



GOVERNMENT OF PAKISTAN  
DIRECTORATE OF BUDGET & ACCOUNTS  
PAK PWD G-9/1 ISLAMABAD

**TENDER NOTICE**

Sealed bids are invited through e-Pak Acquisition & disposal System (EPADS) <http://eprocure.gov.pk> from reputed firms/suppliers for supply of stationery items to Directorate of Budget & Accounts Pak PWD Islamabad during the financial year ending 30-06-2026. Tender document/Items list along with detail of terms and conditions can be downloaded from website: [eprocure.gov.pk](http://eprocure.gov.pk). Sealed bids along-with pay order (Refundable to unsuccessful bidders) on account of earnest money 5% of bid amount in favour of **DDO Directorate of Budget & Accounts Pak. PWD Islamabad** may be submitted to the undersigned by 04-06-2026 till 11:30AM hours. The bids will be opened on the same day at 11:30AM hours.

**Terms and Conditions:**

1. The bidders are required to have physical business premises, valid NTN, must be registered with Sales Tax authorities and included in Active Tax Payer List of FBR.
2. The successful bidder will be bound to supply the stationery items at quoted rates/quality specified during the whole period of contract at the office of DBA Pak PWD Islamabad.
3. The Purchase Committee reserves right to accept/reject all tenders. The decision of the purchase committee will be final.
4. Unsuccessful bidders will get their security within fifteen days after opening of the tender.

**Contact Person: Mr. Muhammad Aamir, Senior Auditor, Contact No. 0305-8229427**

**Address:** Directorate of Budget and Accounts, Pak PWD Complex, Sector G-9/1, Islamabad.

(Mr. Muhammad Aamir) Senior Auditor

Email:dba.ddo3053@gmail.com

**Detail of Stationery Items**

<b>S. No.</b>	<b>Item Description</b>	<b>Qty (Appx)</b>	<b>Packing</b>
1.	BALL POINT (Blue) <b><u>Piano Crystal or equivalent</u></b>	800	Nos
2.	BALL POINT (Red) <b><u>Piano Crystal or equivalent</u></b>	200	
3.	FILE FLAG DIFFERENT COLORS <b><u>Pronoti or equivalent</u></b>	36	Pkt
4.	GUM STICK 20 GRM <b><u>Deli or equivalent</u></b>	24	Btl
5.	PAPER A-4 SIZE 80 GRAM <b><u>Double A or equivalent</u></b>	140	Rim
6.	PAPER 9*11	15	Rim
7.	PAPER 11*15	40	Rim
8.	PERMANENT MARKER ( <b><u>BLACK, BLUE</u></b> ) <b><u>Mercury or equivalent</u></b>	36	Nos
9.	Simple Register No 10 (80gm)	140	Nos
10.	Lead Pencil ( <b><u>Dollar</u></b> ) (B/B) <b><u>or equivalent</u></b>	100	Nos
11.	JET FLOW Pen (Blue) 0.7 ( <b><u>Dollar</u></b> ) (B/B) <b><u>or equivalent</u></b>	600	Nos
12.	JET FLOW Pen (Black) 0.7 ( <b><u>Dollar</u></b> ) (B/B) <b><u>or equivalent</u></b>	100	Nos
13.	PAPER PUNCH LARGE ( <b><u>SINGLE HOLE</u></b> )	36	Nos