 wire)

Item: Telephone Wire Roll 5 pairs

UNSPSC: Telephone and telephone equipment installation service

Specifications / Requirementss:

Telephone Wire Roll 5 pairs

Item: AC Electric wire 110/76 (per foot)

UNSPSC: Miscellaneous

Specifications / Requirementss:

AC Electric wire 110/76 (per foot) As per demand/requirement

Item: AC pipes (pure copper) (per foot)

UNSPSC: Miscellaneous

Specifications / Requirementss:

AC pipes (pure copper) (per foot) As per demand/requirement

Item: Acid for Toilet Cleaner

UNSPSC: Miscellaneous

Specifications / Requirementss:

Acid for Toilet Cleaner

Item: Air Freshener (Aseel) or equivalent

UNSPSC: Miscellaneous

Specifications / Requirementss:

Air Freshener (Aseel) or equivalent

Item: Air Freshener Flower Garden 300 ML or equivalent

UNSPSC: Miscellaneous

Specifications / Requirementss:

Air Freshener Flower Garden 300 ML or equivalent

Item: Air Freshener Refill (Fresco Bottle) or equivalent

UNSPSC: Miscellaneous

Specifications / Requirementss:

Air Freshener Refill (Fresco Bottle) or equivalent

Item: Air Freshener (Dirham 300ML) or equivalent

UNSPSC: Miscellaneous

Specifications / Requirementss:

Air Freshener (Dirham 300ML) or equivalent

Item: Air Wick Automatic Machine Large

UNSPSC: Miscellaneous

Specifications / Requirementss:

Air Wick Automatic Machine Large (Aerosol Dispenser) in Large Size/equivalent as per sample

Item: Air Wick Bottle Re-Fill (Freshmatic Max) or equivalent

UNSPSC: Miscellaneous

Specifications / Requirementss:

Air Wick Bottle Re-Fill (Freshmatic Max) or equivalent

Item: Back care

UNSPSC: Miscellaneous

Specifications / Requirementss:

Back care

Item: Bar Soap

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Bar Soap

Item: 400 ml Insect Killer (Mortine Original) /equivalent

UNSPSC: Miscellaneous

Specifications / Requirementssss:

400 ml Insect Killer (Mortine Original) /equivalent

Item: Car Duster Towel style

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Car Duster Towel style

Item: Body Polish

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Body Polish

Item: Broom Bamboo (per KG)

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Broom Bamboo (per KG)

Item: Calculator 12 digits (large)

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Calculator 12 digits (large)

Item: Car Flags for SAPM & Advisors size 8 &12 inch

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Car Flags for SAPM & Advisors size 8 &12 inch

Item: Cell Large Size for Airwick Machine

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Cell Large Size for Airwick Machine

Item: Dashboard Polish (7-C)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Dashboard Polish (7-C)

Item: Detergent Powder 100 grams

UNSPSC: Miscellaneous

Specifications / Requirementss:

Detergent Powder 100 grams

Item: Duct Pati 60&60

UNSPSC: Miscellaneous

Specifications / Requirementss:

Duct Pati 60&60

Item: Dust Bin without cover best quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Dust Bin without cover best quality

Item: Dust Bin with paddle best quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Dust Bin with paddle best quality

Item: Duster (Cotton) (24x24) Best quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Duster (Cotton) (24x24) Best quality

Item: Duster yellow (Phylane) (24x24) Best Quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Duster yellow (Phylane) (24x24) Best Quality

Item: Remote Bell (Wire Less) with Cell Best Quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Remote Bell (Wire Less) with Cell Best Quality

Item: Electric Kettle

UNSPSC: Miscellaneous

Specifications / Requirementss:

Electric Kettle

Item: Engagement Stand Fine Quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Engagement Stand Fine Quality

Item: Extension Lead six sockets with Pakistan Cables 5 M (3/29) wire/equivalent (as per sample)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Extension Lead six sockets with Pakistan Cables 5 M (3/29) wire/equivalent (as per sample)

Item: Face mask (three ply)

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Face mask (three ply)

Item: File Box Raxine as per sample

UNSPSC: Miscellaneous

Specifications / Requirementssss:

File Box Raxine as per sample

Item: Five line Printy Stamp with Machine

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Five line Printy Stamp with Machine

Item: Fork Steel (Big Size) Good Quality

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Fork Steel (Big Size) Good Quality

Item: Four Line Printy Stamp with Machine

UNSPSC: Miscellaneous

Specifications / Requirementss:

Four Line Printy Stamp with Machine

Item: Glass Cleaner 500-ml

UNSPSC: Miscellaneous

Specifications / Requirementss:

Glass Cleaner 500-ml

Item: Green Summary Box (Raxine) with Emboss Printing of text & Monogram as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Green Summary Box (Raxine) with Emboss Printing of text & Monogram as per sample

Item: Liquid 500-ml best quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Liquid 500-ml best quality

Item: Jai Namaz Best Quality as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Jai Namaz Best Quality as per sample

Item: Jug with Cover

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Jug with Cover

Item: Curry Plates as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Curry Plates as per sample

Item: Lead Seal

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Lead Seal

Item: Light plug 10 AMP

UNSPSC: Miscellaneous

Specifications / Requirementss:

Light plug 10 AMP

Item: Liquid Soap (4- Liter Gallon)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Liquid Soap (4- Liter Gallon)

Item: 300 gram Dish wash powder

UNSPSC: Miscellaneous

Specifications / Requirementss:

300 gram Dish wash powder

Item: Multi Power Plug (15Amp) as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Multi Power Plug (15Amp) as per sample

Item: New Name Plate (wooden base with brass top)

UNSPSC: Miscellaneous

Specifications / Requirementss:

New Name Plate (wooden base with brass top)

Item: Pakistan Table Flag with stand

UNSPSC: Miscellaneous

Specifications / Requirementss:

Pakistan Table Flag with stand

Item: Pakistan Table Flag with Govt. Flag with Stand

UNSPSC: Miscellaneous

Specifications / Requirementss:

Pakistan Table Flag with Govt. Flag with Stand

Item: Pencil Cell (Remote size)

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Pencil Cell (Remote size)

Item: Pencil Cell for wall clock

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Pencil Cell for wall clock

Item: Phenyl (2.9 litres)

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Phenyl (2.9 litres)

Item: Power Plug 40 AMP (Stone)/ with box /equivalent (as per sample)

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Power Plug 40 AMP (Stone)/ with box /equivalent (as per sample)

Item: Power plug China fitting (Stone) with box/equivalent (as per sample)

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Power plug China fitting (Stone) with box/equivalent (as per sample)

Item: Quarter Plates Best Quality as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Quarter Plates Best Quality as per sample

Item: Rice Plates Best Quality as per sample

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Rice Plates Best Quality as per sample

Item: Rice Spoon Steel Good Quality

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Rice Spoon Steel Good Quality

Item: Rubber Stamp (five lines)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Rubber Stamp (five lines)

Item: Rubber Stamp (four lines)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Rubber Stamp (four lines)

Item: Rubber Stamp (three lines)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Rubber Stamp (three lines)

Item: Soap (Small 125 Grams)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Soap (Small 125 Grams)

Item: Sanitizer (0.5 liter)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Sanitizer (0.5 liter)

Item: Sanitizer Gell (05 liter Gallon)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Sanitizer Gell (05 liter Gallon)

Item: Shampoo Bottle for Cars in Large (2 liters)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Shampoo Bottle for Cars in Large (2 liters)

Item: Suttli (Binding Rope)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Suttli (Binding Rope)

Item: Tea Cups with Saucer as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Tea Cups with Saucer as per sample

Item: Tea Sets Queen 22-Pieces/per set/equivalent Best Quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Tea Sets Queen 22-Pieces/per set/equivalent Best Quality

Item: Tea Spoon Steel Good Quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Tea Spoon Steel Good Quality

Item: Thermos 1.5-Liters fine quality

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Thermos 1.5-Liters fine quality

Item: Thermos 3-Liters Fine Quality

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Thermos 3-Liters Fine Quality

Item: Three Line Printy Stamp with Machine

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Three Line Printy Stamp with Machine

Item: Tissue Box Roze Petal Prime/ Equivalent

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Tissue Box Roze Petal Prime/ Equivalent

Item: Tissue Hygiene

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Tissue Hygiene

Item: Table Green Cloth Green Color

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Table Green Cloth Green Color

Item: Tissue paper

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Tissue paper

Item: Tissue Paper Popup/Equivalent

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Tissue Paper Popup/Equivalent

Item: Toilet Roll

UNSPSC: Miscellaneous

Specifications / Requirementss:

Toilet Roll

Item: Towel Cotton White Bamboo (24x40) (Medium)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Towel Cotton White Bamboo (24x40) (Medium)

Item: Towel Cotton White Bamboo (27x54) (Large)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Towel Cotton White Bamboo (27x54) (Large)

Item: Tray (Plastic) Large Size as per Sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Tray (Plastic) Large Size as per Sample

Item: Tray (Plastic) Medium Size as per sample

UNSPSC: Miscellaneous

Specifications / Requirementss:

Tray (Plastic) Medium Size as per sample

Item: Tumbler

UNSPSC: Miscellaneous

Specifications / Requirementss:

Tumbler

Item: Two pin switch (Male)

UNSPSC: Miscellaneous

Specifications / Requirementss:

Two pin switch (Male)

Item: Umbrella (Large size) Fine Quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Umbrella (Large size) Fine Quality

Item: Wall Clock with cell fine quality

UNSPSC: Miscellaneous

Specifications / Requirementss:

Wall Clock with cell fine quality

Item: Water Cooler (No-72) 10 liter

UNSPSC: Miscellaneous

Specifications / Requirementss:

Water Cooler (No-72) 10 liter

Item: Dettol 3x Power IL

UNSPSC: Miscellaneous

Specifications / Requirementss:

