

OFFICE OF THE  
CHIEF COMMISSIONER INLAND REVENUE  
REGIONAL TAX OFFICE-II, KARACHI

NO.SO-II/CCIR/RTO-II/(Tender) 2025-2026/ 2163

Dated: 02-10-2025

**TENDER NOTICE**

The Regional Tax Office-II, Karachi requires the Procurement/Services from reputed firms which are registered with Income Tax, Sales Tax, and Sindh Revenue Board, having ATL status, for immediate supply/Services/work of the following items as under:-

Annexure	ITEMS/SERVICES
A	Supply of Stationery Items
B	Printing & Publication of different Articles
C	Supply of Uniform & Protective Clothing
D	Supply of Other Miscellaneous/General Store Items
E	Supply of Computer Stationery Items
F	Repair of Machinery Items
G	Repair of Furniture Items
H	Repair of Hardware Items
I	Repair of IT Equipment Items
J	Repair of vehicles
K	Providing Janitorial and Conservancy Services
L	Providing Security Services
M	Supply of Mineral Water

**Terms & Conditions:**

1. The terms & conditions and other specifications of each item will be available on the "TENDER DOCUMENT," which may be obtained/downloaded from PPRA Official Website.
2. The bidder shall furnish earnest money in the shape of a Pay Order, equivalent to 5% of the estimated value of their total bid value (Gross Total),
3. The rates should be quoted as per the tender documents, along with GST/SRB; Income Tax will be deducted as per the prescribed rates.
4. Interested firms/bidders are directed to quote their rates via online e-procurement portal EPADS (file uploading method), as original bids must be submitted in hard copy to the office of the undersigned by the bidders. Electronic bidding documents should be submitted using the E-Pak Acquisition and Disposal System (EPADS) on or before 23.10.2025.
5. All the bids received within the prescribed time limit will be opened by authorized officers of the Regional Tax Office – II (Inland Revenue) Karachi in the presence of Bidder's representatives who choose to attend at **11:30 A.M** on **23-10-2025**, in the Committee Room situated at Ground Floor of Inland Revenue

- House, Regional Tax Office –II (Inland Revenue), Plot No. FL.16/17, Block-15, Gulistan-e-Jauhar, Karachi.  
Each bid is to be accompanied with a sample of the item in the form which the bidder will supply, e.g., in case of paper, the sample means a packed ream of the paper in supply form. (all samples will be reserved upto award of supply contract to the successful bidder).
6. The bidders for providing Security Services, Janitorial Services with proper manpower, equipment on three-year contract basis. Firms/Contractors and having minimum experience of 05 years in relevant field are eligible to apply for two different areas are.
    - i) Inland Revenue House, Plot # FL.16/17, Block-15, Gulistan-e-Jauhar, Karachi.
    - ii) Inland Revenue House, Plot # ST-18/A, Block-06, Gulshan-e-Iqbal, Karachi.
    - iii) The Security Deposit @ 5% of total Bid value (Three Years) will be submitted by the successful bidder (Mandatory Requirement).
    - iv) The reputable firms having the requisite expertise, valid NTN, SRB, EOABI, SESSI Certificate, or they are paying Sindh Sales Tax and other taxes are eligible to apply.
    - v) Preference will be given to those firms who have vast experience and expertise in the field, having a sound background and financial credentials.
  7. All the bids received within the prescribed time limit will be opened by Procurement/Services Committee of the Regional Tax Office –II (Inland Revenue) Karachi in the presence of Bidder's representatives who choose to attend at **11:30 A.M on 23.10.2025**, in the Committee Room situated at Ground Floor of Tax House-II, Regional Tax Office –II (Inland Revenue), Plot No. FL.16/17, Block-15, Gulistan-e-Jauhar, Karachi.
  8. Manual bids would not be accepted in any case.
  9. Bid security should be submitted using (EPADS) and physically delivered to this office.
  10. All government taxes will be deducted as per laws/rules.
  11. The bidder should enclose a copy of each of NTN Certificates, Sales Tax Registration Certificate, Sindh Revenue Board Certificate, EOABI Certificate, SESSI Certificate, and CNIC of the proprietor.
  7. Incomplete tenders will not be accepted in any case.
  8. The Procurement/Services Committee, Regional Tax Office –II (Inland Revenue) Karachi reserves the right to cancel any or all bids either in whole or in part as per PPRA Rule.
  9. Successful bidders shall have to supply items as per the work order with 05 working days.
  10. The bids shall remain valid for the work orders to be issued upto **30-06-2026**.
  11. The payment will be made on the supply of items/satisfactory work and clearance of bills from AGPR (Sub-Office), Karachi.

  
 (LAL MUHAMMAD KHAN)  
 Chairman  
 Procurement/Services Committee