



**TRADE DEVELOPMENT AUTHORITY OF PAKISTAN**  
**GOVERNMENT OF PAKISTAN**  
**(Management Services Division)**

\*\*\*\*



TDAP/DD/MS/OS/2022-23

Dated: 06/02/2024

## **Invitation for Bids**

Trade Development Authority of Pakistan (TDAP), an authority established for promotion of trade and business, under the Ministry of Commerce, invites sealed bids from well reputed firms registered with Income Tax and Sales Tax Departments and who are on Active Taxpayers List of the Federal Board of Revenue and qualified in all respects having valid NOC / License from the relevant Federal / Provincial Departments for Procurement of Office Stationery items.

2. Bidding documents containing detailed terms and conditions, method of procurement, procedure for submission of bids, bid security, bid evaluation criteria, performance guarantee, etc. are available for the interested bidders at the **Office of the Assistant Director (MS), TDAP Office, Karachi** on payment of Rs.1000/- through pay order in favor of "Account Officer, TDAP, Karachi".

3. Single Stage Single Envelope Procedure would be used for Open Competitive Bidding. Financial proposals should accompany a bid security equivalent to two per cent **(2%) of the bid amount** in the form of pay order / demand draft is required. Trade Development Authority of Pakistan reserves the right to reject any or all bids and to annul the bidding process at any time, however, reasons for rejection or annulling bid process will be communicated to the concerned bidder (s) in accordance with the Procurement Rules.

4. The bids, prepared in accordance with the instructions in the bidding documents, must reach the office of the Assistant Director (MS), Trade Development Authority of Pakistan (TDAP), 5<sup>th</sup> Floor, Block-A, FTC Building, Shahrah-e-Faisal, Karachi on or before 26<sup>th</sup> February, 2024 before 11:00 AM. Bids will be opened on the same day at 11:30 AM. This advertisement is also available on TDAP and PPRA website [www.ppra.org.pk](http://www.ppra.org.pk).

**Mr. Abdul Shakoor Memon**

Assistant Director

**Trade Development Authority of Pakistan**

MINISTRY OF COMMERCE GOVERNMENT OF PAKISTAN

Block-A, 5<sup>th</sup> Floor, Finance & Trade Centre, Shahrah-e-Faisal, Karachi