GOVERNMENT OF PAKISTAN (ESTABLISHMENT DIVISION) SECRETARIAT TRAINING INSTITUTE *******

F. No. 16-1/2024-GS

Islamabad the 16th August, 2024.

TENDER NOTICE NO 01/2024-25

The Secretariat Training Institute (STI) intends to invite sealed bids from the original manufactures /authorized dealers / reputed stationers / general order suppliers registered with Income & Sales Tax Departments and are on Active Taxpayers List (ATL) of FBR, having their own offices / stock in Islamabad / Rawalpindi for supply of procurement of various items for official affairs during financial year 2024-25 under PPRA Rules 2004 amended from time to time. The details are as under: -

Title	S.No	Description	
Procurements	1)	Stationery & Paper	
	II)	Computer Stationery Toners of Printers, Faxes, Photocopier	
	III)	Miscellaneous & Electric Items	
	IV)	IT Equipment's	

- 2. Bids would be submitted / received and opened as per following schedule: -
 - (i) Interested and eligible bidders can download bidding documents containing terms & condition from https://eprocure.gov.pk. Bids should be submitted only through EPADS till 02-09-2024 upto 11:00 AM.
 - (ii) Tender bids will be opened on 02-09-2024 at 11:30 AM through EPADS in the Secretariat Training Institute (STI) Plot No.7, Sector H-9, Islamabad at STI, Library in the presence of firm's representatives.
- 3. The Tender documents containing detailed terms and conditions are also available on official websites of PPRA website at www.ppra.org.pk websites of Establishment Division www. establisment. gov.pk, and websites of secretariat training institute https://sti.gov.pk/.
- 4. Single stage one envelope procedure as contained in Rule 36 (a) of PPRA Rules-2004 shall apply.
- 5. The Tender Committee may reject all bids or proposals at any time prior to the acceptance of bid or proposal while conveying the reason thereof in accordance with Rules 33 of PPRA Rules-2004.

Deputy Director (F&A)
Secretariat Training Institute (STI)

Plot No.7, Sector H-9, Islamabad

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