Standard Bidding Document

Procurement of stationery and other miscellaneous items (Goods)

National

November 10, 2026

Office of the Wafaqi Mohtasib - Regional Office Peshawar (Wafaqi Mohtasib (Federal Ombudsman)),Director 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province).
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INVITATION FOR PREQUALIFICATION FOR CLOSED FRAMEWORK AGREEMENT

PROCUREMENT OF GOODS

1. The **Office of the Wafaqi Mohtasib - Regional Office Peshawar (Wafaqi Mohtasib (Federal Ombudsman))** has sufficient / has received / intends to apply for funds from **Non-ADP** and intends to apply part of such funds toward payments under the Framework Agreement for **Procurement of stationery and other miscellaneous items** having reference number **FFW10809**.

2. The **Office of the Wafaqi Mohtasib - Regional Office Peshawar (Wafaqi Mohtasib (Federal Ombudsman))** intends to prequalify suppliers for subsequent Invitation to Bid(s) and to sign a Closed Framework Agreement with the successful bidder(s) following completion of the bidding process.

3. The objective of the intended Closed Framework Agreement is the on-demand supply of **Procurement of stationery and other miscellaneous items** through subsequent Call-Off Contract(s) during the Framework Agreement period. The purpose of this Prequalification Notice is to provide basic information to enable potential applicants to decide whether to respond to this Prequalification Notice.

4. Only the prequalified applicants shall be entitled to participate in the subsequent procurement proceedings. It is expected that Invitations to Bid will be issued to the Prequalified Applicants in **Friday, November 13, 2026**. The Closed Framework Agreement is expected to be signed with the successful bidder(s) in **Monday, November 30, 2026** for a period of **12 Months**.

5. The Prequalification process is open to all **National** Applicants subject to fulfilling the eligibility requirements specified in the Prequalification Documents. Interested Applicants may obtain further information from **Office of the Wafaqi Mohtasib - Regional Office Peshawar (Wafaqi Mohtasib (Federal Ombudsman))** through **EPADS v2.0** during office hours. A complete set of Prequalification Documents may be accessed by interested Applicants through **EPADS v2.0** at **https://epads.gov.pk/opportunities/federal/framework-**

agreements/10809.

6. The application, prepared in accordance with the instructions contained in the Prequalification Documents, must be submitted through **EPADS v2.0** on or before **Monday, November 23, 2026 12:00 PM**. Applications will be opened electronically through **EPADS v2.0** on the same day at **Monday, November 23, 2026 12:30 PM**. Manual submission of applications shall not be entertained.

7. Vendors who have not yet registered on **EPADS v2.0** may complete their registration at **https://vendors.epads.gov.pk/**. Guidance regarding registration and bid submission is available on the portal.

In terms of Rule 48 of Public Procurement Rules, 2004, the Grievance Redressal Committee (GRC) has been notified for the subject procurement. The notification is available on the Procuring Agency's website and on PPRA's website.

Office of the Wafaqi Mohtasib - Regional Office Peshawar (Wafaqi Mohtasib (Federal Ombudsman))
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Instructions to Applicants

A. General

1. **Scope of Application**

1.1. In connection with the "**Invitation for Prequalification**", the Procuring Agency, as defined in Section II (Prequalification Data Sheet abbreviated as PDS), issues this set of Prequalification Documents (PD) to prospective applicants (also hereinafter referred as Applicants) interested in submitting applications (also hereinafter referred as Applications) to determine the capacity and capability of the Applicant(s) for supply of Goods and Related Services incidental thereto as specified in Section VII (Schedule of Requirements).

2. **Source of Funds**

2.1. Source of funds is same as referred in Invitation for Prequalification.

3. **Fraud and Corruption**

3.1. The Procuring Agency requires that the Applicants /Bidders/ Suppliers/Contractors under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such agreements and contracts.

3.2. The Applicants/Bidders shall permit and shall cause their agents (whether declared or not), sub-contractors, sub-consultants, service providers, suppliers, and their personnel, to permit the Procuring Agency to inspect all accounts, records and other documents relating to any, Application/Bid submission, Primary Procurement process, Framework Agreement performance, Secondary Procurement process, and/or Call-off Contract performance (in the case of award of a Call-off Contract), and to have them audited by auditors appointed by the Procuring Agency.

3.3. Any communications between the Applicant and the Procuring Agency related to matters of alleged corrupt and fraudulent practices must be made in writing or in electronic forms that provide record of the content of communication.

3.4. Procuring Agency will reject an application or bid or proposal, if it is established that the Applicant or the Bidder or Prosper was engaged in corrupt and fraudulent practices in competing for the contract.

3.5. Procuring Agency will also declare the Applicant as blacklisted in accordance with Public Procurement Rule 19 and predefined standard mechanism.

4. **Eligible Applicants**

4.1. An Applicant may be a private entity, a state-owned enterprise or institution subject to ITB 4.6, or any combination of such entities in the form of a joint venture (JV) under an existing JV agreement or with the intent to enter into such an agreement supported by a letter of intent.
In case of single (private or state-owned entity), it shall be liable for execution of all the provisions of the Framework Agreement (if signed b/w the Procuring Agency and the entity), the execution of any Call-off Contract(s) awarded (to the entity) under the Framework Agreement in accordance with the Call-off Contract conditions that apply.
In the case of a joint venture, all members shall be jointly and severally liable for the execution of all the provisions of the Framework Agreement (if signed b/w the Procuring Agency and the JV), the execution of any Call-off Contract(s) awarded (to the JV) under the Framework Agreement in accordance with the Call-off Contract conditions that apply.
The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the Prequalification process, Bidding process (in the event the prequalified JV submits a Bid) and during the period of framework agreement and contract execution (in the event the JV is awarded the Contract). Unless specified in the PDS, there is no limit on the number of members in a JV.

