



GOVERNMENT OF PAKISTAN
OFFICE OF THE ACCOUNTANT GENERAL PAKISTAN REVENUES
G-8/4, ISLAMABAD

No.Admn-II /CT/A03970/ /2020-21/

Dated: April 24, 2025

TENDER NOTICE

01. Office of the Accountant General Pakistan Revenues invites E-Bids from reputable experienced firms registered with PPRA on EPADS to provide consumable items/ office supplies under head of account **A03970** for office of the AGPR located at G-8/4, Islamabad, **through EPADS only**, for a period of **one year**,
2. All bids received shall be opened and evaluated in the manner prescribed in the bidding document
3. Interested firms/dealers having GST/NTN number may quote the prices of items as detailed in Annexure A of the tender documents they want to supply.
4. Tender document containing terms and conditions can be downloaded from AGPR website www.agpr.gov.pk. and EPADS (<https://eprocare.gov.pk>) PPRA's website www.ppra.org.pk free of cost.
5. The earnest money of Rs. **100,000/-**(Rupees One Hundred Thousand Only) in shape of demand draft/pay order should be submitted on or before **May 14, 2025**, at **11:00 A.M.** to the undersigned.
6. The bids must reached/uploaded latest by **May 14, 2025 at 11:00 AM**, which shall be opened through EPADS on the same day i.e. **May 14, 2025, at 11:30 AM** in presence of representative of the bidders/firms who may wish to present.
7. Suppliers/Bidders shall quote item wise price, in a given format, of all the items listed in the tender documents. Contract(s) would be awarded item wise to the lowest bidder(s).

Accounts Officer
Admin-II
AGPR, Islamabad
Phone No.9260325

OFFICE OF THE ACCOUNTANT GENERAL
PAKISTAN REVENUES, G-8/4,
ISLAMABAD.

TENDER
2025-26

FOR

PURCHASE OF CONSUMABLES ITEMS/OFFICE SUPPLIES FOR
AGPR, ISLAMABAD

NAME OF FIRM:

M/S _____

FURTHER TO OUR ADVERTISEMENT IN THE PPRA/EPADS AS WELL AS AGPR'S WEBSITE FOR PURCHASE OF CONSUMABLE ITEMS YOU ARE INVITED TO SUBMIT YOUR E-BIDS IN LIGHT OF DETAILS GIVEN BELOW.

1.0 CONTRACT

The Contract shall mean the agreement entered between the parties i.e. “the purchaser” (AGPR on the behalf of the President) and the “Seller” (Bidder).

2.0 DETAILS OF ITEMS.

As per Annexure “A”.

3.0 RECEIPT AND OPENING OF TENDER.

Bids should be uploaded on EPADS on or before May 14, 2025, by 11:00 A.M. and will be opened on the same day in the presence of the bidders or their representatives at 11.30 AM.

- For any clarification or further information, if necessary, the bidders may contact Accounts Officer (Admn-II) Office of the AGPR Islamabad on phone No.9260325

4.0 RATE

Bidders should quote their rates in Pak Rupees inclusive of Government Taxes (where applicable). Sales tax where applicable may be shown separately. Rates will be valid for one year.

5.0 BID SECURITY

Bids security of Rs 100,000/- (Rupees: One Hundred Thousand Only) (refundable) in the shape of call deposit/demand draft/pay order in the name of Branch Officer (Admn) AGPR, must reach to (Branch Officer (Admn) O/o the AGPR, Islamabad on or before 11:00 AM by May 14, 2025.

BID VALIDITY

Bids shall be valid for a period of 30 days after its receipt.

6.0 RIGHT RESERVED

- **The A.G.P.R. reserves right to accept / reject any or all bids without assigning any reason.**
- **The competent authority reserves right to decide the quantity of the items listed in (Annexure A)**

7.0 DISQUALIFICATION.

Bids/Offers are liable to be rejected due to non-provision of the following documents:

- a) Experience certificate /award letter of supplying similar goods.
- c) Business/Office address, telephone numbers.
- d) Copy of Certificate of Income Tax& Sales Tax registration.
- e) Affidavit on Judicial paper for not being blacklisted from any government or semi government department.
- f) List of clients where services have been rendered in current year.
- g) Bank statements of business/firm.

8.0 EVALUATION.

All the bids submitted would be evaluated by a committee constituted by the competent authority. Criteria of evaluation of financial bid will be item wise lowest price.

9.0 SUPPLY.

- **Supply will have to be made within one week after receipt of supply order**
- **All defective items will be replaced immediately at supplier's cost.**

10.0 TERMS OF PAYMENT

- **The payment will be made in full after satisfactory delivery of the goods against invoices.**
- **Taxes at source will be deducted as per rules / orders on that date.**

11. GENERAL INFORMATION

- **Companies Name & Address.**
- **Year of establishment in Pakistan.**
- **Offices in Pakistan.**

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Accounts Officer
Office of the AGPR, Islamabad
Phone No.9260325

Annexure -A

Sr. No	Description	Unit Rate in (Rs)	Sr. No	Description	Unit Rate (in Rs)
1.	Duster Cloths (24*18)		33	LED Tube Light (60 Watt)	
2.	Polish (Vehicles)		34	Dust Bin (Medium)	
3.	Jumper lead		35	Door Closer	
4.	Dettol (100 ml)		36	Shield (Awards)	
5.	Toe Chain		37	Wall Clock (Medium Size)	
6.	Dettol Soap (Medium)		38	Bath Soap (Medium) of famous brand	
7.	Cell AAA		39	Ash Tray	
8.	Cell AA		40	Dish washer (100ml)	
9.	Back Care		41	Scotch Bright Foam	
10.	Water Jug (Glass, standard size)		42	Dish Washer Detergent Bar	
11.	Water Set (07 pieces)		43	Foot Matt (Medium)	
12.	Large Tray (for serving water/food)		44	Foot Matt (Large)	
13.	Extension Lead (04 ports multiple purpose)		45	Luster Sachet	
14.	Towel (Large size)		46	Electric Kettle (Medium)	
15.	Towel (Medium size)		47	Tea Set (12 Pieces)	
16.	Thermos (Large)		48	Dinner Set 32 Pieces (Plastic)	
17.	Thermos (Medium)		49	Portrait (1.5*2) (Quaid-E Azam Muhammad Ali Jinnah)	
18.	Door Lock (Round) Large		50	Artificial Plants	
19.	Door Lock (With handle)		51	<u>Umbrella</u> (Medium/)	
20.	Room Air Freshener with Dispenser		52	<u>Umbrella</u> (Large)	
21.	Tissue Roll		53	Rain Coat	
22.	Tissue Boxes (Multi Color with fragrance)		54	Door Bell	
23.	Tissue Boxes (simple, large size)		55	Name Plat	
24.	Tissue Boxes (simple , Medium size)		56	Helmet (Motorbike)	
25.	Vim (detergent)		57		
26.	Hand Wash (100 ML)		58	Plastic Container with cape(4*3 Cubic Feet)	
27.	Glint Spray				
28.	Surf (250gm) Packet		59	National Flag (Top Quality, standard size)	
29.	Table Cloth Green (Per Sq Mtr)				
30.	Insect Killer (of famous brand)		60	Electric Heater (Blower)	
31.	Table Glass (Per Sq Ft)		61	Gass Heater (Regular)	
32.	LED Tube Light (40 Watt)				