





Bahria University Library Islamabad

Source: The News & Jang Wednesday June 03, 2026



Bahria University
Discovering Knowledge
BUHO



BU-HO/Admin/2026/475 Dated: 02 June 2026

INVITATION TO BIDS/ PROPOSALS

PROCUREMENT OF STATIONERY/ PAPERS/ TONERS/ CLEANING MATERIAL FOR BAHRIA UNIVERSITY HEAD OFFICE, ISLAMABAD (BUHO) FOR THE FY 2026-27

1. Bahria University Head Office, Islamabad, sealed bids are invited on **E-PADS** only from the original manufacture/ their authorized distributors / general suppliers in Pakistan having own stationery/ cleaning material store/ shop, registered with Income Tax and Sales Tax Departments, for the procurement of following goods and related services by signing the RRC/ Framework agreement(s) with the selected bidder(s):

S.No.	Description
a.	Stationery Items
b.	Papers (Each category)
c.	Cleaning Material/ Misc. Items
d.	New Toners
e.	New Refilling of Toners/ Cartridges (Each printer)

2. Bidding documents, containing the detailed terms & conditions and scope of work etc, may be downloaded from PPRA website/ or received on **08 June 2026 to 02 July 2026** by the interested bidders from Office of Deputy Director Procurement, Room No. 15, Basement, Quaid Block, Bahria University, Islamabad, on payment of Rs.5,000/- (Rupees Five Thousand Only) (non-refundable) in shape of bank draft/DD in favor of Bahria University Islamabad. Request for the same must be submitted on supplier/ firm's letterhead (with mentioned NTN No.), to the address mentioned at bottom. The NTN Number of Bahria University is 2132767-0. The bidding documents are available till **02 July 2026**.

3. Single stage one envelope procedure will be adopted. The bids prepared in accordance with instructions given in the bidding documents (**Hard copy of uploaded document on E-PADS along with bid security/ performance guarantee of Rs.100,000/- (in original) in shape of Pay Order/DD in favor of Bahria University, Islamabad, must reach at Deputy Director (Procurement) Office Bahria University Head Office Islamabad on/ or before 02 July 2026 by 1100 hrs.** Bids will be opened at the office of DD (Procurement), BUHO, Islamabad on the same day at 1130 hrs in the presence of the suppliers/ firms or their authorized representatives, who may choose to be present. Conditional/ incomplete submitted bids will be considered as non-responsive. Performance guarantee will be refunded to unsuccessful/ non-qualified bidders within 30 days of selection of qualified suppliers/ firms.

4. The Suppliers/ firms are requested to give their best and final prices inclusive of all applicable taxes, material, labouring, tools, accessories and transportation, and installation, etc. Bahria University may reject all bids/ proposals at any time prior to the acceptance by invoking Rule 33 of PPRA-2004. For any information regarding user requirements, Deputy Director (Admin) Bahria University Head Office may be contacted on Phone No.051-9260002 Ext 1342/18, during office hours 0900 - 1600. **PID (I) 9632/25**

Directorate of Planning & Development
Bahria University Head Office Sector E-8, Shangrila Road, Islamabad
Tele: **051-9264072 (Ext: 1259)** E-mail: ddp@bahria.edu.pk