



Ph: 021-99222113

NO.F.D (CTC-I)/03(06)/2025-2026
GOVERNMENT OF SINDH
FINANCE DEPARTMENT

Karachi dated the 11th May, 2026

To

The Managing Director,
M/s. New Traders.
Address: Off A-130, 3rd Floor, St-7, Block-H,
North Nazimabad, Karachi.
Cell No: 0333-2119611

SUBJECT: LETTER OF INTENT FOR BID / AWARD OF CONTRACT

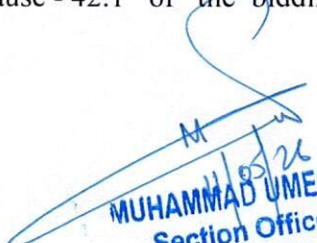
References are made to the:

- a. Invitation for Bids (the 'IFB') issued by the Government of Sindh, Finance Department (the 'Procuring Agency' published in the national dailies: The Daily Times News, Daily Jang and Sobh dated 25th / 26th February, 2026 respectively (the 'NIT') and subsequently posted along with the IFB Document dated 24th February, 2026 (the 'Bidding Document') on the Procuring Agency's website and SPPRA EPADS under ID Nos. EPADS-S-26020728998, EPADS-S-26020728999 and EPADS-S-26020729000 for solicitation of bids from eligible bidders in respect of "Procurement of Miscellaneous Items for the Offices of Finance Department, Government of Sindh, Secretariat, Karachi" (the 'Assignment'), in accordance with the SPP Rules, 2010 (As amended from time to time).
- b. Bid submitted for **Category-A (LOT-I / LOT-II / LOT-III)** by M/s. New Traders (the 'Bidder') in response to the Assignment's IFBs Notice mentioned above.
- c. Evaluation Reports communicated to the Bidders by the Procuring Agency through dated 04th May, 2026 and posted the same on the FD website & EPADS at ID # EPADS-S-26020728998, EPADS-S-26020728999 and EPADS-S-26020729000 posted on 04.05.2026.

2. The undersigned is directed to refer to the subject, including references thereunder, captioned above and to communicate that the Procuring Agency, pursuant to the recommendation of the Procurement Committee and with the approval of Competent Authority i.e., Secretary Finance, has been pleased to accept /approve your bid submitted for the items / goods attached at **Annexure-I (LOT-III: Stationery Articles)** in accordance with the criteria as well as other terms and conditions laid down in the bidding document

3. The Bidder is, therefore, advised to furnish the following documents in pursuance of the Bidding Document.

- a. Performance Security equivalent to 05% of the total contract / bid price in the shape of pay order or demand draft or bank guarantee, issued by a scheduled bank in Pakistan, in favor of the 'Section Officer (CTC), Finance Department, Government of Sindh' in the prescribed manner and format, within seven (7) business days, reckoned from the date of receipt of this letter, as required under Instructions to Bidders (ITB) Clause - 42.1 of the bidding document; and


MUHAMMAD UMER QURESHI
Section Officer (CTC)
Finance Department
Government of Sindh

- b. Contract or Agreement affixed e-stamp duty equivalent to 0.35% of the Contract / Bid Price or any other applicable rates prevailing on the Agreement's registry date as required ITB Clause 41.2 of the bidding document read together with Section-15 (A) of the Stamp Act, 1989 (Amended from time to time), **(a copy of draft contract is enclosed).**
- c. Integrity pact on stamp paper duly signed & stamped by the authorized person of the bidder in terms of Rule 89 of SPP Rules, 2010 (As amended from time to time) **(Format of Integrity pact is enclosed).**
4. The Bidder is further advised to confirm in writing, within **five (5) days**, reckoned from the date of receipt of this letter, its acceptance of matters set out herein, and its willingness to execute the Contract in the form enclosed to this letter.
5. The obligations on the Bidder under this letter shall be legally binding and of contractual nature until signing the Contract.
6. The Bidder's failure to provide a written acceptance or furnish the Performance Security within the prescribed time or sign the Contract may result in cancellation of this letter and forfeit the Bidder's bid security submitted along with the bid.
7. This letter shall be construed and interpreted in accordance with and governed by laws of Pakistan, and the courts of appropriate jurisdiction in the province of Sindh shall have exclusive jurisdiction over all disputes or matters arising out of or relating to this letter.



(MUHAMMAD UMER QURESHI)
SECTION OFFICER (CTC)

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A copy is forwarded for information to the:

1. P.S to SFS (Admn/SR), Finance Department, Government of Sindh, Karachi.
2. P.S to AFS (Admn), Finance Department, Government of Sindh, Karachi.
3. P.S to D.S (Admn & Accounts), Finance Department, Government of Sindh, Karachi.
4. Office Copy.

