



No. 6(30)/2024-25/PBS(GS)LHR
Government of Pakistan
Ministry of Planning Development & Special Initiatives
Pakistan Bureau of Statistics
USAID Building Gurumangat Road,
Gulberg-III, Lahore



09 APR 2025

TENDER NOTICE

E-tenders are invited for Purchase of Office Stationery/ Computer Stationery, Miscellaneous Store items for Pakistan Bureau of Statistics, Provincial office, Lahore during the financial year 2024-25.

2. The Bidding documents are available online on E-Pads at <https://eprocure.gov.pk>.
3. The electronic bids must be submitted by using E-Pads on or before **29.04.2025** at **11:00AM**, besides submission of hard copies of the bids containing bid security in original, which will be opened on the same day at **11:30AM**.
4. This advertisement is also available on the websites of PPRA www.ppra.org.pk and PBS (www.pbs.gov.pk).

(SHAHNAWAZ SATTAR)

Superintendent (GS)

Member/ Secretary Tender Committee

Tele: 042-99268273

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TERMS AND CONDITIONS

1. The bid should be submitted through EPADS in accordance with PPRA Rule 7(A) besides submission of hard copies in sealed envelope along with original Bid Security in the office of the undersigned on or before **29 April, 2025** at 11:00 A.M which will be opened by the Tender Committee in the presence of bidders or their representative on the same day at 11:30 A.M.
2. The bidding documents are available on EPADS which can be downloaded from <https://eprocure.gov.pk>. All Bidders are bound to quote/ submit bid rate clearly on the prescribed format of EPADS according to specification mentioned in bidding documents, failing which bid will not to be taken into account. Incomprehensible rates/ bids will be liable to be rejected.
3. The rate of each item will remain fixed for the whole financial year i.e. up to **30.06.2025** and hence no change in rates shall be applicable during the year.
4. The bidders are required to submit a bid security not exceeding 2% on the amount of the total bids as earnest money/call deposit in shape of pay order/draft in favour of DDO, PBS, Lahore, failing which the bid will not be acceptable. The earnest money will be returned to the unsuccessful bidders immediately after finalization of the tender and in case of successful bidder(s), it will be converted into security deposit which will be retained till **30.06.2025**
5. Successful firm/dealer will be liable to execute an agreement in accordance with the PPRA Rules to provide the material at the office premises at their own cost within fifteen days from the date of issuance of supply order. In case of non-compliance, the security deposit shall be forfeited. The supply order of the said firm/dealer shall be treated as cancelled.
6. The bidder(s) should be registered with EPADS and FBR. GST will be applicable and income tax will be deducted as per applicable rules. Sales Tax Registration, NTN, Vendor and telephone Numbers must be printed on the quotation/bill of the competing firm.
7. An affidavit to the effect that firm is never indulged in any litigation and has never been blacklisted by any Ministry/Division/Department/Organization of the Government(s) and the firm will abide by all the terms conditions of the department, must be attached with the bids. The affidavit must be issued during the response time of the tender.
8. The bids to be given for each item must be inclusive of G.S.T and be filled in carefully. For any mistake, firm will be responsible for it.
9. The successful Bidder(s) are required to furnish superior quality samples of the items along with the bids failing which item of the tender will not be acceptable. Moreover, the quality of each item must be mentioned along with the bid offered.
10. Warranty will be claimed on items where applicable. If at any stage, packed toner and other items included in the tender found malfunctioned, the firm will be bound to replace it immediately. If it appears that supplier has made disingenuous attempt to supply substandard items/counterfeited/refilled tonners, the supply order shall instantly be cancelled besides forfeiture of security deposit as well as initiation of process to get the firm blacklisted.

11. Approximate quantity of the items is mentioned in the bidding documents which may be increased or decreased upon the exigency of official assignments/ surveys/ censuses and budget position.
12. In case of disagreement dispute arises between the procuring agency and successful Bidder (s), the case will be referred to Grievances Redressal Committee which have already been constituted by PBS HQ whose names and designations shall be made available to the parties as and when cause of action arises.
13. The Tender Committee reserves the right to accept or reject any or all bids or proposals subject to conditions laid down in rule 33(I) of PPRA Rules -2004.
14. Successful bidder (s) will be bound to signed Integrity Pact with procuring agency in accordance with PPRA Rule-7.

Note: Tender is floated with the approval of Competent Authority from PBS HQ, Islamabad.



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Ministry of Planning Development & Special Initiatives
Pakistan Bureau of Statistics
LAHORE

