



PBS.13(24)/2024-25/GS
Government of Pakistan
Ministry of Planning, Development & Special Initiatives
PAKISTAN BUREAU OF STATISTICS
1-B, Sindhi Muslim Co- Operative Housing Society
KARACHI



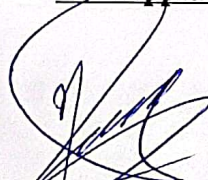
TENDER NOTICE:

Pakistan Bureau of Statistics, 1-B, S.M.C.H. Society, Karachi invites sealed electronic bids (E-bids) from eligible bidders /suppliers/Contractors etc. registered with Income Tax and Sales Tax Departments for supply of Office Stationery, Computer Stationery and Store Items for the financial year 2024-25.

2. E-bidding documents as per regulations containing detailed terms & conditions, specifications are available for the registered bidders on E-PADS at <https://eprocure.gov.pk> (free of cost).

3. The electronic bids must be submitted by using E-PADS on or before **04-03-2025** at **11.30 AM**. Manual bids shall not be accepted. Electronic bids will be opened on the same day at **12.00 PM**. The hard copy of the bid security (in original) must reach office of the undersigned on or before **04-03-2025** at **11.30 AM** otherwise E-bids shall not be accepted.

4. This advertisement is also available on PPRA at www.ppra.org.pk and PBS Website at www.pbs.gov.pk.

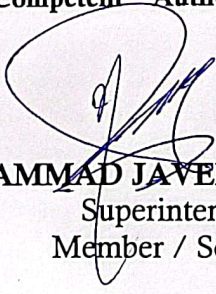

(MUHAMMAD JAVED UR REHMAN)
Superintendent
Member/ Secretary

TERMS AND CONDITIONS

1. The Procurement method as per PPRA rules will be observed for this tender.
2. The pay order/bank draft as earnest money amounting to **Rs: 50,000/-** in favour of **Drawing & Disbursing Officer (DDO), PBS Karachi** must reach office of the undersigned on or before **04-03-2025** at **11.30 AM** which shall remain valid till **30-06-2025**.
3. If the bid is found against terms & conditions of tender, the same will be rejected.
4. Sales tax registration certificate of FBR must be attached with the tender.
5. The earnest money of unsuccessful bidders will be released/refunded after completion of tender process. Earnest money will be transferred into security deposit for successful bidders and will remain in possession of this office until 30-06-2025. Bids without call deposit will be treated as invalid/cancelled forthright.
6. The interested parties/firms should have a regular place of business and landline telephone number as well as a valid email address. Further, all firms are required to furnish filled in bids on the provided prescribed format only.
7. An Affidavit to the effect that the firm have never indulged in any litigation and has never been blacklisted by any ministry/division/department/organization must be attached with the bids.
8. The firm/suppliers should be well established and registered under sale tax ordinance having NTN number, ATL etc. and vendor number with AGPR, Karachi.
9. Quoted rates against all item of office/computer stationery and miscellaneous store items should be inclusive of GST and all taxes and shall remain valid throughout the financial year ending on 30-06-2025. Payment will be made after the receipt of supplies and after completion all codal formalities as per Government rules and regulations.
10. Payment will be made after deduction of tax as prescribed the Government from time to time and on production of sale tax invoice by supplier at the time of supply of goods.
11. Order for supply of office/computer stationery miscellaneous items shall be placed as per requirements from time to time.
12. 1st, 2nd and 3rd lowest evaluated bidders will be bound to provide samples of each bids items within 03 days. The lowest evaluated bid shall be accepted according to PPRA rules.
13. Only one option for the item will be accepted in case of multiple options, the lowest one according to the specification will be considered.

