

GOVERNMENT OF PAKISTAN
MINISTRY OF FEDERAL EDUCATION & PROFESSIONAL TRAINING
FEDERAL DIRECTORATE OF EDUCATION
ISLAMABAD COLLEGE FOR BOYS, G-6/3, ISLAMABAD

TENDER NOTICE

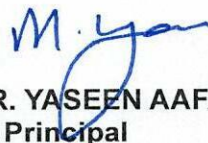
(Financial Year 2026-27)

Islamabad College for Boys, G-6/3, Islamabad invites **electronic bids** through the **e-Pak Acquisition & Disposal System (EPADS)** from original manufacturers, authorized distributors/dealers, reputed suppliers and General Order Suppliers/Firms duly registered with the Federal Board of Revenue (FBR) for Income Tax and Sales Tax (where applicable), appearing on the **Active Taxpayers List (ATL)**, in accordance with the **Public Procurement Rules, 2004**, for the following procurements:

Sr. No.	Description of Procurement	Bid Security
1.	Stationery	290,000
2.	Computer Stationery	50,000
3.	Miscellaneous & Other Items	375,000

SCHEDULE / INSTRUCTIONS:

1. Electronic bids shall be submitted **only through EPADS** on or before **23-07-2026 up to 11:00 AM (PST)**.
2. Electronic bids shall be opened on the same day at **11:30 AM (PST)** in the office of the undersigned in the presence of bidders or their authorized representatives who choose to attend.
3. The original Bid Security, in the prescribed form, shall be submitted to the office of the undersigned before the scheduled time of bid opening.
4. Detailed Bidding Documents containing specifications, eligibility criteria, evaluation criteria and terms & conditions are available on EPADS and may also be obtained from the office of the undersigned during office hours.
5. Only firms appearing on the **Active Taxpayers List (ATL)** of FBR shall be eligible to participate.
6. Bidders shall possess valid NTN, Sales Tax Registration (where applicable), relevant experience, adequate financial capacity and shall not have been blacklisted by any Government, Semi-Government, Autonomous, Regulatory or Public Sector Organization.
7. The Procuring Agency reserves the right to reject any or all bids in accordance with **Rule 33 of the Public Procurement Rules, 2004**.
8. This Tender Notice is also available on the **PPRA** and **EPADS** websites.