4.2. An Applicant may apply for Prequalification both individually, and as part of a joint venture, or participate as a subcontractor. If prequalified as a JV only, it will not be permitted to bid for the same contract as an individual entity. Bids submitted in violation of this provision will be rejected.

4.3. An Applicant and any of its affiliates (that directly or indirectly control, are controlled by or are under common control with that entity) may submit its Application for Prequalification either individually, as joint venture or as a sub-contractor among them for the same contract. However, if prequalified only one prequalified Applicant will be allowed to bid for the same contract. All Bids submitted in violation of this provision will be rejected.

4.4. Applicants shall be considered to have a conflict of interest, if they participated as a consultant in the preparation of the design or technical specifications or have been hired or proposed to be hired by the Procuring Agency for execution of subsequent Framework Agreement(s) or Call-off Contract(s). In addition, Applicants may be considered to have a conflict of interest if they have a close business or family relationship with such professional staff of the Procuring Agency (or a recipient of a part of the funds) who:

4.4.1. are directly or indirectly involved in the preparation of the Prequalification Documents or Bidding Documents or specifications of the Framework Agreement or Call-off Contract and/or the Prequalification or Bid evaluation process of such Contract; or

4.4.2. would be involved in the implementation or supervision of such Framework Agreement or Call-off Contract, unless the conflict stemming from such relationship has been resolved throughout the Procurement Process, Bidding process during the execution of the Framework Agreement and/or Call-off Contract.

4.5. An Applicant that has been declared debarred or blacklisted shall be ineligible to be prequalified to bid or enter into any Framework Agreement or Call-off Contract for such period of time and for such type of procurement for which he has been declared debarred or blacklisted. The list of debarred firms and individuals is available at PPRA’s website.

4.6. An Applicant shall provide such documentary evidence for determining the eligibility of the Applicant to the reasonable satisfaction of the Procuring Agency.

5. **Eligibility (in terms of Nationality)**

5.1. Applicants may be ineligible if they are nationals of ineligible countries as indicated in Section V.

B. Contents of the Prequalification Documents

6. **Sections of Prequalification Documents**

6.1. This set of Prequalification Documents consists of Parts 1 and 2 which comprise all the sections indicated below, and which should be read in conjunction with any Addendum issued in accordance with ITA 8.

PART 1 Prequalification Procedures

6.2. Section I - Instructions to Applicants (ITA)

6.3. Section II - Prequalification Data Sheet (PDS)

6.4. Section III - Qualification Criteria and Requirements

6.5. Section IV - Application Forms

6.6. Section V - Eligible Countries

6.7. Section VI - Fraud and Corruption

PART 2 Supply Requirements

6.8. Section VII – Schedule of Requirements

6.9. The Procuring Agency accepts no responsibility for the completeness of the Prequalification documents, responses to requests for clarification, the minutes of the pre-Application meeting (if any), or Addenda to the Prequalification documents in accordance with ITA 8. In case of any discrepancies, documents issued directly through ePADS shall prevail.

6.10. The Applicant is expected to examine all instructions, forms, and terms in the Prequalification Documents and to furnish with its Application all information or documentation as is required by the Prequalification Documents.

7. **Clarification of Prequalification Documents and Pre-Application Meeting**

7.1. An Applicant requiring any clarification of the Prequalification Documents shall contact the Procuring Agency in writing through ePADS. The Procuring Agency will respond in writing through ePADS to any request for clarification provided that such request is received no later than three (03) days prior to the deadline for submission of the Applications. The Procuring Agency shall forward a copy of its response to all prospective Applicants through ePADS who have obtained the Prequalification Documents from ePADS, including a description of the inquiry but without identifying its source. If so indicated in the PDS, the Procuring Agency shall also promptly publish its response through ePADS. Should the Procuring Agency deem it necessary to amend the Prequalification Documents as a result of a clarification, it shall do so in accordance with the provisions of ITA 16.2.

7.2. If indicated in the PDS, the Applicant's designated representative is invited at the Applicant's cost to attend a pre-Application meeting through online platform / ePADS as per date and time mentioned in the PDS. During this Pre-Application meeting, prospective Applicants may request clarification of the schedule of requirement, the qualification criteria or any other aspects of the Prequalification Documents.

7.3. Minutes of the Pre-Application meeting, if applicable, including the text of the questions asked by Applicants, including those during the meeting (without identifying the source) and the responses given, together with any responses prepared after the meeting will be transmitted promptly through ePADS to all prospective Applicants who have obtained the Prequalification Documents. Any modification to the Prequalification Documents that may become necessary as a result of the pre-Application meeting shall be made by the Procuring Agency exclusively through the use of an Addendum pursuant to ITA 8 and through ePADS. Non-attendance at the pre-Application meeting will not be a cause for disqualification of an Applicant.

8. **Amendment of Prequalification Documents**

8.1. At any time prior to the deadline for submission of Applications, the Procuring Agency may amend the Prequalification Documents by issuing an Addendum through ePADS.