Dettol 3x Power IL

Item: Pakistan Logo Flag

UNSPSC: Miscellaneous

Specifications / Requirementss:

Pakistan Logo Flag, Hand embroidered Tilla work with Jhallar and Dori on edges size 3'x4- ½ Flag

Item: Federal Govt Logo Flag

UNSPSC: Miscellaneous

Specifications / Requirementss:

Federal Govt Logo Flag, Hand embroidered Tilla work with Jhallar and Dori on edges size 3'x4- ½

Item: Flag Stand Cromer Based with Globe

UNSPSC: Miscellaneous

Specifications / Requirementss:

Flag Stand Cromer Based with Globe

Item: Water filters for filtration plant main Cabinet Block

UNSPSC: Miscellaneous

Specifications / Requirementss:

Water filters for filtration plant main Cabinet Block

Item: Rubber Stamp (two lines)

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Rubber Stamp (two lines)

Item: Rubber Stamp (one lines)

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Rubber Stamp (one lines)

Item: Mini Soap (Taki)

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Mini Soap (Taki)

Item: Pochara

UNSPSC: Miscellaneous

Specifications / Requirementsss:

Pochara

Item: Pochara Rope type

UNSPSC: Miscellaneous

Specifications / Requirementss:

Pochara Rope type

Item: Cell-Energizer AAA/equivalent

UNSPSC: Miscellaneous

Specifications / Requirementss:

Cell-Energizer AAA/equivalent

Item: Cell-Energizer AA/equivalent

UNSPSC: Miscellaneous

Specifications / Requirementss:

Cell-Energizer AA/equivalent

Item: Cell-Camclion AA/equivalent

UNSPSC: Miscellaneous

Specifications / Requirementss:

Cell-Camclion AA/equivalent

Item: Cell-Camclion AAA/equivalent

UNSPSC: Miscellaneous

Specifications / Requirementss:

Cell-Camclion AAA/equivalent

Item: Quaid-e-Azam Potrate 2x2

UNSPSC: Miscellaneous

Specifications / Requirementss:

Quaid-e-Azam Potrate 2x2

Item: Power Plug Show AC

UNSPSC: Miscellaneous

Specifications / Requirementss:

Power Plug Show AC

Item: Multi Plug Socket

UNSPSC: Miscellaneous

Specifications / Requirementss:

Multi Plug Socket

Item: LED Blub 18 watt

UNSPSC: Miscellaneous

Specifications / Requirementss:

LED Blub 18 watt

Item: LED Tube Light 12 watt

UNSPSC: Miscellaneous

Specifications / Requirementss:

LED Tube Light 12 watt

Item: Wire 7/29 Pakistan Cable/equivalent

UNSPSC: Miscellaneous

Specifications / Requirementss:

Wire 7/29 Pakistan Cable/equivalent

Item: Dry Mop

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Dry Mop

Item: Viper

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Viper

Item: Harpic 500 ML/equivalent

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Harpic 500 ML/equivalent

Item: Wire Locks

UNSPSC: Miscellaneous

Specifications / Requirementssss:

Wire Locks

Price Schedule

For Individual Items

#	Item Title	Quantity	Unit Price (PKR)	Total Price (PKR)	Delivery Location	Delivery Period / Year	Country of Origin
1							
2							

For Lots

#	Lot Title	Total Lot Price (PKR)	Country of Origin
1	[Lot 1 Title]		





General Conditions of Contract

A. General

1. Definitions

1.1 Unless the context otherwise requires, the following terms whenever used in this Contract shall have the same meaning and shall be interpreted as indicated

- a. "Applicable Law" means the laws and any other instruments having the force of law in the Government's Country, or in such other country as may be specified in the Special Conditions of the Contract (SC), as they may be issued and in force from time to time;
- b. "Procuring Agency" means:-
 - a. any Ministry, Division, Department or any Office of the Government;
 - b. any authority, corporation, body or organization established by or under a Law or which is owned or controlled by the Government;
- c. "The Contract" means an agreement enforceable by law;
- d. "The Contract Price" means the price payable to the Bidder under the Contract for the full and proper performance of its contractual obligations;
- e. "Ancillary Services" means those services ancillary to the provision of Goods, such as transportation and insurance, and any other incidental services, such as installation, commissioning, provision of technical assistance, training, and other such obligations of the Bidder covered under the Contract;
- f. "GCC" means the General Conditions of Contract contained in this section;
- g. "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented;
- h. "Day" means calendar day unless indicated otherwise.
- i. "Effective Date" means the date on which this Contract comes into force and effect.
- j. "The Bidder" means the individual or corporate body whose Bids to provide the Goods has been accepted by the Procuring Agency;
- k. "The Project Site," where applicable, means the place or places named in Bids Data Sheet and technical Specifications;
- l. "Government" means the Government of Pakistan;
- m. "Subcontractor" means any entity to which the Bidder subcontracts any part of the Goods.
- n. "Service" means any object of procurement other than goods or works;
- o. "Party" means the Procuring Agency or the Bidder, as the case may be, and "Parties" means both of them;
- p. "Foreign Currency" means any currency other than the currency of the country of the Procuring Agency;

q. "Completion Date" means the date of completion of the contract by the Bidder as certified by the Procuring Agency;

r. "In Writing" means communicated in written form with proof of receipt;

s. "Local Currency" means the currency of Pakistan;

2. Application and Interpretation

2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other parts of the Contract.

2.2 In interpreting these Conditions of Contract headings and marginal notes are used for convenience only and shall not affect their interpretations unless specifically stated; references to singular include the plural and vice versa; and masculine include the feminine. Words have their ordinary meaning under the language of the Contract unless specifically defined.

3. Applicable Law

3.1 The contract shall be governed and interpreted in accordance with the laws of Pakistan, unless otherwise specified in SCC.

4. Governing Language

4.1 The Contract as well as all correspondence and documents relating to the Contract exchanged between the Bidder and the Procuring Agency, shall be written in the **English language** unless otherwise stated in the **SCC**. Supporting documents and printed literature that are part of the Contract may be in another language provided these are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the Contract, this translation shall govern.

5. Notices

5.1 Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, telex, telegram, or facsimile to such Party at the address specified in the **SCC**.

6. Delivery/Location

6.1 The Goods shall be delivered to such locations as the Procuring Agency may approve and as specified in **SCC**.

7. Authorized Representatives / Authority of Member in charge

7.1 Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Agency or the Bidder may be taken or executed by the officials specified in the **SCC**.

B. Commencement, Completion, Modification, and Termination of Contract

8. Effectiveness of Contract

8.1 This Contract shall come into effect on the date the Contract is signed by both parties and such other later date as may be stated in the **SCC**.

9. Commencement of Services

9.1 The Bidder shall confirm availability of Key Experts and begin carrying out the Services not later than the number of days after the Effective Date specified in the SCC.

10. Program

10.1 Before commencement of the Services, the Bidder shall submit to the Procuring Agency for approval a Program showing the general methods, arrangements, order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

11. Starting Date/Expiration Date

11.1 The Bidder shall start carrying out the Services Five (05) days after the date the Contract becomes effective, or at such other date as may be specified in the SCC.

11.2 Unless terminated earlier pursuant to Clause **GCC 15** hereof, this Contract shall expire at the end of such time period after the Effective Date as specified in the SCC.

12. Entire Agreement

12.1 This Contract contains all covenants, stipulations and provisions agreed by the Parties. No agent or representative of either Party has authority to make, and the Parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein.

13. Modification

13.1 Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any Bids for modification or variation made by the other Party.

13.2 In cases of any modifications or variations, the prior written consent of the Procuring Agency is required.

14. Force Majeure

14.1 Definition

For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Party and which makes a Party’s performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

14.2 No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract in so far as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

14.3 Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result

of Force Majeure.

14.4 Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Bidder shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

15. Termination

15.1 By the Procuring Agency

The Procuring Agency may terminate this Contract in case of the occurrence of any of the events specified in paragraphs (a) through (e) of this Clause. In such an occurrence the Procuring Agency shall give at least thirty (30) calendar days' written notice of termination to the Bidder in case of the events referred to in (a) through (d); at least sixty (60) calendar days' written notice in case of the event referred to in (e);

- a. If the Bidder fails to remedy a failure in the performance of its obligations hereunder, as specified in a notice of suspension;
- b. If the Bidder becomes (or, if the Bidder consists of more than one entity, if any of its members becomes) insolvent or bankrupt or enter into any agreements with their creditors for relief of debt or take advantage of any law for the benefit of debtors or go into liquidation or receivership whether compulsory or voluntary;
- c. If the Bidder fails to comply with any final decision reached as a result of arbitration proceedings;
- d. If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days;
- e. If the Procuring Agency, in its sole discretion and for any reason whatsoever, decides to terminate this Contract;

15.2 By the Bidder

The Bidder may terminate this Contract, by not less than thirty (30) calendar days' written notice to the Procuring Agency, in case of the occurrence of any of the events specified in paragraphs (a) through (d) of this Clause.

- a. If the Procuring Agency fails to pay any money due to the Bidder pursuant to this Contract and not subject to dispute within forty-five (45) calendar days after receiving written notice from the Bidder that such payment is overdue.
- b. If, as the result of Force Majeure, the Bidder is unable to perform a material portion of the Services for a period of not less than sixty (60) calendar days.
- c. If the Procuring Agency fails to comply with any final decision reached as a result of arbitration.
- d. If the Procuring Agency is in material breach of its obligations pursuant to this Contract and has not remedied the same within forty-five (45) days (or such longer period as the Bidder may have subsequently approved in writing) following the receipt by the Procuring Agency of the Bidder's notice specifying such breach.