(PROF. DR. YASEEN AAFAQI)
Principal
Phone: 051-9208006

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TERMS & CONDITIONS
FOR PROCUREMENT OF COMPUTER STATIONERY ITEMS

1. The procurement process shall be conducted strictly in accordance with the Public Procurement Rules, 2004 (as amended), and all applicable laws, rules, regulations, policies, and instructions issued by the Government of Pakistan and the Public Procurement Regulatory Authority (PPRA) from time to time.
2. Only firms, suppliers, manufacturers, contractors, service providers, consultants, or authorized dealers duly registered with the relevant Government authorities shall be eligible to participate. Copies of all applicable registration certificates, licences, and authorizations shall be submitted with the bid, wherever applicable.
3. The bidder shall possess a valid National Tax Number (NTN), Sales Tax Registration (where applicable), and shall be an Active Taxpayer appearing on the Active Taxpayers List (ATL) maintained by the Federal Board of Revenue (FBR).
4. The bidder shall submit a complete profile containing its legal status, ownership details, office address, contact information, organizational structure and, where applicable, details of its technical, supervisory, and administrative personnel.
5. Where prescribed in the bidding documents, the bidder shall provide documentary evidence of having successfully executed similar contracts for Government Departments, Autonomous Bodies, Public Sector Organizations, or reputable private organizations during the last three (03) years.
6. The Procuring Agency may require the bidder to furnish copies of work orders, supply orders, purchase orders, completion certificates, performance certificates, client references, or any other documentary evidence in support of its technical capability and experience.
7. Where specified in the bidding documents, the bidder shall furnish a Bid Security in the prescribed form and amount, which shall form part of the bid and shall be submitted on or before the prescribed date and time for submission of bids.
8. The successful bidder shall execute the contract and complete the supply of goods, provision of services, execution of works, or repair and maintenance within the period specified in the Purchase Order, Supply Order, Work Order, Contract Agreement, or Letter of Acceptance, as applicable.
9. All goods, services, and works shall strictly conform to the approved specifications, drawings, scope of work, samples (where applicable), quality standards, and other requirements prescribed in the bidding documents.
10. Any goods, works, or services found to be defective, damaged, counterfeit, substandard, incomplete, or not conforming to the prescribed specifications shall be rejected. The successful bidder shall rectify, repair, replace, or complete the same at its own cost within the period specified by the Procuring Agency.
11. Where applicable, the successful bidder shall provide the manufacturer's or supplier's warranty, guarantee, after-sales service, preventive maintenance, technical support, or any other contractual obligation specified in the bidding documents.
12. The quoted rates shall be deemed to include all applicable costs, including packing, loading, transportation, unloading, insurance (where applicable), labour, installation, commissioning, testing, duties, taxes, overheads, and all incidental expenses necessary for satisfactory performance of the contract unless otherwise specified in the bidding documents.
13. Income Tax, Sales Tax, and all other applicable taxes and duties shall be deducted or paid in accordance with the prevailing laws, rules, and Government notifications.
14. Payment shall be made through AGPR or any other authorized Government payment mechanism after satisfactory inspection, verification, certification, acceptance of the goods, works, or services, completion of all codal formalities, submission of the required documents, and subject to the availability of funds.
15. The successful bidder shall comply with all applicable Federal and Provincial laws, labour laws, environmental regulations, occupational health and safety requirements, and all other statutory obligations during execution of the contract.

16. The Procuring Agency reserves the right to inspect the bidder's office, workshop, warehouse, manufacturing facility, equipment, technical resources, service centre, or any other relevant premises to verify its technical and operational capability.
17. The Procuring Agency may verify any information or document submitted by the bidder through the issuing authorities, previous clients, financial institutions, tax authorities, manufacturers, principals, regulatory bodies, or any other relevant source.
18. The bidder shall submit an affidavit on judicial stamp paper declaring that it is not currently blacklisted, suspended, or debarred by any Federal Government, Provincial Government, Local Government, Autonomous Body, Public Sector Organization, or Procuring Agency in Pakistan.
19. The quoted rates shall remain firm during the validity period specified in the bidding documents. No price escalation or variation shall be admissible unless expressly provided in the contract.
20. In case of delay attributable to the successful bidder, liquidated damages may be imposed in accordance with the terms of the contract and the provisions of the bidding documents.
21. The Procuring Agency reserves the right to increase, decrease, or omit any part of the quantity, scope, or duration of the procurement, subject to the applicable provisions of the Public Procurement Rules, 2004 (as amended).
22. The Procuring Agency reserves the right to accept or reject any or all bids, or to annul the procurement process at any stage prior to the acceptance of a bid, in accordance with Rule 33 of the Public Procurement Rules, 2004 (as amended).
23. The goods, works, or services shall be subject to inspection by the Inspection/Purchase Committee or any other committee or authorized representative of the Procuring Agency. Payment shall be made only after satisfactory inspection and acceptance.
24. Neither party shall be liable for any delay or failure in the performance of its contractual obligations due to Force Majeure events, including natural disasters, fire, flood, earthquake, war, civil disturbance, strikes, epidemics, pandemics, or any other circumstances beyond its reasonable control. The affected party shall promptly notify the other party in writing of such occurrence.
25. Bidders shall observe the highest standards of ethics, integrity, fairness, and transparency throughout the procurement process. Any bidder found to have engaged in fraudulent, corrupt, collusive, coercive, or obstructive practices shall be liable to rejection of its bid, forfeiture of Bid Security (where applicable), blacklisting, and any other action permissible under the applicable laws and the Public Procurement Rules, 2004 (as amended).
26. The bidder shall disclose any actual or potential conflict of interest that may affect its participation in the procurement process. Failure to disclose such conflict may result in rejection of the bid, termination of the contract, or any other action permissible under the applicable laws.
27. Any dispute arising out of the procurement process or execution of the contract shall be resolved in accordance with the Public Procurement Rules, 2004 (as amended), the terms and conditions of the contract, and the applicable laws of Pakistan.
28. Any matter not specifically covered under these General Terms & Conditions shall be governed by the Public Procurement Rules, 2004 (as amended), the applicable laws of Pakistan, and the instructions issued by the Government of Pakistan, PPRA, the Ministry of Federal Education & Professional Training, and the Federal Directorate of Education from time to time.
29. The Procuring Agency reserves the right to amend, clarify, modify, or supplement these General Terms & Conditions through the bidding documents, corrigenda, or addenda issued before the submission of bids. Such amendments or clarifications shall form an integral part of the procurement process.


