



**GOVERNMENT OF PAKISTAN  
FEDERAL BOARD OF REVENUE, CHIEF COMMISSIONER INLAND REVENUE  
LARGE TAXPAYERS' OFFICE, MULTAN**

**TENDER NOTICE FOR PROCUREMENT OF OFFICE STATIONERY ITEMS  
FOR LARGE TAXPAYERS OFFICE, MULTAN**

Large Taxpayers Office, Multan invites bids from experienced and reputable firms/suppliers duly registered with Income Tax & Sales Tax for supply of below mentioned office Stationery Items. The firms submitting their bids must be appearing on Active Taxpayers Lists of Income Tax & Sales Tax issued by Federal Board of Revenue, Government of Pakistan.

Last date for submission of Proposals is **25.04.2024 on or before 11:00 AM**. Proposals shall be opened on same day at **11:30 AM** in the presence of bidders or their representatives.

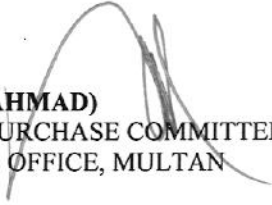
Sr. No.	Stationery Items	Unit	Price
1.	White paper imported (aa) or equivalent a-4, 500 sheets	Ream	
2.	White paper imported (aa) or equivalent legal size, 500 sheets	Ream	
3.	Calculator citizen (ct-9300) or equivalent	Pcs	
4.	Stapler machine hd 30 or equivalent	Pcs	
5.	Stapler pin dollar 24/6 or equivalent	Packet	
6.	Uniball signo smooth gel pen (blue, black, red & green) or equivalent	Packet	
7.	Ball point (blue & black) signature or equivalent	Pcs	
8.	Fluid pen uni or equivalent	Pcs	
9.	Dollar glue stic (20gm) or equivalent	Pcs	
10.	Sticky notes flags 3x3 inches	Packet	
11.	Sticky notes flags 1x3 inches	Packet	
12.	High lighter pelican large or equivalent (multi color)	Pcs	
13.	Envelop a4 size	Packet	
14.	Envelop legal size	Packet	
15.	Envelop file size	Packet	
16.	Envelop f4 size	Packet	
17.	Drafting pad, a4 size, 80 gm imp. 100 sheets title single color	Pad	
18.	Drafting pad, small size, 60 gm imp. 100 sheets title single color	Pad	
19.	Drafting pad cover in shape of diary size 10x8" having fbr logo alongwith title as "large tax payers office, multan" (green colour)	Pcs	
20.	Order sheet legal size 100 sheets fine quality	Pad	
21.	Single one hole punch machine fine quality	Pcs	
22.	Pin opener fine quality	Packet	

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23.	Squash tape size 2" deer brand or equivalent	Pcs	
24.	Flappers (LTO Multan printed)	Packet	
25.	Scale steel fine quality	Pcs	
26.	Marker no. 70. dollar or equivalent	Pcs	
27.	Stamp pad colop or equivalent	Pcs	
28.	Register imported 80 gm pages 400 fine quality	Pcs	
29.	Register imported 80 gm pages 300 fine quality	Pcs	
30.	Register imported 80 gm pages 200 fine quality	Pcs	
31.	Heavy duty stapler machine deli or equivalent	Pcs	
32.	Heavy duty stapler machine pins	Packet	
33.	Dak folder leather (LTO Multan printed) fine quality	Pcs	
34.	Sharpener kum or equivalent	Packet	
35.	Eraser al-30, Germany or equivalent	Packet	
36.	Lead pencil gold fish 5000 or equivalent	Packet	

**Terms & Conditions:**

1. Approximate budget is Rs.2,100,000/- .Tender must be accompanied by a Bank Draft/Pay Order of 2% i.e. Rs.42,000/- of quoted value in favor of Chief Commissioner Large Taxpayers Office, Multan as earnest money, otherwise tender shall be rejected.
2. The bidders shall be on Active Taxpayer List (ATL) and shall be regular Sales Tax return filer. (Where applicable).
3. Bidder firm shall attach an affidavit of Rs.100/- on stamp paper (latest and Original) to the effect that the firm has not been black listed by any of the Govt. Departments.
4. The quotations may be submitted inclusive of all taxes along with detail of warranty, delivery time period after placement of order.
5. Quantity may be reduced as per availability of funds.
6. Income Tax / Withholding Tax will be deducted in accordance with the law. Kindly note that the Sales Tax (if applicable) shall also be deducted in accordance with the law.
7. All Proposals should include:
  - i) Company's profile, list of such projects handled, list of clients with telephone numbers and addresses;
  - ii) Copies of Income Tax and Sales Tax registration certificates;
  - iii) Affidavit (on legal paper) to the effect that the firm has never been black- listed by any agency of government/semi government/autonomous or business concern; and
9. Bids shall reach in the office of the undersigned on or before **11:00 AM on 25-04-2024** which will be opened on same day at **11:30 AM** in the presence of bidders or their authorized representatives.
10. The procuring agency reserves the right to accept or reject any or all bids/proposal in accordance with Rule 33 of PPRA Rules, 2004.
11. The advertisement is also available on PPRA website ([www.ppra.org.pk](http://www.ppra.org.pk)) & FBR's website ([www.fbr.gov.pk](http://www.fbr.gov.pk)).
12. Bidders can participate in all or in a single item separately.

  
**(UZAIR AHMAD)**  
MEMBER/SECRETARY PURCHASE COMMITTEE  
LARGE TAXPAYERS OFFICE, MULTAN