C. Obligations of the Bidder

16. General

16.1 Standard of Performance

1. The Bidder shall deliver the product and carry out the Services with all due diligence, efficiency and economy, in accordance with generally accepted professional standards and practices, and shall observe sound management practices, and employ appropriate technology and safe and effective equipment, machinery, materials and methods. The Bidder shall always act, in respect of any matter relating to this Contract or to the Services, as a faithful adviser to the Procuring Agency, and shall at all times support and safeguard the Procuring Agency's legitimate interests in any dealings with the third parties.

16.2 Law Applicable to Goods

The Bidder shall deliver the goods in accordance with the Contract and in accordance with the Law of Pakistan and shall take all practicable steps to ensure that any of its Experts and Sub-Bidders, comply with the Applicable Law.

17. Conflict of Interests

17.1 Bidder Not to Benefit from Commissions and Discounts.

The remuneration of the Bidder shall constitute the Bidder's sole remuneration in connection with this Contract or the Services, and the Bidder shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Bidder shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

17.2 Bidder and Affiliates Not to be Otherwise Interested in Project

The Bidder agree that, during the term of this Contract and after its termination, the Bidder and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing Goods for any project resulting from or closely related to the Services.

17.3 Prohibition of Conflicting Activities

Neither the Bidder nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

- a. during the term of this Contract, any business or professional activities in the Government's country which would conflict with the activities assigned to them under this Contract;
- b. during the term of this Contract, neither the Bidder nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;

18. Confidentiality

18.1 Except with the prior written consent of the Procuring Agency, the Bidder and the Experts shall not at any time communicate to any person or entity any confidential information acquired in the course of the contract.

19. Insurance to be Taken Out by the Bidder

19.1 The Bidder(a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Subcontractors', as the case may be) own cost but on terms and conditions approved by the Procuring Agency, insurance against the risks, loss or damage, and for the coverage, as shall be specified in the SCC; and (b) at the Procuring Agency's request, shall provide evidence to the Procuring Agency showing that such insurance has been taken out and maintained and that the current premiums have been paid.

20. Bidder's Actions Requiring Procuring Agency's Prior Approval

20.1 The Bidder shall obtain the Procuring Agency's prior approval in writing before taking any of the following actions:

- (a) appointing such members of the Personnel not provided by the Bidder;
- (b) changing the Program of activities; and
- (c) any other action that may be specified in the SCC.

21. Reporting Obligations

21.1 The Bidder shall submit to the Procuring Agency the reports and documents in the numbers, and within the periods as prescribed by the Procuring Agency.

22. Liquidated Damages

22.1 If the Supplier fails to deliver any or all of the Goods or to perform the Services within the period(s) specified in the Contract, the Procuring Agency shall, without prejudice to its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in SCC of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the performance security (or guarantee) specified in SCC. Once the said maximum is reached, the Procuring Agency may consider termination of the Contract pursuant to **GCC Clause 15**.

22.2 Correction for Over-payment

If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Agency shall correct any overpayment of liquidated damages by the Bidder by adjusting the next payment certificate. The Bidder shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in SCC.

22.3 Lack of performance penalty

If the Bidder has not corrected a Defect within the time specified in the Procuring Agency's notice, a penalty for Lack of performance will be paid by the Bidder. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as specified in the SCC.

23. Performance Guarantee

23.1 Within Seven (07) days from the issuance of acceptance letter from the Procuring Agency, the successful Bidder shall furnish the Performance Guarantee in shape of ----- at the discretion of the PA in the amount **specified in SCC**. In case the amount of Bids security is equal or greater than

23.2 The proceeds of the Performance Guarantee shall be payable to the Procuring agency as compensation for any loss resulting from the Supplier's failure to complete its obligations under the Contract.

23.3 The Performance Guarantee shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring agency and shall be in the acceptable form as specified in SCC.

23.4 The Performance Guarantee will be discharged by the Procuring agency and returned to the Supplier not later than thirty (30) days following the date of completion of the Supplier's performance obligations under the Contract, including any warranty obligations, unless otherwise **specified in SCC**.

24. Fraud and Corruption

24.1 The Procuring Agency requires the Supplier to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the Bidding process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

25. Sustainable Procurement

25.1 The Bidder shall conform to the sustainable procurement contractual provisions, if and as specified in the SCC.

D. Bidder's Personnel

26. Description of Personnel

26.1 The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Bidder's Key Personnel. The Key Personnel listed by title as well as by name are hereby approved by the Procuring Agency.

27. Removal and/or Replacement of Personnel

27.1 Except as the Procuring Agency may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Bidder, it becomes necessary to replace any of the Key Personnel, the Bidder shall provide as a replacement a person of equivalent or better qualifications.

27.2 If the Procuring Agency finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Bidder shall, at the Procuring Agency's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Agency.

27.3 The Bidder shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

E. Obligations of the Procuring Agency

28. Assistance and Exemptions

28.1 The Procuring Agency shall use its best efforts to ensure that the Government shall provide the Bidder such assistance and exemptions as specified in the SCC.

29. Change in the Applicable Law

29.1 If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the related Services rendered by the Bidder, then the remuneration and reimbursable expenses otherwise payable to the Bidder under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred in the SCC.

30. Services and Facilities

30.1 The Procuring Agency shall make available to the Bidder and the Experts, for the purposes of the Services and free of any charge, the services, facilities and property described , at the times and in the manner specified in the SCC or terms of reference.

30.2 In case that such services, facilities and property shall not be made available to the Bidder, the Parties shall agree on (i) any time extension that it may be appropriate to grant to the Bidder for the performance of the Services, (ii) the manner in which the Bidder shall procure any such services, facilities and property from other sources, and (iii) the additional payments, if any, to be made to the Bidder as a result thereof.

F. Payments to the Bidder

31. Contract Price

31.1 The price payable shall be in Pakistani Rupees unless otherwise specified in the SCC. Prices charged by the Supplier for Goods delivered under the Contract shall not vary from the prices quoted by the Supplier in its Bid.

32. Terms and Conditions of Payment

32.1 Payments will be made to the Bidder according to the payment schedule stated in the SCC and as per actual invoice submitted by the Bidder.

32.2 Unless otherwise stated in the SCC, the advance payment shall be made against the provision by the Bidder of a bank guarantee for the same amount, and shall be valid for the period stated in the SCC. Any other payment shall be made after the conditions listed in the SCC for such payment have been met, and the Bidder have submitted an invoice to the Procuring Agency specifying the amount due.

33. Currency of Payment

33.1 Any payment under this Contract shall be made in the currency(ies) specified in the SCC.

G. Quality Control

34. Identifying Defects

34.1 The principle and modalities of Inspection of the Goods by the Procuring Agency shall be as indicated in the SCC. The Procuring Agency shall check the Bidder's performance and notify him of any Defects that are found. Such checking shall not affect the Bidder's responsibilities. The Procuring Agency may instruct the Bidder to search for a Defect and to uncover and test any service that the Procuring Agency considers may have a Defect. Defect Liability Period is as defined in the SCC.

35. Correction of Defects, and

Lack of Performance Penalty

35.1 The Procuring Agency shall give notice to the Bidder of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.

35.2 Every time notice a Defect is given, the Bidder shall correct the notified Defect within the length of time specified by the Procuring Agency's notice.

35.3 If the Bidder has not corrected a Defect within the time specified in the Procuring Agency's notice, the Procuring Agency will assess the cost of having the Defect corrected, the Bidder will pay this amount, and a Penalty for Lack of Performance.

36. Taxes and Duties

36.1 A Supplier shall be entirely responsible for all taxes, duties, fees, etc., incurred until delivery of the contracted Goods to the Procuring Agency.

H. Settlement of Disputes

37. Alternate Dispute Resolution

37.1 The disputes between the parties to the contract may be settled in accordance with Public Procurement Rules, 2004.

37.2 The procuring agency shall refer the matter to the Chief Justice Islamabad High Court or Managing Director PPRA or the Secretary Ministry of Law & Justice for appointment of Arbitrator.

37.3 The fee for the Arbitrator shall be specified in Pak Rupees as determined by the appointing authority which shall be borne and shared equally by the contracting parties.



Special Conditions of Contract

SECTION VIII. SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, the provisions herein shall prevail over those in the Conditions of Contract. The corresponding clause number of the GCC is indicated in parentheses.

Number of GC Clause

Amendments of, and Supplements to, Clauses in the General Conditions of Contract

Number of GC Clause 1

Definitions

The Procuring Agency is: Cabinet Division (Cabinet Division), Assistant Director Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory

The Supplier is:

The title of the subject procurement is: Annual Tender for Procurement of Stationery, Misc, Livery items and Telephone Accessories

Number of GC Clause 3

Applicable/Governing Law:

The Contract shall be interpreted in accordance with the laws of Islamic Republic of Pakistan

Number of GC Clause 4

Language:

The language of the Contract, all correspondence and communications to be given, and all other documentation to be prepared and supplied under the Contract shall be in **English**.

Number of GC Clause 5

Notices:

The addresses for the notices are:

Procuring Agency:

Cabinet Division (Cabinet Division), Assistant Director
Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory
+92-306-532-2339
ad.it@cabinet.gov.pk

Contractor/ Bidder:

[Name, address and telephone number].

The Contractor/ Bidder's Representative(s)

[Name, address, telephone number and e-mail address]

Number of GC Clause 7.1

The Authorized Representatives are:

For the Procuring Agency:

Cabinet Division (Cabinet Division), Assistant Director
Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory
+92-306-532-2339
ad.it@cabinet.gov.pk

For the Bidder:

Name:

Designation:

Address:

Number of GC Clause 8

Effectiveness of the contract

Number of GC Clause 9

Commencement of Contract:

Number of GC Clause 11.2

Expiration of Contract:

Number of GC Clause 15

Termination

In the event of termination of the contract due to any reason as already defined in the General Conditions of Contract, the Bidder shall be responsible for providing to the Authority the Goods till the time of alternate arrangements.

