

INVITATION TO BIDS
PROCUREMENT OF GOODS

1. The **Director General Pakistan Post (Directorate General, Pakistan Post)** has reserved Funds for the procurement planned for FY **2025-26**. The **Director General Pakistan Post (Directorate General, Pakistan Post)** intends to apply part of the proceeds of this Fund to cover eligible payments under the contract for the **"Procurement of Medicines for Dte- General Office, Islamabad"**.
2. The **Director General Pakistan Post (Directorate General, Pakistan Post)** invites E-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, 2004 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 amounting described in Bid Security Section in Bidding Documentation the form of **Pay Order, Demand Draft**. Where **Bid Security** is not required by the **Procuring Agency**, Bidders are required to furnish **Bid Security Declaration** as specified in Bidding Document.
5. E-Bidding documents, containing detailed terms & conditions, specifications and requirements etc. are available on **e-Pak Acquisition and Disposal System (EPADS)** at <https://vendors.epads.gov.pk/>.
6. Bidder(s) are required to get themselves registered on **EPADS v2.0** on or before **Thursday, May 14, 2026 11:00 AM**. E-bids will be opened using **EPADS v2.0** on the same day at **Thursday, May 14, 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>
7. In terms of Rules 48 of Public Procurement Rules, 2004 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.org.pk).

Director General Pakistan Post (Directorate General, Pakistan Post), Superintendent
G-8/4, Islamabad Capital Territory