



DISTRICT JUDICIARY, KHYBER PAKHTUNKHWA, PESHAWAR

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Web: www.SessionsCourtPeshawar.gov.pk

No. 463
Dated Peshawar 8-04-26

TENDER NOTICE

Notice Inviting Tenders through E-Bidding (EPads)


Sealed Bids are invited from eligible, experienced and reputable firms for stationary and furniture items through KPPRA E-Pads. Interested firms duly register on e-pads and with relevant tax authorities are eligible to participate. Tender should be uploaded to E-Pads and its physical copy should reach to the office of the undersigned on or before 30-April-2026 at 10:00 AM, which will be opened on the same day at 11:00 AM in presence of bidders or their representatives at the conference Room of Judicial Complex, Peshawar. The Bid Security shall be submitted in favour of Senior Civil Judge, (Admin) Peshawar from the account of the firm/bidder/contractor who submits the bid. The rates should be quoted in FOR.

Nature of the Tender (Single Stage One Envelop)

S.No	ITEMS DESCRIPTION
1	Stationery
2	Furniture

TERMS AND CONDITIONS:

1. The bids shall be valid till 30th June, 2026.
2. The interested firm must be registered with KPPRA EPADS.
3. The EPADS registered firms will submit their bids online through EPADS portal as well as submit the original bid hard copies to the office of Senior Civil Judge (admin), Peshawar.
4. Any query regarding the procurement can be availed from the COC branch of the Civil Courts.
5. 2% of bid value in favour of Senior Civil Judge, (Admin) Peshawar in the form of call deposit/Bank Draft, shall be submitted to the office of undersigned on the same day.
6. Rates must be inclusive of all Govt: Applicable Taxes.
7. The tender must be according to Bid Solicitation Documents (BSDs) of Tender.
8. The Procuring Entity may reject any or all bids/proposals at any time prior to the acceptance of a bid/proposal. The procuring entity shall upon request communicate to any contractor or consultant, who submitted a bid/proposal, the ground(s) for rejection of bids/proposals.
9. A detailed Bid Solicitation Documents (BSDs) can be downloaded from the official website of EPADS www.portalkp.eprocure.gov.pk or www.sessioncourt-peshawar.gov.pk.


[Zia Ur Hassan]
Senior Civil Judge (Admin)
Peshawar



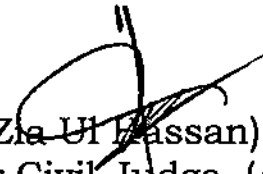
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STANDARD BIDDING DOCUMENT

Note: The prospective bidders are expected to examine the Bidding Documents carefully, including all Instructions, Terms & Conditions, and Specifications etc. failure to furnish all required information prescribed in this Bidding Documents or submission of a Bid not substantially responsive to the Bidding Document in every respect would result in the rejection of the Bid.


(Zia Ul Hassan)
Senior Civil Judge, (Admn)
Peshawar.
Peshawar

INTRODUCTION:

Senior Civil Judge, (Admn) Peshawar invites sealed bids from the Manufacturers, Importers & Authorized Distributors for the supply of required Stationary and furniture items through E-pads. Interested firms duly registered on e-pads and with relevant tax authorities are eligible to participate.

Tender Opening Date	30/04/2026 at 11:00 AM
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Method of Procurement	
1. Stationary	Single stage - One Envelope
2. Furniture	Single stage - One Envelope

TERMS & CONDITIONS

1. The bids shall be valid till 30th June, 2026.
2. The interested firm must be registered with KPPRA EPADS.
3. The EPADS registered firms will submit their bids online through EPADS portal as well as submit the original bid hard copies to the office of Senior Civil Judge (admin), Peshawar.
4. Any query regarding the procurement can be availed from the COC branch of the Civil Courts.
5. 2% of bid value in favour of Senior Civil Judge, (Admin) Peshawar in the form of call deposit/Bank Draft, shall be submitted to the office of undersigned on the same day.
6. Price should be quoted in Pakistani Rupees and as "per unit".
7. Rates must be inclusive of all Govt: Applicable Taxes.
8. Incomplete Tenders shall not be accepted.
9. The tender must be according to Bid Solicitation Documents (BSDs) of Tender.
10. The Procuring Entity may reject any or all bids/proposals at any time prior to the acceptance of a bid/proposal. The procuring entity shall upon request communicate to any contractor or consultant, who submitted a bid/proposal, the ground(s) for rejection of bids/proposals.