Number of GC Clause 17

Conflict of Interest:

The Procuring Agency reserves the right to determine on a case-by-case basis whether the Bidder should be disqualified from providing goods or services due to a conflict of a nature described in Clause GCC 17.

Number of GC Clause 22

Liquidated Damages

If the Bidder fails to provide services as required under the contract or in case of any data loss/data breach or any incident compromising the data security or other such failures related to any services, the Bidder shall pay to the Procuring Agency as Liquidated Damages at a rate of **0.50%** to **0.50%** of the Contract value, in accordance with the extent of performance failure & the cost of investigating such incidents as judged by the

Authority.

Number of GC Clause 23

Performance Guarantee:

The amount of performance guarantee shall be **0%** of the contract price in acceptable form of **Nil**

Number of GC Clause 32

Payment terms:

Payment will be made to the Bidder against the procured Goods and services according to the actual invoice or running bills submitted by the Bidder against the services provided within the time given in the conditions of the contract.

Number of GC Clause 33

Currency of Payment:

All the payment to be released to the contractor/Bidder shall be in Pakistani Rupees.

Number of GC Clause 34

Identifying Defects:

The Authority reserves the right at any time to inspect the premises of the provider to inspect the goods and monitor the goods being provided.

Number of GC Clause 37

Following is the guidance for Dispute Resolution

- i. If any dispute of any kind whatsoever shall arise between the Authority and the Bidder in connection with or arising out of the Contract, including without prejudice to the generality of foregoing, any question regarding its existence, validity, termination and the execution of the Contract – whether during developing phase or after their completion and whether before or after the termination, abandonment or breach of the Contract – the parties shall seek to resolve any such dispute or difference by mutual diligent negotiations in good faith within 14 (fourteen) days following a notice sent by one Party to the other Party in this regard.
- ii. At future of negotiation the dispute shall be resolved through mediation and mediator shall be appointed with the mutual consent of the both parties.
- iii. At the event of failure of mediation to resolve the dispute relating to this contract such dispute shall finally be resolved through binding Arbitration by sole arbitrator in accordance with Arbitration Act 1940. The arbitrator shall be appointed by mutual consent of the both parties. The Arbitration shall take place in Islamabad, Pakistan and proceedings will be conducted in English language.
- iv. The cost of the mediation and arbitration shall be shared by the parties in equal proportion however the both parties shall bear their own costs and lawyer's fees regarding their own participation in the mediation and arbitration. However, the Arbitrator may make an award of costs upon the conclusion of the arbitration making any party to the

dispute liable to pay the costs of another party to the dispute.

v. Arbitration proceedings as mentioned in the above clause regarding resolution of disputes may be commenced prior to, during or after completion of the contract.

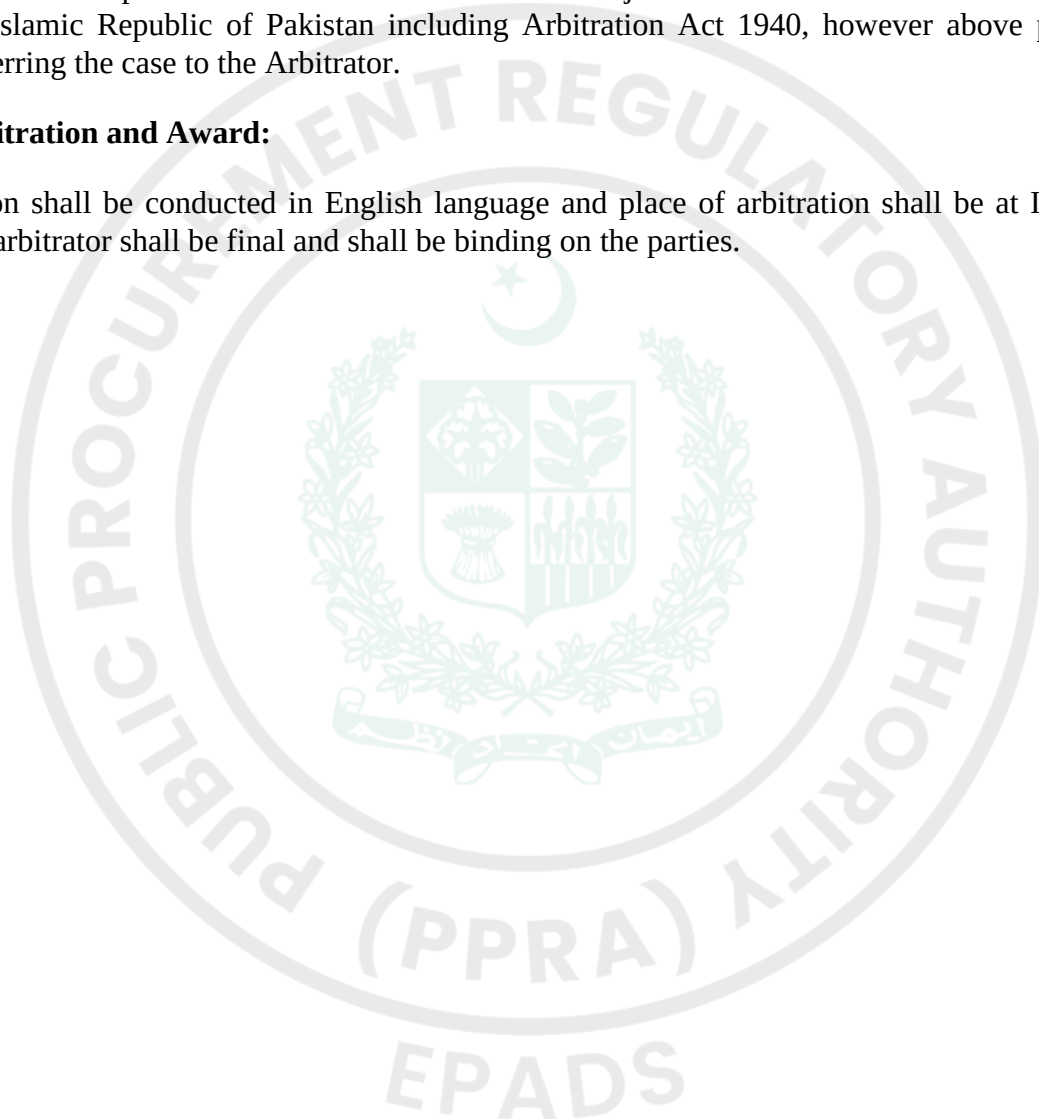
Notwithstanding any reference to the arbitration herein, the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree that the Authority shall pay the Bidder any monies due to the Bidder.

Rules of procedure for arbitration proceedings:

Any dispute between the Authority and a Bidder who is a national of the Islamic Republic of Pakistan arising in connection with the present Contract shall be referred to adjudication or arbitration in accordance with the laws of the Islamic Republic of Pakistan including Arbitration Act 1940, however above provision shall prevail in referring the case to the Arbitrator.

Place of Arbitration and Award:

The arbitration shall be conducted in English language and place of arbitration shall be at Islamabad. The award of the arbitrator shall be final and shall be binding on the parties.





Bid Securing Declaration

Form 9: Bid Securing Declaration

Date: *[insert date (as day, month and year)]*

Bid No.: **P90331**

To: **Cabinet Division (Cabinet Division), Assistant Director Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory**

We, the undersigned, declare that:

We understand that, according to your conditions, Bids must be supported by a Bid Securing Declaration.

We accept that we will be blacklisted and henceforth cross debarred for participating in respective category of public procurement proceedings for a period of (not more than) six months, if fail to abide with a bid securing declaration, however without indulging in corrupt and fraudulent practices, if we are in breach of our obligation(s) under the Bid conditions, because we:

1. have withdrawn or modified our Bid during the period of Bid Validity specified in the Form of Bid;
2. Disagreement to arithmetical correction made to the Bid price; or
3. having been notified of the acceptance of our Bid by the Procuring Agency during the period of Bid Validity, (i) failure to sign the contract if required by Procuring Agency to do so or (ii) fail or refuse to furnish the Performance Security or to comply with any other condition precedent to signing the contract specified in the Bidding Documents.

We understand this Bid Securing Declaration shall expire if we are not the successful

Bidder, upon the earlier of (i) our receipt of your notification to us of the name of the successful Bidder; or (ii) twenty-eight (28) days after the expiration of our Bid.



Contract Form

SECTION IX: CONTRACT FORMS

THIS AGREEMENT made the ____ day of _____ 20____ between **Cabinet Division (Cabinet Division), Assistant Director Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory**

(hereinafter called “the Procuring Agency”) of the one part and *[name of Bidder]* of *[city and country of Bidder]* (hereinafter called “the Bidder”) of the other part:

WHEREAS the Procuring Agency invited Bids for provision of goods, viz., **Annual Tender for Procurement of Stationery, Misc, Livery items and Telephone Accessories (P90331)** and has accepted a Bids by the Bidder for the provision of Goods in the sum of *[contract price in words and figures]* (hereinafter called “the Contract Price”).

NOW THIS CONTRACT WITNESSETH AS FOLLOWS:

1. In this Contract words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Contract, In the event of any ambiguity or conflict between the Contract Documents listed below, the order of precedence shall be the order in which the Contract Documents are listed below:-

1. This form of Contract;
2. the Form of Bids and the Price Schedule submitted by the Bidder;
3. the Schedule of Requirements;
4. the Technical Specifications;
5. the Special Conditions of Contract;
6. the General Conditions of the Contract;
7. the Procuring Agency’s Letter of Acceptance; and

8. *[add here: any other documents]*

3. In consideration of the payments to be made by the Procuring Agency to the Bidder as hereinafter mentioned, the Bidder hereby covenants with the Procuring Agency to provide the Goods related services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Agency hereby covenants to pay the Bidder in consideration of the provision of Goods and the remedying of defects therein, the Contract Price or such other sum as may become payable under the

provisions of the contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Contract to be executed in accordance with their respective laws the day and year first above written.