8.2. Any Addendum issued shall be part of the Prequalification Document and shall be communicated in writing through ePADS to all Applicants who have obtained the Prequalification Documents from the Procuring Agency. The Procuring Agency shall promptly publish the Addendum at the Procuring Agency’s web page and ePADS.
Provided that an Applicant who had already submitted their Applications prior to the issuance of any such addendum shall have the right to withdraw his already submitted Application and submit the revised Application prior to the original or extended Application submission deadline through ePADS.

8.3. To give Applicants reasonable time to take an Addendum into account in preparing their Applications, the Procuring Agency may at its discretion, extend the deadline for the submission of Applications in accordance with ITA 16.2:
Provided that the Procuring Agency shall extend the deadline for submission of Applications, if such an addendum is issued within last three (03) days of the Application submission deadline.

C. Preparation of Applications

9. **Cost of Applications**

9.1. The Applicant shall bear all costs associated with the preparation and submission of its Application. The Procuring Agency will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the Prequalification process.

10. **Language of Application**

10.1. The Application as well as all correspondence and documents relating to the Prequalification exchanged by the Applicant and the Procuring Agency, shall be written in the language specified in the PDS. Supporting documents and printed literature that are part of the Application may be in

another language, provided they are accompanied by an accurate translation of the relevant passages in the language specified in the PDS, in which case, for purposes of interpretation of the Application, the translation shall govern.

11. **Documents Comprising the Application**

11.1. The Application shall comprise the following:

11.1.1. **Application Submission Letter**, in accordance with ITA 12.1;

11.1.2. **Eligibility**: documentary evidence establishing the Applicant's eligibility, in accordance with ITA 13.1;

11.1.3. **Qualifications**: documentary evidence establishing the Applicant's qualifications, in accordance with ITA 14; and

11.1.4. any other document required as specified in the PDS.

12. **Application Submission Letter**

12.1. The Applicant shall complete an Application Submission Letter as provided in Section IV (Application Forms). This Form must be completed without any alteration to its format.

13. **Documents Establishing the Eligibility of the Applicant**

13.1. To establish its eligibility in accordance with ITA 4, the Applicant shall complete the eligibility declarations in the Application Submission Letter and Form ELI-1.1 (eligibility), included in Section IV (Application Forms).

14. **Documents Establishing the Qualifications of the Applicant**

14.1. To establish its qualifications to perform the contract(s) in accordance with Section III (**Qualification Criteria and Requirements**), the Applicant shall provide the information requested in the corresponding Information Sheets included in **Section IV (Application Forms)**.

14.2. Wherever an Application Form requires an Applicant to state a monetary amount, Applicants should indicate the Pak Rupee equivalent using the rate of exchange determined as follows:

14.2.1. for turnover or financial data required for each year - Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year is to be converted).

14.2.2. value of single contract - Exchange rate prevailing on the date of the contract.

14.3. Exchange rates shall be taken from the publicly available source identified in the PDS. Any error in determining the exchange rates in the Application may be corrected by the Procuring Agency.

14.4. The documentary evidence of the Applicant’s qualifications to conclude a Framework Agreement, and/or to perform any Call-off Contract(s) if awarded, shall establish to the Procuring Agency’s satisfaction:

14.4.1. that, if required in the BDS, an Applicant that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer’s Authorization using the form included in Section IV A (Bidding Forms) to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in the Procuring Agency’s Country;

14.4.2. that, if required in the BDS, in case of an Applicant not doing business within Islamic Republic of Pakistan (or the country where the procurement is being made), the Applicant is, or will be, (if awarded the call off contract) represented by an Agent in the country, equipped and able to carry out the Supplier’s maintenance, repair, and spare parts stocking obligations in respect of the Goods.

D. Submission of Applications

15. **Submission of the Applications through ePADS**

15.1. The Bidder shall prepare and submit Bid with due diligence after carefully reading all the terms and condition before submission through ePADS in accordance with the procedures specified in the PDS.

15.2. In case the Applicant is a JV, the Application shall submit an authorized representative of the JV on behalf of the JV and so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized signatories.

16. **Deadline for Submission of Applications**

16.1. Applicants shall be submitted through ePADS no later than the deadline indicated in the PDS.

16.2. If required in accordance with the provisions of ITA 8.3, the Procuring Agency will extend the deadline for the submission of Applications, in which case all rights and obligations of the Procuring Agency and the Applicants subject to the previous deadline shall thereafter be subject to the deadline as extended.

16.3. The deadline will be extended in the same manner as that of original Invitation for Prequalification (or the advertisement) through ePADS.

17. **Opening of Applications**

17.1. The Procuring Agency shall open all Applications on the date and time specified in the PDS through ePADS. Late Applications shall be treated in accordance with ITA 16.1.

E. Procedures for Evaluation of Applications

18. **Confidentiality**

18.1. Information relating to the Applications, their evaluation and results of the Prequalification shall not be disclosed to Applicants or any other persons not officially concerned with the Prequalification process until the notification of Prequalification results is made to all Applicants in accordance

with ITA 26 through ePADS.

18.2. From the deadline for submission of Applications to the time of notification of the results of the Prequalification in accordance with ITA 26, any Applicant that wishes to contact the Procuring Agency on any matter related to the Prequalification process may do so only in writing through ePADS.

19. **Clarification of Applications**

19.1. To assist in the evaluation of Applications, the Procuring Agency may, ask an Applicant for a clarification (including missing documents) of its Application, to be submitted within a stated reasonable period of time. Any request for clarification from the Procuring Agency and all clarifications from the Applicant shall be in writing through ePADS.

19.2. If an Applicant does not provide clarifications and/or documents requested by the date and time set in the Procuring Agency's request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application.