14. The competent authority reserves the right to cancel the contract partially and entirely during the financial year, the security amount will be forfeited and the firm will be blacklisted if items provided by the vendor are found substandard in quality or short in quantity and also if not supplied timely.
15. The successful bidders will be bound to deliver the items within five days after receipt of confirmed supply order otherwise late delivery charges will be deducted from the payment as per following rate.
 - a) 2% deduction for late delivery upto 10 days
 - b) 4% deduction for late delivery upto 15 days.
 - c) If items are not delivered within fifteen days, the supply order may be cancelled, bid money forfeited and the firm will be blacklisted.
16. PBS can ask to provide any document as and when required to clarify any query and reserves the right to accept any or cancel/reject all tenders in accordance with PPRA rules.
17. Rates should be quoted inclusive of all applicable taxes If any items or part thereof are exempted from levy of any tax, the bidder shall provide exemption certificate along with complete documents to this effect, otherwise tax will be deducted.
18. For the lowest evaluated bidder, the sample of each item is essentially required and the bidder is bound to produce sample as per the procedure laid down in term and condition, otherwise the next lowest evaluated bidder will be asked to provide sample and the contract will be awarded to the next bidder.
19. If any bidder found in fraudulent, collusive, corrupt or designed to established artificial prices and misrepresentation of facts during execution of contract or procurement process, the authority shall be entitled to terminate the contract/recover the amount of any loss/blacklist the firm.

Note:- Tender is floated with the approval of Competent Authority i.e PBS,
(HQ)Islamabad.


(MUHAMMAD JAVED UR REHMAN)
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PAKISTAN BUREAU OF STATISTICS
General Services Branch

**LIST OF OFFICE/COMPUTER STATIONERY AND MISCELLANEOUS STORE
ITEMS FOR THE FINANCIAL YEAR 2024-25**

S#	Name of items with specification	Unit	Unit Rate (inclusive of all taxes)
1	2	3	4
1	Pointer Blue (Fine Quality)	Per Pkt.	
2	Pointer Red (Fine Quality)	Per Pkt.	
3	Pointer Black (Fine Quality)	Per Pkt.	
4	Ball pen Blue (Fine Quality)	Per Pkt.	
5	Ball pen Red (Fine Quality)	Per Pkt.	
6	Ball pen Black (Fine Quality)	Per Pkt.	
7	Pencil Sharpener (Fine Quality)	Per Dozen	
8	White Fluid Correction Pen	Per No.	
9	Paper Pins (Fine Quality)	1000 Pins Per Pkt.	
10	Single hole Punch	Per No.	
11	Gem Clip (Fine Quality)	Per Packet	
12	Scale Steel 1 feet	Per No.	
13	Stamp Pad (Blue/Black) standard size	Per No.	
14	Stamp Pad Ink (Blue/Black)	Per Bottle	
15	Rubber (Dux) D-2001	Dozen	
16	Paper Cutter (Knife)	Per No.	
17	Positive Plate (645 x 510 x 0.20mm) (Fine Quality)	per pkt	
18	Positive Plate Developer FH PPD (Imported)	5 liters cane	
19	Plate Image Remover (Imported)	100 Gram bottle	
20	Rubber Blanket Compressible For Solna – 125 (Imported)	Per No.	
21	Staple Pin 23/6 mm (Imported) Fine Quality	1000 Pins Per Pkt.	
22	Staple Pin 23/10 mm (Imported) Fine Quality	1000 Pins Per Pkt.	
23	Staple Pin 23/13 mm (Imported) Fine Quality	1000 Pins per Pkt.	
24	Staple Pin 23/17 mm (Imported) Fine Quality	1000 Pins Per Pkt.	
25	Stapler pin 24/6 mm (Fine Quality)	1000 Pins Per Pkt.	