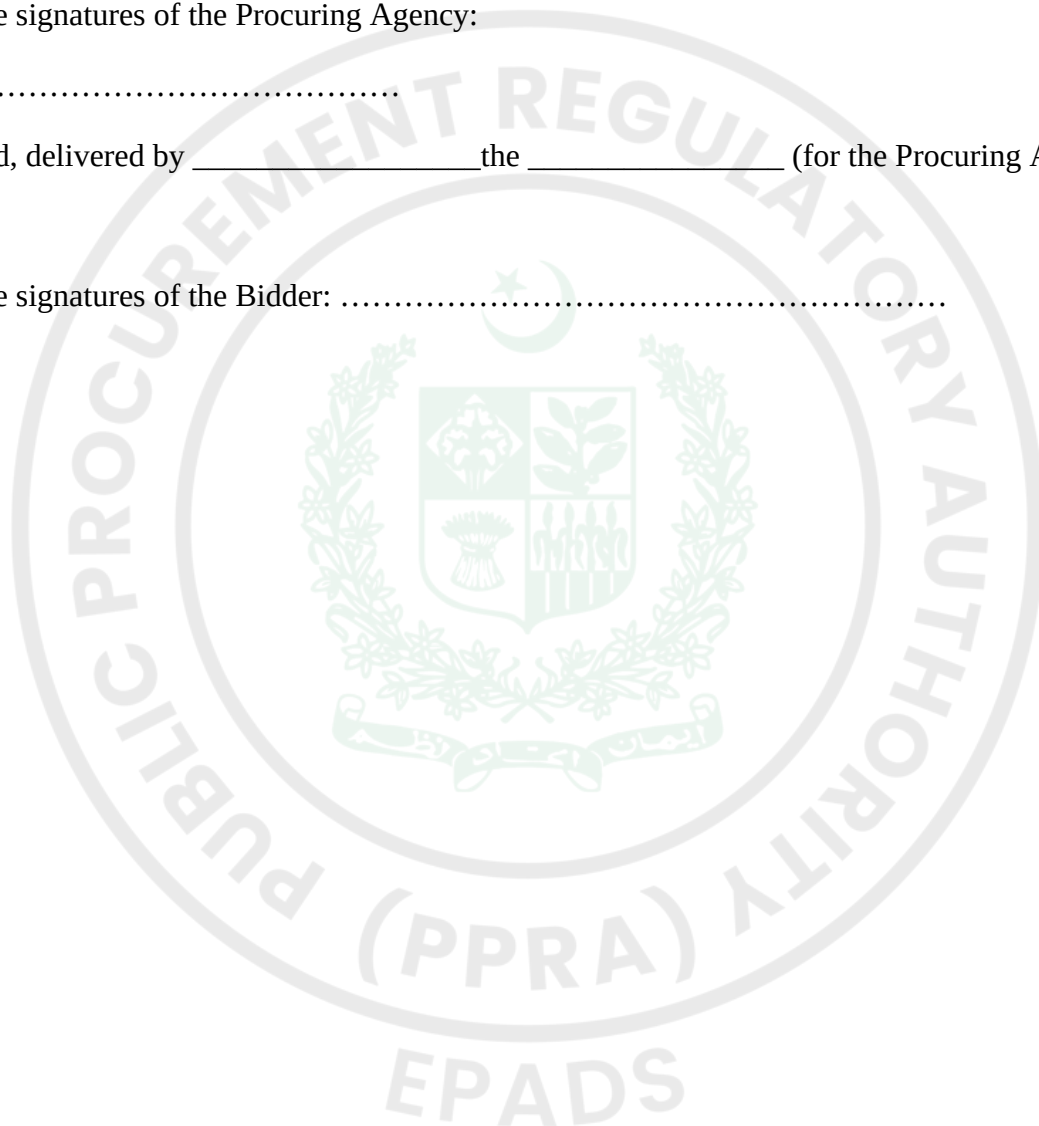
Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Procuring Agency:

.....

Signed, sealed, delivered by _____ the _____ (for the Procuring Agency)

Witness to the signatures of the Bidder:





Integrity Pact

Integrity Pact

DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC. PAYABLE BY THE SUPPLIERS OF GOODS, SERVICES & WORKS IN CONTRACTS WORTH RS.10.00 MILLION OR MORE

Contract

Number: Contract

Value: Contract Title:

Dated:

[Name of Supplier] hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Pakistan or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoP) through any corrupt business practice.

Without limiting the generality of the foregoing [Name of Supplier] represents and warrants that it has fully declared the brokerage, commission, fee etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultations fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP, except that which has been expressly declared pursuant hereto.

[Name of Supplier] certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with GoP and has not taken any action or will not take any action to circumvent the above declaration, representative or warranty.

[Name of Supplier] accepts full responsibility and strict liability for making and false declaration, not making full disclosure, misrepresenting fact or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to GoP under any law, contract or other instrument, be voidable at the option of GoP.

Notwithstanding any rights and remedies exercised by GoP in this regard, [Name of Supplier] agrees to indemnify GoP for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to GoP in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by [Name of Supplier] as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit in whatsoever form from GoP.



Performance Guarantee Form

Performance Guarantee Form

To: **Cabinet Division (Cabinet Division), Assistant Director Room 1038-E(IT Centre), Cabinet Block, Cabinet Secretariat., Islamabad Capital Territory**

WHEREAS *[name of Bidder]* (hereinafter called “the Bidder”) has undertaken, in pursuance of Contract No. *[reference number of the contract]* dated *[insert date]* for provision of Goods(hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the Bidder shall furnish you with a Bank Guarantee by a reputable bank for the sum specified therein as security for compliance with the Bidder’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the Bidders guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Bidder, up to a total of *[amount of the guarantee in words and figures]*, and we undertake to pay you, upon your first written demand declaring the Bidder to be in default under the Contract and without cavil or argument, any sum or sums within the limits of *[amount of guarantee]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the: *[insert date]*

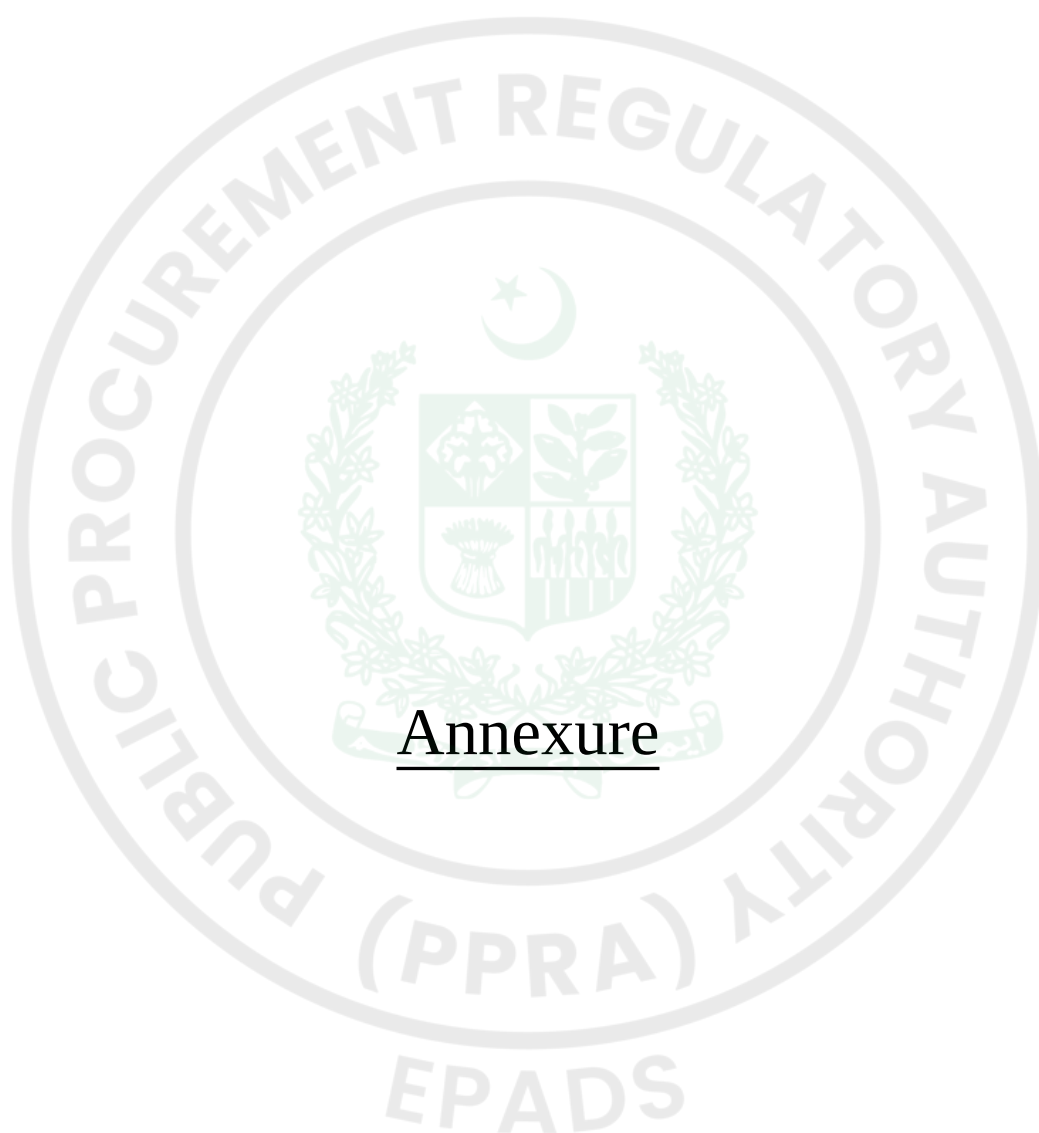
Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]





Annexure

Tender Doc

Information (Read-Only)

See Form Under Additional Forms and Documents: **Tender Doc** (page number: 184)





Procurement Forms







Additional Forms and Documents

**GOVERNMENT OF PAKISTAN
CABINET SECRETARIAT
CABINET DIVISION**

INSTRUCTIONS TO BIDDERS

This Tender document shall be used for submission of Competitive Bidding for the purchase of various items, stock and services for Cabinet Division, Islamabad. Interested bidders (manufactures/ suppliers/authorized dealers) may download tender documents from E-Pad/PPRA and Cabinet Division's official websites. The most advantageous bid will be awarded purchase contract. The detail evaluation criteria have been prepared and attached with these instructions.