20. **Responsiveness of Applications**

20.1. The Procuring Agency may reject any Application which is not responsive to the requirements of the Prequalification Documents. In case the information furnished by the Applicant is incomplete or otherwise requires clarification as per ITA 19.1, and the Applicant fails to provide satisfactory clarification and/or missing information within prescribed time, it may result in disqualification of the Applicant.

21. **Margin of Preference**

21.1. Unless otherwise specified in the PDS, a margin of preference shall not apply in the Bidding process resulting from this Prequalification.

22. **Sub-contractors**

22.1. Subcontractors' qualification and experience will not be considered for evaluation of the Applicant. The Applicant on its own (without taking into

account the qualification and experience of the Subcontractor) should meet the qualification criteria.

F. Evaluation of Applications and Prequalification of Applicants

23. **Evaluation of Applications**

23.1. The Procuring Agency shall use the factors, methods, criteria, and requirements defined in Section III, Qualification Criteria and Requirements, to evaluate the qualifications of the Applicants, and no other methods, criteria, or requirements shall be used. The Procuring Agency reserves the right to waive minor deviations from the qualification criteria if they do not materially affect the technical capability and financial resources of an Applicant to perform the contract, however subject to the provisions of ITA 25.

23.2. Subcontractors proposed by the Applicant shall be fully qualified for their parts of the Scope of Supply of the Goods and Allied Services.

23.3. In case of multiple contracts, Applicants should indicate in their Applications the individual contract or combination of contracts in which they are interested. The Procuring Agency shall prequalify each Applicant for the maximum combination of contracts for which the Applicant has thereby indicated its interest and for which the Applicant meets the appropriate aggregate requirements. The Qualification Criteria and Requirements are mentioned in Section III.

23.4. Only the qualifications of the Applicant shall be considered. The qualifications of other related entities such as the Applicant’s subsidiaries, parent entities, affiliates, subcontractors or any other firm(s) different from the Applicant shall not be taken into consideration in determining the qualifications of the Applicant.

24. **Procuring Agency’s Right to Accept or Reject Applications**

24.1. The Procuring Agency reserves the right to accept or reject all the Applications, and to annul the Prequalification process at any time, without

thereby incurring any liability to the Applicants. However, the procuring agency shall record its reasons and justifications on ePADS, duly approved by the Principal Accounting Officer or Head of Organization.

25. **Prequalification of Applicants**

25.1. All Applicants whose Applications substantially meet or exceed the specified qualification requirements will be prequalified by the Procuring Agency.

25.2. An Applicant may be “conditionally prequalified,” that is, qualified subject to the Applicant submitting or correcting certain specified nonmaterial documents or deficiencies to the satisfaction of the Procuring Agency.

25.3. Applicants that are conditionally prequalified will be so informed along with the statement of the condition(s) which must be met to the satisfaction of the Procuring Agency before or at the time of submitting their Bids.

26. **Notification of Prequalification**

26.1. The Procuring Agency shall notify all Applicants in writing through ePADS indicating the names of those Applicants who have been prequalified or conditionally prequalified. In addition, those Applicants who have been disqualified will be informed separately through ePADS.

26.2. The procuring agency shall communicate to those suppliers or contractors who have not been pre-qualified the reasons for not pre-qualifying them through ePADS.

27. **Request for Bids**

27.1. Promptly after the notification of the results of the Prequalification, the Procuring Agency will invite the Bids from all the Applicants that have been prequalified through ePADS.

28. **Changes in Qualifications of Applicants**

28.1. Any change in the structure or formation of an Applicant after being prequalified in accordance with ITA 25 and invited to bid (including, in the case of a JV, any change in the structure or formation of any member thereto) shall be subject to the written approval of the Procuring Agency prior to the deadline for submission of Bids. Such approval shall be denied if:

28.1.1. a prequalified Applicant proposes to associate with a disqualified Applicant or in case of a disqualified joint venture, any of its members;

28.1.2. as a consequence of the change, the Applicant no longer substantially meets the qualification criteria set forth in Section III, Qualification Criteria and Requirements; or

28.1.3. in the opinion of the Procuring Agency, the change may result in a substantial reduction in competition.

28.2. Any such change should be submitted to the Procuring Agency before the date of “Invitation to Bids”.

29. **Redressal of Grievances**

29.1. Procuring agency shall constitute a Grievance Redressal Committee (GRC) and proceed in accordance with the procedure and mechanism defined under Rule-65 of Public Procurement Rules, 2025.

29.2. The GRC shall not have any of the members of Procurement Evaluation Committee. The committee must have one subject specialist depending on the nature of the procurement.

30. **Mechanism of Blacklisting**

30.1. The procuring agency shall initiate blacklisting or debarment proceedings against any bidder, supplier or contractor in accordance with the mechanism prescribed under Rule-25 of Public Procurement Rules, 2025 read with “Mechanism for Blacklisting Regulations, 2024”.

