



**FEDERAL BOARD OF REVENUE,
REGIONAL TAX OFFICE, LAHORE.**
Old Building Tax House, adjacent customs building,
Nabha road, old Anarkali bazaar Lahore.



TENDER NOTICE

Sealed Tenders / Bids are invited to meet the Miscellaneous Purchase & Repair requirements for the Financial Year 2024-25 in respect of Regional Tax Office, Lahore from reputed Companies / Firms which are registered with Income and Sales Tax for immediate supply under the following heads as per Tender Forms:

Sr. #	Expenditure Heads	Bid Security
1.	OFFICE STATIONERY	Rs. 250,000/-
2.	UNIFORM & PROTECTIVE CLOTHING	Rs. 200,000/-
3.	COST OF OTHER STORES	Rs. 90,000/-
4.	COMPUTER STATIONERY	Rs. 100,000/-
5.	REPAIR OF TRANSPORT	Rs. 110,000/-
6.	REPAIR OF OFFICE BUILDINGS	Rs. 150,000/-

TERMS & CONDITIONS:

1. The Bids may be submitted to the undersigned in sealed / confidential cover (single stage two sealed envelope basis) at the abovementioned address latest by **17.02.2025, Monday at 11:00 AM** which will be opened at **12:00 PM**.
2. The Bids will be opened in Conference Hall, Regional Tax Office, Lahore on the same date in the presence of bidders or their authorized representative.
3. The bidders should have minimum experience of one year in the relevant field.
4. Tender document form of the above items with details may be obtained free of cost from the office during office hours i.e. 10:00 AM to 03:00 PM.
5. The bidder shall furnish earnest money as mentioned above in the shape of pay order as call deposit/ draft from any scheduled bank, valid for 90 days from the opening date of tender in favor of **“Chief Commissioner IR, Regional Tax Office, Lahore”** which must be attached with the respective tenders submitted. Any tender without earnest money shall not be entertained. If at any stage documents are found bogus/ tempered 2% of the earnest money will be forfeited.
6. Technical proposal should include as minimum bidder profile, copy of GST & NTN certificates, name of manufacturer/ authorized dealer with authorization/ distribution certificate. One sample of each item and test report from reputable lab (where applicable) should also be submitted.
7. Prices quoted must be inclusive of all duties, taxes, delivery charges, freight, Installation charges and stitching charges in case of uniforms etc.
8. All items should be branded along with guarantee and warranty be provided (if applicable)
9. Tender/ Bill will be awarded on technically qualified lowest rate basis.
10. The successful bidder upon award of contract / Purchase order will be required to furnish 10% of the total tender value as security deposit in the shape of Pay Order or Bank Guarantee of equivalent amount.
11. Supply of items / goods shall be made within a week after issuance of time-to-time supply order. In case of late delivery of goods an amount of 2% of bill / invoice will be deducted.
12. The quantity of the items can be increased or decreased.
13. The rates quoted shall be valid up to 30.06.2025.
14. All due taxes will be deducted as per government rules.
15. The Chief Commissioner Inland Revenue, Regional Tax Office, Lahore reserves the right to reject all bids at any time prior to acceptance of the bids.

Chairman Purchase Committee
Regional Tax Office, Lahore.
Ph: (042) 99211802