2. This document contains following:
- a. Terms and conditions for each tender.
 - b. Evaluation Criteria.
 - c. Detail of the items' quantity and specifications.

TERMS & CONDITIONS FOR TENDER SUBMISSION.

- i) Tender to be filled in carefully, (preferably typed). Any correction/alteration is not allowed after opening of the bids. Each page must be signed and stamped, incomplete forms will not be accepted.
- ii) **Single stage-two envelope** bidding procedure specified in the Public Procurement Rules, 2004 shall be followed for receiving and processing the bids. **Bid Security 5%** of quoted price (according to Rule-26 of PPRA Rules-2004) as mentioned in Tender Documents in the shape of pay order/bank draft is required in the name of Section Officer (General-I), Cabinet Division, Islamabad. The tenders which are found deficient of the earnest money will not be considered.
- iii) No personal cheque will be acceptable at any cost. In case the tender is accepted by the competent authority, the earnest money will be retained till delivery of all items within the stipulated period. The earnest money of the un-successful bidders will be returned on receipt of a written request after finalization of tender process.
- iv) For each item the manufacturers/company name/brand name or equivalent must be quoted. Firms should offer rates for more than 25% of items procured during the FY 2026-27. The firms should have sufficient stock of each item, the physical inspection may be conducted.
- v) The firm should clearly indicate as to whether GST is included or not in the offered rates.
- vi) The bid must have financial capability and provide a bank statement as evidence which qualify them to supply order.
- vii) The experience of the bidder in relevant field will be considered.
- viii) National Tax No. (Active), GST Registration Number, Vendor Number and bank account number must be indicated by each bidder.
- ix) Bid validity period till 30-06-2027 must be clearly mentioned in the bid.
- x) The bidder will have to submit an affidavit on stamp paper of Rs. 100/- that the firm has not been blacklisted in the past on account of inefficiency to any public sector organization. The affidavit should be attested by the Notary Public. On account of submission of false statement, the firm shall be blacklisted and debarred from bidding process.

- xi) If any item is found substandard, defective and not meeting the prescribed specifications, the same will not be accepted in any circumstance and action will be taken against the supplier. This may range from forfeiting of bid security to blacklisting of firm for future participation in the procurement process.
- xii) Any lapse in fulfilling requirements or any other stipulated condition(s) in the tender shall render the bid liable to rejection.
- xiii) The contract award will be given to the most advantageous bid. The bids shall be evaluated by the Purchase/Tender Committee whose decision will be treated as final.
- xiv) The Result of the bid evaluation, in the form of a report will be announced ten days prior to the award of contract to the successful bidder. In case of any complaint of bidder, a Grievances Redressal Committee already constituted in the Cabinet Division will address grievance(s).
- xv) Bidders are requested to quote the best and final price and negotiations on the prices once quoted/offered are not permissible under the Rules. The procuring Agency may reject all bids or proposals at any time prior to the acceptance of a bid or proposal. The Procuring Agency shall upon request communicate to the bidder, the grounds for its rejection, but is not required to justify those grounds
- xvi) The interested manufacturer/authorized dealers/suppliers must give full address of Head Office & Branch Offices with Telephone/Fax Numbers and contact persons as the case may be.
- xvii) Income Tax/any other tax if leviable will be deducted at source on the prescribed rate for onward payment to the Income Tax Department/Government of Pakistan.
- xviii) The Successful manufacturer/authorized dealer/suppliers shall have to complete the supply within 03 days of receipt of the Supply/work Order. In case of emergency firm will bound to provide the items on time/date as prescribed. In case supply/work is not carried out within stipulated period a penalty to the maximum of 0.5% per day of the amount of pending items of supply order shall be imposed and amount will be deducted from the bills of supplier.
- xix) Receipt of incomplete supplies or delay in services will render the supply order liable to be cancelled and may action will be taken against them as per laid down procedure.
- xx) Earnest money will be forfeited if a bidder is unable to provide items at any time/as per work orders during the financial year and firm would be backlisted for future business with Government Departments.
- xxi) No advance payment will be made on any purchase.
- xxii) Bidder will supply items in the given address of Cabinet Division.
- xxiii) Procurement will be made as per Government Policy.

EVALUATION CRITERIA

Bids will be evaluated as per prescribed criteria given as instructions to bidders and Terms & Conditions for Tender. Results of bidding will be announced in the form of Evaluation Report giving justification for acceptance or rejection of bids in observance of Rule-35 of PP Rules-2004. The bids received within the stipulated time and date will be opened by the Tender/Purchase Committee on the same day in the presence of the bidders or their authorized representatives, who choose to be present on the occasion.



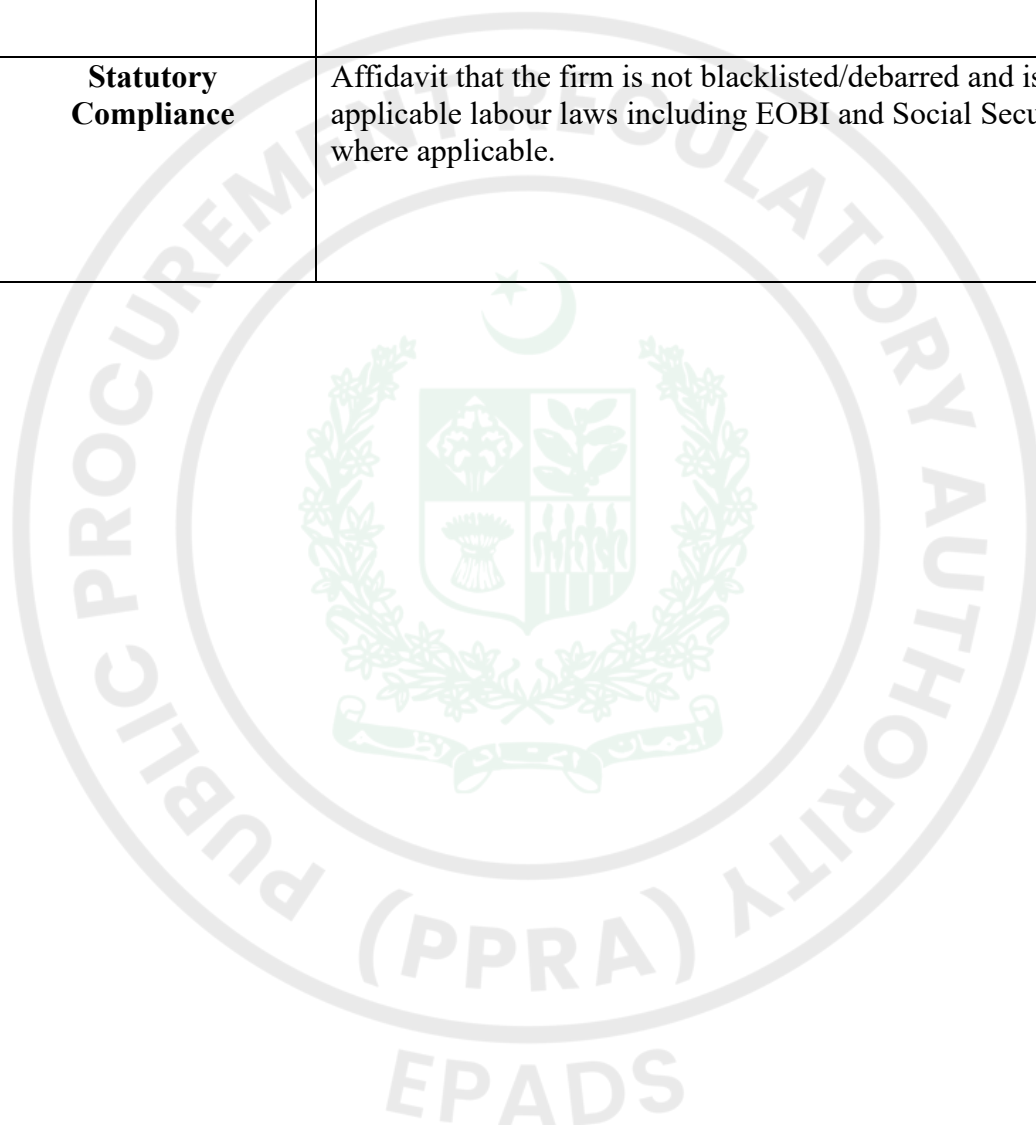
CRITERIA FOR EVALUATION

Sr. No.	Criteria/ Sub-Criteria & Marks		Total Marks	Marks Obtained
1.	Financial position of the Firm (Maximum 20 Marks)			
	a.	Balance sheet for last 02 year (Minimum Rs. 25 million) Each year carries 05 marks	10	
	b.	Business annual turnover (Minimum Rs. 10 million) - Less than Rs. 5 million0 mark - Rs 5 million but up to Rs. 10 million05 marks - Rs. 10 million to 25 million7.5 marks - Rs. Above 25 million10 marks	10	
	c.	Audit Report for last two years (each year carry 05 mark)	10	
	Sub-Total Marks		30	
2.	Company Location & Outreach (Maximum 10 Marks) with Valid Legal Proofs			
	a.	Geographically based in: - Islamabad / Rawalpindi10 marks - Other Cities05 mark	15	
	b.	Branch Offices in major cities of Pakistan (02 marks for each office upto a maximum of 10 marks)	10	
	c.	Own Office Building (Provide Evidence)	05	
	Sub-Total Marks		30	
3.	Management capabilities of the bidder (Maximum 20 Marks)			
	a.	Total regular technical staff (Minimum 10 employees) - Up to 10 employees02 mark 11 to 15 employees04 mark 16 to 20 employees07 mark 21 and more employees10 mark EOBI/Social Security registration will be preferred; further, evidence of child labour will render the firm disqualified)	10	
	b.	Experience of working with more than 10 clients for upto 5 years and more (Rawalpindi/Islamabad based Public and reputable private sector organizations) 01 Mark for each firm	10	
	c.	Delivery time (Maximum 60 days) - Delivery within 07 days10 mark - Within 08 to 15 days06 mark - Within 15 to 30 days04 mark - Within 30 to 60 days02 mark	10	
	d.	Manufacturing / Direct import / Authorized Dealership (supported by documentary evidence) - Own Manufacturing10 Marks - Direct Import07 Marks - Authorized Dealers/Distributors05 Marks	10	
	Sub-Total Marks		40	
TOTAL MARKS			100	