Framework Data Sheet

Framework Data Sheet (FDS)

The following specific data for the Framework Agreement shall complement, supplement, or amend the provisions in the Instructions to Applicants/Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

FDS Clause Number
ITB Number

Amendments of, and Supplements to, Clauses in the Instructions to Applicants/Bidders

A. General

FDS Clause Number 1
ITB Number 1.1

Identification Number of the Framework Agreement: **FFW10809**
The Procuring Agency is: **Office of the Wafaqi Mohtasib - Regional Office Peshawar (Wafaqi Mohtasib (Federal Ombudsman))**
Framework Agreement Title: **Procurement of stationery and other miscellaneous items**

FDS Clause Number 2
ITB Number 2.1

The name of Procuring Agency is: **Office of the Wafaqi Mohtasib - Regional Office Peshawar (Wafaqi Mohtasib (Federal Ombudsman))**
The name of Framework Agreement is: **Procurement of stationery and other miscellaneous items**

FDS Clause Number 3
ITB Number 2.2

Participating / Authorized Procuring Agencies under this Framework Agreement:

FDS Clause Number 4
ITB Number 3.1

Framework Type: **Closed Framework Agreement**

FDS Clause Number 5
ITB Number 4.1

Framework Duration: **12 Months**

Commencement Date: **Expired after the framework duration of 12 months from the award date.**

Expiry Date: **Items Without Lots :**

Item	UNSPSC	Delivery Schedule	Quantity
Dak/Peon Book	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Dak Pad Rexine F/S size	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty
Diary Register 12,10,6	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 24/Qty	24/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Envelope SE-5 khaki Per 100 (9 x 4 size)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 30/pack	30/pack
Envelope SE-6 khaki Per 100 (11 x 5 size)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 30/pack	30/pack
Envelope SE-8 khaki Per 100 (15 x 12 size)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 30/pack	30/pack

Item	UNSPSC	Delivery Schedule	Quantity
Envelope Cloth lined A/4 per 100 (10 x 12 size)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 30/pack	30/pack
File Binder Rexene	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
File Board	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 1500/Qty	1500/Qty

Item	UNSPSC	Delivery Schedule	Quantity
File cover	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 1500/Qty	1500/Qty
Fax Roll 30 Mtr	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Gum Stick (large)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 200/Qty	200/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Marker compo	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 2/pack	2/pack
Marker Uniball 157 Uniball	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 7/pack	7/pack
Marker Highlighter (All Colours)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 2/pack	2/pack

Item	UNSPSC	Delivery Schedule	Quantity
Paper Cutter Knife steel	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Paper Offset A4 80 gms (Imported) – 500 sheets	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 20/Qty	20/Qty
Paper Offset Double A 80 gms 14 inch (Imported) 500 sheets	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 350/Qty	350/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Paper Clip 36 mm	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 24/pack	24/pack
Ball Point regular	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 30/pack	30/pack
Ball Point superior	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 5/pack	5/pack

Item	UNSPSC	Delivery Schedule	Quantity
Pointer double soft liner	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 5/pack	5/pack
Punch Single hole	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 24/Qty	24/Qty
Stock Register	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 4/Qty	4/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Scotch Tap (1/2 x 10 yards)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Scotch Tap (1 x 10 yards)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 2/Qty	2/Qty
Scotch Tap (1 x 50 yards)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 2/Qty	2/Qty

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Item	UNSPSC	Delivery Schedule	Quantity
Stamp Pad (blue, black, red) large size	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Stamp Pad Ink (blue Black & Red)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Sharpener (good quality)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 **Quantity:** 100/Qty	100/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Short Hand Book 100 sheets	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 24/Qty	24/Qty
Short Hand Pencil	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Scissor Plastic Handle (7 Inch) good quality	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Tag Cotton (8 inch)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 100/pack	100/pack
Tag Cotton (12inch)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 4/pack	4/pack
Table Set	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 2/pack	2/pack

Item	UNSPSC	Delivery Schedule	Quantity
Toner for Photocopier (Toshiba Digital e-Studio 5008A) T 3008 P	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 5/Qty	5/Qty
Toner for Photocopier (Toshiba Studio 181)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 2/Qty	2/Qty
Toner for Printer brother DR.3607	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 4/Qty	4/Qty

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Item	UNSPSC	Delivery Schedule	Quantity
Toner HP 84A-85-A-05A 80-A LaserJet Printer	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 55/Qty	55/Qty
Toner HP 79-A 12-A LaserJet Printer	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 20/Qty	20/Qty
Toner W-151 –A LaserJet Printer	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 14/Qty	14/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Toner DR 3607 LaserJet Printer	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 14/Qty	14/Qty
Waste Paper Basket Plastic (Round)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 10/Qty	10/Qty
Air Freshener (Mosquito)-300ml	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Air Freshener - 300 ml	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 25/Qty	25/Qty
Brooms Tinka Large size	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty
Cell (AA 1.5V) for Wall Clock	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 200/Qty	200/Qty

PUBLIC PROCUREMENT REGULATORY AUTHORITY PPRA EPADS

Item	UNSPSC	Delivery Schedule	Quantity
Cell (AAA 1.5v) for Remote	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 100/Qty	100/Qty
Cell 12 V A23	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Commode Brush (Nylon)	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Item	UNSPSC	Delivery Schedule	Quantity
Car Polish	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 10/Qty	10/Qty
Thermos bottle (2 ltr)	Miscellaneous paint systems	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Duster Cotton (18" x 30")	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 150/Qty	150/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Duster Flalain Thick superior (18" x 30")	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Lota Plastic	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Phenyl ball per kg	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 24/Qty	24/Qty

