



## Bureau of Emigration & Overseas Employment

Ministry of Overseas Pakistanis and Human Resource Development

### Tender Notice No. BE/Admn-Store)2(1)2023-24

The sealed tenders are invited from registered firms/authorized dealers, suppliers having NTN, Sales Tax & vendor No. who are on active tax payer list (ATL) of FBR and have facilities of telephones/fax numbers for the Supply of the Stationery, Miscellaneous Items and Toners. Interested parties may please collect the tender documents from the date of ----- from the undersigned office on a written request during office hours on payment of Rs.500/-(Non-refundable) as document fee after hosting of the advertisement on PPRA & BE&OE's website.

S. No	Items	Lot
1	Stationery Items	Lot # 01
2	Miscellaneous items	Lot # 02
3	Toners	Lot # 03 (A-B)

1. Single-Stage One Envelope Bidding Procedure will be followed.
2. Sealed bids should be submitted by putting in sealed Box placed in the office of Director (Admn) latest by 09th October 2023 at **10:30 am** and will be opened on the same day at **11.00 am** in presence of the bidders or their authorized representatives in the Conference Room, 9<sup>th</sup> floor, "Emigration Tower", Plot # 10, Mauve Area, G-8/1, Islamabad.
3. Tender/Bids shall be accompanied by bid security in shape of a Pay Order/Bank Draft amounting to Rs.150,000/- from any scheduled bank as mentioned in the Tender Document in favor of Director General, Bureau of Emigration and Overseas Employment.
4. The quantity of items can be increased or decreased as per PPRA Rules.
5. Tax will be deducted as per Government Policy.
6. Sales Tax Registration certificate / number must be provided.
7. The Authority reserves the right to accept or reject any or all offers made in this regard as per PPRA Rules.
8. Incomplete tenders will not be entertained.

**Director(Admn)  
BE & OE (HQ),  
Islamabad.**

### Bureau of Emigration & Overseas Employment

"Emigration Tower", Plot # 10, Mauve Area, G-8/1, Islamabad.

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