- Note:**
- If information against any of the criteria is not provided or provided information is less than minimum requirement, zero marks will be awarded.
 - The information shall be supported by documentary evidences in each criteria/sub-criterion.

I. Mandatory Qualification (Pass/Fail)

S#	Requirement	Documentary Evidence
1	Registration of Firm/Company	Certificate of Incorporation/Registration from relevant authority (SECP, Registrar of Firms, etc.)
2	Active Tax Compliance	NTN Certificate, Active Taxpayer List (ATL) status and Sales Tax Registration (where applicable).
3	Statutory Compliance	Affidavit that the firm is not blacklisted/debarred and is compliant with applicable labour laws including EOBI and Social Security registration where applicable.



DETAIL OF STATIONERY ITEMS REQUIRED FOR FY 2026-27 (AS PER SAMPLE)

S#	Name of Items	Annual Quantity for CFY	Price / Rate of per unit / per piece	GST 18%	Total
1.	AA Paper/equivalent for laser Printer 100-gm, Imported (8-1/4x11) (A-4) (Original Packing)	100-reams			
2.	AA Paper/equivalent for Laser printer 80 grams (Imported) (8-1/4 x11) A-4 size (Original Packing)	3000 reams			
3.	AA Paper/equivalent for Laser printer 80 grams (Imported) Legal size (8-1/2 x 13-1/2)	80 reams			
4.	AA Paper/equivalent for Photocopier 70 grams imported (8-1/4x11)A-4 size	4000 reams			
5.	Ball Point clipper Point 0.8 mm	540 Dozens 6480 Nos			
6.	Binding clip 1" Width	10 Pkts 100 Nos			
7.	Binding clip 2" Width	10-Pkts 100 Nos			
8.	Binding Tape 3"72 Yard	10-Dozens 120 Nos			
9.	Binding Tape 4"72 Yard	10-Dozens 120 Nos			
10.	Clips Size 26 mm	500-Pkts.			
11.	Color Clip fine quality	100-Pkts			
12.	Color Flags	5-Dozens 60 Nos			
13.	Color Pin (Thumb Pin) Fine Quality	5-Dozens 60 Nos			
14.	Colour Paper (A-4 Yellow, Pink, Green, Red, Blue)	500-pkt			
15.	Dak Pad (Green Colour) Best quality	80 Nos.			
16.	Diary Register 08-Nos. Fine quality	200-Nos.			
17.	Pointer Fine Quality	20-Dozens 240-Nos.			
18.	Double Hole Punch	25-Nos.			
19.	Double Hole Punch Heavy Duty Large	15-Nos.			
20.	Envelop - White SE-5	500-Nos.			
21.	Envelop - White SE-6	500-Nos.			
22.	Envelop SE-5	30,000 Nos.			

23.	Envelop SE-7-A with cloth lining	1,500-Nos.			
24.	Envelop SE-8A with cloth lining	1,500-Nos.			
25.	Envelop White with cloth 19x14	1000-Nos.			
26.	Envelops SE-6	30000 Nos			
27.	Envelops SE-7	4,500 Nos.			
28.	Envelops SE-8	30000 Nos			
29.	Eraser (Fine quality)	50-Dozens 600 Nos			
30.	Fax Roll (Panasonic) Size 210 mm X (THM-331C)	250-Rolls			
31.	File Board with Flapper Pasted as per sample	100-Nos			
32.	File Cover Blue A-4 (Art paper) with Government Monogram and Plastic Lamination line Fine Quality	20,000 No			
33.	File Cover plain white A-4 (Art paper) with Government Monogram Best quality	10,0000 No			
34.	File Flapper (3'' Wide) as per sample with Government Monogram in Green Color	10,000-No			
35.	File Flapper (3'' Wide) Normal	5000-Nos			
36.	Gel Pen	20-Dozens 240-Nos			
37.	Green Note Book Cover (Medium Size) with Emboss printing (Text & Monogram) as per sample best quality	150-Nos			
38.	Green Note Book Cover (Small Size) with Emboss printing (Text & Monogram) as per sample best quality	150-Nos			
39.	Gum bottle 1000 gram	100-Nos			
40.	Gum Bottle small	100-Nos			
41.	Gum Stick 36 Grams	90-Dozens 1080-Nos.			
42.	Highlighter-yellow, Green & Pink	60-Dozens 720-Nos			
43.	Ink bottle 60 ml	05-Dozens 60-Nos			

44.	Ink for Stamp Pad 28 gm	35-Nos			
45.	Management file cover (A-4 size)	25 Dozens 300-Nos			
46.	Marker-permanent	20- Dozens 240-Nos			
47.	Masking Tape 2” fine quality	10- Dozens 120-Nos			
48.	Masking Tape 3” fine quality	10- Dozens 120-Nos			
49.	Masking Tape 4” fine quality	10- Dozens 120-Nos			
50.	Meeting Folders (Green) with Emboss Printing (Text & Monogram) as per sample	150-Nos			
51.	Meeting Pads (Green) with Emboss Printing (Text & Monogram)	150-Nos			
52.	Note Books/Pads with Printing (Large Size) as per sample	1000-Nos			
53.	Note Books/Pads with Printing (Medium Size) as per sample	500-Nos			
54.	Note Books/Pads with Printing (Small Size) as per sample	500-Nos			
55.	Note Sheet pad 80 gm (100-Sheets each Pad)	600-Nos			
56.	Office Pins No.2	100-pkts			
57.	Pair of Scissors (Stainless Steel Blade Plastic handle) 9”	10- Dozens 120-Nos			
58.	Paper cutter (Sharp Knife) with wood handle fine quality	100-Nos			
59.	Paper Cutter Knife with Blade best quality	30-Nos			
60.	Paper Tape 1”	10- Dozens 120-Nos			
61.	Paper Tape 3”	10- Dozens 120-Nos			
62.	Paper Tape 4”	10- Dozens 120-Nos			
63.	Short hand Pencil	100 Dozens 1200-Nos			
64.	Peon Book (215 Sheets)	200-Nos			
65.	Peon Book A4 size 500 Sheets	200- Nos			
66.	Pin Remover Best Quality	50-Nos			

67.	Register 12 No. fine Quality Imported paper	50-Nos			
68.	Ring Folder (A-4 size)	25-Dozens 300			
69.	Rubber Tip Pencil	400-Dozens 4800			
70.	Scale Steel Best Quality as per sample	50-Nos			
71.	0.6 mm Gel Pen	100-Dozens 1200			
72.	Scotch Tape (1") 12 Meter	30-Dozens 360-Nos			
73.	Scotch Tape (1") 72 Meter	30-Dozens 360-Nos			
74.	Self-adhesive Note (3x3) 100 sheets fine quality	250-Pieces			
75.	Self-adhesive Note (3x5) 100 sheets fine quality	250-Pieces			
76.	Sharpener	45-Dozens 540-Nos			
77.	Sharpener Machine (No 305) fine quality	24-Nos 288-Nos			
78.	Short hand Note Book (94 pages/Sheet) as per sample	100-Nos			
79.	Single Hole Punch (Steel) Best Quality as per sample	180-Nos.			
80.	Stamp Pad (Purple/Blue/Green)	100-Nos			
81.	Stapler Machine (medium) best quality	200-Nos			
82.	Stapler machine Heavy Duty as per sample	25 Nos.			
83.	Stapler Pins (PMP) 23/10	50-Pkts (per packet/ piece)			
84.	Stapler Pins (PMP) 23/15	50-Pkts			
85.	Stapler Pins (PMP) 23/17	50-Pkts			
86.	Stapler Pins (PMP) 23/20	50-Pkts			
87.	Stapler Pins (PMP) 23/23	50-Pkts			
88.	Stapler Pins (PMP) 23/24	50-Pkts			
89.	Stapler Pins (PMP) 23/6	50-Pkts			
90.	Stapler Pins (PMP) 23/8	50-Pkts			
91.	Stapler Pins (PMP) 24/6	1500-Pkts			
92.	Table Set (Raxine) Green & Black	50-Nos			
93.	Tag Small (100-Tag in one Bundle)	500-Bundles			

94.	Tape Dispenser (No-30)	15-Nos			
95.	0.7 mm Gel Pen	120 Dozens 1440-Nos			
96.	White Board Marker	15 Dozens 180-Nos			
97.	White Fluid Pen	50- Dozens 600-Nos			
98.	Schneirder/equivalent Pen 6.6/0.7 Original	30-Dozen 360-Nos			
99.	Uni Ball Signo/equivalent	30-Dozen 360-Nos			
100.	Roller Ball Pen/equivalent	30-Dozen 360-Nos			
101.	Uni Ball Elite (Vision)/equivalent	30-Dozen 360-Nos			
102.	Uni Ball Eye Fine/equivalent	30-Dozen 360-Nos			
103.	Any other item of general use with prior intimation.				