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Item	UNSPSC	Delivery Schedule	Quantity
Mob brush	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty
Sweep ½ Litre	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 24/Qty	24/Qty
Soap Toilet (70grams)	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Liquid Soap	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 24/Qty	24/Qty
Soap washing	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Hand Sanitizer 500 ml	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 24/Qty	24/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Mask white colour	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 2/box	2/box
Hand wash (500 ml)	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 24/Qty	24/Qty
Tissue Box (100 x 2 ply) Supreme	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 70/Qty	70/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Tissue Roll (Big size)	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 100/roll	100/roll
Tube Rod 4 ft. (Electric) 40watt	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Bulb(LED 14 watt) (20 watt) (30 watt) (50 watt)	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Bulb(Energy Saver 14 watt) (20 watt) (30 watt) (50 watt) (12 watt (ceiling light)	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Bulb Holder	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Electric Heater	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 7/Qty	7/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Electric Kettle	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty
Power Shoe	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty
Remote Bell	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty
Multi Extension Board	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 **Quantity:** 6/Qty	6/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Telephone Set	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 4/Qty	4/Qty
Vim powder bottle 450 gms	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 48/Qty	48/Qty
Wiper Steel Handle	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Item	UNSPSC	Delivery Schedule	Quantity
Water Tumbler (Glass)	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 24/Qty	24/Qty
Washing Powder/Surf 115 gms	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 100/pack	100/pack
Acid for floor cleaning	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 100/Ltr	100/Ltr

Item	UNSPSC	Delivery Schedule	Quantity
Towel	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty
Plastic Mug	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty
Plastic Balti Large	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Item	UNSPSC	Delivery Schedule	Quantity
Door Lock	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Door Handle	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 4/Qty	4/Qty
China Lock	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Item	UNSPSC	Delivery Schedule	Quantity
Wall Clock	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty
Muslim Shower	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 4/Qty	4/Qty
Tap Spender	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 4/Qty	4/Qty
Tap cover	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 4/Qty	4/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Mirror	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 2/Qty	2/Qty
Tea Set	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/set	6/set
Steel Tray	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 4/Qty	4/Qty
Jug	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Tea Spoon	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 36/Qty	36/Qty
Table spoon	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 36/Qty	36/Qty
Mate	Miscellaneous	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 **Quantity:** 4/Qty	4/Qty

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Item	UNSPSC	Delivery Schedule	Quantity
Keyboard	All in one desktop computer	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty
Mouse Optical	All in one desktop computer	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Mouse Pad Imported	All in one desktop computer	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 3/Qty	3/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Flash/USB 16 GB	All in one desktop computer	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 4/Qty	4/Qty
Flash/USB 32GB	All in one desktop computer	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 4/Qty	4/Qty
Flash/USB 64 GB	All in one desktop computer	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 4/Qty	4/Qty
Toner for Photocopier (Toshiba Studio 181)	Photocopier toner	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 6 **Quantity:** 6/Qty	6/Qty

Item	UNSPSC	Delivery Schedule	Quantity
Toner HP 84A-85-A-05A 80-A LaserJet Printer	Bar code printer	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty
Toner HP 79-A 12-A LaserJet Printer	Printer or facsimile toner	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 **Quantity:** 6/Qty	6/Qty
Toner W-151 –A LaserJet Printer	Printer or facsimile toner	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty
Toner DR 3607 LaserJet Printer	Printer or facsimile toner	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 6/Qty	6/Qty

Item	UNSPSC	Delivery Schedule	Quantity
stapler Machine	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 12/Qty	12/Qty
Staple pin (1000 Nos.24/6)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 36/box	36/box
staple pin Heavy duty(1000 Nos.23/8)	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 2/box	2/box

Item	UNSPSC	Delivery Schedule	Quantity
Staple Pin Remover	Stationery	**Address:** 1st Floor, Benevolent Fund Building, Peshawar City, Peshawar (District), Peshawar Division (Division), Khyber Pakhtunkhwa (KP) (Province). **Schedule:** 3 Days **Quantity:** 24/Qty	24/Qty

FDS Clause Number 6
ITB Number 5.1

A list of debarred firms and individuals is available on PPRA website: **https://ppra.gov.pk**

B. Contents of the Framework Document

FDS Clause Number 7
ITB Number 7.1

For clarification, the Applicant shall seek clarifications through: **EPADS v2.0**

FDS Clause Number 8
ITB Number 7.1 & 8.2

Information related to the Framework Agreement shall be published on: **EPADS v2.0**

FDS Clause Number 9
ITB Number 7.2

Pre-Bid Meeting: **Clarification Date:**

C. Preparation of Applications / Bids

FDS Clause Number 10
ITB Number 10.1

This Framework Agreement Document has been issued in the language: **English**

FDS Clause Number 11
ITB Number 11.1(d)

Additional documents to be submitted through **EPADS v2.0**:

1. The requisite documents are required to be attached as laid down in the PPRA rules,2026.

FDS Clause Number 12
ITB Number 14.2

Source for determining exchange rates: **Not Applicable**

E. Submission of Applications / Bids

FDS Clause Number 18
ITB Number 16.1

Deadline for Bid Submission:
Day: ***Monday***
Date: ***Monday, November 23, 2026***
Time: ***12:00 PM***

FDS Clause Number 19
ITB Number 17.1

Opening of Bids shall be conducted through: **EPADS v2.0**
Day: ***Monday***
Date: ***Monday, November 23, 2026***
Time: ***12:30 PM***
Virtual participation link: **https://vendors.epads.gov.pk/**

F. Evaluation and Award

FDS Clause Number 20
ITB Number 21.1

Margin of Domestic Preference: **Not Applicable**

FDS Clause Number 21
ITB Number 22.1

Framework Award Basis: **Least Cost Based Selection (LCBS)**

FDS Clause Number 22
ITB Number 23.1

Suppliers admitted to the Framework Agreement shall not be guaranteed any minimum quantity, value, or volume of business unless otherwise stated in the Framework Agreement.