#	Name of items with specification	Unit	Unit Rate (inclusive of all taxes)
26	Stapler pin remover (Fine Quality)	Per No.	
27	Stapler Machine (Medium Size) Fine Quality	Per No.	
28	Gum Bottle (Fine Quality)	Per Bottle	
29	White Glue (Imported)	One Kg Bottle	
30	Hotmelt Glue (Imported)	25 Kg Bag	
31	Gum Stick (Fine Quality)	Per No.	
32	Ink Black (Daihan or Equivalent) Imported	1 Kg Tin	
33	Ink Green (Daihan or Equivalent) Imported	1 Kg Tin	
34	Ink Red (Daihan or Equivalent) Imported	1 Kg Tin	
35	Ink Yellow (Daihan or Equivalent) Imported	1 Kg Tin	
36	Ink Blue (Daihan or Equivalent) Imported	1 Kg Tin	
37	White Offset Printing Paper (Imported) Size (23x36) 70 Grams	Ream 500 sheets Per Pkl.	
38	White Offset Printing Paper (Local) Size (23x36) 68 Grams	Ream 500 sheets Per Pkl.	
39	Note sheet 80 grams A-4 size	50 sheets per pad	
40	Paper for Laser printer A4 size (80 grams) Imported	Ream 500 sheets Per Pkl.	
41	Butter Paper A-4 Size 85 Grams	200 Sheets Per Pkl.	
42	Real Art Card Imported Size (23x36) 260 Grams	Packet 100 Sheets	
43	Risograph Ink Black 1000 ml for model RZ-230	Per Bottle	
44	Risograph Master Roll B-4 for Model RZ-230	Per Roll	
45	Envelope SE-5 (Khaki) Printed as per sample	Per 100 Nos.	
46	Envelop SE – 6 (Khaki) Printed as per sample	Per 100 Nos.	
47	Envelop SE -7 (Khaki) Printed as per sample	Per 100 Nos.	
48	Envelope SE -8 (Khaki) Printed as per sample	Per 100 Nos.	
49	Envelope Cloth SE -7 (Khaki) Printed as per sample	Per 100 Nos.	
50	Envelope Cloth SE -8 (Khaki) Printed as per sample	Per 100 Nos.	
51	Masking Tape (size:1"x100 yards) Fine Quality	Per No.	
52	Masking Tape (size:2"x 100 yards) Fine Quality	Per No.	
53	Transparent Tape (Plastic) (size: 2"x100 yards) Fine Quality	Per No.	
54	Transparent Tape (Plastic) (size: 3"x100 yards) Fine Quality	Per No.	

#	Name of items with specification	Unit	Unit Rate (inclusive of all taxes)
55	Packing Tape Yellow (size: 3"x 100 yards) Fine Quality	Per No.	
56	Binding Tape (size: 2"x100 yards) Fine Quality	Per No.	
57	Electric Tape	Per No.	
58	USB 64 GB (OTG)	Per No.	
59	Keyboard	Per No.	
60	USB Optical Mouse	Per No.	
61	USB to LAN 3.0 Gigabit Ethernet Adapter (Imported) Fine Quality	Per No.	
62	HDMI to VGA converter (Imported) Fine Quality	Per No.	
63	USB 4 port 3.0 Hub (Imported) Fine Quality	Per No.	
64	Four Colour set for HP Designjet Plotter 510 (Imported)	Each Set	
65	Print head for HP Designjet Plotter 510 (Imported)	Per No.	
66	Toner for Toshiba E-Studio 2506 (Imported) Fine Quality	Per No.	
67	Toner Cartridge for HP Laser Jet 1320 (49-A) (Imported) Fine Quality	Per No.	
68	Toner Cartridge for HP Laser Jet 2100 (96-A) (Imported) Fine Quality	Per No.	
69	Toner Cartridge for HP Laser Jet 2035 (05-A) (Imported) Fine Quality	Per No.	
70	Toner Cartridge for LaserJet M 1212 nf (85-A) (Imported) Fine Quality	Per No.	
71	Toner Cartridge for HP Laserjet 1020 (12-A) (Imported) Fine Quality	Per No.	
72	Toner Cartridge for HP Laser Jet P-1005 (35-A) (Imported) Fine Quality	Per No.	
73	Toner Cartridge for HP printer M2727nf (53-A) (Fine Quality) made in China	Per No.	
74	Toner for Xerox Phaser 3260 (Imported) Fine Quality	Per No.	
75	Drum for Xerox Phaser 3260 (Imported) Fine Quality	Per No.	
76	Toner Cartridge for Canon C3826i (4 colour set) Original	Per set	
77	Toner Cartridge for HP Laserjet Pro 400 (4 colour set) (Imported) Fine Quality	Per set	
78	Toner Cartridge for Xerox work centre 5740 (original)	Per No.	
79	Drum for Xerox Work centre 5740 (original)	Per No.	
80	Toner cartridge for Canon image class MF3010 (Imported) Fine Quality	Per No.	
81	Ricoh Toner MP 2014 (Imported) Fine Quality	Per No.	