11. The bidder shall enclose a 3-year Bank Statement, along with detail of previous government contracts/works performed by the bidder.
12. Successful bidder will be bound to complete supply of the items within stipulated time after signing the contract/issuance of purchase order, failing which, or supplying below standard items will lead to forfeiture of earnest money/call deposit.
13. Bid Security of the unsuccessful bidders will be released after signing of contract / issuing of Purchase Order to the successful bidder.
14. Sale Tax Registration Number, National Tax Number (NTN), Provincial vendor Number as well Bank Account Number must be indicated in Bid and must be on active tax-payer list of FBR and KPRA.
15. The successful bidder will provide performance guarantee equivalent to 10% of the bid value in the shape of Bank Guarantee or CDR for warranty period in favor of Senior Civil Judge (Admn), Peshawar.
16. Successful bidder will provide one-year warranty for the item delivered under the contract. If during warranty period, the equipment supplied fail to give satisfactory performance and found defective the successful bidder will rectify the defect at its own cost within a reasonable time, failing which the equipment should be replaced with new one(s) without any cost.
17. In case the successful bidder(s) fail to supply the ordered goods within stipulated time, his purchase order will be deemed cancelled, performance guarantee will be confiscated and, as the case may be, shall proceed for blacklisting and the purchase order will be placed to next-lowest bidder(s).
18. If any of the given specifications/parameters does not meet the required specifications, their offer will not be considered and shall summarily be rejected by the Authority.
19. No advance payment will be permissible.
20. The payment will be made after successful supply, of all requisite items.
21. The lowest offer will be accepted, provided they meet the quality needs and ensuring value for money.
22. This Office will not be responsible for any postal or courier delays.
23. The quantity of the required items may be increased or decreased on the basis of available budget/requirement.
24. Any attempt by a Bidder to influence in the examination, evaluation, comparison, and post qualification of the Bids or Contract award decisions may result in disqualification of the firm.
25. The bidder must bring samples of all items detailed below:

Stationary

S.No	Item	Qty (Tentative Quantity subject to availability of budget.)	Detail
1.	White Paper Size 8.5"x 13" (80g)	2200	Rate per Rim
2.	White Paper (Photostat) Size 8.5"x 13"(70g)	1200	Rate per Rim
3.	Pencils (best quality)	70 (packets)	Rate per Packet
4.	Fluid Pen	400	Rate per unit
5.	Gum Stick 21 GM	300	Rate per unit
6.	High Lighter (best quality)	200	Rate per unit
7.	Marker Permanent	300	Rate per unit
8.	Steel Ruler (best quality)	100	Rate per unit
9.	Stapler Pin 24/6	600	Rate per unit
10.	Pointer Pen (best quality)	200 (packets)	Rate per Packet
11.	Sticky notes 1*3	80	Rate per unit
12.	Ball Point (best quality)	1200 (packets)	Rate per Packet
13.	Sharpener	250	Rate per unit
14.	Stapler Remover	100	Rate per unit
15.	Rubber	250	Rate per unit
16.	Stamp pad ink	100	Rate per unit
17.	Stamp pad	150	Rate per unit
18.	Tag	600	Rate per unit
19.	Short hand note book	30	Rate per unit
20.	Simple Register	50	Rate per unit
21.	Stapler machine 24/6 (Having staple opener)	150	Rate per unit
Tonnors			
S.No	Item	Qty	Detail
1.	85A	150	Rate per Tonner
2.	Ricoh 5054 (original)	08	Rate per Tonner
3.	151A with chip	180	Rate per Tonner
4.	79A	280	Rate per Tonner

Furniture

Sr#	ITEMS	Qty (Tentative Quantity subject to availability of budget.)	Detail
1	Benches for Litigants	50	6 feet length Pipe 1.5 cousin set Plus back Silver colour Frame 16 gage with foam and leatherette
2	Tea table	10	1.5*3- Glass top made best quality wood lacquer Polish with top glass 6MM.
3	Computer Table	25	2.5*4 Lasani wooden Polish structure with keyboard and CPU Rack
4	Central Table for lawyer	18	6'*2'*30''* Silver pipe 1.5 Frame with lasani wooden
5	Executive Table	8	5*3*2.5 with side rack and mobile drawers Hard Polish and to leather Cousin Lasani board with top Glass 6MM
6	Side Rack	20	Wooden file rack three shelf polish made structure standard size with Steel 16 gage structure
7	File Rack	35	7' height*5' length*2' width frame 16 gage Pipe 1.5 Silver colour with five Portions
8	Executive Revolving Chair	20	Revolving imported chair mesh back heat rest with imported hydraulic best quality un breakable base
9	Book Shelf	10	File Almari with two glass doors, three portion and two shelf with door lasani.
10	Sofa Set Three Seater	10	Standard size three seater made of mulberry wood all over with 1 st class Foam and Cloth/Rexene
11	Officer Visitor chair	30	Standard size frame made of best quality wood with 1 st grade foam and leather back cousin
12	Office Chair	60	Standard size frame made of best quality wood with 1 st grade foam and Cloth back cousin