FDS Clause Number 23
ITB Number 29.1

Framework-related complaints / grievances shall be submitted in writing through: **EPADS v2.0**
A complaint may challenge:

- The terms of the Framework Agreement Documents
- The Procuring Agency’s evaluation decision
- The Procuring Agency’s Framework Award decision

Framework Items / Lots

Brief Description

Procurement of stationery and miscellaneous items for use of office.

Eligibility & Qualification Criteria

All Active Taxpayers shall be eligible to participate in the procurement process, unless expressly excluded or otherwise restricted under the Eligibility Criteria specified by the Procuring Agency.

Bidder's Type	Required Registration
Any	NADRA CITIZENSHIP (CNIC/NICOP) FBR (NTN) FBR (GSTN) KPK (KPRA)

Eligibility Criteria	Document

1.Bidders must be actively registered with the Federal Board of Revenue (FBR) and must not be engaged in any coercive, collusive, corrupt, fraudulent, or obstructive practices. 2. The applicant must not be cross-debarred or blacklisted by the Authority or any other public procurement regulatory body. 3. Bidders must be locally based with a fully operational, physical office or commercial shop established within District Peshawar.	Yes

Evaluation Criteria

Least Cost Based Selection (LCBS)

Call-Off / Secondary Procurement Procedure

PUBLIC PROCUREMENT REGULATORY AUTHORITY
(PPRA)
EPADS

Annexure

Terms and Conditions of the Contract

Terms and Conditions of the Contract

Information (Read-Only)

See Form Under Additional Forms and Documents: **Terms and Conditions of the Contract** (page number: 67)

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Procurement Forms

Past Experience and Completed Contracts

See Form Under Additional Forms and Documents: **Past Experience and Completed Contracts** (page number: 72)

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

PUBLIC PROCUREMENT REGULATORY AUTHORITY
(PPRA)
EPADS

Additional Forms and Documents

OMBUDSMAN

OFFICE OF THE WAFAQI MOHTASIB
PESHAWAR

INSTRUCTIONS TO BIDDERS (ITB)

Bidders are advised to read the Instruction to Bidders (ITB) carefully as elaborated below;-

1. Scope of Bid.

1.1 Office of the Wafaqi Mohtasib, Peshawar invites electronic bids on PPRA e-Pak Acquisition & Disposal System (EPADS) for purchase of stationery and other miscellaneous stores items as specified in detail, Schedule of Requirements on the basis of annual running contract on "as and when" required basis. The successful bidders will be required to supply best quality items to OWM as per terms and conditions specified in this bidding document.

2. Eligible Bidders.

2.1 This Invitation for Bids is open to all original manufacturers/ their authorized agents/ general order suppliers/stockist/stationers and in case of imported goods their authorized agents/ importers/ suppliers in Pakistan for supply of Goods having NTN, GST No. on Active Tax payers List of FBR etc and also registered on PPRA e-PADS.

2.2 Not blacklisted under the provision of Rule 21 of PPRA Rules 2026.

3. Preparation of Bids and Applicable Bidding Procedure

3.1 **The bidding procedure** is governed by Public Procurement Rule 27 “Procedures of Open Competitive Bidding” sub-rule (a) **“Single stage – One Envelop procedure”.** Each bid shall be comprised of one single envelope containing financial proposal. All bids received shall be opened and evaluated in the manner as mentioned in the PPRA rules,2026.

3.2 **Language of Bid**:- The bid prepared by the Bidder, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring Agency, shall be written in English/Urdu.

3.3 **Bid Form**;- The Bidder shall complete the Bid Form and the appropriate Price Schedule furnished in the bidding documents, indicating the Goods to be supplied, a brief description of the Goods and prices.

3.4 **Bid Currencies**;- Prices shall be quoted in Pak Rupees.

4. Bid Security

4.1 The Bidder shall furnish bid security under the provision of Rule 36 of PPRA rules,2026.

4.2 The bid security is required to protect the Procuring Agency against the risk of Bidder's conduct which would warrant the security's forfeiture, pursuant to ITB Clause 4.6.

4.3 Any bid not secured in accordance with ITB Clauses 4.1 will be rejected by the Procuring Agency as nonresponsive.

4.4 Unsuccessful bidders' bid security will be discharged or returned as promptly as possible after the award of contract to the successful bidder/bidders.

4.5 The successful Bidder's bid security will be converted into Security Deposit which will be retained with Office of the Wafaqi Mohtasib Regional office Peshawar for a period of 360 days.

4.6 The bid security may be forfeited:

(a) if a Bidder withdraws its bid during the period of bid validity specified in the Clause 5.2(iii);

(b) if a bidder is found indulged in fraudulent/ corrupt practices/concealment of facts ;

(c) in the case of a successful Bidder, if the Bidder fails:

- to sign the contract in accordance with the contract agreement form.
- fails to deliver the Goods within stipulated time period as per Schedule of Requirements.
- fail to supply superior quality items.

5. Evaluation and Qualification Criteria.

5.1 Subject to preliminary examination of the bidders/bids to determine their responsiveness to the eligibility criteria specified in this bidding document the Evaluation Criteria for the subject procurement shall be based on mandatory compliance of the Specifications and requirements subject to the most advantageous bid. In other words the contract shall be awarded to the responsive bidder whose bid will be determined as the most advantageous bid of every item.

