

Government of Pakistan
Revenue Division
Federal Board of Revenue

TENDER NOTICE
No.02/2025-26

Sealed bids are invited from firms/entities registered with Government having proper shops/stores and telephone/fax facilities for supply of consumable stationery items, Toners, Cartridges, Paper Reams, Electrical and other miscellaneous items etc. & repairs/services of photocopiers, Copy Printers, repairs/Polishing of different types of furniture items etc. for financial year 2025-26. Bidders should be registered with PPRA on E-PADS as vendors and also registered with Income Tax and Sales Tax Departments, and must be included in Active Tax Payer's List of FBR.

2. Bidding documents are available on e-PADS and PPRA Website i.e. www.ppra.gov.pk and can be downloaded free of cost. Encrypted electronic bids duly completed and in conformity with Bidding Documents must be submitted through e-PADS online on e-Pak Acquisition and Disposal System (e-PADS) website till 10.30. AM dated 25.08.2025. Only hard copy of those firms who submitted their bids through e-PADS online on e-Pak Acquisition and Disposal System (e-PADS) will be accepted. Bidding shall be carried out by Single Stage One Envelope Procedure and manual submission of bid is not allowed
3. Only firms/Contractors registered with PPRA on E-PADS as vendors are eligible to participate in the bidding process and downloaded the bidding documents.
4. Rs.400,000/- Fixed amount as "Earnest Money" in the shape of Bank Draft/Pay Order in favour of DDO, FBR will have to accompany the Bid.
5. Bids shall be valid for 120-days. In case of unsuccessful tenders, Call Deposit will be released/returned within a fortnight after award of contract and in case of successful bidders the same shall be released on furnishing of performance security.
6. Bidders shall quote rates, exclusive of taxes in the Bidding Document for comparison and which shall remain valid upto 30.06.2026, but contract is liable to be extended for a period of another three months and no request for increase in prices shall be considered on any ground, during the original or extended period of the contract. All Government Taxes shall be deducted as per Law. Any levies imposed later-on by the Government during the financial year would not entitle contractor for any escalation in rates.
7. In case of Toners/Cartridges, Bidders should be an Authorized Distributors/Agents of the Original manufacturer and are bound to provide original manufacturer's Warranty and Specifications for Toners, Cartridges. In case of imported items, import documents are required to be produced in respect of the items supplied. Rates must be quoted for the original/genuine brands.
8. Blacklisted firms and Bidders cannot participate in bidding process. An affidavit to the effect that the Bidder has never been Black Listed by any Ministry/Division/Department /Government Organization should accompany the Bid.
9. Successful Bidder is bound to supply sample of each item to the Bid Evaluation Committee, which will be matched with the supplied items at belated stage for confirmation and similarity. Contractors shall be bound to supply/deliver the goods by using their own means of transport even on a short notice to Store Section of FBR (HQ) situated in the basement/roof top of FBR building.

10. Competent authority will have the right to terminate the contract during the year, if items are found sub-standard or not genuine, not branded, short in quantity and not supplied timely.
11. Appropriate action against the contractor shall be taken as per Public Procurement Rules, 2004.
12. Bidding Documents, complete in all respects should reach in the office of the undersigned i.e. Room No.530, 5th floor, FBR (HQ) on 25.08.2025 at 10.30 a.m. Tenders will be opened on the same day at 11.00 a.m. in the Conference Room of FBR (HQ) in the presence of available bidders or their authorized Representatives.
13. Competent Authority shall have the right to reject any item if found sub-standard, short lived as short in quantity.
14. Procuring agency reserves the rights to reject any or all bids in terms of Rule - 33 of PPRA Rules - 2004.
15. This Tender Notice is also available on PPRA Website (www.ppra.gov.pk) and FBR's Website (www.fbr.gov.pk).

(Farrukh Amir Sail)
Secretary (Admn)
Ph: 9205539 Ext.369