

OVERSEAS PAKISTANIS FOUNDATION

TENDER NOTICE

SUPPLY OF STATIONERY ITEMS FOR **OPF GIRLS COLLEGE F-8/2, ISLAMABAD**

Overseas Pakistanis Foundation (OPF) is established for the welfare of Overseas Pakistanis working abroad and their families living in Pakistan, under the administrative control of Ministry of Overseas Pakistanis & HRD, Government of Pakistan.

OPF intends to invite sealed quotations from well reputed Income Tax & GST registered firms, under 'single stage – one envelope' procedure for Procurement of stationery items for OPF Girls College, F-8/2, Islamabad as per details below:-

Sr. #	Items
1.	Procurement Stationery items etc.

Tender documents containing details of required items, instructions regarding submission of bids and other terms & conditions can be obtained from the office of the undersigned against the cash payment of Rs. 1,000/- (non-refundable) on producing written request on letter head of the firm.

Bids must reach the undersigned by 28 March, 2025 of appearance of this advertisement on PPRA & OPF websites till 1200 Hours on the closing date. Bids should comprise of a single package clearly marked as 'proposal for stationery items. Proposals will be opened in the presence of bidders' representatives who choose to attend, at 1230 hours on the day of deadline for submission of bids.

Earnest money/bid security PKR 35,000/- (including taxes) in shape of Bank Draft / Pay Order from a scheduled bank in favor of OPF Girls College, F-8/2, Islamabad, should also be submitted along with the bid. Late, incomplete, or conditional bids will not be accepted. Taxes will be deducted according to Government rules. OPF reserves the right to reject all bids as provided under Rule No. 33 of PPRA Rules, 2004.

Principal / Administrator
OPF Girls College, F-8/2, Islamabad,
Tel: 051-9260424