

Section-I: INVITATION TO BIDDERS

Bid Ref No: sfri-tender-2025-26

Dated: August 12, 2025

BIDDING DOCUMENTS FOR THE PURCHASE OF STATIONERY, COMPUTER STATIONERY OTHER ITEMS, R & M or M & E

Bids on *framework basis, item wise* basis are invited from Bidders i.e. firms/companies/sole proprietor/ general order suppliers/ JVs etc. engaged in trading, registered with relevant Registration Authorities and Tax Departments/ Authorities (Income Tax, Sales Tax & Punjab Sales Tax etc). The Bids shall be received as per single stage/single envelope. Bidding Documents are available in the e-Procurement system (<https://eprocure.gov.pk>) and will be submitted online by vendors registered with Punjab Public Procurement Regulatory Authority.

Sr. No.	Item	Quantity	Estimated Cost	Bid Security (%)	Bid Security (PKR)
1.	Ball Points 0.7mm (Pkt)	30.00	9000.00	2.00	180.00
2.	Stapler Machine 24 x 6	10.00 (Qty)	6500.00	2.00	130.00
3.	Gel Pen	100.00 (Qty)	10000.00	2.00	200.00
4.	Marker Permanent	100.00 (Qty)	9000.00	2.00	180.00
5.	Paper Clips	200.00 (Qty)	4000.00	2.00	80.00
6.	File Flapper Rexene	300.00 (Qty)	15000.00	2.00	300.00
7.	License Card PinkA4	2000.00 (Qty)	40000.00	2.00	800.00
8.	Sticky Notes	50.00 (Qty)	5000.00	2.00	100.00

9.	File Tags (Pkt)	20.00 (Qty)	10000.00	2.00	200.00
10	Offset Paper A4 80g (Rim)	200.00 (Qty)	340000.00	2.00	6800.00
11	Toner Photocopier Toshiba 352	8.00 (Qty)	76000.00	2.00	1520.00
12	Toner Photocopier Gestetner 725	8.00 (Qty)	76000.00	2.00	1520.00
13	Calculator	5.00 (Qty)	9000.00	2.00	180.00
14	Writing Pad, A4, fine paper	20.00 (Qty)	3700.00	2.00	74.00
15	Writing Pad, copy size	50.00 (Qty)	4500.00	2.00	90.00
16	Schneider Pen	25.00 (Qty)	25000.00	2.00	500.00
17	Binding Tape	30.00 (Qty)	7500.00	2.00	150.00
18	Registers (200 pages)	30.00 (Qty)	18000.00	2.00	360.00
19	Computer Paper A4 80g (Rim)	50.00 (Qty)	85000.00	2.00	1700.00
20	Toner Printer HP LaserJet 1022	3.00 (Qty)	64500.00	2.00	1290.20
21	Toner Printer HP LaserJet 2015	3.00 (Qty)	161400.00	2.00	3228.00
22	Toner Printer HP LaserJet 3005	3.00 (Qty)	113100.00	2.00	2262.00
23	Toner Printer HP LaserJet 1100	3.00 (Qty)	59400.00	2.00	1188.00

24	Toner Printer HP LaserJet Pro MFP M130fw	3.00 (Qty)	79500.00	2.00	1590.00
25	Toner Printer HP Laser Jet M102	4.00 (Qty)	100000.00	2.00	2000.00
26	Duster Cloth Small	300.00 (Qty)	27000.00	2.00	540.00
27	Cleaning Towel 27 x 54	150.00 (Kg)	127500.00	2.00	2550.00
28	Air Freshener	80.00 (Qty)	56000.00	2.00	1120.00
29	Phenyl Bottle 3L	80.00 (Qty)	24000.00	2.00	480.00
30	Harpic Large	300.00 (Qty)	225000.00	2.00	4500.00
31	Soap Large	50.00 (Qty)	10000.00	2.00	200.00
32	Liquid Soap	20.00 (Qty)	11000.00	2.00	220.00
33	Insect Spray	100.00 (Qty)	75000.00	2.00	1500.00
34	Surf Pack 1kg	100.00 (Kg)	35000.00	2.00	700.00
35	Tissue Box	50.00 (Qty)	17500.00	2.00	350.00
36	Vim Powder 1kg pack	50.00 (Kg)	7500.00	2.00	150.00
37	Bansi Jharoo	12.00 (Qty)	12000.00	2.00	240.00
38	Steel Wiper	12.00 (Qty)	21600.00	2.00	432.00
39	Washroom cleaner	60.00	15000.00	2.00	300.00

	acid	(Qty)			
40	Towel	15.00 (Qty)	21000.00	2.00	420.00
41	Plants	50.00 (Qty)	60000.00	2.00	1200.00
42	Tissue Roll	150.00 (Qty)	37500.00	2.00	150.00
43	Water Glass	25.00 (Qty)	7500.00	2.00	150.00
44	Teacups	15.00 (Qty)	12000.00	2.00	240.00
45	Water Jugs	10.00 (Qty)	12000.00	2.00	240.00
46	Plates	20.00 (Qty)	20000.00	2.00	400.00
47	LED Bulb 24W	25.00 (Qty)	20000.00	2.00	400.00
48	LED Bulb 45W	25.00 (Qty)	30000.00	2.00	600.00

Bids must be submitted online on or before **Wednesday 27.08.2025 at 1100 Hours**. All Bids must be accompanied by a Bid Security of **2%** of the estimated price in the form of CDR/Bank Guarantee/Demand Draft. Late Bids shall be rejected. The Bids will be opened on the same day at **1130 Hours** in the presence of the Bidders' representatives who may choose to be present at the address below. Interested eligible Bidders may obtain further information from **Office of Chief Scientist, Rapid Soil Fertility Survey & Soil Testing Institute, Thokar Niaz Baig, Lahore** at the address given below from **13.08.2025 to 26.08.2025**, from 0900 hours to 1700 hours. Bid Validity period is 60 days.

Bidding Documents are immediately available after date of publication on the official web site of E-Procurement. **Chief Scientist, Rapid soil Fertility Survey & Soil Testing Institute, Thokar Niaz Baig, Lahore** will not be responsible for any cost or expense incurred by Bidders in connection with the preparation or delivery of Bids. In case of official holiday on the day of submission, the next day will be treated as closing date.

Bids must be submitted through Government established e-Procurement system. No manual bid will be accepted. (<https://www.eprocure.gov.pk>)


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