GOVERNMENT OF PAKISTAN
FEDERAL BOARD OF REVENUE
LARGE TAXPAYERS OFFICE, LAHORE
10-Babar Block, New Garden Town, Lahore

INVITATION TO E-BIDS THROUGH DPADS

Large Taxpayers Office, Lahore invites **e-bids through EPADS/PPRA platform** for the procurement titled "**195-Uniforms Set (Four Season)"** for Inspector, Driver, Daftri, Sepoy, Naib Qasid, Hawaldar and Dispatch Riders, working in Large Taxpayers Office, Lahore under the **Single Stage – One Envelope (SSOE)** bidding procedure from firms/companies/contractors having valid registration with the **Income Tax and Sales Tax Departments**.

TERMS AND CONDITIONS:

1. Bid Security:
Bid Security @ 2% of the estimated value of the tender, amounting to Rs.76,000/-, shall be furnished in the shape of a Bank Draft/Pay Order in favour of Chief Commissioner, Large Taxpayers Office, Lahore.

2. Submission and Opening of Bids:
The e-bids must be submitted through EPADS by **30.11.2026** up to **10:00 a.m.** The bids shall be opened and announced by the Procurement Committee on **30.11.2026** up to **04:00 p.m.** on the EPADS Portal.

3. Submission of Original CDR and Samples:
The original CDR and samples of the quoted uniform items must be submitted to the Procurement Committee on or before **27.11.2026** at **10:00 a.m.** This is to allow sufficient time for their inspection and evaluation against the specifications and minimum quality standards prescribed in the bidding documents, before the bids are opened and announced on the EPADS portal on **30.11.2026**. Failure to submit the original CDR and/or samples within the stipulated time shall render the bid technically non-responsive.

4. Queries/Clarifications:
Any queries or requests for clarification regarding the tender may be addressed to the Accounts Branch, Large Taxpayers Office, Lahore, during office hours.

5. Affidavit Regarding Blacklisting:
The bidder shall submit an affidavit stating that the firm/company/contractor has not been blacklisted by any Government Department/Organization at the time of submission of the bid.

6. Taxes and Duties:
The rates quoted by the bidders shall be inclusive of all applicable duties, taxes, levies and other charges.

7. Right of Procuring Agency:
The Chief Commissioner Inland Revenue, Large Taxpayers Office, Lahore, reserves the right to accept or reject any or all bids, or annul the procurement process, at any time prior to the acceptance of a bid, in accordance with the applicable PPRA Rules.

(ABDULLAH ZULFIQAR)
Deputy Commissioner (HQs)
Large Taxpayers Office, Lahore.
Ph:042-99213818

TENDER DOCUMENT

UNIFORMS AND RELATED ACCESSORIES
FOR LTO, LAHORE

Estimated Cost: Rs.3,800,000/- **Bid Security:** 2% of the estimated cost
Bid Submission Deadline: 30.11.2026 **Date & Time of Opening:** 30.11.2026

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1. INVITATION FOR E-BIDS:

The Large Taxpayers Office (LTO), Lahore invites electronic bids through the EPADS portal from eligible and registered firms/suppliers for the procurement of Uniforms and Related Accessories for its Officials.

The procurement shall be conducted in accordance with the applicable Public Procurement Rules, 2004 and other relevant instructions issued by the Public Procurement Regulatory Authority (PPRA). The bidding procedure shall be **Single Stage – One Envelope**.

Interested bidders may download the tender documents from the EPADS portal and submit their bids electronically within the prescribed date and time.

The original Bid Security in the form of Bank Draft/Pay Order, in favour of **Chief Commissioner, LTO, Lahore**, must be submitted to the office before the closing date and time of the tender.

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2. INSTRUCTIONS TO BIDDERS:

1. Bids shall be submitted electronically through the EPADS portal within the prescribed deadline.
2. The bidders shall quote their rates against all items mentioned in the Bill of Quantities (BOQ).
3. The quoted rates must be inclusive of all applicable taxes, duties, transportation, stitching, fitting, labour and other incidental expenses.
4. The bid shall remain valid upto 30.06.2027.
5. The bidder shall submit Bid Security equivalent to 2% of the estimated cost in the form of Bank Draft/Pay Order in favour of Chief Commissioner, LTO, Lahore.
6. The original Bid Security must reach the office before the closing date and time i.e. 30.11.2026 10:00am. Failure to submit the original Bid Security shall render the bid non-responsive.
7. Conditional, incomplete or ambiguous bids may be rejected.
8. The bidder shall provide complete details of the items offered, along with relevant specifications and supporting documents.
9. The Procuring Agency reserves the right to accept or reject any or all bids in accordance with the applicable PPRA Rules.

3. ELIGIBILITY CRITERIA:

The participating firms must fulfil the following requirements:

1. The firm must be registered with the Sales Tax and valid NTN.
2. The bidder must not be blacklisted or debarred by any Government Department or Public Sector Organization.
3. An affidavit/declaration regarding non-blacklisting shall be submitted by the bidder.

4. The bidder must have the capability and experience to supply uniforms and related accessories according to the required specifications.

