

GOVERNMENT OF PAKISTAN  
MINISTRY OF INFORMATION & BROADCASTING  
EXTERNAL PUBLICITY WING

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## **TENDER NOTICE**

Sealed bids are invited for supply of Stationery items, Toners/Cartridges, Miscellaneous items and Renovation of office premises from reputed firms/General Order Suppliers registered with Income Tax & Sales Tax Departments with adequate past relevant experience and financial capabilities for the supply of said items.

### **TERMS & CONDITIONS**

1. The supplier must be registered with Income Tax & GST Departments and should be on active tax payers' list of FBR.
2. Single stage- One envelope procedure will be adopted to evaluate the offer(s).
3. Any alteration/overwriting on the bidding form will render the bid invalid. Bidding documents (both in hard & soft copies) can be obtained for a fee of Rs. 1,000 /- from the office of External Publicity Wing, Benevolent Fund Building, Zero Point, Islamabad.
4. The bidder shall submit a security deposit of **Rs. 100,000/-** in the form of demand draft /pay order in favor of DDO, Ministry of Information & Broadcasting, which shall be refundable as per PPRA rules.
5. The supplier will provide his company profile.
6. The bids, prepared in accordance with the instructions in the bidding documents, must be submitted through **E-PADS**, as well as hard copies must reach the office of the undersigned on or before **Tuesday, 28<sup>th</sup> January, 2025 till 11:00 AM** and will be opened on the same day **at 11:30 AM** in the presence of the bidders or their representatives.
7. The External Publicity Wing reserves the right to reject any or all bids/proposals at any time subject to PPRA rules 33 (1).
8. The items must be of the highest standard with maximum warranty.
9. The mode of payment will be through AGPR after completion of all the codal formalities.
10. This Notice is also available on [www.ppra.org.pk](http://www.ppra.org.pk) and [www.epwing.gov.pk](http://www.epwing.gov.pk)

**(Muhammad Zahid Awan)**  
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