



**GOVERNMENT OF PAKISTAN  
FEDERAL BOARD OF REVENUE, CHIEF COMMISSIONER INLAND REVENUE  
LARGE TAXPAYERS' OFFICE, MULTAN**

**TENDER NOTICE FOR PROCUREMENT OF OFFICE STATIONERY ITEMS  
FOR LARGE TAXPAYERS OFFICE, MULTAN**

Large Taxpayers Office, Multan invites electronic bids in accordance with the Public Procurement Rules 2004, from experienced and reputable firms having valid registration with tax and other relevant authorities, for supply of below mentioned office Stationery Items. The firms submitting their bids must be appearing on Active Taxpayers Lists of Income Tax & Sales. Tax issued by Federal Board of Revenue, Government of Pakistan.

Sr. No.	Stationery Items	Unit	Price
1.	White paper imported (aa) or equivalent a-4, 500 sheets	Ream	
2.	White paper imported (aa) or equivalent legal size, 500 sheets	Ream	
3.	Stapler machine hd 30 or equivalent	Pcs	
4.	Stapler pin dollar 24/6 or equivalent	Packet	
5.	Uniball signo smooth gel pen (blue, black, red & green) or equivalent	Packet	
6.	Ball point (blue & black) signature or equivalent	Pcs	
7.	Fluid pen uni or equivalent	Pcs	
8.	Dollar glue stic (20gm) or equivalent	Pcs	
9.	Sticky notes flags 3x3 inches	Packet	
10.	Sticky notes flags 1x3 inches	Packet	
11.	High lighter pelican large or equivalent (multi color)	Pcs	
12.	Envelop a4 size	Packet	
13.	Envelop legal size	Packet	
14.	Envelop file size	Packet	
15.	Envelop f4 size	Packet	
16.	Order sheet legal size 100 sheets fine quality	Pad	
17.	Squash tape size 2" deer brand or equivalent	Pcs	
18.	Stamp pad colop or equivalent	Pcs	
19.	Register imported 80 gm pages 400 fine quality	Pcs	
20.	Register imported 80 gm pages 300 fine quality	Pcs	
21.	Register imported 80 gm pages 200 fine quality	Pcs	

**Terms & Conditions:**

1. Electronic bidding documents as per regulations, containing detailed terms and conditions, specifications and requirements etc are available for the registered bidders on EPADS at [www.eprocure.gov.pk](http://www.eprocure.gov.pk).

2. Applications should be submitted electronically through E-PADS. Hard copies of complete set of documents along with original Bank Draft/Pay Order must also be submitted at the given office address on or before closing date.
3. The electronic Pre-qualification documents / proposals must be submitted by using E-PADS on or before 03-12-2024 at 11:00 AM which will be opened on the same day at 11:30 AM through E-PADS. All interested bidders must register themselves at E-PADS at <http://eprocure.gov.pk>.
4. Applications, which are incomplete/not signed/not stamped/late or submitted by other than specified mode will be rejected. The contract will be awarded to the most advantageous bid.
5. Available Budget is Rs.1,500,000/-. Payment will be made as per available/released budget.
6. Tender must be accompanied by a Bank Draft/Pay Order of 2% i.e. Rs.30,000/- of quoted value in favor of Chief Commissioner Large Taxpayers Office, Multan as earnest money, otherwise tender shall be rejected.
7. The bidders shall be on Active Taxpayer List (ATL) and shall be regular Sales Tax return filer. (Where applicable).
8. Bidder firm shall attach an affidavit of Rs.100/- on stamp paper (latest and Original) to the effect that the firm has not been black listed by any of the Govt. Departments.
9. The quotations may be submitted inclusive of all taxes.
10. Income Tax / Withholding Tax will be deducted in accordance with the law. Kindly note that the Sales Tax (if applicable) shall also be deducted in accordance with the law.
11. All Proposals should include:
  - i) Company's profile, list of such projects handled, list of clients with telephone numbers and addresses;
  - ii) Copies of Income Tax and Sales Tax registration certificates;
12. Bidder (s) who does not qualify cannot challenge the findings of the evaluation or ask for reasons of disqualification.
10. The procuring agency reserves the right to accept or reject any or all bids/proposal in accordance with Rule 33 of PPRA Rules, 2004.
11. The advertisement is available for the registered bidders on E-PADS at [www.eprocure.gov.pk](http://www.eprocure.gov.pk) & FBR's website ([www.fbr.gov.pk](http://www.fbr.gov.pk)).

*Note : Notification of the GRC constituted in terms of Rule-48 of PPRA Rules,2004 is provided on EPADS at [ww.eprocure.gov.pk](http://www.eprocure.gov.pk).*

**(UZAIR AHMAD)**  
MEMBER/SECRETARY PURCHASE COMMITTEE  
LARGE TAXPAYERS OFFICE, MULTAN  
Point of Contact (POC): Mr. Muhammad Fauseef Khan,  
Ph: 061-9201991  
Email: [muhammad.fauseef@pral.com.pk](mailto:muhammad.fauseef@pral.com.pk)