5. The bidder must provide complete contact details, including business address, telephone number and email address.

4. TECHNICAL SPECIFICATIONS/BOQ:

The required items shall conform to the following specifications:

Sr. No.	Items	Requirement	Quantity
1	Uniforms Cloth (Four Season) Shalwar Qameez	Malasia (Rangers Force Color)	70-Sets
2	Uniforms Cloth (Four Season) Pent Shirt	Double Superior (Elite Force Color)	125-Sets
3	Shoulder (Inland Revenue)	Metal, Silver Color	195-Sets
4	Shoulder Badge	Metal, Silver Color	195-Sets
5	Chest Flag	Double (Pakistan + FBR)	195-Sets
6	Chest Badge	Embroided (Squared)	195-Nos.
7	Muhafiz	Embroided Cloth (FBR) with Pin	195-Nos.
8	Name Plate	Plastic	195-Nos.
9	Belt	Catches	195-Nos.
10	Inner Shirt	Round Neck, Half Sleeve (Front & Back Printed FBR)	195-Nos.
11	Shoes	Micro Inner Lock (Khaki)	195-Nos.
12	Cap	6 Kali Printed FBR Logo	195-Nos.

Note: The quality, colour, design, material and finishing of all items shall be subject to approval by the Purchase Committee, LTO, Lahore. The approved sample shall be treated as the standard for bulk supply.

5. FINANCIAL BID:

The bidder shall quote a comprehensive rate per complete uniform set comprising all the above-mentioned items. The total quoted amount shall cover all expenses, including stitching, measurement, fitting, transportation and applicable taxes.

6. SUBMISSION OF SAMPLES:

1. The bidders shall submit samples of the relevant items, including uniform cloth, badges, shoulder insignia, chest flags, belts, name plates, inner shirts, shoes and caps, for evaluation by the Purchase Committee.

2. The samples must conform to the specifications mentioned in the tender documents.

3. The Purchase Committee shall examine the samples with regard to quality, material, colour, design, workmanship and overall suitability.

4. Bids offering items that do not conform to the required specifications may be declared technically non-responsive.

5. The samples submitted by the successful bidder shall be retained as reference samples until completion of the supply.

7. MEASUREMENT, STITCHING AND FITTING:

1. The successful bidder shall visit the office premises of LTO, Lahore, to take individual measurements of all employees before commencing the stitching of uniforms.

2. The measurements shall be taken in coordination with the office's nominated representative.

3. The successful bidder shall ensure proper fitting, stitching and finishing of each uniform according to the approved sample and individual measurements.

4. The cost of measurement, cutting, stitching, fitting and finishing shall be included in the quoted rates. No additional charges shall be payable by the Procuring Agency.

5. The successful bidder shall prepare a pre-production stitched sample for approval by the Purchase Committee before commencing bulk stitching.

6. Any uniform found defective, improperly stitched or incorrectly fitted shall be rectified or replaced by the successful bidder at his own cost.

8. EVALUATION OF BIDS:

The evaluation of bids shall be carried out as follows:

1. The bids shall initially be examined for compliance with the eligibility criteria and submission requirements.

2. The Purchase Committee shall evaluate the samples submitted by the bidders against the prescribed specifications.

3. The bids fulfilling the mandatory requirements and technical specifications shall be declared technically responsive.

4. Financial bids of technically responsive bidders shall be evaluated in accordance with the applicable PPRA Rules.

5. The contract shall be awarded to the lowest evaluated responsive bidder, subject to fulfilment of all tender requirements.

6. The Procuring Agency reserves the right to seek clarification from bidders where required, in accordance with applicable PPRA Rules.

9. TERMS AND CONDITIONS:

1. The successful bidder shall supply complete stitched uniform sets (**as and when required, subject to the availability and release of funds)**. A separate Purchase Order (PO) shall be issued after the Letter of Award (LOA), specifying the quantity and schedule of supply for each requirement from time to time. The supply shall be made strictly in accordance with the approved specifications and samples.

2. The supply shall be made within 15-days from the issuance of the Supply Order/Letter of Award.

3. All items must be new, unused and of the prescribed quality.

4. No deviation from the approved specifications, samples, colour, design or quality shall be allowed without prior written approval of the Procuring Agency.

5. Partial or incomplete supply shall not be accepted unless specifically permitted by the Procuring Agency.

6. The successful bidder shall be responsible for the transportation and delivery of all items to LTO, Lahore, at its own cost.

7. Any defective, substandard or non-conforming item shall be replaced by the successful bidder without any additional cost.

8. The Procuring Agency reserves the right to inspect the material and finished uniforms at any stage of the procurement process.

9. No escalation in the quoted rates shall be allowed during the contract period.

10. All applicable taxes and duties shall be borne by the successful bidder and must be included in the quoted rates.

11. The bidder shall be responsible for maintaining the approved quality and standard throughout the supply process.

10. PAYMENT TERMS:

1. Payment shall be made after satisfactory completion of the supply, inspection and acceptance of all items by the authorized Inspection Committee.

2. The successful bidder shall submit the original invoice along with the required supporting documents.

3. Payment shall be subject to applicable tax deductions and completion of all codal formalities.

4. No advance payment shall be admissible.

11. RIGHT OF ACCEPTANCE / REJECTION:

The Procuring Agency reserves the right to accept or reject any or all bids or annul the procurement proceedings at any stage before acceptance of a bid, in accordance with the applicable provisions of the Public Procurement Rules, 2004.

The decision of the Procuring Agency shall be communicated to the bidders in accordance with the applicable rules.

12. GRIEVANCE REDRESSAL:

Any bidder aggrieved by any act of the Procuring Agency may submit a complaint before the duly constituted Grievance Redressal Committee within the time prescribed under the applicable PPRA Rules.