Address:

Room No. 171, Care Taker Cell, Ground Floor Finance Department, Government of Sindh,
Building No. 06, Sindh Secretariat A.K Lodhi Block, Kamal Atta-Turk Road, Karachi-Pakistan
E-mail: procurementfd@finance.gos.pk

ANNEXURE-I:

Sr. No	Goods Description	Per month Quantity	Total Quantity (For 12- months)	Total Bid in PKR (Inclusive all Taxes)	
				Unit Price	Total Amount
1.	Pen Point V7 Grip	02-Packets	24-Packets	3,564/-	85,536/-
2.	Pen Tec Point V10 Grip	04-Packets	48-Packets	3,564/-	171,072/-
3.	Ball Signo Pointer Pen 0.7	36-Packets	432-Packets	2,172/-	938,304/-
4.	Ball Eye Pointer Pen (Micro)	24-Packets	288-Packets	5,340/-	1,537,920/-
5.	Ball Pen	60-Packets	720-Packets	181/-	130,320/-
6.	High Lighter	08-Packets	96-Packets	990/-	95,040/-
7.	Board Marker	02-Packets	24-Packets	1,188/-	28,512/-
8.	Pencil HB	60-Packets	720-Packets	363/-	261,360/-
9.	Rubber	05-Boxes	60-Boxes	760/-	45,600/-
10.	Sharpener	03-Boxes	36-Boxes	1,050/-	37,800/-
11.	Steel Foot Scale	02-Packets	24-Packets	1,380/-	33,120/-
12.	White Fluid Bottle	12-Nos	144-Nos	445/-	64,080/-
13.	White Fluid Pen	05-Packets	60-Packets	888/-	53,280/-
14.	Large Heavy duty Stapler Machine	03-Nos	36-Nos	7,177/-	258,372/-
15.	Medium Stapler Machine	02-Boxes	24-Boxes	12,000/-	288,000/-
16.	Large Stapler Pin	01-Boxes	12-Boxes	6,100/-	73,200/-
17.	Medium Stapler Pin	08-Boxes	96-Boxes	1,980/-	190,080/-
18.	Pin Remover	06-Nos	72-Nos	148/-	10,656/-
19.	Gem Clip	06-Boxes	72-Boxes	990/-	71,280/-
20.	Paper Cutter	12-Nos	144-Nos	198/-	28,512/-
21.	Paper cutting Scissors	01-Box	12-Boxes	3,360/-	40,320/-
22.	Paper cutting Scissors	01-Box	12-Boxes	5,040/-	60,480/-
23.	Gum Bottle	01-Box	12-Boxes	1,008/-	12,096/-
24.	Gum Stick	03-Boxes	36-Boxes	6,336/-	228,096/-
25.	Yellow Chit	03-Boxes	36-Boxes	1,776/-	63,936/-
26.	Yellow Chit	03-Boxes	36-Boxes	2,376/-	85,536/-
27.	Stamp Pad	01-Box	12-Boxes	1,188/-	14,256/-
28.	Ink Stamp Pad	01-Box	12-Boxes	984/-	11,808/-
29.	Steel Single Hole Punch Machine	01-Box	12-Boxes	3,564/-	42,768/-
30.	Steel Double Hole Punch Machine	06-Nos	72-Nos	907/-	65,304/-
31.	Tag	08-Bundles	96-Bundles	630/-	60,480/-
32.	Tag	01-Bundle	12-Bundles	812/-	9,744/-
33.	Medium Plastic Dustbin	06-Nos	72-Nos	490/-	35,280/-
34.	Steel Poker	01-Box	12-Boxes	2,352/-	28,224/-
35.	Plastic Dak Folder Stick File	12-Nos	144-Nos	759/-	109,296/-
36.	Clip Dak Folder Ring Binder	12-Nos	144-Nos	825/-	118,800/-
37.	Dak pad	12-Nos	144-Nos	2,310/-	332,640/-
38.	Plastic File Box	24-Nos	288-Nos	630/-	181,440/-
39.	Clip File Folder View Binder	12-Nos	144-Nos	610/-	87,840/-
40.	Register	30-Nos	360-Nos	343/-	123,480/-
41.	Register	30-Nos	360-Nos	561/-	201,960/-
42.	Pages Register	06-Nos	72-Nos	891/-	64,152/-
43.	Cash Book Register	01-No	12-Nos	2,376/-	28,512/-
44.	Short Hand Book	12-Nos	144-Nos	50/-	7,200/-
45.	Legal Size Paper	02-Packets	24-Packets	561/-	13,464/-
46.	Water Dumper	06-Nos	72-Nos	181/-	13,032/-
47.	Plastic Basket	02-Nos	24-Nos	412/-	9,888/-
48.	Pen Jar	02-Nos	24-Nos	297/-	7,128/-
49.	Meeting Schedule Stand	06-Nos	72-Nos	1,567/-	112,824/-
50.	Squash Tap 1"	24-Nos	288-Nos	83/-	23,904/-
51.	Plastic Squash Tap 3"	48-Nos	576-Nos	248/-	142,848/-
52.	Book Binding Tap 2"	12-Nos	144-Nos	231/-	33,264/-
53.	Plastic File Bag	02-Nos	24-Nos	1,155/-	27,720/-
54.	Stock Register	01-No	12-Nos	1,782/-	21,384/-
55.	Plastic Color Flags	12-Nos	144-Nos	83/-	11,952/-
56.	Sticky Color Flags	01-Packet	12-Packets	3,300/-	39,600/-
57.	Inward / Outward Register	02-Nos	24-Nos	2,904/-	69,696/-
58.	Packing Tap 3"	12-Nos	144-Nos	225/-	32,400/-
Grand Total:					6,974,796/-

(Pakistani Rupees: Six Million Nine Hundred Seventy-Four Thousand Seven Hundred & Ninety-Six Only)




MUHAMMAD UMER QURESHI
SECTION OFFICER (CTC)