LIST OF OFFICE / COMPUTER STATIONERY & MISCELLANEOUS STORE ITEMS FOR THE YEAR						
2024-25						
S. No.	Name of Items with specification	Unit	Quoted Brand	Unit Rate inclusive of all taxes	Approx. Qty	Total =(Col.4xCol.5)
	1	2	3	4	5	6
A) OFFICE STATIONERY						
1	Note Sheet Pad Legal Size offset paper 80GMS counting 100-Sheets Superior Quality	Per Pad			100	
2	Draft Pad 70GMS (48 Sheet of Pad) A4 size Local paper	Per Pad			200	
3	Gel Pen(Micro) Different Colors Uni ball Eye or equivalent	Per Item			120	
4	Gel Pen Different Colors Uni Ball Signo or equivalent	Per Item			600	
5	Blue Ball Point Picasso Oria or equivalent	Per Item			1500	
6	Black Ball Point Picasso Oria or equivalent	Per Item			500	
7	Red Ball Point Picasso Oria or equivalent	Per Item			200	
8	Lead Pencil with Eraser Oro or equivalent	Per Item			1200	
9	Eraser Dux or Equivalent	Per Item			300	
10	Sharpener Dux or Equivalent	Per Item			100	
11	File Flappers as per sample provided by this office	Per Item			2000	
12	Stapler Pins, 24/6 Dollar or Equivalent	Per Pkt			100	
13	Assignment Stand A4 size superior quality	Per Item			24	
14	Notice Board 3 x 3 ft Superior Quality	Per item			6	
B) COMPUTER STATIONERY						
15	A-3 Phaser 7800 Cartridge Set Xerox Color Cartridge Set	Per Set			3	
16	A-4 Color Cartridge Set HP Laser jet pro-400 (305A)	Per Set			6	
17	A-4 Color Cartridge Set HP laser jet 2025	Per Set			3	
18	HP Color Plotter 510 Plotter Cartridge 82# Cartridge set B+C+M+Y	Per Set			3	
19	Color Toner Set Canon 3261i	Per set			2	
20	A-4 Toner HP (85A)	Per Item			60	
21	HP Toner laser jet 2015 (53A)	Per Item			50	
22	HP Toner laser jet 1300 (13A)	Per Item			3	
23	HP Toner laser jet 1020 (12A)	Per Item			12	
24	HP Toner laser jet 1320 (49A)	Per Item			12	
25	A-4 Toner HP 2055 (05A)	Per Item			5	
26	A-4 HP Toner 1005 (35A)	Per Item			12	
27	HP Photocopier Toner MFP-M830 HP Original	Per Item			2	
28	Photocopier Machine E-Studio Toshiba 2506 Toner Toshiba	Per Item			12	
29	Photocopier Machine E-Studio Toshiba 355 Toner Toshiba	Per Item			12	
30	Canon Toner mf 3010 (729)	Per Item			24	
31	Computer paper (imported) 80Gms, 500 Sheet per Ream size A4(Double A) or equivalent	Per Ream			450	

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	1	2	3	4	5	6
32	Computer paper (imported) 80Gms, 500 Sheet per Ream size Legal (Double A) or equivalent	Per Ream			450	
C) MACHINERY ITEMS						
33	Replacement of Padestal Fan 27" SK or Equivalent	Per Item			20	
34	Replacement of Bracket Fan 18" AS501 plastic Blade SK or Equivalent	Per Item			20	
35	Flood Light 100w Osaka Or Equivalent with Official Warranty	Per Item			10	
36	SMD Light 18w, 8 Inch Round Osaka or Equivalent with official Warranty	Per Item			200	
37	Electric Wire Single Core 1.5mm Superior Quality (90m Coil)	Per Coil			15	
38	Electric Wire Two Core 1 mm Superior Quality (90m Coil)	Per Coil			10	
39	Electric Wire Two Core 2.5mm Superior Quality (90m Coil)	Per Coil			10	
40	Complete Safety Kit for Electrician Superior Quality	Per Kit			1	
41	Heavy Duty Folding Ladder Aluminium Alloy 20 Steps Telescopic	Per Item			1	
42	Small Grinder Superior Quality	Per Item			1	
43	Smart Vaccum Cleaner for Vehicle Superior Quality	Per Item			1	
44	LED Bulb 18W E27 and E22 with one year warranty Osaka or equivalent	Per Item			36	
45	LED Bulb 36W E27 and E22 with one year warranty Osaka or equivalent	Per Item			36	
D) MISCELLANEOUS STORE ITEMS						
46	Vim 490 GMS or equivalent	Per Pkt.			144	
47	Bath Soap Mini Pack 30 GMS (Pakistan made Hoor) / or equivalent.	Per Item			1500	
48	Tissue Paper Pop up (Rose Petal) / or equivalent.	Per Item			200	
49	Tissue Paper Roll (Rose Petal) / or equivalent	Per Item			48	
50	Tissue Paper Perfumed (Rose Petal) / or equivalent	Per Item			24	
51	Phenyl (Perfumed) Finis/ Detol/ 2.9 Ltrs or equivalent.	Per Item			72	
52	Bath Cleaner medium (size bottle) 500 ml, Harpic or equivalent	Per Item			36	
53	Duster cotton 2 x 2 Superior Quality	Per Item			576	
54	Air Freshener 300ML Delite or equivalent.	Per Item			144	
55	Mosquito Spray (400ml) / Kingtox or equivalent.	Per Item			50	
56	Remote Cell AAA (Toshiba) / or equivalent	Per Item			144	
57	Pencil Cell AA (Toshiba) / or equivalent	Per Item			576	
58	Filter Cartridge Set for R.O plant Flutex	Per Set			6	
59	Ceramic Coating/Wax for Vehicles Tonyan or Equivalent	Per Item			20	
60	Air Freshener Gel for Vehicles Areon or Equivalent	Per Item			20	

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	1	2	3	4	5	6
61	Microfiber cleaning towel for car 24 x 36 premium quality	Per Item			20	
62	Blinds for Windows 91 inches x 25 inches	Per Item			20	
63	Towel Multicolor 24x48 Superior Quality	Per Item			24	
E) Hardware						
64	Replacement of Cat-6 Cable 300m	Per Coil			6	
65	CCTV Dome Camera 5mp Analogue Dahua or Equivalent	Per Item			10	
66	Power Adapter of Wifi Router 9v	Per Item			12	
67	Power Adapter of Wifi Modem 12v	Per Item			12	
68	Power Adapter of DVR 12V3AMP	Per Item			6	
69	Power Adapter of CCTV Camera 12V5AMP	Per Item			24	
70	BNC Cable Copper Superior Qulaity	Per Item			24	



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