5.2 The following mandatory documents will be required for eligibility and qualification of the bidders:-

- NTN & GST Certificate.
- Proof of on active Tax payers List of FBR.
- Registered suppliers on the e-Pak Acquisition & Disposal System (EPADS).
- Undertaking regarding Bid validity period of one year.
- Submission of original pay order as bid security with bid.
- Bidding documents duly signed/stamped.
- Certificate regarding not blacklisted under the provision of Rule 21 of PPRA Rules 2026
- Certificate regarding location & address of the shop/company/firm in Peshawar.

6. Period of Validity of Bids;-

6.1 Bids shall remain valid for the period of 360 days after the date of bid opening prescribed by the Procuring Agency in the invitation to bids/tender notice. A bid valid for a shorter period shall be rejected by the Procuring Agency as nonresponsive.

7. Modification and Withdrawal of Bids;-

7.1 Subject of PPRA rules,2026, the Bidder may modify or withdraw its bid after the bid's submission, provided that written notice of the modification, including substitution or withdrawal of the bids, is received by the Procuring Agency prior to the deadline prescribed for submission of bids.

7.2 The Bidder's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched. A withdrawal notice may be uploaded on e-PADS and also be sent by fax or email, but followed by a signed confirmation copy, postmarked not later than the deadline for submission of bids.

7.3 No bid may be modified after the deadline for submission of bids.

7.4 No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Form. Withdrawal of a bid during this interval may result in the Bidder's forfeiture of its bid security, pursuant to the ITB Clause 4.6.

8. Clarification of Bids;-

8.1 During evaluation of the bids, the Procuring Agency may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing, and no change in the prices or substance of the bid shall be sought, offered, or permitted

9. Preliminary Examination;-

9.1 The Procuring Agency will examine the bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

9.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price 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. If the Supplier does not accept the correction of the errors, the bid will be rejected, and bid security shall be forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.

9.3 The Procuring Agency may waive any minor informality, nonconformity, or irregularity in a bid which does not constitute a material deviation, provided that such waiver does not prejudice or affect the relative ranking of any Bidder.

9.4 The Procuring Agency will determine the substantial responsiveness of each bid to the bidding documents. For purposes of these Clauses, a substantially responsive bid is one which conforms to all the terms and conditions of the bidding documents without material deviations. Deviations from, or objections or reservations to critical provisions, such as those concerning Bid Security and Taxes and Duties will be deemed to be a material deviation. The Procuring Agency's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

9.5 If a bid is not substantially responsive, it will be rejected by the Procuring Agency and may not subsequently be made responsive by the Bidder by correction of the nonconformity.

10. Contacting the Procuring Agency;-

10.1 Subject to ITB Clause 8, no Bidder shall contact the Procuring Agency on any matter relating to its bid, from the time of the bid opening to the time the contract is awarded. If the Bidder wishes to bring additional information to the notice of the Procuring Agency, it should be done in writing.

10.2 Any effort by a Bidder to influence the Procuring Agency in its decisions on bid evaluation, bid comparison, or contract award may result in the rejection of the Bidder's bid.

11. Award Criteria;

Subject to ITB Clause 12, the Procuring Agency will award the contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined to be the lowest evaluated bid, provided further that the Bidder is determined to be qualified to perform the contract satisfactorily.

12. Procuring Agency's Right to Accept/ Reject Bids;

The Procuring Agency reserves the right to accept or reject all bids, and to annul the bidding process and reject all bids at any time prior to acceptance of the bids, without thereby incurring any liability to the affected Bidder or bidders. The Procuring Agency will inform the affected Bidder or bidders of the grounds for the Procuring Agency's action, if so requested, but the Procuring Agency shall not be required to justify the grounds. It may also add or skip the items mentioned in schedule of requirement.

13. Notification of Award;

13.1 Prior to the expiration of the period of bid validity/extended bid validity, the Procuring Agency will notify the successful Bidder in writing by registered letter, that its bid has been accepted.
13.2 The notification of award under ITB 13.1 will constitute the formation of the Contract.

14. Signing of Contract; At the same time as the Procuring Agency notifies the successful Bidder, the Procuring Agency will send the Bidder the Contract Form provided in the bidding documents, incorporating all agreements between the parties.

15. Corrupt or Fraudulent Practices;

15.1 The Procuring Agency observes the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Procuring Agency:

(a) Defines, for the purposes of this provision, the terms set forth below as follows:

"corrupt and fraudulent practices" includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official or the supplier or contractor in the procurement process or in contract execution to the detriment of the procuring agencies; or misrepresentation of facts in order to influence a procurement process or the execution of a contract, collusive practices among bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the procuring agencies of the benefits of free and open competition and any request for, or solicitation of anything of value by any public official in the course of the exercise of his duty.

(b) will reject a proposal for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

(c) will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a PPRA financed contract if it at any time determines that the firm has engaged in corrupt and fraudulent practices in competing for, or in executing, a PPRA financed contract.

16. Blacklisting;

16.1 The Procuring Agency may blacklist a bidder/firm found under obligation of the wrong doings vide clause 15.1 (a, b and c) or who consistently fails to perform satisfactorily.

16.2 Before blacklisting of the firm, show cause notice will be issued to the bidder followed by personal hearing, in case of non-resolution of issue. The nature of blacklisting of firm, whether temporary or permanent, will depend upon the gravity of offense.

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PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA) EPADS

Past Experience / Contracts

Contracts over *[insert amount]* during the last three years:				
Procuring Agency	Value	Year	Goods/Services Supplied	Country of Destination

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