Signature (Authorized Person/Proprietor): _____

Name of Authorized Person: _____

Name /address of Firm: _____

Stamp of Firm: _____

DETAIL OF MISC ITEMS REQUIRED FOR FY 2026-27 (AS PER SAMPLE)

S#	Name of Items	Qty	Price / Rate of per unit / per piece	GST 18%	Total
1.	AC Electric wire 110/76 (per foot)	As per demand/require ment			
2.	AC pipes (pure copper) (per foot)	As per demand/require ment			
3.	Acid for Toilet Cleaner	08-Dozens 96-Nos			
4.	Air Freshener (Aseel) or equivalent	450-Nos			
5.	Air Freshener Flower Garden 300 ML or equivalent	300-Nos			
6.	Air Freshener Refill (Fresco Bottle) or equivalent	05-Dozens			
7.	Air Freshener (Dirham 300ML) or equivalent	100-Nos			
8.	Air Wick Automatic Machine Large (Aerosol Dispenser) in Large Size/equivalent as per sample	25-Nos.			
9.	Air Wick Bottle Re-Fill (Freshmatic Max) or equivalent	05-Dozens			
10.	Back care	18-Nos			
11.	Bar Soap	150-Nos			
12.	400 ml Insect Killer (Mortine Original) /equivalent	500-Nos			
13.	Car Duster Towel style	300-Nos			
14.	Body Polish	400-Nos			
15.	Broom Bamboo (per KG)	100-KG			
16.	Calculator 12 digits (large)	12-Nos			
17.	Car Flags for SAPM & Advisors size 8 &12 inch	50-Nos			
18.	Cell Large Size for Airwick Machine	100-Nos.			
19.	Dashboard Polish (7-C)	80+60 140-Nos			
20.	Detergent Powder 100 grams	500-Nos			
21.	Duct Pati 60&60	As per requirement			
22.	Dust Bin without cover best quality	60-Nos			
23.	Dust Bin with paddle best quality	50-Nos			
24.	Duster (Cotton) (24x24) Best quality	150+2000 2,150-Nos			
25.	Duster yellow (Phylane) (24x24) Best Quality	1000-Nos			
26.	Remote Bell (Wire Less) with Cell Best Quality	100-Nos			
27.	Electric Kettle	50-Nos			
28.	Engagement Stand Fine Quality	25-Nos			
29.	Extension Lead six sockets with Pakistan Cables 5 M (3/29) wire/equivalent (as per sample)	120-Nos			

30.	Face mask (three ply)	300-box			
31.	File Box Raxine as per sample	1000-Nos			
32.	Five line Printy Stamp with Machine	30-Nos			
33.	Fork Steel (Big Size) Good Quality	15-Dozens 180-Nos			
34.	Four Line Printy Stamp with Machine	40-Nos			
35.	Glass Cleaner 500-ml	75-Nos			
36.	Green Summary Box (Raxine) with Emboss Printing of text & Monogram as per sample	500-Nos			
37.	Liquid 500-ml best quality	04-Dozens			
38.	Jai Namaz Best Quality as per sample	03-Dozens			
39.	Jug with Cover	50-Nos			
40.	Curry Plates as per sample	15-Dozens			
41.	Lead Seal	2000-Nos			
42.	Light plug 10 AMP	50-Nos			
43.	Liquid Soap (4- Liter Gallon)	50-Nos			
44.	300 gram Dish wash powder	600-Nos			
45.	Multi Power Plug (15Amp) as per sample	100-Nos			
46.	New Name Plate (wooden base with brass top)	50-Nos			
47.	Pakistan Table Flag with stand	12-Nos			
48.	Pakistan Table Flag with Govt. Flag with Stand	12-Nos			
49.	Pencil Cell (Remote size)	600-Nos			
50.	Pencil Cell for wall clock	1000-Nos			
51.	Phenyl (2.9 litres)	150-Nos			
52.	Power Plug 40 AMP (Stone)/ with box /equivalent (as per sample)	50-Nos			
53.	Power plug China fitting (Stone) with box/equivalent (as per sample)	50-Nos			
54.	Quarter Plates Best Quality as per sample	10-Dozens			
55.	Rice Plates Best Quality as per sample	15-Dozens			
56.	Rice Spoon Steel Good Quality	15-Dozens			
57.	Rubber Stamp (five lines)	80-Nos			
58.	Rubber Stamp (four lines)	60-Nos			
59.	Rubber Stamp (three lines)	60-Nos			
60.	Soap (Small 125 Grams)	300-Nos			
61.	Sanitizer (0.5 liter)	25-Nos			
62.	Sanitizer Gell (05 liter Gallon)	5-Nos			
63.	Shampoo Bottle for Cars in Large (2 liters)	50+100=150-Nos			
64.	Suttli (Binding Rope)	100-Ball			
65.	Tea Cups with Saucer as per sample	35-Dozens			
66.	Tea Sets Queen 22-Pieces/per set/equivalent Best Quality	25-Sets			
67.	Tea Spoon Steel Good Quality	10-Dozen			
68.	Thermos 1.5-Liters fine quality	40-Nos			
69.	Thermos 3-Liters Fine Quality	15-Nos			
70.	Three Line Printy Stamp with Machine	20-Nos			
71.	Tissue Box Roze Petal Prime/ Equivalent	500-Boxes			

72.	Tissue Hygiene	3000-Nos			
73.	Table Green Cloth Green Color	60-Meter			
74.	Tissue paper	2500-Boxes			
75.	Tissue Paper Popup/Equivalent	500-Boxes			
76.	Toilet Roll	1500-Roll			
77.	Towel Cotton White Bamboo (24x40) (Medium)	80-Nos			
78.	Towel Cotton White Bamboo (27x54) (Large)	20-Nos.			
79.	Tray (Plastic) Large Size as per Sample	02-Dozens			
80.	Tray (Plastic) Medium Size as per sample	02-Dozens			
81.	Tumbler	500-Nos			
82.	Two pin switch (Male)	48-Nos			
83.	Umbrella (Large size) Fine Quality	150-Nos.			
84.	Wall Clock with cell fine quality	24-Nos.			
85.	Water Cooler (No-72) 10 liter	25-Nos			
86.	Dettol 3x Power IL	10-Nos			
87.	Pakistan Logo Flag, Hand embroidered Tilla work with Jhallar and Dori on edges size 3'x4- ½ Flag	15-Nos			
88.	Federal Govt Logo Flag, Hand embroidered Tilla work with Jhallar and Dori on edges size 3'x4- ½	15-Nos			
89.	Flag Stand Cromer Based with Globe.	30-Nos			
90.	Water filters for filtration plant main Cabinet Block	12-Nos			
91.	Rubber Stamp (two lines)	60-Nos			
92.	Rubber Stamp (one lines)	60-Nos			
93.	Mini Soap (Taki)	500-Nos			
94.	Pochara	60-Nos			
95.	Pochara Rope type	50-Nos			
96.	Cell-Energizer AAA/equivalent	500-Nos			
97.	Cell-Energizer AA/equivalent	600-Nos			
98.	Cell-Camclion AA/equivalent	600-Nos			
99.	Cell-Camclion AAA/equivalent	500-Nos			
100.	Quaid-e-Azam Potrate 2x2	15-Nos			
101.	Power Plug Show AC	48-Nos			
102.	Multi Plug Socket	48-Nos			
103.	LED Blub 18 watt	30-Nos			
104.	LED Tube Light 12 watt	30-Nos			
105.	Wire 7/29 Pakistan Cable/equivalent	Per Feet			
106.	Dry Mop	50-Nos			
107.	Viper	50-Nos			
108.	Harpic 500 ML/equivalent	120-Nos			
109.	Wire Locks	13-Nos			
110.	Any other item of general use with prior intimation.				

Signature (Authorized Person/Proprietor): _____

Name of Authorized Person: _____

Name /address of Firm: _____

Stamp of Firm: _____

DETAIL OF LIVERY ITEMS FOR FY 2026-27 (AS PER SAMPLE)

S#	Name of Items	Quantity	Price / Rate of per unit/per piece	GST 18%	Total
1.	Shalwar Qameez (White) with stitching	300-Nos			
2.	Shoes (Service/Equivalent) (Bes Quality)	300-Nos			
3.	Waist Coat Black) Best Quality	300-Nos			
4.	Jinnah Cap/P. Cap	300-Nos			
5.	White Gloves (Cloth)	500-Nos			
6.	Helmet (Bes Quality) for DRs	15-Nos			
7.	Rain Coat/Barsati (Best Quality) for DRs	15-Nos			
8.	Rain Shoes (Bes Quality) for DRs	15-Nos			
9.	Leather Gloves (for DRs)	30-Nos			

Signature (Authorized Person/Proprietor): _____

Name of Authorized Person: _____

Name/address of Firm: _____

Stamp of Firm: _____

TELEPHONE ACCESSORIES FOR FY 2026-27
(As per Government Policy)

S#	Telephone accessories	Quantity	Rate per unit	18 % GST	Total
1.	Adapter for steno set	30			
2.	Line cords for steno telephone set (4 wire)	50			
3.	Line cords for steno telephone set (6 wire)	40			
4.	Line cords for ordinary telephone set	60			
5.	Receiver cord	60			
6.	Rozitt for steno telephone set (4 wire)	30			
7.	Telephone Wire Roll 5 pairs	10			

Signature (Authorized Person/Proprietor): _____

Name of Authorized Person: _____

Name/address of Firm: _____

Stamp of Firm: _____