

Admin-296/2023 (Vol-III)

Dated: 07-10-2026

TENDER NOTICE

Bids are invited from the well reputed firms for supply of Photostat Paper to Export Processing Zones Authority, Karachi.

2. Tender Notice/Terms & Conditions/List of items are available on EPADS and the website of Export Processing Zones Authority, Karachi, www.epza.gov.pk as well as PPRA www.ppra.gov.pk. Only those bidders/Suppliers will be entertained who apply through EPADS at (www.eprocure.gov.pk).

3. Bid security deposit of Rs. 100,000/- (Rupees One lac only), (in the form of Demand Draft issued by the authorized bank), in favour of Export Processing Zones Authority, Karachi, must reach the office of Secretary, EPZA, Ministry of Industries & Production Karachi, latest by 29-10-2026 at 11:00 am. The bids will be opened on the same date at 11:30 a.m. in the presence of the bidders or their authorized representatives who are present.

4. Export Processing Zones Authority, Karachi reserves right to accept or reject any or all bids prior to acceptance as per PP Rules, 2004.

(Ghulam Yaseen Sanghro)
Secretary EPZA
021-99208010

EXPORT PROCESSING ZONES AUTHORITY
MINISTRY OF INDUSTRIES & PRODUCTION
GOVERNMENT OF PAKISTAN
KARACHI

TERMS & CONDITIONS

1. The firms participating in the tender must have their Income Tax Number, General Sales Tax Number, Sales Tax Registration Number (STRN) and Vendor number which are linked with FBR. Firms must submit a copy of certificate of Registration with Sale Tax Department.
2. Bid security deposit of Rs. 100,000/-(Rupees One lac only), (in the form of Demand Draft issued by the authorized bank), in favour of Export Processing Zones Authority, Karachi, must reach the office of Secretary, EPZA, Ministry of Industries & Production Karachi, latest by **29-10-2026**. The bids will be opened on the same date at 11:30 a.m. in the presence of the bidders or their authorized representatives who are present.
3. The Bid security of successful bidders shall be retained and will be returned after the completion of the work. It will be returned to the un-successful bidders after finalization of the tenders.
4. The successful firms will be bound to supply the items in the office of Export Processing Zones Authority Head Office Karachi, on the rates quoted in the tender.
5. In case of items provided by the firms are found sub-standard, the competent authority of this office reserves right to cancel the award for supply of tender items wholly or partially without assigning any notice.
6. Bid security will be forfeited if the firms fails to provide item(s) qualitatively good and the defaulter firm(s) will be declared blacklisted.
7. For supply of Photostat Paper, the successful firm(s) will be required to present their samples after the opening of tenders. The samples of the successful firms will be kept in safe custody of the KEPZ.
8. Any bidder feeling aggrieved by any act of the procuring agency after the submission of his bid may lodge a written complaint concerning his grievances not later than three (03) days after the announcement of the bid.
9. The firm should have minimum five (05) years' experience in supply of relevant items. The experience will be determined from date of issue of NTN/ GST Certificate.
10. Delivery must be made at EPZA Head office Karachi, within **SEVEN (07)** days after issuance of work / purchase order.

Validity of Prices

The prices quoted by the bidder(s) must be valid till December, 2026.

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General Terms & Conditions

- A) The interested parties must quote their rates of Photostat Paper mentioned in the enclosed list, inclusive of GST. Incomplete tenders will not be entertained.
- B) Any emergent demand or order placed by Admin Division of this office on telephone/ fax, as the case may be, must be met by the supplier(s) within the stipulated time period.
- C) The quality of the articles must be in accordance with the specifications given in the attached list, failing which the supply shall be rejected at the risk and cost of the supplier for which Export Processing Zones Authority reserves the legal rights to claim the cost on account of delay/ suffering of official work.
- D) The supplier(s) shall be responsible for delivery of the articles in the office without any additional charges.
- E) There shall be no compromise on quality/quantity. Export Processing Zones Authority reserves the right to penalize the supplier(s) in case of supply of inferior quality or short packing of the articles.
- F) In case of failure in satisfactory supply, the security shall be liable to be forfeited.

(Ghulam Yaseen Sanghro)
Secretary EPZA

021-99208010

DECLARATION BY THE FIRM

- **Above terms and conditions have been read carefully and it is solemnly affirm of abiding above terms and conditions in letter and spirit.**

M/s _____

Signature & Stamp of Owner

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EXPORT PROCESSING ZONES AUTHORITY
(ADMINISTRATION DIVISION)

BILL OF QUANTITY

Sr. No	Description of Items and Size	Quantity Required	Weight (gm)& Thickness (mm)	Unit (Rate) PKR	Total Amount (PKR)
1	Paper One / Brilliant Laser Copy or equivalent for all purpose Size-A/4 (500 Sheets in each Rim)	1800 Rims	80(gm) (210x297 mm)		

Signature & Stamp of Owner