#	Name of items with specification	Unit	Unit Rate (inclusive of all taxes)
82	Portable Hard drive 2 Tera byte	Per No.	
83	Portable Hard drive 8 Tera byte	Per No.	
84	Benzole	2 ½ Liters Bottle	
85	Acid Phosphoric (Imported)	35 Kg Cane	
86	Grease heatproof (Imported)	1 Kg Tin	
87	Blue Lab. coat medium/large	Per No.	
88	Cotton waste polishing	500 grams Pkt.	
89	Cotton Wool (Machine)	400 Grams Pkt	
90	Sponge (Imported) Fine Quality	Per No.	
91	Hand Gloves (Rubber) Fine Quality	Per Pair	
92	Thinner (Duco)	3.64 Liters Tin	
93	Air Freshener (Fine Quality)	Per No.	
94	Glint spray (Fine Quality)	Per Bottle	
95	Pencil Cell AA (Fine Quality)	Per No.	
96	Pencil Cell AAA (Fine Quality)	Per No.	
97	Scissor 6" Steel	Per Nos.	
98	Duster Cloth (Large size)	Per Nos.	
99	Duster Felaline (Large size)	Per No.	
100	Tumbler (Glass)	Per No.	
101	Broom Hard (550 grams) (Fine Quality)	Per No.	
102	Broom Soft (500 grams) (Fine Quality)	Per No.	
103	Phenyl Liquid (2.75 liter Bottle)	Per No.	
104	Plastic container (20 Litre)	Per No.	
105	Vim Powder (250 Grams)(Fine Quality)	Per Packet	
106	Detergent Powder 60 grams (Fine Quality)	Per Nos.	
107	Sweep (Liquid) 500 ml (Fine Quality)	Per Bottle	
108	Harpic (Liquid) 200 ml (Fine Quality)	Per Bottle	
109	Liquid Soap (500 ml) Fine Quality	Per No.	
110	Dashboard polish spray (Fine Quality)	Per No.	
111	Soap Lux (70 gram) (Fine Quality)	Per No.	

#	Name of items with specification	Unit	Unit Rate (inclusive of all taxes)
112	Towel medium (24x48) 400 Grams	Per No.	
113	Tissue Paper (100x2 ply) luxury size (Fine Quality)	Per Box	
114	Dry battery for APC UPS 12 volt 08 Ampere	Per No.	
115	Dry battery for APC UPS 12 volt 12 Ampere	Per No.	
116	Dust Bin (Plastic) Medium size with cover	Per No.	
117	Dust Bin with cover large size (Plastic)	Per No.	
118	Thread Ball (Fine quality)	Per No.	
119	Nylon Strip (Dori)	Per No.	
120	Cordless Bell	Per No.	
121	Electric wire (flexible 23/76, 2 core copper)	Per coil	
122	Electric wire 3/29 PVC (copper)	Per coil	
123	Electric wire 7/36 PVC (copper)	Per coil	
124	Electric wire 40/76, (2 Core) PVC (copper)	Per coil	
125	Electric wire 70/76 (3 cores) PVC (copper)	Per coil	
126	Electric wire 7/44 PVC (copper)	Per coil	
127	LED Bulb 18 watt	Per No.	
128	LED Bulb 24 watt	Per No.	
129	Extension Board 6 sockets copper (Flat Pin)	Per No.	
130	Two Pin Plug (5 AMP – PPI) (Brass Pin) Fine Quality	Per No.	
131	Three pin multi plug with fuse protection (13 AMP) Fine Quality	Per No.	
132	Wall Socket (Fine Quality)	Per No.	