

No.Genl-7(27)/2025-26  
Government of Pakistan  
Ministry of Energy  
(Petroleum Division)

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Islamabad the 27<sup>th</sup> October, 2025

Mr. Rizwan Mehmood,  
Deputy Director,  
Public Procurement Regularity Authority,  
Islamabad.

Subject: **CORRIGENDUM.**

In reference to the advertisement regarding Tender Notice for purchase of stationery, computer stationery and other miscellaneous items during financial year 2025-26 alongwith annual procurement plan advertised on PPRA's website on 16th October and in newspaper on 19th October, 2025. It is hereby informed that the date of opening of the said tender has been extended from 03-11-2025 to 13-11-2025.

2. All other terms and conditions mentioned in the original advertisement remain unchanged.



**(Umer Saeed Khan)**  
Section Officer (Gen)

CC:

- System Network Administrator, Petroleum Division with the request that the enclosed annual procurement plan and tender notice may please be uploaded on this Division's website.

For

Government of Pakistan  
Ministry of Energy  
Petroleum Division  
Islamabad  
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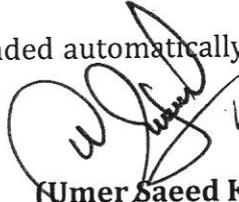
**Tender Notice**

The Ministry of Energy (Petroleum Division), Government of Pakistan, invites sealed tender/bids from well reputed firms/vendors/suppliers, having properly established offices at Islamabad/Rawalpindi, having at least 5 years' experience in the relevant supplies including sufficient stock of Stationery, Computer Stationery and miscellaneous items during financial year 2025-26.

**Terms and Conditions:**

- i. The participating firms/vendors/suppliers must provide proof of registration with Sales Tax Department and mentioned their NTN/General Sales Tax Numbers having duly been issued by the Income Tax/Sales Departments and also be in Active Tax payer list (ALT) of FBR.
- ii. Tenders should accompany an Earnest Money (Security deposit) refundable amounting to Rs.210,000/- (Two hundred ten thousand only) in form of Bank Draft/Pay Order in the favor of Drawing & Disbursing Officer (DDO), Petroleum Division, Pak Secretariat, Islamabad for one year. Cheque will not be accepted.
- iii. Earnest Money of unsuccessful bidders will be returned/refunded after the opening of tender; However, Earnest money of successful firm(s) will be converted into "Security Deposit".
- iv. Bids are required to be submitted item-wise clearly indicating rates (in Pak Rupees) against each item.
- v. Rates without GST will be considered and shall be valid up to the end of Financial Year 2025-26 i.e., 30.06.2026.
- vi. Submission of fake, forged, unsubstantiated and false statement/documents shall be liable to legal actions i.e disqualification and Blacklisting.
- vii. An Affidavit on stamp paper of Rs.100/- that the firm has never been indulged in any litigation and has never been backlisted by any Ministry/Division/Department/Organization of the Government(s).
- viii. Procurement of items is based on Quality & Cost Based Selection (QCBS) method under single stage one envelop bidding process.
- ix. The successful firm/vendor/supplier shall not change/revise rates during the Financial Year 2025-26 and shall be responsible for the supply of items as per approved prices, failing which Security Deposit will be forfeited and the firm will also be blacklisted.

- x. Successful bidder will be bound to supply the required items according to the approved quality and quoted prices **within 07 days** of placement of purchase order, from time to time.
- xi. The supplier shall submit an affidavit on stamp paper of Rs.50/- to the effect that the items supplied will be genuine (branded), and as per the required specifications.
- xii. The tender Documents/List of items can be obtained from EPADS ([Http://eprocure.gov.pk](http://eprocure.gov.pk)) PPRA website ([www.ppra.org.pk](http://www.ppra.org.pk)) after paying document fee of Rs.1000 (nonrefundable) and payment slip will be attached with tender document as evidence.
- xiii. The Competent Authority reserves the right to reject all or any of the tenders/bids at any stage of the process
- xiv. The purchase procedure is subject to observance of PPRA Rules, 2004, as amended from time to time.
- xv. The proposals prepared in accordance with the instruction provided in the RFP must be submitted on E-PADS (<https://eprocure.gov.pk>) through electronic means up to 1100 hrs. on 13<sup>th</sup> November, 2025 which will be opened at 1130hrs. on the same date.
- xvi. E-Tenders without attachment of Bid Security in favor of DDO, Ministry of Energy, Petroleum Division will be rejected.
- xvii. In case of last day being holiday, the tender will be extended automatically to next working day.

  
(Umer Saeed Khan)  
Section Officer (General)