REQUEST FOR BIDS

PROCUREMENT OF GOODS

1. The **Office of the Wafaqi Mohtasib, Islamabad (Procurement / Store)** has reserved Funds for the procurement planned for FY **2026-27**. The **Office of the Wafaqi Mohtasib, Islamabad (Procurement / Store)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the "**Procurement of Stationery and Other Misc. Store Items**" with the reference of **"P204030"**

2. The **Office of the Wafaqi Mohtasib, Islamabad (Procurement / Store)** invites sealed Bids from eligible Bidders for procurement of goods described in the bidding documents on **EPADS v2.0**.

3. **Single Stage-One Envelope** will be used by adopting **Least Cost Based Selection (LCBS)** Technique for the subject procurement, in line with the Public Procurement Rules, 2026 and any Regulations, Regulatory Guides, Procurement Guidelines or Instructions issued by the Authority from time to time.

4. All Bids must be accompanied by a Bid Security amount described in Bid Security Section in Bidding Document in the form of **Bid Security Not Applicable** or all bids must be accompanied by bid securing declaration in the format specified in the Bidding documents

5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at **https://epads.gov.pk/opportunities/federal/procurements/204030** for all the interested bidders registered on **EPADS v2.0**. Bidders are required to get themselves registered on **EPADS v2.0** to participate in Bidding process.

6. The e-bids, prepared in accordance with the instructions in the e-Bidding Documents, must be submitted through **EPADS v2.0** on or before **Monday, November 30, 2026 11:00 AM**. E-bids will be opened using **EPADS v2.0** on the same day at **Monday, November 30, 2026 11:30 AM**. Manual submission of Bids shall not be entertained. Those vendors who have not yet

registered on the new version of **EPADS v2.0,** may register themselves on **https://vendors.epads.gov.pk/**. A tutorial to explain the registration process is available at **https://www.youtube.com/watch?v=MNW6T38v7tc**

In terms of Rule 65 of Public Procurement Rules, 2026 Grievance Redressal Committee (GRC) is notified for the subject procurement and notification copy is available on the procuring agency's website and on Authority's website at (**www.ppra.gov.pk**).

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