PAKISTAN TOBACCO BOARD

MINISTRY NATIONAL FOOD SECURITY & RESEARCH

* * * * * * * * * *

TENDER NOTICE

PTB invites sealed bids from reputed Firms / Companies / Vendors registered with income Tax and Sales Tax department for the supply of Stationery items including Computer Accessories, Electric Items, Cleaning Items, and Misc. Items for the fiscal year 2026-27.

Terms & Conditions:

- The bidding process will be online through **e-pak Acquisition & Disposal System (EPADS)** (http://eprocure.gov.pk) free of cost.
- The Firms should be well established and preferably located in Peshawar having its own warehouse and telephone / fax facility.
- The proposals (Technical & Financial), prepared in accordance with the instructions provided in the RFP, must be submitted on **e-pak Acquisition & Disposal System (EPADS)** (http://eprocure.gov.pk) and the same will be submitted in the office of Deputy Secretary Admin (Convener of purchase committee).
- Bidding rates will be applicable till 30th June, 2027.
- 5% of total Bid amount as earnest money in shape of call Deposit, demand draft and Pay order must be attached with the financial bid and **one set of each items be provided as sample.**
- The firms shall be liable to supply the requisite items at "PTB, Head Office, 46-B, Office enclave phase 5 Hayatabad Peshawar." within the period specified in the work/supply order and their own expenses and even at short notice, if needed.
- No bid will be accepted without earnest money and the successful bidder will supply the office supplies within (10) ten days of receipt of Supply order by PTB.
- Inspection of each item will be conducted, in case of sub-standard supply of items, the earnest money of the firm will be forfeited and suitable fine will also be imposed.
- The complete Tender documents must be submitted online and physical / hard copy should also be dropped in the office of the undersigned by or before time mentioned on EPAD system and the tender bids will be opened on same day at 1:00 P.M. in the presence of bidders / representatives at committee room of PTB Head Office Peshawar.
- The bidder firms are required to submit sealed online print of the bid dully signed/stamped in physical form in the office of undersigned before closing time and date.
- The Competent Authority reserves the right to accept or reject all bids and cancel the contract as per PPRA rule (33)-2004.
- Tender notice can be seen on the PPRA website, www.ppra.org.pk and on official website of PTB The same can also be obtained from PTB Head Office.

Deputy Secretary (Admin)
PTB HEAD OFFICE, OFFICE ENCLAVE-46/B PHASE
5 HAYAT ABAD PESHAWAR.
Tel # 091-9217416