



**GOVERNMENT OF PAKISTAN
COLLECTORATE OF CUSTOMS, ENFORCEMENT
PLOT # 24, MAUVE AREA, G-9/1,
ISLAMABAD**



TENDER NO. 01/2025-26

Subject: - **TENDER FOR PURCHASE OF STATIONERY 2025-2026**

In terms of the instruction in PPRA Rules 2004, the Collectorate of Customs Enforcement, Islamabad hereby submits its bidding notice for publishing on PPRA's website whereby this Collectorate intends to Purchase Stationery Items for the Financial Year 2025-2026 detailed as under:

S No.	Stationery Items
01	Photo State Paper Ream A4 Size (Double A 80 Grms) or equivalent
02	Photo State Paper Ream Legal Size (Double A 80 Grms) or equivalent
03	Uni Ball vision Elite (Fine Quality)
04	Uni Ball Signo Gel Pen 0.7mm (Fine Quality) or Equivalent
05	Ball Point Piano/Picasso or Equivalent
06	Led Pencil , Sharpener & Rubber (Superior Quality)
07	Note Sheet Pad (200 Pages with Customs Logo)
08	Paper Clips
09	Dispatch Register (Printed 400 Pages 68 grms local paper)
10	File Covers (Four Color printing 310 grms. Art Card White with amination/Custom Logo)
11	Single Hole Punch (Fine Quality)
12	Gum Stick (22 gm) UHS (Small/Large)
13	Envelope (Khaki Centery/ Craft Size 10x8'' printed with new Customs Logo
14	Envelope (Khaki Centery/ File Cover/Legal Size printed with new Customs Logo
15	Envelope White (A4 size)
16	Highlighters (Yellow/Red Colour)
17	Adhesive Yellow Flag (different color)
18	Peon Books (200 pages printed with Customs Logo
19	File Tag
20	Register Plain (16 No.)
21	File Binders
22	Stapler Machine KW-Trio # 5820 or equivalent. (Fine Quality)
23	Stapler Pin Dollar PMP 24/6 or equivalent (Fine Quality)
24	Stapler Pin Remover
25	Calculators (Citizen or equivalent 14/16 digits)
26	Ink Pad
27	Stamp Pad

28	Dak Pad
29	Paper Cutter
30	Paper Pins
31	Marker Dollar # 70
32	Marker Tempo
33	Writing Pads (with printing customs logo 100 pages)
34	Scale stain less steel
35	Scotch Tape (one inches & three inches)
36	Immediate Flag
37	Confidential Red Seal
38	Color Paper A4 80 Gms (Yellow/Green/Pink 100 Sheets)
39	Movement Register
40	Log Book
41	Binder
42	Whitener (Fluid) Dux
Note :- Samples of all items mentioned above are required for participation in the tender opening competition	

2. Firms must fulfill the following requirements:

- Interested and eligible firms must submit their applications online via PPRA's e-PADS Portal: <https://epads.ppra.org.pk> by **20.08.2025 at 12:30 PM** or within 15 days of the advertisement's publication on PPRA's website, whichever is later.
- Only GST/NTN registered firms from **Islamabad/Rawalpindi** are eligible to submit their bids on e-PADS.
- An affidavit of no backlisting must be submitted on Judicial Stamp Paper.
- An application must be submitted to Assistant Collector (HQ), Collectorate of Customs Enforcement Islamabad, on the letter head of the bidding firm along with a CDR in the name of Assistant Collector (HQ), Collectorate of Customs Enforcement Islamabad, amounting to **Rs. 60,000/-** as Call Deposit Receipt (CDR).
- Bids shall be opened at **02:00 PM** on the same day, **20.08.2025**, in the presence of bidders.
- Successful bidders must supply the stationery items during year 2025-26 within 15 days of the purchase order. Failure to do so will result in the forfeiture of the Call Deposit, and the order shall stand cancelled.
- Quoted rates should be inclusive of all applicable government duties and taxes.
- Further details regarding the purchase can be obtained from the General Branch of the Collectorate of Customs Enforcement Islamabad, during office hours.(051-9106008)
- All rules and conditions outlined in the PPRA Rules, 2004 shall apply.

(Abuhuraira Khan)
Assistant Collector (HQ)