

No.6/2/2026-General
GOVERNMENT OF PAKISTAN
ESTABLISHMENT DIVISION
MANAGEMENT SERVICES WING

TENDER NOTICE

The Management Services Wing, Establishment Division, Islamabad, invites e-Bids from original manufacturers, authorized dealers, reputed stationers, and general order suppliers registered with the Sales Tax and Income Tax Departments, appearing on the Active Taxpayers List (ATL) of FBR, and having offices and relevant expertise in Rawalpindi/Islamabad, for the supply of stationery / Miscellaneous items etc. during the Financial Year **2026–27**. The procurement shall be conducted through Open Competitive Bidding under Rules 15 and 16, read with Rule 42(a) & (b) of the Public Procurement Rules, 2004 (as amended from time to time).

Detail are as under: -

S.No.	Tender Description	Bid Security / Earnest Money (Token) (not exceeding 5%)
I).	Purchase of Stationery Items	Rs. 100,000/-
II).	Purchase of Computer Stationery i.e. Toners for Printers, Photocopiers and Fax Machines etc.	
III).	Purchase of Others / Miscellaneous Items etc.	

2. Tender bids would be opened as per following schedule: -

- (i) E-bidding documents shall be collected through **EPADS** by **10th August, 2026 at 11:00 AM** and all prospective bidder shall apply for pre-qualification 2026-27 through EPADS. **No manual bids /hard copies shall be accepted.**
- (ii) Tender e-bids will be opened on **10th August, 2026 at 11:30 AM** in the Management Services Wing, Establishment Division at Committee Room, No. 410, 4th floor, Shaheed-e-Millat Secretariat, Islamabad in the presence of bidders or their representatives of firms/vendors.

3. Interested eligible bidders are requested to register themselves on the EPADS (<http://eprocure.gov.pk>) and submit their documents on EPADS. The Interested eligible bidders may obtain bidding documents from the websites of Establishment Division www.establishment.gov.pk, PPRA www.ppra.org.pk and EPADS (<http://eprocure.gov.pk>). Sample of the items, where possible, especially for papers should be provided.

4. Earnest money in the shape of Pay Order / Demand Draft / Bid Security in favour of DDO Management Services Wing while bid documents should be uploaded through **EPADS** (scanned copy) on /or before 11:00 A.M by **10th August, 2026**, e-Bids will be opened on the same date at 11:30 A.M.

5. Single Stage-One Envelop procedure as contained in Rule 36(a) of PPRA Rules 2004, shall apply.

6. 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.

(Zahid Hussain Farooqui)

Section Officer (Gen)

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