PRINCIPAL

ISLAMABAD COLLEGE FOR BOYS G-6/3 ISLAMABAD

Tender Dated _____
Name of Firm _____
General Sales Tax No. _____
National Tax No. _____
Vender No. _____
Business Address: _____
Contact No. _____

LIST OF COMPUTER STATIONERY ITEMS

S.#	Description	Specification	Estimated Quality	Rate without GST	
				Rate per item	
1	Toner H.P 64-A	HP Original	Rate per item		
2	Toner HP 80A	HP Original	Rate per item		
3	Toner HP 85A	HP Original	Rate per item		
4	Toner HP 89A for MFPE52645 ModelW9008MC	HP Original	Rate per item		
5	Toner HP 90A	HP Original	Rate per item		
6	Toner HP 78A	HP Original	Rate per item		
7	Toner HP 05A	HP Original	Rate per item		
8	Toner HP 12A	HP Original	Rate per item		
9	Toner HP 17A	HP Original	Rate per item		
10	Toner HP 51A	HP Original	Rate per item		
11	Toner HP 53A	HP Original	Rate per item		
12	Toner HP 151A	HP Original	Rate per item		
13	Toner Color Laser jet No.107-A	HP Original	Rate per item		
14	Toner color Laser jet No.203-A	HP Original	Rate per item		
15	Toner H.P 64-A	Success/Esta OR Equivalent	Rate per item		
16	Toner HP 80A	Success/Esta OR Equivalent	Rate per item		

S.#	Description	Specification	Estimated Quality	Rate without GST	
				Rate per item	
17	Toner HP 85A	Success/Esta OR Equivalent	Rate per item		
18	Ink for Risograph Mach,	Original Riso RZ 220AS	Rate per item		
19	Master Roll Risograph Machine	Original Riso RZ 220AS	Rate per item		
20	Ink for Rongda Mach.3608	Original Rongda Mach.3608	Rate per item		
21	Master Roll For Rongda Mach.3608	Original Rongda Mach.3608	Rate per item		
22	Photo Copier Machine Toner	Original Gestetner	Rate per item		
23	Photo Copier Machine Toner	Original Ricoh Aficio MP350	Rate per item		
24	Toner HP 89A for MFPE52645 ModelW9008MC	Success/Esta OR Equivalent	Rate per item		
25	Toner HP 90A	Success/Esta OR Equivalent	Rate per item		
26	Toner HP 78A	Success/Esta OR Equivalent	Rate per item		
27	Toner HP 05A	Success/Esta OR Equivalent	Rate per item		
28	Toner HP 12A	Success/Esta OR Equivalent	Rate per item		
29	Toner HP 17A	Success/Esta OR Equivalent	Rate per item		
30	Toner HP 51A	Success/Esta OR Equivalent	Rate per item		
31	Toner HP 53A	Success/Esta OR Equivalent	Rate per item		
32	Toner HP 151A	Success/Esta OR Equivalent	Rate per item		