



OFFICE OF THE  
CHIEF COMMISSIONER INLAND REVENUE  
MEDIUM TAXPAYERS OFFICE, KARACHI

No. CCIR/MTO/KHI/2024/ACCTS/(TENDER)/904

Dated: 05-09-2024

TO,

**The Deputy Director-III,**  
Public Procurement Regularity Authority (PPRA),  
Cabinet Division, FBC Building,  
Sector G-5/2,  
**Islamabad.**

**Subject:- ANNUAL PROCUREMENT PLAN FINANCIAL YEAR 2024 – 25:**

Please refer to the above noted subject.

It is requested that Annual Procurement Plan for the Financial Year 2024 – 25  
may be uploaded on your website.

**Encl:** as above.

  
**(FARHAN BADAR SOLANGI)**  
Additional Commissioner – IR (HQs)

**ANNUAL PROCUREMENT PLAN FOR 2024 - 25**  
**( Under Rule 8 and 9 of the Public Procurement Rules 2004 )**

Name of Procuring Agency: MEDIUM TAXPAYERS OFFICE, KARACHI.

01	02	03	04	05	06	07	08
S #:	Name of Procurement (Description)	Estimated Cost	Procurement Method**	Tentative date of Procurement Notice Publication	Tentative date of Award of Contract	Tentative date of Completion	Remarks (if any)
01	Stationary	1,500,000	Tender			June, 2025	Some Items from each Head may be purchased on need basis through quotations.
02	Computer Stationary	1,500,000	Tender			June, 2025	
03	Printing & Publication	600,000	Tender			June, 2025	
04	Uniform & Protective Clothing	700,000	Tender			June, 2025	
05	Cost of Other Store	700,000	Tender			June, 2025	
06	Others	1,000,000	Tender			June, 2025	
07	Payment to Other Service Renderd (Janitorial Services)	400,000	Tender			June, 2025	

  
**( FARHAN BADAR SOLANGI )**  
 Additional Commissioner IR ( HQs )



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MEDIUM TAXPAYERS OFFICE, KARACHI**

**B I D - F O R M**

**The CHAIRMAN,**  
Procurement / Purchase / Tender / Technical Committee,  
Medium Taxpayers Office, Karachi,  
First Floor, Income Tax House,  
Shahra-e-Kamal Ataturk,  
**Karachi.**

**Gentleman,**

1. Having examined and understood the terms & conditions of the tender document and specifications of the services / items as mentioned in the attached **Annexure A, B, C, D, E, F & G** the receipt of which is hereby acknowledged. We, the undersigned, offer to supply and deliver the items as per rates given by us in **Annexure A, B, C, D, E, F & G** which are part & parcel of Bid Form.
2. If our bid is accepted, we shall commence delivery of the services / items immediately and complete the same within \_\_\_\_\_ from the date of receipt of your firm purchase order.
3. We agree to abide by the terms and conditions of the Tender for a period starting from \_\_\_\_\_ and ending on \_\_\_\_\_. The MTO, Karachi reserves the right to accept our bid at any time during the above stated period.
4. Until a formal purchase order is placed, this bid, together with your written acceptance thereof, shall constitute a binding contract between us.
5. we accept your right not to accept the lowest bid or to accept our bid partly or wholly without assigning any reason.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2024 signature \_\_\_\_\_ in the capacity of \_\_\_\_\_ duly authorized to sign Tender for and on behalf of \_\_\_\_\_

**(NAME OF FIRM IN BLOCK CAPITALS)**

Complete address: \_\_\_\_\_

Phone No. \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

**NAME & ( SIGNATURE )**

**WITNESS:**

1. \_\_\_\_\_

Name:

Address:

CNIC:

2. \_\_\_\_\_

Name:

Address:

CNIC: